

The Quill

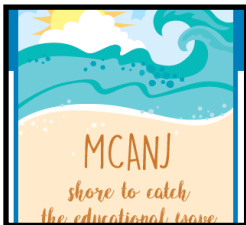
PRESIDENT'S MESSAGE

DINA ZAWADSKI



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CLERK CONFERENCE MAY 1ST-4TH INFORMATION



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PEOPLE'S PAGE



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THE SEASONED CLERK BY: MICHELE SEIGFRIED



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MCANJ President Dina L. Zawadski's Message to our members:



PRESIDENT'S MESSAGE BY MCANJ PRESIDENT, DINA L. ZAWADSKI, RMC/CMC
DEPTFORD TOWNSHIP MUNICIPAL CLERK

Wishing you and your family delight, peace and prosperity in the New Year!

As we enter the New Year, Municipal Clerks and County Clerks often are preparing for the Reorganization Meeting. This meeting does involve a lot of our time preparing for the appointments and reappointments that are made by the governing bodies. This is one of the busiest times of the year for our profession. One of our challenges is getting to meet new mayors, council people and committee persons. The men and women new to these positions invariably have no idea what a municipal clerk does on a daily basis. One of the first orders of business is to personally meet each official, offer them assistance with their new positions and educate them on our responsibilities as Municipal Clerks. In addition to being nonpartisan, one of our main responsibilities is being the contact person for our governing body. One tip on educating newly elected officials is to print out our duties and give the official a copy. There is no rule book for elected officials and we as clerks can help smooth the learning process by working with our administrators and managers to continue municipal operations while serving our residents and businesses. We are professionals and this is the time of year to show everyone that through it all the municipal clerks are always there to keep local and county governments working and serving our residents.

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GARFIELD CITY CLERK DREW PAVLICA ATTENDS 1,674 STRAIGHT MEETINGS OVER 30 YEARS



Pictured (L-R): Deputy Mayor Joseph Delaney, Mayor Richard Rigoglioso, Councilwoman Erin Delaney, City Clerk Drew Pavlica holding the Joint Legislative Resolution from the New Jersey State Senate and General Assembly, Councilmember Frank Calandriello, City Attorney Christos Diktas, City Engineer Kevin Boswell and Councilmember Louis Aloia.

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EDITORIAL STAFF FY2018

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PAST EDITORS:

1954-1959: J. Ford Flagg	1960-1970: John R. Zellweger	1971-1973: Joseph E. Bennett
1974-1982: Harry C. Kates	1983-1993: Janet L. Lynds	1994-1995: Patricia Hullfish and Patricia C. Shuss
1996-2000: Patricia C. Shuss	2001-2005: Nancy Hatten	2006-2015: Jim Doherty
2015-2017: Joseph Kostecki		

MUNICIPAL CLERKS' ASSOCIATION OF NEW JERSEY, INC. EXECUTIVE BOARD FY2017

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Executive Director:	Joel Popkin	E-mail: executivedirector@njclerks.org
Legal Counsel:	Steven Goodell, Esq	

MCANJ PAST PRESIDENTS * EX OFFICIO MEMBERS

1974: Joseph V. Valenti	1996: Joseph C. Favaro	2007: Barbara M. Hawk
1975: Alfred A. Reda	1997: Elizabeth H. Kiss	2008: Heather Mailander
1977: Otto M. Bock	1999: Bernadette Dubuss	2009: Joan Moreland
1981: L. Manuel Hirshblond	2000: Nancy Hatten	2010: Vincent Buttiglieri
1985: Elizabeth G. Nolan	2001: Sharon L. Brienza	2011: Joanne M. Kwasniewski
1987: Lewis N. Thompson	2002: Bernadette Standowski	2012: Andrew J. Pavlica
1988: Elaine Wallace	2003: Allan Susen	2013: Nancy Saffos
1993: John J. Galvin	2004: Joel Popkin	2014-15: John Mitch
1994: Kathleen A. Thorpe	2005: Jane Williams-Warren	FY 2016: Keith Kazmark
1995: Christina N. Wilder	2006: Elaine B. Kennedy	FY 2017: Denise Szabo

IIMC PAST PRESIDENTS

Robert Radford, Hasbrouck Heights Borough	Thomas Redanauer, Barrington Borough
Joseph V. Valenti, Woodbridge Township	Elizabeth H. Kiss, East Brunswick Township
Christina N. Wilder, Hamilton Township	Vincent Buttiglieri, Ocean Township
Joseph T. Carney, Englewood City	

