

**CINNAMINSON TOWNSHIP COMMITTEE  
REORGANIZATION MEETING MINUTES  
JANUARY 4, 2021**

Municipal Clerk Lisa Passione called for the flag salute

The Municipal Clerk announced that this meeting was being held in accordance with the “Open Public Meetings Act,” P.L. 1975, c.231, Notice was published in the Burlington County Times and the Courier Post on January 10, 2020.

In attendance: Mr. Conda, Mr. Horner, Mrs. Kravil, Mr. McGill, Mr. Segrest.

Also present: Administrator Eric Schubiger, CFO Julia Edmondson, Municipal Clerk Lisa Passione; Eric Riso, Solicitor; Kevin Gauntt, Superintendent of Public Works, Richard Calabrese, Chief of Police

Reverend John W. Doll of Asbury Methodist Church gave the invocation.

**ADMINISTRATION OF OATH TO NEWLY ELECTED COMMITTEE MEMBERS**

Richard Strobel administered the Oath of Office to Mr. McGill and Mr. Horner.

**NOMINATION AND ELECTION OF MAYOR:**

Ms. Passione asked for nominations for Mayor. MOTION BY MR. CONDA TO NOMINATE MR. SEGREST FOR MAYOR, seconded by Mrs. Kravil. Roll call vote. All aye. Richard Strobel, Esq. administered the oath of office to Mayor Segrest.

Mayor Segrest asked for a nomination for Deputy Mayor. MOTION BY MR. MCGILL TO NOMINATE MRS. KRAVIL AS DEPUTY MAYOR, seconded by Mr. Horner. Roll call vote. All aye. Richard Strobel, Esq. administered the oath of office to Deputy Mayor Kravil.

**Resolution No. 2021 - 1** Designates Township Solicitor as Platt & Riso P.C.

Mayor Segrest asked for a motion to approve Resolution 2021-1. MOTION TO APPROVE RESOLUTION 2021-1 MADE BY MR. HORNER, seconded by Mr. McGill. Voice vote. All aye. Resolution 2021-1 was approved.

Mayor Segrest announced the 2021 Township Committee Liaisons as follows:

Liaison to Public Safety – Ernest McGill  
Liaison to Finance and Economic Development – Ryan Horner  
Liaison to Administration and Senior Services – Paul J. Conda  
Liaison to Parks and Recreation & Veterans Affairs – Stephanie Kravil  
Liaison to Public Works – Albert D. Segrest

Mayor Segrest read the consent agenda as follows:

**Consent Agenda**

Finance Committee:	Committee Members Paul Conda and Ryan Horner
Liaison to Burlington County Community Development Block Grant Executive Board:	Ernest McGill
Tax Search Clerk:	Sandra J. Root
Deputy Tax Collector:	Julia Edmondson
Registrar of Vital Statistics:	Lisa A. Passione
Deputy Municipal Clerk and Deputy Registrar of Vital Statistics:	Patricia Rucci
Domestic Animal Registrar:	Katherine Cave
Municipal Improvement Search Clerk:	Lisa A. Passione
Official Newspaper:	Burlington County Times /Alternate Courier Post
ADA Coordinator:	Lisa A. Passione
Public Information Officer	To be named

Resolution 2021 – 2	Approval of Cash Management Plan for 2021
Resolution 2021 – 3	Permits the Township Treasurer to invest excess and surplus funds in Treasury Notes/Government Securities up to \$500,000 with approval of the Finance Liaison; investments over \$500,000.00 require approval of Township Committee
Resolution 2021 - 4	Designates insured banks and trust companies and insured savings institutions in Burlington County
Resolution 2021 - 5	Permits Mayor to give interim approval to vouchers for payrolls, utility payments, and Social Security payments; authorizes the signatures of the officials for necessary checks.
Resolution 2021 – 6	Provides rate of interest on delinquent taxes.

