



**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ
TOWNSHIP COMMITTEE
REGULAR SESSION AGENDA
DECEMBER 31, 2015
8:00 AM 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."

OPEN PUBLIC MEETING:

PLEDGE OF ALLEGIANCE

ROLL CALL: Clerk will call the Roll

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 Resolution #15-403 through #15-411 and #15-413 are hereby approved. **SECONDED** by: _____.

ROLL CALL VOTE:

**RESOLUTION 15-403
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 15-404
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 December 9, 2015 Township Committee Meeting.

BE IT FURTHER RESOLVED that the Township Committee hereby approves the December 9, 2015 Executive Session Meeting Minutes as redacted by the Township Attorney.

**RESOLUTION 15-405
APPROVING ADVANCEMENT - Murray**

WHEREAS, Patrick Murray was appointed as a probationary laborer on June 15, 2015, per Long Hill Township Resolution 15-194; and

WHEREAS, Mr. Murray successfully completed the 6 – month probationary period on December 15, 2015;

BE IT RESOLVED, that the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey, upon the advice and recommendation of Tom Sweeney, Director of Public Works, does hereby approve the advancement of Patrick Murray to Truck Driver/Laborer Class 4, effective December 15, 2015 at an hourly rate of \$18.75.

BE IT FURTHER RESOLVED, that this advancement is consistent with the Public Works Association Collective Bargaining Agreement.

**RESOLUTION # 15-406
Authorizing Redemption of Outside Lien - #1289
[Block 12203, Lot 32.01]**

WHEREAS, at the Municipal Tax Sale held on 12-3-14, a lien was sold on Block 12203, Lot 32.01, also known as 133 River Road for \$671.40; and,

WHEREAS, this lien, known as Tax Sale Certificate #1289, was sold to Pro Capital 5(Lien Holder) for \$671.40 and a \$500.00 premium; and

WHEREAS, Lereta, LLC (redeeming party) has effected redemption of Certificate #1289 in the amount of \$1,351.88,

WHEREAS, the Tax Collector has shown proof that the redemption calculation is correct, all subsequent payment affidavit, if any, has been filed, and redemption monies has been received for redemption refund;

NOW, THEREFORE BE IT RESOLVED, that the Chief Financial Officer be authorized to issue a check in the amount of \$1,351.88, payable to Pro Capital 5(Lien Holder) for the redemption of Tax Sale Certificate #1289

BE IT FURTHER RESOLVED, that the Chief Financial Officer be authorized to issue a check in the amount of \$500.00 (premium) to the aforementioned lien holder.

**RESOLUTION # 15-407
Authorizing Redemption of Municipal Lien - #1294
[Block 11604, Lot 20]**

WHEREAS, at the Municipal Tax Sale held on 12-3-2014, a lien was sold on Block 11604, Lot 20, also known as 294 Main Avenue for \$724.71; and,

WHEREAS, this lien, known as Tax Sale Certificate #1294, was struck to Township of Long Hill (Lien Holder) for \$724.71 and

WHEREAS, Millington Bank (redeeming party) has effected redemption of Certificate #1294 in the amount of \$2,107.17; and

WHEREAS, the Tax Collector has shown proof that the redemption calculation is correct, all subsequent payment affidavit, if any, has been filed, and redemption monies has been received for redemption refund.

NOW, THEREFORE BE IT RESOLVED that the Chief Financial Officer be authorized to record the amount of \$2,107.17, payable to Township of Long Hill (Lien Holder) for the redemption of Tax Sale Certificate #1294.

**RESOLUTION# 15-408
Cancel Outstanding Checks**

WHEREAS, the following checks issued from the Township of Long Hill bank accounts have been outstanding for more than 6 months and are now stale-dated; and

WHEREAS, it is necessary to formally cancel the outstanding checks.

NOW, THEREFORE, BE IT RESOLVED by the Committee of the Township of Long Hill, the following outstanding checks issued from the Township of Long Hill bank accounts be cancelled:

Current Fund

CK#10382 -	\$45.55
CK#10547 -	\$200.00

Payroll Account

CK#28401	\$232.36
Ck#28448	\$22.64
Ck#28463	\$382.19
CK#28960	\$327.50
CK#29203	\$368.42
CK#29258	\$119.34
CK#29538	\$98.07
CK#29596	\$426.08
CK#30298	\$1.40

**RESOLUTION 15-409
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 **JORDAN CASTENS** is a Junior Member of the Stirling Volunteer Fire Company, No. 1.

**RESOLUTION # 15-410
Cancellation of Grant Receivables and Appropriated Reserves**

WHEREAS, there is a Grant Receivable and Appropriated Reserve balance that is open and in need of cancellation; and

WHEREAS, said grant is for Shade Tree Challenge Grant in the amount of \$3,000 and all payments in relation to this grant are not obtainable.

