

**MINUTES
MUNICIPAL ALLIANCE COMMISSION
TOWNSHIP OF MONROE
JANUARY 9, 2012**

The Reorganization Meeting of the Monroe Township Municipal Alliance Commission was called to order by 2011 Chairperson Jeanette Remsen at 7:00PM in the 2nd Floor Meeting Room of the Municipal Complex. Notice of this meeting was given as required by the annual notice of meetings.

2011 Chairperson Jeanette Remsen led the Commission in the salute to our flag.

ROLL CALL

Present: Patricia Adams, Mary Brown, Cody Miller, Colleen Reitz, Jeanette Remsen

Excused: Kelly Fleming, Ryan Borkowski, Cncl. Walter Bryson

SWEARING IN

Cody Miller administered the oath of office to Patricia Adams with a three-year term expiration of December 31, 2014.

NOMINATIONS & ELECTION

As 2011 Chairperson of the Monroe Township Municipal Alliance Commission, Jeanette Remsen conducted nominations and election and opened the floor for nominations for the 2012 Chairperson. A nomination was made by Mary Brown for Cody Miller as Chairperson and seconded by Pat Adams; no other nominations from the floor; all in favor, no oppositions. Cody Miller is the Chairperson of the Monroe Township Municipal Alliance Commission for 2012.

Jeanette Remsen opened the floor for nominations for the 2012 Vice-Chairperson. A nomination was made by Colleen Reitz for Jeanette Remsen as Vice-Chairperson and seconded by Mary Brown; no other nominations from the floor; all in favor, no oppositions. Jeanette Remsen is the Vice-Chairperson of the Monroe Township Municipal Alliance Commission for 2012.

Jeanette Remsen opened the floor for nominations for the 2012 Treasurer. A nomination was made by Cody Miller for Jeanette Remsen as Treasurer and seconded by Pat Adams; no other nominations from the floor; all in favor, no oppositions. Jeanette Remsen is the Treasurer of the Monroe Township Municipal Alliance Commission for 2012.

Chairperson Miller appointed Mary Brown as Parliamentarian. Mary Brown is the Parliamentarian of the Monroe Township Municipal Alliance Commission for 2012.

Jeanette Remsen opened the floor for nominations for the 2012 Secretary. A nomination was made by Mary Brown for Aileen Wojciechowski as Secretary and seconded by Cody Miller. Aileen Wojciechowski is the Secretary of the Monroe Township Municipal Alliance Commission for 2012.

CORRESPONDENCE, REPORTS AND OTHER MATTERS

Secretary Aileen provided a copy of Resolution MAC/R:01-12 in reference to the Municipal Alliance Commission 2012 Meeting Dates. Pat made a motion to change the June meeting date from the 11th to the 4th. The motion was seconded by Mary Brown and approved by all remaining members of the Commission in attendance. MAC/R:01-12 is approved by the Commission with changes.

The Commission spoke in reference to National Night Out Against Crime. Cody felt that 2011's event was a success, with many residents in attendance. He noted that there was a perfect amount of water ice ordered for the 2011 event and asked the Commission members if they had any suggestions for 2012's event, if any changes needed to be made. Jeanette noted that it's always the 1st Thursday of August. Monroe Township's National Night Out Against Crime will be held August 2, 2012. Cody asked which member would be interested in chairing the event. Jeannette said she will chair the event; Pat and Colleen will assist Jeanette in the chair's duties.

The Commission spoke in reference to Project Graduation. The Commission is to have the monies budgeted and allocated in January/February. Jeanette suggested to the Commission that as soon as they have their budget, she as Treasurer, will have the monies used for Project Graduation and Haunted High School. The Commission discussed Jeanette and Cncl. Bryson meeting with the Business Administrator, Kevin Heydel, and helping him allocate the monies for each project. Cody asked, if during the year the Commission needs to revise the amounts of monies for a project, if they can. Jeanette replied that if they needed any changes made, they would need to get permission from the County Coordinator, MaryBeth Monroe. Mary asked Jeanette if she knew how much the budget is; Jeanette did not know the exact amount for 2012, if it's the same as 2011 or not. Pat asked if the County will designate a certain amount to use for each project or if it's a lump sum that the Commission spreads out to each in a way they see fit; Jeanette said that the County authorizes a certain amount for each project to use, that there are budget line items for each.