Resolution 2021 – 7	Designates the Planning Board Secretary as the individual to issue certificates as to approval of subdivision of land.
Resolution 2021 – 8	Designates dates when Administrative Offices will be closed for holidays.
Resolution 2021 – 9	Schedule of 2021 Township Committee Meeting Dates
Resolution 2021 – 10	Authorizes Signatures on Checks
Resolution 2021 – 11	Approval of Temporary Municipal Budget
Resolution 2021 – 12	Conflicts/Special Consulting Engineer: CME Associates and Richard A. Alaimo
Resolution 2021 – 13	Designates Public Defender – James D. Fattorini and Christopher Baxter as alternate
Resolution 2021 – 14	Designates Prosecutor as Brian Turner of Malamut & Associates
Resolution 2021 – 15	Affirmative Action Officer – Lisa A. Passione
Resolution 2021 – 16	Additional Penalties; Delinquency on taxes
Resolution 2021 – 17	Approval/Issuance; Blue Light Permits and ID Cards
Resolution 2021 – 18	Appointment of Bond Counsel – Parker McCay
Resolution 2021 – 19	Appointment; Planning Consultant – Environmental Resolutions Inc.
Resolution 2021 – 20	Appointment of Labor Counsel – Capehart & Scatchard, P.A.
Resolution 2021 – 21	Authorization to purchase through State Contract
Resolution 2021 – 22	Cancels or refunds Delinquent Taxes less than \$5
Resolution 2021 – 23	Appointment of Recycling Coordinator; Karen Zlotnik
Resolution 2021 – 24	Appointment of Township Auditor – Bowman & Company
Resolution 2021 – 25	Appointment of Township Health Insurance Administrator – James A. Bristow
Resolution 2021 – 26	Appointment of Township Engineer – Remington & Vernick
Resolution 2021 – 27	Appointment of Linda Galella, Parker McCay P.A. as Special Counsel for ongoing COAH litigation
Resolution 2021 – 28	Appointment of Conflict Counsel – Raymond Coleman Heinold LLP and Parker McCay
Resolution 2021 – 29	Appointment of Township Architect – J.F. McKernan Jr.
Resolution 2021 – 30	Appointment of Risk Management Consultant/Insurance Broker – Fairways Insurance

**Deputy Emergency Management Coordinators:** Township Committee accepts the recommendation of our OEM Coordinator, Danny Norman, to appoint Firefighter Dean Jernigan and Lt. Andrew Johnson; one-year terms to expire 12/31/21.

**Emergency Management Advisory Board:** Ernest T. McGill, Police Chief Richard Calabrese, EMS Deputy Chief Kimberly Brown, Fire Chief William E. Kramer, Mark Tindal, Sewer Authority Superintendent Kevin D. Kramer, Township Administrator Eric Schubiger and Public Works Superintendent Kevin Gauntt, one-year terms to expire 12/31/2021.

**Route 130 Advisory Committee:** Michael D. Minton and Stephanie Kravil

**Zoning Board of Adjustment:** John J. Bednarek, term to expire 12/31/2024  
Noel Devlin, to fill unexpired term to 12/31/2021  
Roger Hare, term to expire 12/31/2024  
Doug Sell, to fill unexpired term to 12/31/2022  
**Alternate #1** William O'Donnell, term to expire 12/31/2022  
**Alternate #2** Lisa Woodman, term to expire 12/31/2022

**Parks and Recreation Committee:** Brian S. Devone, term to expire 12/31/2023  
Stephanie Kravil, term to expire 12/31/2021  
Stephen Kearney, to fill unexpired term to 12/31/2022

**Planning Board, Class III Member:** Township Committee Member – Stephanie Kravil  
Term to expire 12/31/2021

**End of Consent Agenda**

Mayor Segrest asked for a motion to open public comment on consent agenda items only.  
**MOTION TO OPEN PUBLIC COMMENT ON CONSENT AGENDA MADE BY MR. CONDA**, seconded by Mrs. Kravil. Voice Vote. All aye.

Seeing no one come forward Mayor Segrest asked for a motion to close public comment on the consent agenda. **MOTION TO CLOSE PUBLIC COMMENT MADE BY MR. CONDA**, seconded by Mayor Segrest. Voice vote. All aye.