NOW THEREFORE, BE IT RESOLVED, that the Chief Financial Officer be authorized to cancel the above stated Grant Receivable and Appropriated Reserves.

RESOLUTION #15-411

AUTHORIZE APPLICATION SUBMISSION - FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM - SELF-CONTAINED BREATHING APPARATUS (SCBA)

BE IT RESOLVED by the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey, that, pursuant to a request from the Long Hill Fire Department to the appropriate township staff be hereby authorized to submit an "Assistance to Firefighters Grant Program" grant application to the Federal Emergency Management Agency to fund the purchase of 44 new self-contained breathing apparatus (SCBA), face pieces and 88 spare SCBA cylinders. That the grant request is in the amount of \$426,254.40, with a 10% local share requirement of \$42,625.44 to be supplied upon inclusion in and adoption of the 2016 operating budget.

RESOLUTION #15-413

AMENDING TOWNSHIP PARK RULES AND REGULATIONS

WHEREAS, Township Code Section 11-2 provides that: "Rules and regulations applicable to Township parks and recreational facilities may be adopted by the Township Committee by resolution. Those rules and regulations are incorporated herein by reference and are enforceable pursuant to [Township Code] Section 11-3"; and

WHEREAS, Township Code Section 11-3 provides that:

"Any person who violates any provision of this chapter, including any rules and regulations adopted by the Township Committee by resolution pursuant to Section 11-2 . . . , shall be liable to the penalties stated in Chapter I, Section 1-5 of [the Township Code]; and

WHEREAS, paragraph 13 of the Rules and Regulations currently provides that:

13. Dogs are permitted at Riverside Park, Meyersville Field, and throughout Hick's Tract. They are to be kept under control as not to create a hazard or cause harm to any others in the park or recreation area. Dogs are not permitted on the playing fields or any marked recreational area such as the horseshoe pits, tennis courts, basketball courts or the playgrounds at Riverside Park and Meyersville Field/Park.

WHEREAS, the Rules and Regulations need to be amended to reflect the fact that Riverside Park has been renamed Matthew G. Kantor Memorial Park; and

WHEREAS, the construction of the turf fields at Matthew G. Kantor Memorial Park has made it even more important that dogs be kept under the control of the owner so as to not damage the turf;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee, pursuant to the provisions of Section 11-2 of the Township Code, as follows:

1. The Long Hill Township Recreation Department Park Rules and Regulations, which are attached hereto and incorporated herein by reference, are hereby amended as indicated, effective immediately.
2. These park rules and regulations shall remain in full force and effect until further action of the Township Committee.
3. In accordance with the provisions of Section 11-3 of the Township Code, any person who violates any of these rules and regulations shall be liable to the penalties stated in Section 1-5 of the Township Code.
4. The Township Recreation Director, in her discretion, may post copies of relevant sections of these rules and regulations at the various Township Parks and Recreation Facilities.
5. The Director of Public Works is hereby directed to install signs at the Matthew G. Kantor Memorial Park putting park patrons on notice that dogs must be kept on a leash at all times and are not permitted on the playing fields, including the new turf field. The signs should cite Township Code Section 11-3 and warn park patrons that they may be subject to penalties for violation of the ordinance.
6. RESOLUTION 15-400 adopted December 9, 2015 is hereby deemed void *ab initio*.

COMMITTEE LIAISON REPORTS:

DISCUSSION / ACTION ITEMS:

- Community Rating System – with possible approval by resolution

RESOLUTION #15-412 DRAFT
APPOINTING A COMMUNITY RATINGS SYSTEM COORDINATOR

WHEREAS, the Township of Long Hill and most of its residents are situated in a flood zone; and

WHEREAS, FEMA has developed a rating system program that can reduce the price of flood insurance in some areas; and

WHEREAS, the Township Committee wishes to participate in this program, in an effort to lower the cost of flood insurance for the residents of the township.

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey, that the Township Engineer, Paul Ferriero PE, CFM, is hereby appointed the Community Ratings System Coordinator for the Township of Long Hill.