MCANJ ADVISORY BOARD MEMBERS FY2017

Atlantic:	Lucy Samuelsen Somers Point City	Middlesex:	Sandra Bohinski, Helmetta Borough
Bergen:	Yancy Wazirmas, City of Englewood	Monmouth:	Vincent Buttiglieri, Ocean Township
Burlington:	Mary Lou Bergh, Evesham Township	Morris:	Elizabeth Osborne, Madison Borough
Camden:	Denise Brouse, Merchantville Borough	Ocean:	Sherry Mason, Beach Haven
Cape May:	Sheila Cottrell, Ocean City	Passaic:	Allan Susen, Haledon Borough
Cumberland:	Karen Seifrit, Deerfield Township	Salem:	Cynthia Dalessio, Woodstown Borough
Essex:	Linda S. Wanat, Montclair Township	Somerset:	Pam Borek, Hillsborough Twp.
Gloucester:	Tanya Goodwin, Swedesboro	Sussex:	Lauren Kirkman, Vernon Township
Hudson:	Erin Barillas, North Bergen	Union:	Linda Donnelly, Springfield Township
Hunterdon:	Karen Dysart, Milford Township	Warren:	Deborah Hrebenak, Independence Township
Mercer:	Sharon Young, West Windsor Township		

NEW JERSEY MUNICIPAL CLERK COUNTY ASSOCIATION PRESIDENTS FY2017

Atlantic:	Paula Geletti, Atlantic City	Middlesex:	Joan Hullings, Highland Park Borough
Bergen:	Andrew Pavlica, City of Garfield	Monmouth:	Julie Martin, Eatontown
Burlington:	Kim-Marie White, Eastampton Township	Morris:	Greg La Conte, Chatham Township
Camden:	Bonnie Taft, Oaklyn Borough	Ocean:	Daina Dale, Harvey Cedars
Cape May:	W. Scott Jett, North Wildwood	Passaic:	Jane McCarthy, Borough of Bloomingdale
Cumberland:	Lisa Garrison, Greenwich & Woodbine	Salem:	Melinda Taylor, Oldsman
Essex:	Juliet Lee, Montclair	Somerset:	Pamela Borek, Hillsborough Township
Gloucester:	Kathy Van Scoy, Paulsboro	Sussex:	Amy Lobban, Sandyston Township
Hudson:		Union:	Nicole Dirado, Union County
Hunterdon:	Michele Bobowski, Alexandria Township	Warren:	Kelley Smith, Harmony Township
Mercer:	Debra Sopronyi, Hightstown Borough		

MESSAGE FROM PRESIDENT (CONT'D)

We just held our 1st Legal Defense Fund Seminar on December 6th at the National Conference Center in East Windsor, NJ. Over 100 people registered for this event. The Executive Board, Executive Director Joel Popkin and Legal Defense Chair Harold Weiner helped coordinate this extraordinary session. MCANJ solicitor, Michael Herbert from Parker McKay did an outstanding job discussing and educating us on the following topics:

- * Mandatory Participation in Executive Sessions
- * Compensation Issues for Municipal Clerks
- * Appointments of Clerks (Regular, Acting & Deputy)
- * Rice Notices
- * Tenure Rights
- * Dealing with Harassment Cases
- * Cases and Issues Covered by the LDF
- * Process for Filing for LDF Assistance
- * Who do Municipal Clerk's Report to (Administrator? Mayor? Governing Body Members?)

At this session, we were able to receive 3 CEU's in Professional Development.

It's been a challenging year with OPMA/OPRA (S-1045 & S-1046). This topic certainly will not go away anytime soon. We met with Senator Weinberg and her staff a few times to give them a better understanding of what our roles are as municipal clerks are and understand our position with these bills as municipal clerks and how it affects our daily operation. We have asked municipalities to pass a resolution opposing these bills. The Senator was disappointed that we requested the adoption of this resolution as it



created additional work for her to respond to all municipalities. This certainly caught the Senator's attention; however no compromise has been agreed upon. Senator Weinberg proposed the State supply a data base and suggested having the State maintain the data base therefore leaving no interaction between requestors and clerks in requesting/responding to OPRA requests. Our responsibility would be to create a list of documents that could be posted on a voluntary basis to the data base. By directing a requestor to the data base for the records, no further action is required on the part of the clerk. By using this state data base we could upload all documents that are required to be made, maintained and kept on file. Once a requestor files an OPRA request for documents that are on the state website, we could refer the requestor to the state data base. The only time we would receive requests is if the documents were not on this data base. The Executive Board has some concerns with this; a) Who maintains the state data base? b) We upload the documents but who determines

which documents go on this website? As the municipal clerk our function is not to make that decision; c) Redaction. Keep in mind with this proposed information not only will you be uploading this information to your municipal website, but you'll be duplicating what most municipalities are doing already.

