

TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ TOWNSHIP COMMITTEE REGULAR SESSION AGENDA revised August 12, 2015 6:30 PM CLOSED SESSION; 7:30 PM OPEN SESSION

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.

STATEMENT OF ADEQUATE NOTICE

"In compliance with the Open Public Meetings Law of New Jersey, adequate notice of this meeting was electronically sent to the Echoes Sentinel and posted in the January 15, 2015 edition, and electronically sent to the Courier News and posted in the January 9, 2015 edition. The notice was posted on the bulletin board in the Municipal Building on January 6, 2015 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."

No matter shall be commenced or continued after 11:00 PM at any meeting unless a motion is passed by the members present to extend the meeting to a later specified cutoff time.

EXECUTIVE SESSION

RESOLUTION #15-246 EXECUTIVE SESSION

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

Personnel

Tax Collector accounts reconciliation discussions continued – rice noticed

Property Acquisition:

- Kurz Property update
- Eberle property

Contract Negotiations

- Turf Field rentals
- Flood Acquisition Properties

BE IT FURTHER RESOLVED that the 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.

MOVED by: ______ of the Township Committee of the Township of Long Hill that Resolution #15-246 is hereby approved for Executive Session. **SECONDED** by: **ROLL CALL VOTE**:

OPEN PUBLIC MEETING:

PLEDGE OF ALLEGIANCE

ROLL CALL: Clerk will call the Roll

GUEST SPEAKER: Rob Walton, JCP&L – regarding Montville-Whippany Reinforcement Project.

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:	of the Township Committee of Long	Hill Township, that Re	esolutions #15-
247 through #15-257 and #15-259 a	and #15-300 are hereby approved. S	ECONDED by:	ROLL
CALL VOTE:			

RESOLUTION 15-247 CERTIFYING JUNIOR MEMBERSHIP WITH THE STIRLING VOLUNTEER FIRE COMPANY

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby certify that **CHRISTOPHER HOFFMAN** is a Junior Member of the Stirling Volunteer Fire Company, No. 1.

RESOLUTION 15-248 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 15-249 APPROVAL AND RELEASE OF MINUTES

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby approve and release the Township Committee Minutes of the July 22, 2015 Township Committee Meeting.

BE IT FURTHER RESOLVED that the Township Committee hereby approves the July 22, 2015 Executive Session Meeting Minutes as redacted by the Township Attorney.

RESOLUTION 15-250 APPROVING SPECIAL EVENT LICENSE [BIKE MS]

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 the license # S-15-14 for the event to the "Sponsor" National MS Society, for their Special Event; "Bike MS" to be held from 8:00 AM - 4:00 PM on September 19 and 20th, 2015 through the various roads in Long Hill Township.

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

RESOLUTION 15-251 APPROVE CONFERENCE REQUEST

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 by Tom Sweeney, the Director of Public Works, to attend the NJLM Conference in November 17-19, 2015; and

NOW, THEREFORE, BE IT RESOLVED by, the Long Hill Township Committee hereby approves the request to attend the NJLM Conference as outlined in his memo.

In Grade Advancement - Roberts

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey upon the advice and recommendation of Police Chief Michael Mazzeo, does hereby approve the grade advancement of Officer John Roberts to Officer Grade IV, effective September 1, 2015 at an annual salary of \$73,400.00.

BE IT FURTHER RESOLVED, that this advancement is consistent with the current PBA 322 Collective Bargaining Agreement.

RESOLUTION 15-253

AUTHORIZING A SEWER CONNECTION FOR PROPERTY LOCATED AT 1438 VALLEY ROAD (BLOCK 11707, LOT 21)

WHEREAS, the Township is currently subject to a voluntary sewer ban; and

WHEREAS, George Rohal, the owner of property located at 1438 Valley Road (Block 11707, Lot 21) has requested authorization to connect to the Township's sanitary sewer system;

WHEREAS, the Township has adopted by reference the NJDEP sewer ban exemption criteria set forth in N.J.A.C. 7:14A-22.22; and

WHEREAS, N.J.A.C. 7:14A-22.22 provides in relevant part that:

"A sewer ban exemption may be granted for projects . . . if the proposed project will have a total projected flow of 600 gallons per day or less . . . [and] will be constructed and/or operated on a tax lot which was in existence prior to the effective date of the ban . . . and the proposed project does not require a sewer extension"; and

WHEREAS, the property located at 1438 Valley Road (Block 11707, Lot 21) meets those exemption criteria;

