



A draft of the Township Committee Regular Session Agenda is posted on the Township website at www.longhillnj.us on the Monday preceding the meeting.

**TOWNSHIP OF LONG HILL
REGULAR SESSION AGENDA
Wednesday, March 9, 2011
7:00 PM EXECUTIVE SESSION; 7:30 PM OPEN SESSION**

ADEQUATE NOTICE – Mayor’s Statement re: Adequate Notice of Meeting.

“In compliance with the Open Public Meetings Law of New Jersey, adequate notice of this meeting was included in a list of meetings notice which was electronically sent to the Echoes Sentinel, Courier News and Daily Record on January 4, 2011; posted on the bulletin board in the Municipal Building on January 4, 2011 and has remained continuously posted as the required notices under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk.”

TAKE NOTE: THE TOWNSHIP COMMITTEE OF LONG HILL TOWNSHIP WILL MEET IN EXECUTIVE SESSION FROM 7:00 P.M. UNTIL 7:30 P.M.

**RESOLUTION 11-102
EXECUTIVE SESSION**

BE IT RESOLVED, pursuant to the Open Public Meetings Act, that the Township Committee of Long Hill Township meet in closed session to discuss the following matters:

Attorney Client Privilege

- None

Collective Bargaining:

- None

Contract Negotiations

- None

Personnel:

- None

Pending or Anticipated Litigation:

- None

Property Acquisition

- Open Space

BE IT FURTHER RESOLVED that minutes of this executive session meeting will be released to the public in a timely fashion pursuant to the Open Public Records Act and other applicable laws and regulations.

ROLL CALL

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CALL MEETING TO ORDER – The meeting will be called to order at ____p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

PROCLAMATION TO CELEBRATE AMERICAN RED CROSS MONTH

PRESENTATION: PLANT UPGRADES, I & I WORK AND DEP STANDARDS
[Presented by the Wastewater Management Advisory Committee]

COMMITTEE / BOARD MINUTES:

1. Morris County Planning Board
2. Long Hill Open Space [October, December 2010]

ADMINISTRATOR REPORT:

1. Bond Sale
2. 2011 Budget Update
3. Amendment to Personnel Manual
4. Bid for Natural Gas

CORRESPONDENCE:

1. 2011 Municipal Alliance Funding [Morris County Freeholders]
2. Community Development Block Grant [Morris County Planning & Development]

DISCUSSION / ACTION ITEMS:

1. Zoning Permit Draft Ordinance
2. Summer Hours
3. Construction Permit Fee Amendments
4. Vehicle Use

RESOLUTIONS:

CONSENT AGENDA RESOLUTIONS

The following items are considered to be routine by the Township Committee and will be acted upon in one motion. There will be no separate discussion of these items unless a Committee

member so requests. In this event, the item will be removed from the Consent Agenda and considered in the normal sequence of the Agenda.

MOVED by: _____ by the Township Committee of Long Hill Township, that Resolution #11-103 through #11-118 are hereby approved. **SECOND** by: _____.

ROLL CALL VOTE

**RESOLUTION 11-103
APPROVING PAYMENT OF BILLS**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby approve the payment of the bills as presented by the Chief Financial Officer.

BE IT FURTHER RESOLVED, that the bills list be appended to the official minutes.

**RESOLUTION 11-104
AMENDMENT TO THE 2011 TEMPORARY BUDGET**

WHEREAS, 40A:4-19 Local Budget Act provides that where any contracts, commitments, or payments are to be made prior to the final adoption of the 2011 budget, temporary appropriations be made for the purposes and amounts required in the manner and time therein provided; and

WHEREAS, the total appropriations in the 2010 budget, less appropriations made for Capital Improvement Fund, Debt services and relief of the poor are as follows:

General - Total General Appropriation \$ 12,182,169.00

WHEREAS, 25.25% of the total appropriations in the 2010 Budget less appropriations made for Capital Improvement Fund, Debt services and relief of the poor are as follows:

General - \$ 3,197,820.00

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey, that the temporary appropriations be amended and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his/her records:

GENERAL GOVERNMENT

Administration/Executive Other Expenses	\$ 5,000.00
Communication Advisory Committee Other Expenses	\$ 1,000.00
MIS Other Expenses	\$ 2,000.00
Planning Board Other Expenses	\$ 2,000.00
Zoning Officer Other Expenses	\$ 250.00