Please be on a lookout for OPRA Requests from the following entities: "Ask NJ Media Co", "Anonymous", or "Time to Change Jersey Style".

These requestors place all the OPRA requests on their website. Here's their website: https://opramachine.com/request/opra_requests_324#incoming-888

These are the kind of OPRA Requests they're submitting to authorities:
<https://opramachine.com/list/successful>.

Continued on next page

MESSAGE FROM PRESIDENT (CONT'D)

On December 1, 2017, the Executive Board held an Advisory Board meeting discussing the details of the OPRA/OPMA bills. As mentioned at this meeting, it is not that clerk's are not for open transparency or that it is a burden to the clerks. The point is the redundancy of forwarding the same information to the State data base that is on most municipal websites. Although there is technology available to scan, the concern is budgetary for many municipalities.

The Annual New Jersey League of Municipalities Conference was held in November. Thanks to 1st Vice Chair Kevin Galland, the Executive Board Members and Education Committee for putting together the joint sessions. Please don't forget to access your CEU certificates through their website.

MCANJ, CARMA, and GMIS have been working with DORES on developing email retention schedules for County and Municipal entities. Past President Szabo has participated on behalf of MCANJ. The MCANJ Executive Board adopted a resolution supporting their proposed schedules, DORES presented them to the SRC, and the SRC adopted them at its December 21, 2017 meeting. The schedules can be viewed attached to the SRC's agenda. These schedules will provide much needed guidance to Municipal Clerks and IT professionals on email retention and disposal while providing flexibility to local jurisdictions based on their individual resources and records management policies. DORES is in the process of updating the schedules in ARTEMIS and will be sending out formal notification to all Counties and Municipalities. We realize that our membership will have questions regarding implementation and MCANJ, CARMA, GMIS and DORES have agreed to work together to provide training to all stakeholders.

Our Conference Committee is working diligently on our upcoming Annual Conference "Shore to Catch the Educational Wave" to be held on May 1st to May 4th, 2018 at Caesars in Atlantic City, New Jersey. We are proposing to receive 21 credits for this conference. This will be the 1st conference to receive this many CEU's. Our goal is to educate you with a wealth of knowledge, receive as many credits as possible, opportunities for networking, and all at one location. Recognition will be given to honor our MCANJ Past Presidents as well as staff members who worked in the Clerk's Office as the Municipal Clerk, Deputy Clerk or Assistants with more than 40 years and a slide presentation will acknowledge Municipal Clerk's from MCANJ inception to the present. Should you have any archival items to incorporate in our presentation or if you have any recommendations of people we could recognize, please email President Dina Zawadski at dzawadski@deptford-nj.org by March 1, 2018.

A President's Welcoming Reception will be held on Tuesday, May 1, 2018 from 6:00 pm to 9:00 pm. We will kick the conference off with the band "Jimmy and the Parrots." Come join us and kick off this Annual Conference with a tropical wave. Wear your tropical attire to this reception!!!!

Wishing everyone a Healthy, Happy New Year!

Dina L. Zawadski, RMC/CMC

MCANJ President

Teamwork: Coming together is a beginning, keeping together is progress, and working together is success

By: Henry Ford

Municipal Clerks' Association of New Jersey Inc.

EDUCATION CONFERENCE: MAY 1 THROUGH MAY 4, 2018

Caesar's Atlantic City Hotel & Casino, 2100 Pacific Ave, Atlantic City, NJ



	<u>TUESDAY, MAY 1, 2018</u>
3:00 pm - 6:00 pm	Conference Sign In and Pick Up Conference Materials - Caesar's Palladium Ballroom, Atlantic City, NJ
6:00 pm - 9:00 pm	President's Welcome Reception, with Entertainment by Jimmy and the Parrots, Nero's Restaurant at Caesar's. Please dress "Beach Casual"

<u>WEDNESDAY MAY 2, 2018</u>	
7:30 am	Conference Sign In and Pick Up Conference Materials - Caesar's Atlantic City
8:00 am - 8:45 am	Breakfast with Exhibitors
8:45 am - 9:00 am	Welcome
9:00 am - 10:40 am	This Would Be Funny if it Wasn't Happening To Me! <i>Jody Urquhardt</i>
10:40 am - 11:00 am	Break - Visit with Exhibitors
11:00 am - 12:00 pm	IT Course <i>Provided by Exhibitors (To Be Determined)</i>
12:00 pm - 1:00 pm	Lunch
1:00 pm - 2:40 pm	How to Respond to an Active Shooter <i>Ron Koller, Gloucester County Prosecutor's Office</i>
2:40 pm - 3:00 pm	Break - Visit with Exhibitors
3:00 pm - 4:40 pm	I Love My Job; It's the People I Can't Stand! <i>Jody Urquhardt</i>
3:00 pm - 4:40 pm	Marriage Fraud <i>Joanne M. Fiorilli, Homeland Security</i>
5:00 pm - 6:00 pm	Exhibitor's & Vendor's Reception - Hors D'oeuvres & Cash Bar <i>Exhibitors' Prize Drawings. Winners must be present</i>
6:00 pm	Dinner on your own

Municipal Clerks' Association of New Jersey Inc.