WHEREAS, Section 22-3.1 of the Township Code ordinarily requires a connection fee of \$10,120, however, Code Section 22-3.2 goes on to provide that:

"Single family residences which were in existence on December 28, 1983 shall be exempt from the connection fees set forth in Subsection 22-3.1. Any single family residence which was in existence on December 28, 1983 and which connects to the Township Waste Water Treatment System on or after February 19, 1992 shall be responsible only for a connection fee of \$630.00."; and

WHEREAS, it appears that Mr. Rohal's house was built in 1942;

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 George Rohal is hereby granted permission to connect his property located at 1428 Valley Road, Stirling, to the Township wastewater treatment system upon payment of the \$630 connection fee in accordance with Section 22-3.2 of the Township Code entitled "Exemptions."

RESOLUTION # 15-254
SOCIAL AFFAIR PERMIT [MILLINGTON FIRE COMPANY]

WHEREAS, the Millington Fire Company has submitted an Alcoholic Beverage Control Application for a Special Permit for a Social Affair to be held September 12, 2015 to be held at the Millington Fire Company, Millington, New Jersey 07946; and

WHEREAS, the Chief of Police has reviewed the application and has no objection to the granting of a special permit to be issued to the applicant to sell alcoholic beverages at the affair to be held on the date and premises noted, subject to, however, the following conditions:

1. The following individual will be the only person allowed to serve alcohol:

Representative from the licensed breweries, which are 902 Brewing Company, Bolero Snort Brewery, and Magnify Brewing (Address's on file at Police Department)

- 2. The consumption of alcoholic beverages shall be restricted to the fenced in/grove area, as outlined in the map supplied with the application. No alcoholic beverages shall be possessed or consumed in any area not designated on this map. However, in the event of inclement weather, the event could be moved to the interior of the Millington Fire Company, at which point the consumption of alcoholic beverages shall be restricted to the interior of the Millington Fire Company building.
- 3. No person under the age of 21 shall be served alcoholic beverages. The Millington Volunteer Fire Company or it's designee shall be responsible for verifying the ages of those patrons who wish to consume alcoholic beverages, issue wristbands, and monitor the area to prevent "hand off's."
- 4. No person assumed to be under the influence of alcohol shall be served, permitted to walk, or allowed to drive from the Millington Volunteer Fire Company or the designated area.
 - 5. Only the persons listed on this summary will be permitted to serve alcoholic beverages.
- 6. Alcoholic beverages shall only be served and/or consumed between the hours of 9:00 a.m. and 10:00 p.m. on September 12, 2015.

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. The Township Committee, the licensing authority of the municipality, has no objection to the granting of a special permit and consents thereto with the special conditions as outlined by the Chief of Police.
- 2. The Township Clerk is hereby authorized to sign the municipal certification on the application and forward it to the applicant.

RESOLUTION #15-255 AUTHORIZING PROFESSIONAL SERVICES CONTRACT WITH SPINELLI AND PINTO CONSULTING, LLC

WHEREAS, the Township of Long Hill requires the services of special consultants to assist the Township with its plans to develop Central Park (formerly known as the "Kurz Property") and needs to acquire these services via a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A - 20.4 or 20.5 as appropriate; and;

WHEREAS, contracts for professional services may be awarded without public bidding pursuant to *N.J.S.A.* 40A:11-5(1)(a)(I); and

WHEREAS, the Chief Financial Officer has certified in writing to the Township Committee the availability of adequate funds to pay the maximum amount of this contract; and

WHEREAS, the consultants have submitted a proposal, which is incorporated herein by reference; and

WHEREAS, the consultants have completed and submitted a Business Entity Disclosure Certification which certifies that the business entity has not made any reportable contributions to a political or candidate committee in the Township of Long Hill in the previous one year, and that the contract will prohibit the consultants named herein from making any reportable contributions through the term of the contract, as well as a Township pay-to-play certification.

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. A professional services contract is hereby awarded to Spinelli and Pinto Consulting, LLC, in accordance with its proposal, at a blended hourly rate of \$125/hour for all consultants, for a total amount not to exceed \$10,000.00.

- The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this resolution, and that notice of this award be advertised once in the official newspaper.
- 3. The Contractor shall secure and maintain insurance with the following minimum limits:

Professional Liability/Malpractice \$1,000,000.00
Comprehensive General Liability \$1,000,000.00
Comprehensive Automobile Liability \$1,000,000.00
Workmen's Compensation Statutory

- 4. The certificates of insurance shall be acceptable to the Township Risk Manager and the Township Attorney.
- 5. The Township Clerk in accordance with the provisions of *N.J.S.A.* 40A:11-5(1)(a)(I), is directed to publish a notice once in the official newspaper stating the nature, duration, service and amount of these contracts.

