

City of Salem Municipal Port Authority

April 8, 2019

A rescheduled Re-Organization meeting was held at 6:00pm in the Salem Municipal Building, 1 New Market St., Salem, NJ.

The meeting was called to order by K. Tuthill at 6:05pm. The "Open Public Meetings" notice read as published. The flag was saluted, and the roll call was taken.

Commissioners present:

William Corbin
Timothy Gregory
Thomas Orsini
James Coleman

Commissioners absent:

Aidan Hassler

Others Present:

Karen Tuthill, Recording Secretary

ELECTION OF OFFICERS:

K. Tuthill called for nominations for Chairman. Motion to nominate T. Orsini was made by J. Coleman and seconded by T. Gregory. As, there were no further nominations for Chairman, motion to close nominations was made by J. Coleman and seconded by T. Gregory. Motion carried 4-0.

RESOLUTION 19/2020 -01 – Electing T. Orsini as Chairman of the City of Salem Municipal Port Authority through January 31, 2020 or until a successor is named.

Motion for approval was made by T. Gregory and seconded by J. Coleman. Roll call vote: W. Corbin (abstain), T. Gregory (for), T. Orsini (for), J Coleman (for).

T. Orsini called for nomination for a Vice-Chairman. Motion to nominate W. Corbin was made by T. Gregory and seconded by J. Coleman. As, there was no further nominations for Vice-Chairman, motion to close nominations was by T. Gregory and seconded by J. Coleman. Motion carried 4-0.

RESOLUTION 19/2020 – 2 – Electing W. Corbin as Vice-Chairman of the City of Salem Municipal Port Authority through January 31, 2019 or until a successor is named.

Motion for approval was made by T. Gregory and seconded by J. Coleman. Roll call vote: W. Corbin (abstain), T. Gregory (for), T. Orsini (for), J Coleman (for).

RESOLUTION 19/2020 -3 -Appointing Administrative Officer and Alternate.

Chairman T. Orsini appointed himself as Port Administrative Officer and T. Gregory as Alternate of the City of Salem Municipal Port Authority.

Motion for approval was made by T. Gregory and seconded by J. Coleman. Roll call vote: W. Corbin (abstain), T. Gregory (for), T. Orsini (for), J. Coleman(for).

RESOLUTION 19/2020 – 4 – Appointing Financial Officer Thomas Orsini.

Motion for approval was made by T. Gregory and seconded by J. Coleman. Roll call vote: W. Corbin (abstain), T. Gregory (for), T. Orsini (for), J. Coleman.

RESOLUTION 19/2020 – 5- Setting time and place for meetings of the City of Salem Municipal Port Authority annual year commencing February 1, 2019.

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Motion for approval was made by T. Gregory and seconded by J. Coleman. Roll call vote: W. Corbin (abstain), T. Gregory (for), T. Orsini (for), J. Coleman (for).

RESOLUTION 17/2018 – 6- Designating the NJ Advance Media Group as the official publication.

Motion for approval was made by T. Gregory and seconded by J. Coleman. Roll call vote: W. Corbin (abstain), T. Gregory (for), T. Orsini (for), J. Coleman (for).

RESOLUTION 19/2020 -7 – Appointing Bowman & Company LLP as Auditor of the City of Salem Municipal Port Authority.

Motion for approval was made by T. Gregory and seconded by J. Coleman. Roll call vote: W. Corbin (abstain), T. Gregory (for), T. Orsini (for), J. Coleman (for).

RESOLUTION 19/2020 – 8 – Designating Franklin Bank situated in the City of Salem as the official depository of the City of Salem Municipal Port Authority for the annual year commencing February 1, 2019.

Motion for approval was made by T. Gregory and seconded by J. Coleman. Roll call vote: W. Corbin (abstain), T. Gregory (for), T. Orsini (for), J. Coleman (for).

RESOLUTION 19/2020 – 9 – Establish a Cash Management Plan

Motion for approval was made by T. Gregory and seconded by J. Coleman. Roll call vote: W. Corbin (abstain), T. Gregory (for), T. Orsini (for), J. Coleman (for).

RESOLUTION 19/2020 – 10 – Setting Salary for Karen L. Tuthill

Motion for approval was made by W. Corbin and seconded by J. Coleman. Roll call vote: W. Corbin (for), T. Gregory (for), T. Orsini (for), J. Coleman (for).

RESOLUTION 19/2020 – 11 - Additional time needed to properly prepare the budget for the year ending January 31, 2020.

Motion for approval was made by T. Gregory and seconded by J. Coleman. Roll call vote: W. Corbin (abstain), T. Gregory (for), T. Orsini (for), J. Coleman (for).

RESOLUTION 19/2020 – 12 - Approve Proposed budget 2019/2020

Motion for approval was made by W. Corbin and seconded by J. Coleman. Roll call vote: W. Corbin (for), T. Gregory (for), T. Orsini (for), J. Coleman (for).

OLD BUSINESS:

RESOLUTION 18/2019 – 16 - Budget Transfer of Funds

Motion for approval was made by W. Corbin and seconded by J. Coleman. Roll call vote: W. Corbin (for), T. Gregory (for), T. Orsini (for), J. Coleman (for).

New Business:

APPROVAL OF MINUTES:

Motion was made by W. Corbin and seconded by J. Coleman to approve minutes for December 18, 2018. Motion carried 4-0.

REVIEW AND APPROVAL OF BILLS:

Motion was made by W. Corbin and seconded by J. Coleman to approve the bills for January 2019, February 2019, March 2019 and April 2019. Motion carried 4-0.

FINANCIAL REPORTS:

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Motion was made by J. Coleman and seconded by T. Gregory to approve the 4th Quarter 2019/2020 budget report. Motion Carried 4-0.

K. Tuthill gave an office update.

As there was no further business to come before the Authority, motion for adjournment was made by T. Gregory and seconded by J. Coleman. Motion carried 4-0.

Respectfully submitted:

Karen L. Tuthill

Karen L. Tuthill, Secretary

Approved: June 10, 2019