EDUCATION CONFERENCE: MAY 1 THROUGH MAY 4, 2018

Caesar's Atlantic City Hotel & Casino, 2100 Pacific Ave, Atlantic City, NJ

THURSDAY, MAY 3, 2018	
7:30 am	Conference Sign In and Pick Up Conference Materials - Caesar's Atlantic City
8:00 am - 8:45 am	Breakfast
8:00 am	Silent Auction and Merchandise Sale Opens
8:45 am - 9:00 am	Opening Remarks
9:00 am - 10:40 am	Every Vote Counts <i>Brittany Giampola, Natalie Mercado and Mark Harris</i>
10:40 am - 11:00 am	Break - Visit Silent Auction and Merchandise Sale
11:00 am - 12:15 pm	Annual Meeting <i>Lori Buckelew, NJSLOM Senior Legislative Analyst - A wrap up of lame duck activity, a review of the new administration, and an update on legislative activity</i>
12:15 pm - 1:15 pm	Lunch - Visit Silent Auction and Merchandise Sale
1:20 pm - 3:00 pm	Clerks Responsibilities & Critical Financial Deadlines <i>Michael Cesaro, Bowman & Co.</i>
3:00 pm - 3:20 pm	Break - Visit Silent Auction and Merchandise Sale
3:20 pm - 5:00 pm	Parliamentary Procedures -Shannan Sun
5:15 pm	Silent Auction Closes. Please pick up your items.
6:30 pm - 7:00 pm	Cocktail Reception
7:00 pm - 10:00 pm	Dinner, Installation of New Officers, History of the Municipal Clerk, and Entertainment
9:00 pm - 10:00 pm	Missy Gryniewicz - Comedienne

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Municipal Clerks' Association of New Jersey Inc. EDUCATION CONFERENCE: MAY 1 THROUGH MAY 4, 2018

Caesar's Atlantic City Hotel & Casino, 2100 Pacific Ave, Atlantic City, NJ

FRIDAY, MAY 4, 2018	
8:00 am	Conference Sign In and Pick up Conference Materials - Caesar's Atlantic City
	CHECK OUT OF HOTEL AND PLACE BAGS IN HOLDING
8:00 am - 8:45 am	Breakfast
8:45 am - 9:00 am	Opening Remarks
9:00 am - 10:40 am	Everything a Clerk Needs to Know About Records <i>Donald Cornelius and Joseph Klett</i>
10:40 am - 11:00 am	Break
11:00 am - 12:40 pm	Current ABC Topics <i>Joann Frascella</i> <i>Lisa Barata, Esq.</i>
12:40 pm	Drawing for 2019 Annual Education Conference Registration
<p>MCANJ WILL GIVE AWAY TEN REGISTRATIONS FOR THE 2019 ANNUAL EDUCATION CONFERENCE FOLLOWING THE LAST SESSION ON FRIDAY. A BUSINESS CARD DRAWING WILL BE HELD. MUST BE PRESENT TO WIN.</p>	

MCANJ Retirement Gift

If you or someone from your county is planning on or has retired, please let your MCANJ County Representative know so that the Association can provide a retirement gift on behalf of the MCANJ. County Representatives should contact Eileen Gore, Treasurer @ Treasurer@NJClerks.org. Please be sure to include the individual's name as it should appear on the engraved gift along with an address where it can be mailed. The request will take approximately 3 to 4 weeks to process, so please ensure that you provide as much advance notice as possible so that it can be presented at a retirement party or last town meeting, etc.

**Municipal Clerks' Association of New Jersey Inc.
EDUCATION CONFERENCE: MAY 1 THROUGH MAY 4, 2018**

Caesar's Atlantic City Hotel & Casino, 2100 Pacific Ave, Atlantic City, NJ

CEU'S HAVE BEEN APPLIED FOR RMC - CMC - MMC- CMR - CTC - CMFO - CPWM - QPA

ENROLLMENT FEES FOR THE 2018 MCANJ CONFERENCE

Note: There is no onsite registration. All registration must be done online by April 12, 2018.