RESOLUTION 15-256 APPROVING SPECIAL EVENT LICENSE [Millington Fire House Food Truck Festival]

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 the license # S-15-15 for the event to the "Sponsor" Millington Fire Company, for their Special Event; "2015 Food Truck Festival" to be held from 10:00 AM – 9:00 PM on September 12, 2015.

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

RESOLUTION # 15-257 SOCIAL AFFAIR PERMIT [Stirling Elks Lodge 2392]

WHEREAS, the Stirling Elks Lodge has submitted an Alcoholic Beverage Control Application for a Special Permit for a Social Affair to be held September 12, 2015 to be held at the Stirling Elks Lodge, 1138 Valley Road, Stirling, New Jersey 07980; and

WHEREAS, the Chief of Police has reviewed the application and has no objection to the granting of a special permit to be issued to the applicant to sell alcoholic beverages at the affair to be held on the date and premises noted, subject to, however, the following conditions:

- 1. The following individual will be the only person allowed to serve alcohol: Kelly Lord, Steven Grimler, Kelly Burns, Lu Ann Ellis, Jill Lewis, Robert Roskam, Edward Romeo and Charles Schuesler (Address's on file at Police Department)
- 2. The consumption of alcoholic beverages shall be restricted to the areas outlined in the map supplied with the application. No alcoholic beverages shall be possessed or consumed in any area not designated on this map.
- 3. No person under the age of 21 shall be served alcoholic beverages. The Stirling Elks or it's designee shall be responsible for verifying the ages of those patrons who wish to consume alcoholic beverages, issue wristbands, and monitor the area to prevent "hand off's."
- 4. No person assumed to be under the influence of alcohol shall be served, permitted to walk, or allowed to drive from the Stirling Elks property or the designated area.
 - 5. Only the persons listed on this summary will be permitted to serve alcoholic beverages.
- 6. Alcoholic beverages shall only be served and/or consumed between the hours of 2:00 p.m. and 7:00 p.m. on September 12, 2015.

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. The Township Committee, the licensing authority of the municipality, has no objection to the granting of a special permit and consents thereto with the special conditions as outlined by the Chief of Police.
- 2. The Township Clerk is hereby authorized to sign the municipal certification on the application and forward it to the applicant.

RESOLUTION 15-259 AUTHORIZING RENEWING OF LIQUOR LICENSES FOR 2015-2016

BE IT RESOLVED that all applicants being in good order and the required \$63.00 fee having been paid, the Township Committee of the Township of Long Hill does hereby grant the following Limited Retail Distribution Licenses for the year beginning July 1, 2015 and ending June 30, 2016:

Dorsi's Deli & Pharmacy 184 Central Avenue Stirling, NJ 07980 License No. 1430-43-006-003 Dharma Bhakti Corporation Millington Food Store Corporation 87 Division Avenue Millington, NJ 07946 License No. 1430-43-013-005

BE IT FURTHER RESOLVED that all applicants being in good order and the required \$250.00 (10% of \$2,500.00).fee having been paid, the Township Committee of the Township of Long Hill does hereby grant the following Pocket License (Plenary Retail Consumption Licenses) for the year beginning July 1, 2015 and ending June 30, 2016.

Truheaven, LLC PO Box 148 Gillette, NJ 07933

License No. 1430-33-011-007

RESOLUTION #15-300 MORRIS COUNTY MULTI-JURISDICTIONAL MULTI-HAZARD MITIGATION PLAN

WHEREAS, the **Township of Long Hill** has experienced natural hazards that result in public safety hazards and damage to private and public property; and

WHEREAS, the hazard mitigation planning process set forth by the State of New Jersey and the Federal Emergency Management Agency offers the opportunity to consider natural hazards and risks, and to identify mitigation actions to reduce future risk; and

WHEREAS, the New Jersey Office of Emergency Management is providing federal mitigation funds to support development of the mitigation plan; and

WHEREAS, a Hazard Mitigation Plan has been developed by the Mitigation Planning Committee; and

WHEREAS, the *Morris County Multi-Jurisdictional Multi-Hazard Mitigation Plan Update*, dated July 2015, includes a prioritized list of mitigation actions including activities that, over time, will help minimize and reduce safety threats and damage to private and public property, and

WHEREAS, the draft plan was provided to each participating jurisdiction and was posted on the County Office of Emergency Management's website so as to introduce the planning concept and to solicit questions and comments; and to present the Plan and request comments, as required by law, and

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Long Hill that:

1. The Morris County Multi-Jurisdictional Multi-Hazard Mitigation Plan Update, as submitted to the New Jersey Office of Emergency Management and the Federal Emergency Management Agency in July 2015 by the Morris County Office of Emergency Management is hereby adopted as an official plan of the **Township of Long Hill**; minor revisions recommended by the Federal Emergency Management Agency and/or the New Jersey Office of Emergency Management may be incorporated without further action.

