

# Pennsauken Township Committee Reorganization Agenda

**January 5, 2026  
Pennsauken Country Club @ 6:30 pm**

- A) Meeting will be called to order by the Municipal Clerk
- B) National Anthem sung by **Zipporah Jones** a student at Pennsauken High School followed by a Moment of Silence
- C) Announcement of Compliance with “Senator Byron M. Baer Open Public Meetings Act” In accordance with Chapter 231, Public Law, 1975, Open Public Meeting Act, specifying the time and date as January 5, 2026, at 6:30 P.M. the notice was sent to the Retrospect and the Courier Post, and on the Township of Pennsauken website. In addition, a copy of this notice has been, available to the public and is on file in the Office of the Municipal Clerk and published on December 26, 2025, and again on January 2, 2026, in the Retrospect and the Courier Post on December 28, 2025, and on January 2, 2026.
- D) There was no request for consideration of actions on any request for electronic participation received *Please note ... This meeting and all Township Committee meetings are streamed live on YouTube.*
- E) General Acknowledgement of Dignitaries in attendance.  
**Remarks from outgoing Mayor Nicole Roberts**
- F) Certification of Election by Municipal Clerk, designating, Nicole Roberts as the successful candidates for the Office of Township Committee.

Nicole Roberts will be sworn in by **Mayor Emeritus Jack Killion**

**G) Roll Call**

Committeewoman Roberts \_\_\_\_\_  
Committeewoman Rafah \_\_\_\_\_  
Committeeman DiBattista \_\_\_\_\_  
Committeeman Martinez \_\_\_\_\_  
Committeeman Olivo \_\_\_\_\_

**H) Municipal Clerk to announce – The floor is open for nominations of Mayor**

Nomination: \_\_\_\_\_ second: \_\_\_\_\_

Municipal Clerk to ask for any other nominations, if none

Close floor to nominations: \_\_\_\_\_ second: \_\_\_\_\_

Municipal Clerk to announce the floor is officially closed for nominations

**The Following Resolutions (1-2) Will Be Considered for Adoption Individually**

**2026:01** Resolution Designating **Patrick Olivo** as the Mayor of the Township of Pennsauken for 2026

**Motion To Adopt: \_\_\_\_\_ Second: \_\_\_\_\_**

**Roll Call Vote:**

Committeewoman Roberts \_\_\_\_\_  
Committeewoman Rafah \_\_\_\_\_  
Committeeman DiBattista \_\_\_\_\_  
Committeeman Martinez \_\_\_\_\_  
Committeeman Olivo \_\_\_\_\_

Swearing in of New Mayor - Oath of Office will be administered by retired **Assemblyman Jack Connors.**

**Brief remarks from the New Mayor – Patrick Olivo**

**Mayor to announce – the floor is open for nominations for Deputy Mayor**

Nomination: \_\_\_\_\_ second: \_\_\_\_\_

**\*\*\* After asking for any other nominations, and hearing none  
Mayor’s announcement the floor is officially closed for nominations**

Close floor for nominations: \_\_\_\_\_ second: \_\_\_\_\_

**2026:02** Resolution Designating **Vince Martinez** as Deputy Mayor of the Township of Pennsauken for 2026

**Motion To Adopt: \_\_\_\_\_ Second: \_\_\_\_\_**

**Roll Call Vote:**

Committeewoman    Committeewoman    Committeeman    Committeeman    Mayor  
Roberts \_\_\_\_\_ Rafeh \_\_\_\_\_ DiBattista \_\_\_\_\_ Martinez \_\_\_\_\_ Olivo \_\_\_\_\_

Swearing in of the New Deputy Mayor - Oath of Office will be administered by **State Senator Nilsa Cruz-Perez**

**Brief remarks from the New Deputy Mayor**

**The Following Resolutions (3-4) Will Be Considered for Adoption Individually**

**2026:03** Reappointing Tim Killion as the Municipal Administrator

**Motion To Adopt: \_\_\_\_\_ Second: \_\_\_\_\_**

**Roll Call Vote:**

Committeewoman    Committeewoman    Committeeman    Deputy Mayor    Mayor  
Roberts \_\_\_\_\_ Rafeh \_\_\_\_\_ DiBattista \_\_\_\_\_ Martinez \_\_\_\_\_ Olivo \_\_\_\_\_