	Registration and Payment Received on or before April 2, 2018		Registration and Payment Received between April 2-12, 2018 * No registration accepted after April 12, 2018	
	MCANJ Member Rate	Non Member Rate	MCANJ Member Rate	Non Member Rate
Full Conference Tuesday Evening, Wednesday, Thursday and Friday	\$325	\$455	\$375	\$505
2 Day Wednesday and Thursday	\$280	\$410	\$330	\$460
2 Day Thursday and Friday	\$280	\$410	\$330	\$460
Dinner Only / Member or Guest	\$60			

MORE FUN.....

At the MCANJ Annual Dinner ***on Thursday, May 3, 2018***, we will honor our MCANJ Past Presidents as well as any Municipal Clerk, Deputy Clerk, and/or Assistant to Clerk with more than 40 years of service!

Please R.S.V.P. to:

President Dina Zawadski at dzawadski@deptford-nj.org by March 1, 2018.

THE QUILL

GARFIELD CITY CLERK DREW PAVLICA ATTENDS 1,674 STRAIGHT MEETINGS OVER 30 YEARS

By Kristie Cattafi for the Community News

Before each Garfield City Council meeting begins, City Clerk Drew Pavlica reads the meeting notice, recites a prayer, and tends to meeting business like reading resolutions and recording the City Council's votes. It's a routine he has down pat and has performed 1,674 times before.

Pavlica was honored at the September 26th Council Meeting for his 30 years of service and for his record of never missing a Council Meeting. Pavlica's streak stands at 1,674 Council Meetings, which City Manager Tom Duch said wasn't an easy task.

Pavlica has flown back into the City from vacations to attend emergency Council Meetings and plans trips around meetings, even fighting through colds to attend.

Duch recalls Pavlica flying back from a vacation in Minnesota early because an Emergency Meeting was called and the meeting ended up being canceled. "I think if he had to hire a dog sled, he would have made it to that meeting," Duch said.

Mayor Richard Rigoglioso said it has been an honor to sit next to Pavlica and that they do try to consider his schedule when holding Special Meetings to help keep the streak alive. Councilman Frank Calandriello agreed saying Pavlica has lobbied several Mayors and Councils to not hold Special Meetings while he's away.

"Do you know how many times he's had to make up a prayer?" Deputy Mayor Joseph Delaney joked. "He finds one for every meeting and doesn't write it down. He recites it all from memory."

Of course, the downside to having a streak to maintain are managing the natural elements. Pavlica has been known to power through colds to make it to the Council Meetings that can last up to four hours.

Councilman Louis Aloia said that in his 21 years on the Council, he has seen Pavlica nationally recognized for his service as a Municipal Clerk and become President of the Municipal Clerks' Association of New Jersey. "His level of dedication and commitment is everything," Aloia said.

State Senator Nellie Pou honored Pavlica as well for the recognition with a Joint Legislative Resolution from the New Jersey State Senate and General Assembly for his service and record. Pavlica was hired by the City of Garfield, New Jersey, on September 2, 1987.



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*Percentage is based upon a comparison of the average NJM premium with the average statewide premiums as reported by the New Jersey Department of Banking and Insurance. Coverages and discounts are subject to policy terms; limits, exclusions and deductibles apply. Applicants must meet membership eligibility requirements, which can be found at www.njm.com. Coverage provided and underwritten by NJM Insurance Company and its affiliates: 301 Sullivan Way, West Trenton, NJ 08628.

PEOPLE PAGE



The People Page is an opportunity for the members of our association to celebrate each other's achievements both professionally and personally, as well as to share our condolences during times of sorrow. Additionally, when we as clerks have an opportunity to participate in community events that are afforded to us as a result of our position, it is another example of something to share on the People's Page. Please feel free to share. Send your submissions to pborek@hillsborough-nj.org, along with a picture and caption to be included in future edi-

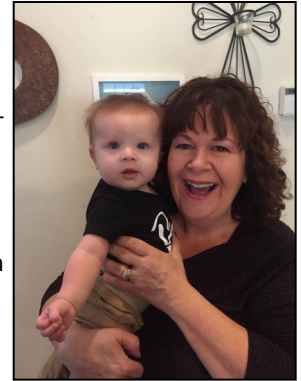
CONGRATULATIONS

Atlantic County: *(Picture on the right)*

Lucy Samuelsen, Somer's Point, welcomed a new grandson, Warren, into the world this past month. Congratulations Lucy!

Somerset County: *(Picture on the Left)*

Hector Herrera, Bound Brook, welcomed a son into the world on November 23rd. Congratulations Hector and Baby Armando!



Passaic County:

Kelley Halewicz, Ringwood, has earned the prestigious Certified Municipal Clerk (CMC) designation from the International Institute of Municipal Clerks (IIMC). To earn the CMC designation a Municipal Clerk must attend extensive education programs and have pertinent experience in the municipality. Congratulations Kelley!