Mayor Segrest asked for a motion to approve the consent agenda. **MOTION TO APPROVE THE CONSENT AGENDA MADE BY MR. HORNER**, seconded by Mr. McGill. Roll call vote. All aye. Consent agenda was approved.

Mayor Segrest read the following appointments:

**APPOINTMENTS BY MAYOR:**

**Planning Board**

- Class I** Albert Segrest (Mayor's designee)  
Term to expire 12/31/2021
- Class II** Michael Minton (Township Official)  
Term to expire 12/31/2021
- Class IV** William O'Connor, term to expire 12/31/2023
- Alternate #2** John Snyder, to fill unexpired term to 12/31/2021

**COMMENTS FROM MAYOR AND COMMITTEE:**

Mr. McGill – I'd like to congratulate Mayor Segrest and Deputy Mayor Kravil. We are going to have a good year. I'd also like to thank my family for all of their support, my wife Tracy, and my sons Kevin, Matthew and Kyle. I'd also like to thank the staff, particularly Administrator Eric Schubiger, CFO Julia Edmondson and Township Clerk Lisa Passione. Thank you for all of your hard and tireless work. We appreciate it. You have all kept the Township rolling during the pandemic. I'd also like to thank our professionals for the great job they've done and continue to do, as well as my committee members, Police Chief Calabrese, Chief Kramer as well as Kevin Gauntt, Public Works Superintendent. Happy New Year.

Mr. Horner – I echo the sentiments of my colleague Mr. McGill. I'd also like to congratulate Mayor Segrest and Deputy Mayor Kravil. I would like to start off by also thanking my family, specifically my wife Monica and my children, who endure a lot of stress along with all of our stress. I think our families share in all that we do, all of the long hours that we have to put in, picking up the slack around the house, particularly with my family and our children. I can't thank them enough. I want to thank my colleagues on committee. We have a sometimes thankless job but we do it for the right reasons; we work together. I am also looking forward to the next three years. I would also like to thank Chief Calabrese, Chief Kramer, all of our staff for everything that they do every day, Kevin Gauntt and the Department of Public Works. Last but certainly not least I'd like to thank Eric Schubiger, Administrator, Lisa Passione, Municipal Clerk, and Julia Edmondson, CFO and all of the staff in the municipal building for the tireless job they do each and every day to keep this Township moving in the right direction.

Mr. Conda – There are a few people I'd like to add to my list. First, former Mayor Horner, congratulations for your service to this community and your service as mayor this past year. 2020 was not the easiest year but with your leadership and willingness to go above and beyond we have accomplished an awful lot in spite of the challenges that the entire year threw at us. I would also like to congratulate Mr. Horner and Mr. McGill for continuing your service to Cinnaminson. Lastly, I'd like to congratulate Mayor Segrest and Deputy Mayor Kravil on your new positions. I certainly look forward to working with you in the coming year. At the start of every year, I like to remind myself of how lucky I am to work with this team, including committee members, Township staff and Township professionals, all of whom are second to none. With all of your guidance and support it's always been invaluable to me during my time on committee but never more than in the last twelve months. Thank you all. In 2021 I hope to continue what we have started because everyone involved is committed to putting the best interests of Cinnaminson right up front. I would like to thank everyone for coming out and to wish everyone the happiest of New Year's. Thank you very much.

Mrs. Kravil – Good evening to everyone and thank you for joining us tonight. First and foremost, I would like to thank my husband Matt and my children Macy, Logan and Kelsea for their outpouring of support in all that I do and take on. You all help and guide me to strive for greatness and expect nothing else. You cheer and encourage me when things get daunting and overwhelming and you are there to cherish and appreciate my successes. I want to thank the residents of Cinnaminson. I am so proud to represent and be a part of the Cinnaminson community. The residents of this town never cease to amaze me with their perseverance and compassion. We truly have a great community and I look forward to our growth together. I would like to thank our Township Administrator Eric Schubiger, our Township Clerk Lisa Passione, our CFO Julia Edmondson and our entire professional administrative staff. We would not be able to do our jobs if it wasn't for your knowledge, your insight and your professionalism. Chief Kramer, Chief Calabrese and Chief Norman, it has been an honor and a pleasure to work along side all of you. Together with your respective departments you make this town safe, secure and a wonderful place to live. I want to thank my fellow committee members. To our outgoing mayor, Ryan Horner, despite going through a worldwide pandemic, you steadied our course and kept focus where it needed to be, on our residents. Paul Conda and Ernie McGill, you have both invested immense time and energy into the