**2026:04** Resolution Authorizing Temporary Appropriations Pending Final Adoption of the 2025 Budget

**Motion To Adopt: \_\_\_\_\_ Second: \_\_\_\_\_**

**Roll Call Vote:**

Committeewoman    Committeewoman    Committeeman    Deputy Mayor    Mayor  
Roberts \_\_\_\_\_ Rafeh \_\_\_\_\_ DiBattista \_\_\_\_\_ Martinez \_\_\_\_\_ Olivo \_\_\_\_\_

**Resolutions (5-14) Will Be Considered for Adoption by Consent Agenda Concerning Professional Appointments via Request for Qualifications**

**2026:05** A Resolution of the Township of Pennsauken appointing a Municipal Attorney Pursuant to the Statute 40A: 9-139 (Parker McCay) Established for the appointment of same

**2026:06** Resolution accepting the Risk Management Consultant **Tom Merchel** of the Camden County JIF

**2026:07** Resolution appointing the following as professionals to Pennsauken Township for the year **2026**

Municipal Auditors (**Bowman & Company**)

Broker of Records for the Employee Benefit Program (**Connor, Strong & Buckelew**)

Conflicts/Special Counsel for The Township of Pennsauken  
**(Brown Connery and Timothy Higgins, Attorney at Law)**

Municipal Consulting Engineers  
**(Remington Vernick, Environmental Resolutions, Inc., Consulting Engineer Service, and CME & Associates)**

Consulting Environmental Engineers  
**(CME Associates)**

Insurance Broker **(Connor Strong & Buckelew)**

Labor Counsel **(Brown & Connery)**

Municipal Bond Counsel **(Parker McCay)**

Township Physician **(Concentra)**

Workers Compensation Legal **(Brown & Connery)**

Planner **(LFB Land Planning)**

**2026:08** A Resolution of the Township of Pennsauken providing for the employment of A Chief Prosecutor for The Municipal Court in Accordance with N.J.S.A. 2B: 12-27 And N.J.S.A. 2B: 25-4 (f)

Chief Prosecutor - **Timothy Higgins**

**2026:09** A Resolution of The Township of Pennsauken providing for the employment of an Assistant Prosecutor for The Municipal Court in Accordance with N.J.S.A. 2B: 12-27 And N.J.S.A. 2B: 25-4 (f)

Assistant Prosecutor – **Dave Luthman**

**2026:10** A Resolution of The Township of Pennsauken providing for the employment of a Co-Public Defender for The Municipal Court in accordance with N.J.S.A. 2B:24-3

Co-Public Defender - **Jason Sunkett**

**2026:11** A Resolution of The Township of Pennsauken providing for the employment of a Co-Public Defender for The Municipal Court in accordance with N.J.S.A. 2B:24 -3

Co-Public Defender – **Charles Wigginton**

**2026:12** Authorizing the Township Administrator to Enter into a Professional Services Contract with the following:

Computer Network – I.T. Services. **(E3IT)**

Financial Advisor to the Township **(ACACIA)**

Professional Services of Extraordinary Unspecifiable Services for Public Relations Consultant **(Frank Sinatra)**

**2026:13** A Resolution of the Township of Pennsauken authorizing an Extraordinary Unspecifiable Service Contract for Animal Control Officer **(NJ Animal Control LLC)**

**2026:14** A Resolution Appointing Municipal Humane Law Enforcement Officer(s) for the Township of Pennsauken, County of Camden, State of New Jersey **(NJ Animal Control, LLC, and Sgt. Craig Adair)**

**Motion To Adopt: \_\_\_\_\_ Second: \_\_\_\_\_**

**Roll Call Vote:**

Committeewoman    Committeewoman    Committeeman    Deputy Mayor    Mayor  
Roberts \_\_\_\_\_ Rafeh \_\_\_\_\_ DiBattista \_\_\_\_\_ Martinez \_\_\_\_\_ Olivo \_\_\_\_\_

**Resolutions (15-23) Will Be Considered for Adoption by Consent Agenda Concerning Various Yearly Appointments**

**2026:15** Resolution Appointing **Kareemah Sadiq** as Tax Collector for the Township of Pennsauken

**2026:16** Resolution Authorizing the Appointment of Senior Affairs Coordinators (**Amy Schmalbach and Pamela Scott-Forman**)