RETIREMENTS

Atlantic County:

Amy Strawder, Longport, retired effective November 30, 2017. Amy Strawder has been the Municipal Clerk since 2009 and has worked for the Borough for 28 years. In retirement Amy is looking forward to spending time with her grandchildren and traveling to Italy. Congratulations Amy!



Union County:

Claire Gray, Westfield, retired from her position of Municipal Clerk on November 21, 2017. Claire Gray has served in this position since 2005. Claire was presented with a proclamation that highlighted her many years of service to Westfield. Congratulations and enjoy retirement Claire!



Hunterdon County:

Mary MacConnell, Kingwood Township, retired on December 31, 2017. Mary has been the Municipal Clerk for 33 years. She also served for many years as the Treasurer for the Hunterdon County Clerk's Association. Deputy Clerk Cynthia Keller has replaced Mary as the Township Clerk in Kingwood. We wish you well Mary! & Congratulations to Cindy!

Sussex County:

Phyllis Drouin, Ogdensburg, retired as Borough Clerk effective December 1, 2017. Congratulations Phyllis!

Gloucester County:

Sharon Wright, Deputy Clerk of Monroe Township retired in December!

CONGRATULATIONS AND BEST WISHES TO ALL OF THE RECENT RETIREES!

SOCIAL MEDIA



Like us on Facebook –
Municipal Clerk's Association
of NJ and visit our
website at
www.njclerks.org

**MCANJ FY2018 COMMITTEES
COME AND JOIN
ONE OF OUR COMMITTEES
AND SHARE YOUR TALENTS!**

As we are making New Year's Resolutions, let's consider getting involved in our Association and join one of committees. We are always looking for more talents, newer ideas and suggestions to better educate our Clerk's.

If you are interested in becoming a member of one of our committees or staying on as a member please submit your name and contact information to the 1st Vice President. If you are unable to commit to a committee then possibly volunteering may be another option to get involved with our Association. Please mail :

kgalland@1VicePresident@njclerks.org.

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72nd Annual Conference Norfolk, Virginia

Sunday, May 20 thru Wednesday May 23, 2018

2018 Annual Conference Education Program

Sunday, May 20, 2018

The Radar O'Reilly Phenomenon Daniel Porter, CFE Investigator Comptroller of the Treasurer Special From Stress to Resilience: Developing the Gift of Mental Toughness Faith Wood Certified Speaking Professional Inspiring Minds Consulting Ltd. Coldstream, British Columbia, Canada Entrepreneurs, commission-based sales Investigations Unit Greater Nashville

The Strategic Planning, Improvement and Realignment Process Darren Fisher Lead Strategist Darren Fisher Consulting New Berlin, WI

Monday, May 21, 2018

Be the Change... Major Mary Jennings Hegar U.S. Air Force Veteran/Executive Coach/Consultant Austin, Texas

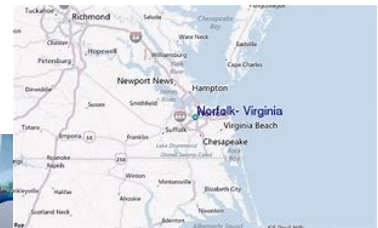
Tuesday, May 22, 2018

No Barriers—Only Solutions- Neal Petersen, No Barriers International, LLC Hannahan, South Carolina

POINTS FOR ATTENDING 2018 IIMC CONFERENCE

Attending the ENTIRE IIMC Conference in Norfolk, Virginia, will earn you EIGHT CMC EDUCATION or EXPERIENCE points, or EIGHT MMC ADVANCED EDUCATION or PROFESSIONAL and SOCIAL CONTRIBUTION points. To receive all 8 Points, IIMC will be scanning Delegates prior to each education session.

This conference is offering a discount to all first timer IIMC attendees of \$50.00 and for first timer's for Regions II Members attendees of \$50.00.

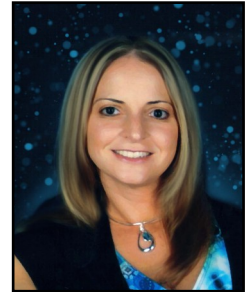


A Day in the Life of a Municipal Clerk

The Seasoned Clerk *By Michele Lynn Seigfried*

I recently read an article about Drew Pavlica, and how he's attended at least 1,674 consecutive meetings and what it took for him to not ever miss a meeting. I thought, "Now there's a seasoned clerk!" I wondered at what point in our careers that we go from being green to being seasoned. Is it when we get our RMC? CMC? MMC? Is it when you get tenure? After 10 years of service? After 1,674 meetings? I don't think so. I think it's after you've experienced certain things on the job. In case you've been wondering if you have graduated to being a seasoned clerk, with the aid of some of my fellow "seasoned" clerks, I've come up with some examples of how you'd know if you were a seasoned clerk.