The Commission spoke in reference to the Haunted High School. Cody suggested to the members that instead of donating money to buy the candy for the event, that they use the money toward something that deals with the Municipal Alliance Commission and their mission. Jeanette said the Commission donates all monies budgeted for that line item to be given to the high school in a check for the whole event; the high school not only buys candy, but also buys decorations, children's favors, etc.

The Commission spoke in reference to quarterly reports. Jeanette's opinion is that Kevin Heydel, Business Administrator, takes care of these. Mr. Heydel reviews each purchase order the Treasurer processes and approves/rejects them, so he will be able to follow the use of the Alliance's budget for the reports. Cody confirmed that Jeanette will meet with Mr. Heydel to review the budget line items for each project, so that there are no conflicts.

Mary wanted to make a suggestion in reference to left-over monies available from some events at the end of the year and the Commission having to figure out how it will be used. She suggested that through the year, they meet with organizations in town and/or meet with schools to see what upcoming projects they have and might need a little help with; the Commission would research information on the project ahead of time and then seek approval of how it can be used. Jeanette said that there being left-over money in 2011 is not what usually happens, but had happened due to budgeting reasons. Mary wondered if they don't have an event, like the Ice Cream Social, if that money could be used instead.

CORRESPONDENCE, REPORTS AND OTHER MATTERS (cont'd)

The Commission spoke in reference to the matter of donating money to schools/involving them with events that are not public schools. Cody mentioned that a lot of private institutions cannot receive public taxpayer funds, sort of a separation of Church and State, which could become a conflicting issue.

The Commission spoke in reference to the Oktoberfest. Jeanette spoke to ROTC about providing hot dogs and water from the Commission for helping with this community event; money will be used from the Community Gathering budget line.

The Commission spoke in reference to the Senior Luncheon. This event is sponsored along with the Monroe Township Seniors Commission. In 2011, the luncheon was in November. Jeanette suggested maybe holding 2012's in June instead, due to November's weather and it being close to Thanksgiving. The proposed Senior Luncheon date by the Seniors Commission is June 9, 2012.

Cody mentioned the fact that the Monroe Township Municipal Alliance Commission is in need of members. The planning of a Citizen's Campaign, that helps get the community involved with joining township boards/commissions, is in progress to be held in Monroe Township. Interested residents can go to the Township Clerk's Office to fill out a Citizen's Leadership form to apply as a member to a township board/commission. Jeanette also mentioned that the Commission has a vacancy for an Associate Member; this member has no voting rights and is elected by the Commission.

Jeanette mentioned the duties of the Secretary to the Municipal Alliance Commission. She brought up the matter of when the Secretary attends a scheduled meeting, and due to a lack of members attending to have a quorum and hold a meeting, the Secretary does not receive payment. Jeanette asked that a motion be put on the floor that she investigates with whoever has the authority that the Secretary gets paid, even when there is no quorum, due to the fact that the Secretary has already prepared all assignments for the meeting and is in attendance for the scheduled meeting. The motion was seconded by Mary Brown; all in favor, no oppositions.

The Commission spoke in reference to school assemblies. Mary said that for the high school, they were not able to come up with a date that would fit in the schedule for the high school, due to testing sessions and other issues and suggested instead offering 2 assemblies to Williamstown Middle School for January 26, 2012 with Motivational Productions. The County suggests them having a Robomedia assembly, but according to some schools, they don't prefer that due to not being able to hear the robot well in the assembly room and not having an updated program from year to year. Cody asked if it's the Commission's or the school's responsibility to find a new assembly. Mary has school assembly contacts and works with the schools for scheduling the assemblies, but noted that if anyone knows of a certain assembly or has any suggestions, to mention them at a meeting for the Commission to discuss.

ADJOURNMENT

With no further business to discuss, Chairperson Cody Miller made a motion to adjourn the Monroe Township Municipal Alliance Commission Meeting of January 9, 2012. The motion was seconded by Mary Brown; all in favor, no oppositions. Meeting adjourned at 8:16pm.

Respectfully submitted,

Aileen Wojciechowski, Secretary

The next scheduled Monroe Township Municipal Alliance Commission is Monday, February 6, 2012 at 7:00pm.

These minutes were prepared from excerpts of the tape-recorded proceedings of the Reorganization Municipal Alliance Commission Meeting of January 9, 2012 and serve as only a synopsis of the proceedings.

Approved as submitted _____ Date _____
Approved as corrected _____ Date _____