**2026:17** Resolution Authorizing the Appointment of a Tax Searcher(s) (**Kareemah Sadiq and Patricia Huerta**)

**2026:18** Resolution Authorizing the Appointment of a Municipal Treasurer (**Walt Nicgorski**)

**2026:19** Resolution Appointing a Temporary Purchasing Agent (**Sinead Rider**)

**2026:20** Resolution of the Township of Pennsauken Reappointing a Court Administrator (**Meagan Perez**)

**2026:21** Resolution Designating a Recycling Coordinator (**Joe Scavuzzo**)

**2026:22** Resolution Designation a Public Agency Compliance Officer (**Pamela Scott-Forman**)

**2026:23** Resolution Authorizing the Appointment of a Fire Marshal of the Township of Pennsauken for the year 2026 (**Steven R. Schwegel**)

**Motion To Adopt: \_\_\_\_\_ Second: \_\_\_\_\_**

**Roll Call Vote:**

Committeewoman    Committeewoman    Committeeman    Deputy Mayor    Mayor  
Roberts \_\_\_\_\_ Rafeh \_\_\_\_\_ DiBattista \_\_\_\_\_ Martinez \_\_\_\_\_ Olivo \_\_\_\_\_

**Resolutions (24-26) Will Be Considered for Adoption Individually**

**2026:24** Designating a Township Program Officer for the 2026 Safe Neighborhoods Program (**Chief Phil Olivo**)

**Motion To Adopt: \_\_\_\_\_ Second: \_\_\_\_\_**

**Roll Call Vote:**

Committeewoman    Committeewoman    Committeeman    Deputy Mayor    Mayor  
Roberts \_\_\_\_\_ Rafeh \_\_\_\_\_ DiBattista \_\_\_\_\_ Martinez \_\_\_\_\_ Olivo \_\_\_\_\_

**2026:25** Resolution Re-Appointing **Marie McKenna** as a Member of the Sewerage Authority

**Motion To Adopt: \_\_\_\_\_ Second: \_\_\_\_\_**

**Roll Call Vote:**

Committeewoman    Committeewoman    Committeeman    Deputy Mayor    Mayor  
Roberts \_\_\_\_\_ Rafeh \_\_\_\_\_ DiBattista \_\_\_\_\_ Martinez \_\_\_\_\_ Olivo \_\_\_\_\_

**2026:26** Resolution naming **Bassma Jarbough** the Mayor’s Liaison to the Library

**Motion To Adopt:\_\_\_\_\_ Second:\_\_\_\_\_**

**Roll Call Vote:**

Committeewoman    Committeewoman    Committeeman    Deputy Mayor    Mayor  
Roberts \_\_\_\_\_ Rafeh \_\_\_\_\_ DiBattista \_\_\_\_\_ Martinez \_\_\_\_\_ Olivo \_\_\_\_\_

**Resolutions (27-31) Will Be Considered for Adoption by Consent Agenda Concerning Appointments to the Library, Zoning and Crossing guards**

**2026:27** Resolution reappointing **Martin Slater** as a full member to the Library Board (5-year appointment – December 2030)

**2026:28** Resolution appointing **Anthony Figueroa** as a full member to the Zoning Board of Adjustment of the Township of Pennsauken

**2026:29** Resolution appointing **Giovanni Cirilli** as a full member to the Zoning Board of Adjustment of the Township of Pennsauken

**2026:30** Resolution appointing **Chuck Deiwert** to the unexpired term as Alternate #2 member of the Zoning Board of Adjustments Township of Pennsauken

**2026:31** Appointing School Crossing Guards for the Year 2026 (**see resolution for list**)

**Motion To Adopt:\_\_\_\_\_ Second:\_\_\_\_\_**

**Roll Call Vote:**

Committeewoman    Committeewoman    Committeeman    Deputy Mayor    Mayor  
Roberts \_\_\_\_\_ Rafeh \_\_\_\_\_ DiBattista \_\_\_\_\_ Martinez \_\_\_\_\_ Olivo \_\_\_\_\_

**Resolutions (32-36) Will Be Considered for Adoption by Consent Agenda Concerning Appointments to the Board of Health**

**2026:32** Resolution appointing Committee Member **Patrick Olivo**, to the Pennsauken Board of Health

**2026:33** Resolution appointing Committee Member **Vince Martinez**, to the Pennsauken Board of Health

**2026:34** Resolution appointing Committee Member **Kyle Schwesig**, to the Pennsauken Board of Health

**2026:35** Resolution appointing Committee Member **Gretchen Kimbrough, RN**, to the Pennsauken Board of Health

**2026:36** Resolution appointing **Ana Matos** as Alternate #2 Member of the Pennsauken Board of Health

**Motion To Adopt:\_\_\_\_\_ Second:\_\_\_\_\_**

**Roll Call Vote:**

Committeewoman    Committeewoman    Committeeman    Deputy Mayor    Mayor  
Roberts \_\_\_\_\_ Rafeh \_\_\_\_\_ DiBattista \_\_\_\_\_ Martinez \_\_\_\_\_ Olivo \_\_\_\_\_