1. All the clerks you once considered "old-timers" are now retired, and you're the one considered an old-timer now.
2. When you heard the acronym, GRC, you used to be scared. But now that you've had at least one GRC complaint or OPRA Lawsuit brought against you, the fear just isn't there any longer.
3. You remember when the GRC and OPRA didn't exist.
4. You remember when microfilm was all the rage and scanning didn't exist.
5. You remember when the MCANJ had two conferences each year, and they weren't in Atlantic City.
6. You find yourself saying, "I remember when..."
7. You've been confused with being the Court Clerk more times than you could ever remember.
8. You've also been confused with being the County Clerk more times than you could ever remember.
9. When someone threatens you with, "I'll sue you." you are no longer phased. You might even think, "Get in line."
10. You get so used to Mickey Mouse and Donald Duck getting write-in votes that you give kudos for creativity to the voters who try to elect a gopher, a snail and a muskrat.
11. No one uses the same language any more. It's not "staff," it's now "team." It's not "absentee," it's "mail-in." It's not "interlocal," it's "shared services."
12. When you think people can't get any crazier, you encounter the person who speaks to God personally through their bathroom mirror or the poll worker who clips their toenails in front of everyone at the polling station.
13. You wonder if people are actually crazier or if it's just you getting old and less tolerant.
14. You know more obscure things than anyone else in your municipal building. You might know what an apostille seal is. You might know that Elsie the Cow has a gravestone in Plainsboro. You might know there is a multi-million dollar sculpture hiding in your municipal building.
15. You remember sending the police out to hunt down your Mayor because cell phones and email weren't used.
16. You've received at least one unusual request from one of your elected officials. It might be to drive around town taking photos of every street sign for no good reason. It might be to rinse off their dentures. It might even be something you can't say in public.
17. You've attended at least one evening meeting while being so sick that you almost drove yourself to the hospital afterwards.
18. The excuses you hear make less sense than ever before. i.e. "I don't know why I got a ticket for driving on the wrong side of the road, I was just helping the traffic flow" or "My sewer bill shouldn't go up! I can assure you that I'm not the one who produced the full ton of sewage you need to process" or "I had to put up a fence without a permit! My dog ran out into the street and got killed."
19. When the Board of Elections calls you with a direct order to get down to the polls to stop the school's bake sale since no other activities can go on during an election, rather than go to the polls, you know enough to tell the Board to send their own inspectors out to tell the kids they can't sell cookies.
20. Finally, you can't remember the number of times a taxpayer has told you they pay your salary...as if you never knew the residents pay taxes.



So, to all you seasoned clerks out there (new or old), congratulations on making it this far! Our jobs are not easy, and I hope this list gave you a little chuckle.

PEOPLE PAGE-CONTINUED

TRANSITIONS

Atlantic County:

Matthew Conlin, Longport, was appointed Acting Municipal Clerk. Matthew Conlin took the helm December 1, 2017. Congratulations Matthew!



Morris County:

Robin Kesselmeyer, Morristown, is now Acting Clerk of Morristown until a successor is found. Congratulations Robin!



Essex County:

Kevin Harris, South Orange, has left as Morristown's Town Clerk to assume the role of Municipal Clerk of South Orange. Kevin Harris came from East Orange where he was a municipal attorney and started as Municipal Clerk in Morristown in January 2015. Best of luck in your new position Kevin !



Hunterdon County:

Lisa Fania, Raritan Township, is now the new Municipal Clerk. Congratulations Lisa!



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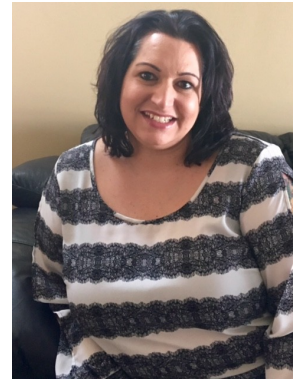
TRANSITIONS-continued from page 14

Passaic County: Jane Williams-Warren, Paterson, became the City of Paterson's Interim Mayor on October 10, 2017. Jane served as MCANJ's President in 2005 and as the Paterson Municipal Clerk for 24 years until 2014. Congratulations Jane!



Burlington County

Congratulation to Kim Marie White , MMC, Township of Eastampton has earned the prestigious Master Municipal Clerk (MMC) designation from the International Institute of Municipal Clerks on Dec.5, 2017.



Sussex County:

Robin Hough, Ogdensburg, was unanimously approved November 13th as Borough Clerk effective December 1st. Additionally Robin Hough was unanimously approved to be Alternate Deputy Registrar until December 1st at which time she took over the Local Registrar duties. Robin left her position as Borough Clerk in Franklin Borough to assume this new position. Congratulations Robin!