- 2. The **Township of Long Hill** departments identified in the Plan are hereby directed to pursue implementation of the recommended high priority activities that are assigned to their departments.
- 3. Any action proposed by the Plan shall be subject to and contingent upon budget approval, if required, which shall be at the discretion of the **Township of Long Hill**, and this resolution shall not be interpreted so as to mandate any such appropriations.
- 4. The Emergency Management Coordinator is designated to coordinate with other offices and shall periodically report on the activities, accomplishments, and progress, and shall prepare an annual progress report to be submitted to the Morris County Office of Emergency Management. The status reports shall be submitted on a yearly basis by a predetermined date as agreed upon by all stakeholders.

RESOLUTIONS:

RESOLUTION #15-258 TO RESCIND RES. # 15-244

BE IT RESOLVED That the Township Committee of the Township of Long Hill on the advice of Township Counsel does hereby **RESCIND** *nunc pro tunc* RESOLUTION #15-244, AUTHORIZING A PUBLIC QUESTION TO BE SUBMITTED TO THE VOTERS AT THE NOVEMBER 3, 2015 GENERAL ELECTION TEMPORARILY INCREASING THE TOWNSHIP OPEN SPACE LEVY FOR A PERIOD OF FIFTEEN YEARS TO BE USED SOLELY FOR THE DEVELOPMENT OF THE KURZ PROPERTY which was approved, by the Township Committee on July 22, 2015 and which is now declared void *ab initio*..

MOVED by:	of the Township Committee of the	Township of Long Hill that Resolution
#15-258 to rescind Resolution 15-244	be approved. SECOND by:	ROLL CALL VOTE:
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ORDINANCES INTRODUCTION:

ORDINANCE #15-362 2015 SALARIES AND WAGES ORDINANCE Amended

STATEMENT OF PURPOSE: To create a new full-time position of Planning & Zoning Administrative Officer for the Planning & Zoning Department and to set a salary range for that position and amend the range for the Planning & Zoning Administrator along with some minor adjustments in other categories.

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

Section 1. The salaries and wages of the following employees of the Township shall be as follows:

Administrative and Executive

Position Title	<u> Annual Salary</u>
Township Administrator	\$75,000 - \$150,000
Executive Administrative Assistant	\$52,500 - \$75,000
Municipal Clerk/Registrar	\$45,000 - \$75,000
Administrative Assistant	\$33,000 - \$52,500
Chief Financial Officer	\$50,000 - \$100,000
Asst. to the CFO [Part Time]	\$20.00 - \$30.00/hr.
Accts. Payable Manager	\$25,000 - \$60,000
Clerical [Part Time]	\$ 7.25 - \$ 20.00/hr.
Tax Collector	\$40,000 - <mark>\$80,000</mark>
Tax Assessor [Part Time]	\$20,000 - \$40,000
Payroll Manager	\$ 25.00 - \$ 45.00/hr.
Sewer Utility Collector [Part Time]	\$ 15.00 - \$ 22.00/hr.

Court

Municipal Court Judge	\$19,000 - \$35,000
Court Administrator	\$40,000 - \$63,000

Planning and Development

Construction Code Official [Part Time] Building Sub Code Official [Part Time]	\$30,000 - \$45,000 \$10,000 - \$20,000
Fire Sub Code Official [Part Time]	\$ 10,000 - \$20,000 \$ 35.00 - \$45.00/hr.
Fire Prevention/Fire Official [Part Time]	\$ 22.50 - \$40.00/hr.
Plumbing Sub Code Official [Part Time]	\$10,000 - \$22,500
Electrical Sub-code Official [Part Time]	\$10,000 - \$23,000
Technical Assistant to the Construction Official [Part Time]	\$ 18.00 - \$30.00/hr.
Planning & Zoning Administrator	\$50,000 - \$75,000
Planning & Zoning Administrative Officer	\$40,000 - \$60,000
Planning & Zoning Secretary [Part Time]	\$ 20.00 - \$30.00/hr.
Code/Zoning Enforcement Officer	\$45,000 - \$70,000