**Resolutions (37-43) Will Be Considered for Adoption by Consent Agenda Concerning Administrative duties**

**2026:37** Resolution adopting Rules of the Township Committee for the year 2026

**2026:38** Resolution Requiring Claimant Certifications on Certain Types of Transactions

**2026:39** Designating the Retrospect and The Courier Post as the Official Newspapers

of Pennsauken Township Committee through March 2026

**2026:40** Resolution of the Township of Pennsauken, Camden County, State of New Jersey, Designating the Location of Public Notice

**2026:41** Authorizing the Township Administrator to issue and sign checks in the absence of the Township Clerk

**2026:42** Authorizing the Township Administrator to sign checks in the absence of the Chief Financial Officer

**2026:43** Authorizing an Officer of the Municipal Court to sign checks (**Meagan Perez /Authorized Designee**)

**Motion To Adopt:** \_\_\_\_ **Second:** \_\_\_\_

**Roll Call Vote:**

Committeewoman    Committeewoman    Committeeman    Deputy Mayor    Mayor  
Roberts \_\_\_\_\_ Rafeh \_\_\_\_\_ DiBattista \_\_\_\_ Martinez \_\_\_\_\_ Olivo \_\_\_\_\_

**Resolutions (44-45) Will Be Considered for Adoption Individually**

**2026:44** Authorizing payment of Petty Cash to the Pennsauken Police Department

**Motion To Adopt:** \_\_\_\_ **Second:** \_\_\_\_

**Roll Call Vote:**

Committeewoman    Committeewoman    Committeeman    Deputy Mayor    Mayor  
Roberts \_\_\_\_\_ Rafeh \_\_\_\_\_ DiBattista \_\_\_\_ Martinez \_\_\_\_\_ Olivo \_\_\_\_\_

**2026:45** Authorizing payment of Petty Cash to the Pennsauken Police Department (Detective Division)

**Motion To Adopt:** \_\_\_\_ **Second:** \_\_\_\_

**Roll Call Vote:**

Committeewoman    Committeewoman    Committeeman    Deputy Mayor    Mayor  
Roberts \_\_\_\_\_ Rafeh \_\_\_\_\_ DiBattista \_\_\_\_ Martinez \_\_\_\_\_ Olivo \_\_\_\_\_

**Resolutions (46-49) Will Be Considered for Adoption by Consent Agenda Concerning Finance and Depositories**

**2026:46** Cash Management Plan of the Township of Pennsauken, in the County of Camden, State of New Jersey

**2026:47** Designating the Depository for Funds of Payroll Account (Ocean First Bank)

**2026:48** Fixing amounts on bonds for certain officers and employees

**2026:49** Authorizing refund of overpayments of Emergency Medical Services Fees

**Motion To Adopt:** \_\_\_\_ **Second:** \_\_\_\_

**Roll Call Vote:**

Committeewoman    Committeewoman    Committeeman    Deputy Mayor    Mayor  
Roberts \_\_\_\_\_ Rafeh \_\_\_\_\_ DiBattista \_\_\_\_ Martinez \_\_\_\_\_ Olivo \_\_\_\_\_

**Resolutions (50-60) Will Be Considered for Adoption by Consent Agenda Concerning the Tax Assessors office**

**2026:50** Authorizing Assessor, Deputy Assessor or Assessor's Attorney to File and/or sign appeals

**2026:51** Fixing the rate of interest to be charged on delinquent taxes

**2026:52** Authorizing the Tax Collector to sign Tax Office checks and authorizing the Township Administrator to sign Tax Office checks in her absence

**2026:53** Authorizing cancellation of Property Taxes under New Jersey Statute 40A:5-17.1

**2026:54** A Resolution authorizing 2026 Electronic Tax Sale

**2026:55** A Resolution authorizing a fee for mailing Tax Sale notices

**2026:56** A Resolution authorizing issuance of duplicate Tax Sale certificate(s)

**2026:57** A Resolution authorizing a service charge on returned checks for insufficient funds

**2026:58** Resolution authorizing the Tax Collector to cancel small balances

**2026:59** Authorizing execution of Grant and Loan Agreement for master authorization (Authorizes Administrator to file for NJ and Federal grants/loans)