Union County:

Tara Rowley, Westfield, was officially sworn in as the Municipal Clerk at the Tuesday, November 21st Town Council meeting. Tara Rowley assumed the role immediately after her appointment. Congratulations Tara!



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PEOPLE PAGE-CONTINUED

IN OTHER NEWS...

Frani Wright, Bellmawr, was honored as Triton High School's (Bellmawr) Hometown Hero for her work for the Borough and for the Bellmawr Believes initiative, a program that helps to ensure that every child in the Borough is able to enjoy Christmas.



Left -Municipal Clerks Association of Gloucester County celebrate their Holiday Luncheon and acknowledges recognition of Patricia Frontino retiring Feb 1, 2018. Picture taken with Janet Pizzi, Clerk of Woodbury Heights, Patricia Frontino, Boro Clerk for Glassboro and Dina Zawadski, MCANJ President.

Right- Tanya Goodwin President of MCAGC awards Tina Helder, Westville Clerk with a Proclamation for her retirement Dec 2017.



CONDOLENCES

The Municipal Clerk's Association of New Jersey offers the following condolences:

Ocean County: Bernadette Standowski, 75, of Toms River, NJ, passed away on Friday, November 17, 2017. Bernadette was a resident of Lakewood for 30 years before settling in Toms River 18 years ago. Bernadette held many positions during her professional career starting in 1976 as Administrative Secretary for Lakewood Township Municipal Utilities Authority. She was appointed Municipal Clerk of Lakewood in September 1989. In her free time, Bernadette participated in the Mentoring Program with Lakewood Public Schools. She was also the President of the Ocean County Clerks Association for 2 years and President of the Municipal Clerks Association of NJ in 2002. Bernadette was a wonderful mother and friend, as well as an excellent and avid knitter. She traveled the world through her knitting groups and provided hundreds of treasured knitted items to family and friends.



Middlesex County:

Joseph Valenti, 95, of Perth Amboy, NJ, passed away on September 26, 2017. Joseph was a graduate of Rutgers University and a Veteran of US Army Air Corp. during WWII. Joseph served as the Woodbridge Township Municipal Clerk for 30 years. Joseph was a Municipal Clerks Association of New Jersey President in 1974. In his free time, Joseph was a member of the Knights of Columbus, American Legion and the VFW.

MEMBERSHIP SUMMARY as of January 18, 2018

County	Total # of Municipalities	Total # of Municipalities Paid	% Paid
Atlantic	23	15	65%
Bergen	70	47	67%
Burlington	40	33	83%
Camden	37	19	51%
Cape May	16	13	81%
Cumberland	14	7	50%
Essex	22	14	64%
Gloucester	24	19	79%
Hudson	12	4	33%
Hunterdon	26	22	85%
Mercer	13	10	77%
Middlesex	25	17	68%
Monmouth	53	31	58%
Morris	39	27	69%
Ocean	33	20	61%
Passaic	16	13	81%
Salem	15	8	53%
Somerset	21	14	67%
Sussex	24	15	63%
Union	21	14	67%
Warren	22	13	59%

MEMBERSHIP MESSAGE



Any person holding an active membership with MCANJ, whose address or jurisdiction changes during the membership year, may carry the membership with him/her to the end of the membership year upon written notice to the MCANJ Treasurer.

The Treasurer will update the information in the membership database to reflect the change in address, municipality or county; however, the membership type will remain the same until the end of that membership year.

CATEGORY	TOTAL
Full - Municipal Clerk	398
Affiliate - All Others	19
Honorary Membership (Retired)	36
Full - Clerk of Freeholder Board	2
Associate - Assistant Municipal Clerk	15
Associate - Deputy Municipal Clerk	164
Full - Acting Municipal Clerk	12
Associate - Deputy County Clerk	4
GRAND TOTAL	650

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DEADLINES FOR NEWSLETTER ITEMS

The deadline for People Page submissions for the April 2018 issue is March 5, 2018. Please send People Page news to:

Pam Borek, Municipal Clerk, Hillsborough Twp.,
379 South Branch Road. Hillsborough, NJ 08844
or via Email at pborek@hillsborough-nj.org

The General News Articles deadline is March 14, 2018, and may be sent to:

Michele Bobrowski, Alexandria Township. 242 Little York-Mt. Pleasant Rd. Milford, NJ 08848 or via email to:
clerk@alexandrianj.gov

Questions or comments regarding this or any issue of the *Quill* may be directed to the Editor, Michele Bobrowski,
by calling (908) 996-7071 ext. 210 or using the contact information shown above.

Articles for submission should be prepared in Microsoft Word, using Calibri 10-point font.