betterment of our town and what it has to offer. I would like to congratulate our new mayor, Mayor Al Segrest. I look forward to working along side you as your Deputy Mayor. Knowing you, I have

the utmost confidence and respect for your dedication to our community. I look forward to the year ahead of us. Thank you all.

Mayor Segrest – First to my friends and family, thank you. None of this would be worth doing without your love and support. It continues to be my honor and privilege to service the residents of Cinnaminson Township. 2020 is officially in the books and I, like many of you, are glad to see it go and welcome 2021 with open arms. The new year is a good time to consider the blessings of the past and our hopes and goals for the future. I want to start by thanking the people who have worked to keep Cinnaminson such a great place. To my fellow committee members, thank you for your unwavering dedication. As individuals we differ in talents and sometimes opinion but ultimately, we share a common vision in how we serve this community. To Ryan, you served as our mayor in 2020. That could be enough. COVID19, working remote, social unrest, virtual meetings; this year was anything but typical. You kept us steady. You put us in positions to be our best. You utilized the individual strengths of Township committee and our professionals to keep Cinnaminson moving forward. This Township did not stop. We changed how we had to work but we did not stop working. Your analytic approach provided different prospective to this committee and helped us get through some really difficult decisions. Personally, I want to thank you Ryan, for your mentorship and your friendship. Chief Calabrese, Chief Kramer and Chief Norman thank you to you and your respective staffs. You all do a great job of attending to the problems and emergencies in Cinnaminson. I am especially proud when I see you and your staff interacting with students, greeting the trick or treaters, greeting people at community events and my personal favorite is transporting Santa on Christmas Eve. Kevin Gauntt and our Department of Public Works have some of the toughest jobs in Cinnaminson. The DPW staff is often gifted down trees, snow and flooding on top of their daily jobs of maintaining parks, buildings, vehicles, recycling and many other duties. Please know we appreciate your hard work and dedication. To our professional staff in our Township building, thank you. This year has truly shown how great our staff is in continuing Township work. Eric Schubiger, Julia Edmondson, John Marshall, Lisa Passione and all of our staff, this town runs on your hard work. Thank you. As a group we will continue to focus on service to the residents and transparency, welcome ideas from our residents and staff. I really enjoy our resident’s participation in our Township meetings. Please continue to ask questions and push us to be our best. 2020 was full of many unpleasant events but we pushed through, continuing economic development plans and improvements. I am very excited for 2021. Happy New Year and thank you.

Mayor Segrest asked for a motion to open public comment. MOTION TO OPEN PUBLIC COMMENT MADE BY MR. HORNER, seconded by Mr. McGill. Voice Vote. All aye.

Richard Dietrich, 19 Emerson Drive – Mr. Dietrich commended committee members for their accomplishments.

Ben Young, 116 Woodview Lane – Mr. Young congratulated Mayor Segrest. He also congratulated committee on their accomplishments in this difficult year. He wished them all the best.

Seeing no one else come forward Mayor Segrest asked for a motion to close public comment. MOTION TO OPEN PUBLIC COMMENT MADE BY MR. CONDA, seconded by Mr. Horner. Voice Vote. All aye.

Reverend John W. Doll of Asbury Methodist Church gave the benediction.

Mayor Segrest asked for a motion to adjourn. MOTION TO ADJOURN MADE BY MR. MCGILL, seconded by Mrs. Kravil. Voice vote. All aye. Meeting was adjourned.

7:23 pm

Duly passed and adopted:

Respectfully submitted:

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Lisa A. Passione, RMC  
Municipal Clerk