**2026:60** Authorizing the Administrator to Execute Mortgage Documents

**Motion To Adopt:** \_\_\_\_\_ **Second:** \_\_\_\_\_

**Roll Call Vote:**

Committeewoman    Committeewoman    Committeeman    Deputy Mayor    Mayor  
Roberts \_\_\_\_\_ Rafeh \_\_\_\_\_ DiBattista \_\_\_\_\_ Martinez \_\_\_\_\_ Olivo \_\_\_\_\_

**Resolutions (61-63) Will Be Considered for Adoption by Consent Agenda Concerning Appointments to the Rent Stabilization Board**

**2026:61** Resolution Reappointing **Brandon Greenday** as a Homeowner Member to the Rent Stabilization Board

**2026:62** Resolution Reappointing **Nicholas Pasamihalis** as a Landlord Member to the Rent Stabilization Board

**2026:63** Resolution Reappointing **Bill Lunemann** as the Tenant member to the Rent Stabilization Board

**Motion To Adopt:** \_\_\_\_\_ **Second:** \_\_\_\_\_

**Roll Call Vote:**

Committeewoman    Committeewoman    Committeeman    Deputy Mayor    Mayor  
Roberts \_\_\_\_\_ Rafeh \_\_\_\_\_ DiBattista \_\_\_\_\_ Martinez \_\_\_\_\_ Olivo \_\_\_\_\_

**Resolutions (64-66) will be considered by consent agenda**

**2026:64** Resolution Retiring K-9 Dog "Titan" From the Pennsauken Police Department K-9 Unit

**2026:65** Resolution of Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the National Highway Roadway Improvements Project

**2026:66** Resolution Authorizing the Township of Pennsauken, New Jersey through the Township of Pennsauken Police Department to Participate in the Defense Logistics Agency, Law Enforcement Support Office, 1033 Program to Enable the Township of Pennsauken to Request and Acquire Excess Department of Defense Equipment

**Motion To Adopt:\_\_\_\_\_ Second:\_\_\_\_\_**

**Roll Call Vote:**

Committeewoman    Committeewoman    Committeeman    Deputy Mayor    Mayor  
Roberts \_\_\_\_\_ Rafah \_\_\_\_\_    DiBattista \_\_\_\_\_    Martinez \_\_\_\_\_    Olivo \_\_\_\_\_

**The Following are Mayoral Appointments for 2026**

**Ana Matos** as Deputy Clerk to the Township of Pennsauken through December 2026

**Shakir Ali** as Class I Member Mayor’s Liaison to the Planning Board of the Township of Pennsauken through December 2026

**Bill Lunemann** as Class II Member to the Planning Board of the Township of Pennsauken through December 2026

**Patrick Olivo** as Class III Member to the Planning Board of the Township of Pennsauken through December 2026

**Matthew McDevitt, Sr.** as a Class IV Member to the Planning Board through December 2030

**Beverly Burris** as a Class IV Member to the Planning Board through December 2030

**Melvin Little** as a Class IV Member to the Planning Board through December 2030

**Thomas Dority** as a Class IV Member to the Planning Board through December 2030

**Hanan Rafah** as a Class IV Alternate #1 Member to the Planning Board through December 2027

**Chuck Deiwert** as Chair Environmental Commission thru December 2026

**Sue Kofoet** as member to the Environmental Commission through December 2028

**I) 2026 Mayor and Township Committee's Department Responsibilities**

**Patrick Olivo**  
Administrative & Executive  
Finance  
Planning & Zoning

**Vince Martinez**  
Parks & Recreation  
Youth Programming  
Shade Tree Commission

**Jessica Rafah**  
Director of Public Safety  
Public Events  
Public Works

**Marco DiBattista**  
Country Club  
Building & Property Maintenance  
Senior Affairs  
Pennsauken Historical Society

**Nicole Roberts**

Economic Development  
Library  
Environmental Commission:

J) **Public Comments**

K) **Committee Comments**

L) **Adjournment**

**Motion To Adjourn:** \_\_\_\_\_ **Second:** \_\_\_\_\_

**All in Favor Aye:** \_\_\_\_\_ **Nay:** \_\_\_\_\_

**Time:** \_\_\_\_\_

**AGENDA SUBJECT TO CHANGE**