

City of Salem Municipal Port Authority

February 26, 2024

A Re-Organization meeting was held at 6:00pm in the Salem Municipal Building Annex, 17 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:

Charles Bailey
Charles Hassler
Ceil Smith

Commissioners absent:

Timothy Gregory

Others Present:

Karen Tuthill, Recording Secretary
Ben Angeli, City Administrator

RESOLUTION 24/2025 -01 – Electing C. Hassler as Chairman of the City of Salem Municipal Port Authority through January 31, 2025, or until a successor is named.

Motion for approval was made by C. Bailey and seconded by C. Smith. Roll call vote: C. Bailey (for), C. Hassler (for), C. Smith (for).

RESOLUTION 24/2025 – 2 – Electing C. Smith as Vice-Chairman of the City of Salem Municipal Port Authority through January 31, 2025, or until a successor is named.

Motion for approval was made by C. Hassler and seconded by C. Bailey. Roll call vote: C. Bailey (for), C. Hassler (for), C. Smith (for).

RESOLUTION 24/2025 -3 -Appointing Administrative Officer and Alternate.

Chairman C. Hassler 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 C. Bailey and seconded by C. Smith. Roll call vote: C. Bailey (for), C. Hassler (for), C. Smith (for).

RESOLUTION 24/2025 – 4 – Appointing Financial Officer Charles Hassler.

Motion for approval was made by C. Bailey and seconded by C. Smith. Roll call vote: C. Bailey (for), C. Hassler (for), C. Smith (for).

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RESOLUTION 24/2025 – 5- Setting time and place for meetings of the City of Salem Municipal Port Authority annual year commencing February 1, 2024.

Motion for approval was made by C. Smith and seconded by C. Bailey. Roll call vote: C. Bailey (for), C. Hassler (for), C. Smith (for).

RESOLUTION 24/2025 – 6- Designating the NJ Advance Media Group as the official publication.

Motion for approval was made by C. Bailey and seconded by C. Smith. Roll call vote: C. Bailey (for), C. Hassler (for), C. Smith (for).

RESOLUTION 24/2025 -7 – Appointing Bowman & Company LLP as Auditor of the City of Salem Municipal Port Authority.

Motion for approval was made by C. Smith and seconded by C. Bailey. Roll call vote: C. Bailey (for), C. Hassler (for), C. Smith (for).

RESOLUTION 24/2025 – 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, 2024.

Motion for approval was made by C. Smith and seconded by C. Bailey. Roll call vote: C. Bailey (for), C. Hassler (for), C. Smith (for).

RESOLUTION 24/2025 – 9 – Establish a Cash Management Plan

Motion for approval was made by C. Smith and seconded by C. Bailey. Roll call vote: C. Bailey (for), C. Hassler (for), C. Smith (for).

RESOLUTION 24/2025-10 – Setting Salary for Karen L. Tuthill

Motion for approval was made by C. Smith and seconded by C. Bailey. Roll call vote: C. Bailey (for), C. Hassler (for), C. Smith (for).

RESOLUTION 24/2025 – 11 - Notifying the Division of Local Government Services additional time needed for the Budget year ending January 31, 2025.

Motion for approval was made by C. Smith and seconded by C. Bailey. Roll call vote: C. Bailey (for), C. Hassler (for), C. Smith (for).

RESOLUTION 24/2025 – 12 – Resolution of Appreciation for service of Thomas Orsini.

Motion for approval was made by C. Smith and seconded by C. Bailey. Roll call vote: C. Bailey (for), C. Hassler (for), C. Smith (for).

RESOLUTION 24/2025 – 13 – Group affidavit form.

Motion for approval was made by C. Smith and seconded by C. Bailey. Roll call vote: C. Bailey (for), C. Hassler (for), C. Smith (for).

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RESOLUTION 24/2025 – 14 – Approval of proposed budget.

Motion for approval was made by C. Smith and seconded by C. Bailey. Roll call vote: C. Bailey (for), C. Hassler (for), C. Smith (for).

APPROVAL OF MINUTES:

Motion was made by C. Smith and seconded by C. Bailey to approve minutes for January 22, 2024. Motion carried 3-0.

OLD BUSINESS:

New Business:

As there was no further business to come before the Authority, a motion for adjournment was made by C Bailey and seconded by C. Smith. Motion carried 3-0.

Respectfully submitted:

Karen L Tuthill

Karen L. Tuthill, Secretary

Approved:

April 22, 2024