Recreation

Recreation Director	\$30.000 - \$60,000
Necreation Director	\$30,000 - \$60,000

Seasonal/ [Part Time] Positions

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Summer Recreation Site Director	\$ 22.00 - \$ 35.00/hr.
Summer Recreation Site Supervisor	\$ 17.00 - \$ 27.00/hr.
Summer Recreation Assistant	\$ 15.00 - \$ 25.00/hr.
Summer Recreation Counselor	\$ 8.25 - \$ 15.00/hr.
Lake Director	\$ 20.00 - \$ 35.00/hr.
Assistant Lake Director	\$ 15.00 - \$ 25.00/hr.
Head Lifeguard	\$ 12.00 - \$ 18.00/hr.
Life Guard	\$ 9.00 - \$ 15.00/hr.
Score Keeper/Time Keeper/Referees	\$ 8.25 - \$ 12.00/hr.
Basketball Director	\$ 18.00 - \$ 28.00/hr.
Basketball Staff Supervisor	\$ 12.00 - \$ 25.00/hr.

Police Department

Chief of Police	\$125,000 - \$150,000
Police Officers	per Collective Bargaining Contract
Police Department Secretary	\$ 36,000 - \$ 55,000
PD Administrative Assistant [Part Time]	\$ 33,000 - \$ 52,000
School Crossing Guard [Part Time]	\$ 12.00 - \$ 23.50/hr.
Police Matron	\$ 12.00 - \$ 28.00/hr.
Court Security Officer [Part Time]	\$ 20.00 - \$ 30.00/hr.

Office of Emergency Management

Emergency Management Coordinator [Part Time] \$ 10,000 - \$20,000

Department of Public Works/Roads

Director of Public Works /Superintendent of Roads
DPW employees
Part Time Laborer

\$85,000 - \$110,000
per Collective Bargaining Contract
\$9.50 - \$20.00/hr.

Wastewater Control

Wastewater Superintendent \$58,000 - \$85,000 Wastewater Employees per Collective Bargaining Contract

Senior Services

Senior Citizens Bus Driver

\$ 15.00 - \$ 25.00/hr.

Mileage reimbursement based on current IRS Standard

Section 2. Any and all other ordinances or parts thereof in conflict or inconsistent with any of the terms hereof are hereby repealed to such extent as they are so in conflict or inconsistent.

Section 3. This ordinance shall take effect immediately upon final passage and publication as required by law, unless the effective date is delayed pursuant to the provisions of *N.J.S.A.* 40A:9-165.

NOTICE

The foregoing Ordinance having been introduced and passed on first reading by the Township Committee of the Township of Long Hill, in the County of Morris on August 12, 2015 and then considered for final passage and adoption at a public hearing held at a meeting beginning at 7:30 p.m. on September 9, 2015 at the Municipal Building, 915 Valley Road, Gillette, New Jersey, when and where or at any such time and place to which said meeting may be adjourned, all persons interested will be given an opportunity to be heard concerning said ordinance.

Cathy Reese, RMC Township Clerk

MOVED by:	of the Township Committee of the Township of Long Hill that Ordinance
#15-362 be approved on first reading	with the public hearing scheduled for September 9, 2015. SECONDED
by: ROLL CALL VOT	E:
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COMMITTEE LIAISON REPORTS:

DISCUSSION / ACTION ITEMS:

- Follow up: Greenwood Drive speed limit
- 2016 Meeting Calendar changes
- Funding of Development of Central Park (formerly known as the Kurz property)

OLD BUSINESS:

NEW BUSINESS:

Announcements/Correspondence:

- August 26th Township Committee meeting is cancelled for lack of a quorum.

 Ordinance 361-15 and 15-360 were scheduled for an open public hearing on August 26th. Due to the cancellation of the August 26th meeting, Ordinance 361-15 will be carried to September 9th.
- Introduction Letters will be mailed out to all property owners this week outlining the steps, which will be taken as part of the Township's re-assessment program which will start this fall. Included in the letter will be a Frequently Asked Questions brochure to help answer any questions you may have as well as contact information for Appraisal Systems, Inc., the company who will be conducting the field inspections associated with this program.
 - Long Hill First Aid Squad Blood Drive Aug. 19th, 2pm 8pm

MEETING OPEN TO THE PUBLIC:

Remarks and Statements Pertaining to Any Matter

ADJOURNMENT - Possible Exec. Session