Construction Code Official
Other Expenses \$ 1,000.00

DEPT. OF PUBLIC WORKS

Fleet Maintenance
Other Expenses \$ 5,000.00

RECREATION

Celebration of Public Events
Other Expenses \$ 3,000.00

**RESOLUTION 11-105
BOARD OF ADJUSTMENT APPLICATION FEE REFUND
[DAUNNO]**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill upon the advice and recommendation of the Planning Board/Board of Adjustment Administrator, does hereby authorize a refund of \$300.00 due to reimbursement for the hearing fee before the Board of Adjustment to the following:

Richard Daunno
16 Mt. Bethel Road
P.O. Box 127
Warren, NJ 07059

**RESOLUTION 11-106
AUTHORIZING THE RETURN OF PROFESSIONAL REVIEW ESCROW – OLIVER**

WHEREAS, James Oliver of Block: 13501, Lot: 12 and Block: 13514, Lot: 1, in regards to Application No. 06-04Z, has requested that the Professional Review Escrow fees be returned; and

WHEREAS, the Township Planning/Zoning Board Administrator has certified that there are no outstanding invoices and have approved the release of this Professional Review Escrow;

WHEREAS, the Chief Financial Officer has determined that \$481.51 remains in the account;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Long Hill hereby directs the Chief Financial Officer to return the balance of the Professional Review Escrow in the total amount of \$481.51 to James Oliver – 14 Cottontail Trail Upper Saddle River, NJ 07458.

**RESOLUTION 11-107
AUTHORIZING THE RETURN OF PROFESSIONAL REVIEW ESCROW – CARFARO**

WHEREAS, Clemente L. Carfaro, Jr. of Block: 12003, Lot: 11, in regards to Application No. 08-10B, has requested that the Professional Review Escrow fees be returned; and

WHEREAS, the Township Planning/Zoning Board Administrator has certified that there are no outstanding invoices and have approved the release of this Professional Review Escrow;

WHEREAS, the Chief Financial Officer has determined that \$721.69 remains in the account;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Long Hill hereby directs the Chief Financial Officer to return the balance of the Professional Review Escrow in the total amount of \$721.69 to Clemente L. Carfaro, Jr. –17 Young Court Chester, NJ 07930.

**RESOLUTION 11-108
2011 1st QUARTER TAX REFUND**

BE IT RESOLVED by the Township Committee of the Township of Long Hill upon the advice of the Tax Collector does hereby authorizes a refund of 2011 1st quarter taxes because of a duplicate payment due to the sale of a property to the following:

<u>Block</u>	<u>Lot</u>	<u>Name</u>	<u>Refund Amount</u>
13908	17	Corelogic Real Estate Tax Service Refund Department P.O. Box 961250 Fort Worth, TX 76161-9887	\$3,457.35

**RESOLUTION 11-109
2011 1st QUARTER TAX REFUND**

BE IT RESOLVED by the Township Committee of the Township of Long Hill upon the advice of the Tax Collector does hereby authorizes a refund of 2011 1st quarter taxes because of a payment error to the following:

<u>Block</u>	<u>Lot</u>	<u>Name</u>	<u>Refund Amount</u>
11101	21	Corelogic Real Estate Tax Service Refund Department P.O. Box 961250 Fort Worth, TX 76161-9887	\$2,267.89

**RESOLUTION 11-110
2011 1st QUARTER TAX REFUND**

BE IT RESOLVED by the Township Committee of the Township of Long Hill upon the advice of the Tax Collector does hereby authorizes a refund of 2011 1st quarter taxes to the following:

<u>Block</u>	<u>Lot</u>	<u>Name</u>	<u>Refund Amount</u>
11401	13	Millington Savings Bank 1902 Long Hill Road Millington, NJ 07946	\$10,559.37

**RESOLUTION 11-111
APPROVAL OF 2010 SEWER REFUND**

BE IT RESOLVED by the Township Committee of the Township of Long Hill upon the advice of the Tax collector does hereby authorizes a refund of the 2010 Sewer Use Charge, due to overpayment, to the following:

<u>Block</u>	<u>Lot</u>	<u>Name</u>	<u>Refund Amount</u>
12004	7	Palla, Stephen & Patricia	\$10.88

84 Birchwood Drive
Millington, NJ 07946

**RESOLUTION 11-112
APPROVING SPECIAL EVENT
LICENSE [WATCHUNG MOUNTAIN CHAPTER AACA]**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey upon the advice of the Township Clerk, that all documents have been reviewed and are in good order, does hereby authorize the Township Clerk to approve and sign the application and approve License Number S 11-02 for the event to the "Sponsor" Watchung Mountain Chapter AACA, for their Special Event to be held on April 10, 2011 at the Long Hill Township Community Center on Warren Avenue in Stirling; and

BE IT FURTHER RESOLVED that the Police Department has determined that police services are not required for this event.

**RESOLUTION 11-113
APPOINTING FIRE OFFICIAL, FIRE SUBCODE OFFICIAL AND FIRE INSPECTOR**

WHEREAS, the Uniform Fire Safety Act, N.J.S.A. 52:27D-192 et seq., allows "each municipality to adopt an ordinance providing for local enforcement" N.J.S.A. 52:27D-202; and

WHEREAS, the applicable DCA regulation provides in N.J.A.C. 5:71-2.3 that:

"(a) Creation of a local agency shall be subject to the following:

1. A local agency shall only be created by ordinance adopted by the municipal governing body.

.....

(b) An ordinance creating one or more local enforcing agencies shall include at least the following provisions:

....

2. Provisions governing the appointment of a Fire Official"; and

WHEREAS, the Township of Long Hill provides by ordinance for local enforcement of the Uniform Fire Safety Act as codified in Chapter XVII of the Township Code entitled "Fire Prevention."; and

WHEREAS, Section 17-1.5 of the Township Code provides that :

a. Appointment. At its annual reorganizational meeting, the Township Committee shall appoint a certified Fire Official to serve as the chief administrator of the Bureau of Fire Prevention.

b. Certification. No person shall be appointed as Fire Official unless that

person is certified pursuant to the provisions of N.J.A.C. 5:71-4.3.

c. Salary. The salary of the Fire Official shall be set by the Township Committee by ordinance.

d. Term. The Fire Official shall serve for a term of one (1) year or until the appointment of his successor.
; and

WHEREAS, N.J.S.A. 52:27D-126 provides that:

“The appointing authority of any municipality shall appoint a Construction Official and any necessary Subcode Officials to administer and enforce the [uniform construction] code. The appointing authority may by resolution or order as appropriate, set the total number of weekly hours of operation of the Construction Official’s office and the total number of weekly work hours of the Construction Official, commensurate with the compensation paid to the Construction Official. The appointing of authority shall not set the specific work hours of the Construction Official.

. . . .

A . . . subcode official in a non civil service municipality shall be appointed for a term of four years and shall, upon appointment do a second consecutive term . . . be granted tenure and shall not be removed from office except for just cause after a fair and impartial hearing.

A . . . subcode official to be eligible for appointment in civil service or non civil service municipalities shall be certified by the state of New Jersey. . . .”; and

WHEREAS, N.J.A.C. 5:23-4.4 provides that:

“Subcode Officials shall enforce the provisions of those subcodes for which they are responsible [E]ach Subcode Official shall have exclusive decision-making authority with respect to the technical provisions of the subcode for which he has been appointed the official”; and

WHEREAS, the DCA regulations define "Fire Inspector" as “a person working under the direction of the fire official who is certified by the Commissioner of the Department of Community Affairs and appointed or designated to enforce the Code by the appointing authority of a local enforcing agency. (N.J.A.C. 5:71-1.4); and

WHEREAS, Section 17-1.6 of the Township Code provides that :

a. Appointment. At its annual reorganizational meeting, the Township Committee shall appoint a certified person to serve as a Fire Inspector.

b. Certification. No person shall be appointed as Fire Inspector unless that person is certified pursuant to the provisions of N.J.A.C. 5:71-4.

c. Salary. The salary of the Fire Inspector shall be set by the Township Committee by ordinance.

d. Term. The Fire Inspector shall serve for a term of one (1) year or until the appointment of his successor.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Long Hill, in accordance with the provisions of N.J.S.A. 52:27D-126, the applicable DCA regulations, and Township Code Sections 17-1.5 and 6, that it does hereby appoint the following individuals to the positions indicated:

POSITION	NAME	TERM	SALARY
Fire Official	Gerald Hoffman	March 1, 2011 to 2012 Township Committee Reorganization meeting	\$5,000
Fire Inspector	Thomas Delia	March 1, 2011 to 2012 Township Committee Reorganization meeting	\$2,500
Fire Subcode Official	Gerald Hoffman	March 1, 2011 to February 28, 2015	(included in Fire Official salary)

RESOLUTION 11-114 - WITHDRAWN

**RESOLUTION 11-115
APPROVE CONFERENCE REQUEST – CONSTRUCTION OFFICIAL**

WHEREAS, the Township Committee approved Resolution 08-375 which requires Township Committee approval of all overnight conference requests; and

WHEREAS, the Township Committee has received a request through the Township Administrator by the Construction Official to attend the New Jersey Safety Conference; and

NOW, THEREFORE, BE IT RESOLVED, by the Long Hill Township Committee hereby approves the request of the Construction Official to attend the New Jersey Safety Conference.

**RESOLUTION 11-116
AUTHORIZING CHANGE ORDER NO. 2 TO THE
CONTRACT WITH DeMAIO ELECTRICAL COMPANY**

WHEREAS, a purchase order was prepared in the name of DeMaio Electrical Company under a locally bid contract for the Rehabilitation of 5 Pump Stations.

WHEREAS, it is necessary to adjust the contract to reflect design and installation of junction boxes at the Union Avenue, Heritage, Centennial and Chimney Rock Pump Station Buildings

Change Order #	Description	Amount	Net Amount of Contract
2	Design and Installation of Junction Boxes	\$18,870.00	\$950,631.00

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey as follows:

1. Change Order Number 2 as described in the preamble is hereby approved.
2. The change order shall be credited to C-04-55-247-000-B. The Chief Financial Officer has determined that a Certification of Available Funds is not necessary.

**RESOLUTION 11-117
AUTHORIZING CHANGE ORDER NO. 3 TO THE
CONTRACT WITH DeMAIO ELECTRICAL COMPANY**

WHEREAS, a purchase order was prepared in the name of DeMaio Electrical Company under a locally bid contract for the Rehabilitation of 5 Pump Stations.

WHEREAS, it is necessary to adjust the contract to reflect relocation of generator at the Skyline Pump Station Building

Change Order #	Description	Amount	Net Amount of Contract
3	Relocation of Generator at Skyline PS	\$2,336.00	\$952,967.00

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey as follows:

1. Change Order Number 3 as described in the preamble is hereby approved.
2. The change order shall be credited to C-04-55-247-000-B. The Chief Financial Officer has determined that a Certification of Available Funds is not necessary.

**RESOLUTION 11-118
AUTHORIZING CHANGE ORDER NO. 1 TO THE
CONTRACT WITH CSL SERVICES, INC.**

WHEREAS, a purchase order was prepared in the name of CSL Services, Inc. under a locally bid contract for the Flow monitoring of the sanitary sewer system;

WHEREAS, it is necessary to adjust the contract to reflect an additional month of monitoring;

Change Order #	Description	Amount	Net Amount of Contract
1	Additional Month of Monitoring	\$6,950.00	\$118,150.00

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey as follows:

1. Change Order Number 1 as described in the preamble is hereby approved.
2. The change order shall be credited to C-04-55-229-000-E. The Chief Financial Officer has determined that a Certification of Available Funds is not necessary.

OLD BUSINESS:

1. Highland Avenue Update
2. Emergency Dispatch Services
3. Carlton Road Speed Limit Update
4. 2011 Sewer Rates
5. Community Day

NEW BUSINESS:

MEETING OPEN TO PUBLIC COMMENT

At this point in the meeting, the Township Committee welcomes comments from any member of the public. To help facilitate an orderly meeting and to permit the opportunity for anyone who wishes to be heard, speakers are asked to limit their comments to 5 minutes. If reading from a prepared statement, please provide a copy and email a copy to the Clerk's Office after making your comments so it may be properly reflected in the minutes.

MEETING CLOSED TO PUBLIC COMMENT

ADJOURN