MOVED by: _____ of the Township Committee of the Township of Long Hill that Resolution #15-412 be approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

OLD BUSINESS:

NEW BUSINESS:

Announcements/Correspondence:

- Parking Passes are still on sale; however, Gillette has sold out

- Dog License Renewals are due by January 31 per state law. Rabies must be current thru Nov. 1, 2016. There is a FREE Rabies Clinic on Saturday, January 9, from 10 AM – Noon at the Bernards Township Public Works Garage , 277 S. Maple Ave in Basking Ridge (for dogs and cats)

MEETING OPEN TO THE PUBLIC:

- Remarks and Statements Pertaining to Any Matter
- Comments and remarks will be limited to 3 Minutes

ADJOURNMENT to Executive Session

EXECUTIVE SESSION

**RESOLUTION #15-366
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:

Property Acquisition:

- Central Park (Kurz) Property update
- Eberle property

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 #15-366 is hereby approved for Executive Session. **SECONDED** by:

final

Long Hill Township Recreation Dept.

Park Rules and Regulations

The Long Hill Recreation Department Rules and Regulations shall be in addition to and not in lieu of any and all other applicable ordinances and State statutes. The rules and regulations established by this section shall be enforceable under Section 11-2 of the Township Code (as amended by Ordinance #297-12 adopted March 14, 2012). Any person who violates any of these rules or regulations shall be liable to the penalties set forth in Section 1-5 of the Township Code. The Park Rules and Regulations shall apply to all Long Hill public recreational areas including the following:

Matthew G. Kantor Memorial Park
Stirling Lake-Beach and park areas
Turtle Rock Park
Hicks' Tract
Meyersville Ball Field Complex (including: Playground, Tennis Court, and Basketball Court)
All other wholly undeveloped conservation and open space areas or other interests.

1. All township parks are open to the public during daylight hours from sunrise to sundown and will close to all traffic at sundown with the following exceptions: Matthew G. Kantor Turf Field and the Meyersville Ball Field will close at 10pm when the field is lit for scheduled athletic games; closing hour for Stirling Lake Park during ice skating season shall be 10:00pm.
2. The Recreation Department policy on "Inclement Weather" shall be followed at all times. For outdoor activities on all Township property, if you hear thunder or see lightning; all play must stop, and fields must be evacuated. A period of not less than 30 minutes must pass with no lightning or thunder before play can resume.
3. The Recreation Director or designee may close fields or facilities and prohibit use. The Recreation Director or designee will notify any party/parties that have been issued permits of the closure(s). The Recreation Director is to be notified immediately if there are any maintenance or safety issues or damage to fields/facilities/equipment that need to be addressed.
4. No person shall enter an area or facility closed off to the public or remove or adjust an area that has been closed. When the "Fields Closed" signs are displayed, the playing fields are closed for all purposes and to all persons except in cases where special permission has been given to a group/organization, or individual by the Recreation Director.
5. Fields, facilities and equipment are only to be used for their intended purpose unless given a specific permit from the Recreation Director for a limited additional use. With regard to fields, only sports/activities consistent with the field's intended purpose will be allowed. For example, a softball game will not be permitted to be played on a soccer field.
6. No person shall carry or possess firearms of any type including air rifles, spring guns, bows and arrows, slings or any other weapon potentially dangerous to wildlife and human safety while in any park or recreation area. Shooting into park areas from beyond park boundaries is forbidden.
7. It is unlawful to drive any vehicle on any area except paved roads or parking areas unless directed to do so by the Township.
8. Parking is only permitted in designated spaces. No vehicles shall be left overnight in established parking areas or otherwise while the park is closed.

9. All bicyclists shall ride with reasonable regard to the safety of others. Bicycles cannot be left lying on the ground/pavement or propped up against trees, curbs, etc., in any place where other persons may trip over it or be injured by it.
10. Minibikes, all terrain vehicles, mopeds, snowmobiles, dirt bikes, and all other motorized vehicles are not permitted on any athletic fields, park areas, or recreation areas except when authorized by the Township.
11. Horses and farm animals are not permitted on any athletic fields, park areas, or recreation areas within the township without a specific permit issued by the Recreation Director or the Township Administrator for such use. When an exception is granted, horses and ponies shall be thoroughly broken and properly restrained, ridden with reasonable care and with regard for the safety of others, and shall not be permitted to graze or go unattended.
12. No person shall post any poster, placard or other type of advertisement of a business or an event on Township property without specific permission from the Township.
13. Dogs are permitted at Matthew G. Kantor Memorial Park, Meyersville Ball Field Complex, and throughout Hicks' Tract. They are to be kept under control as not to create a hazard or cause harm to any others in the park or recreation area. At Matthew G. Kantor Memorial Park and Meyersville Ball Field Complex, all dogs must be securely confined and controlled by an adequate leash not more than six (6) feet long. Dogs are not permitted on the turf field at Matthew G. Kantor Memorial Park or on any other playing fields or any marked recreational area such as the horseshoe pits, tennis courts, basketball courts or the playgrounds at Matthew G. Kantor Memorial Park and Meyersville Ball Field Complex.
14. At all recreation areas where dogs are allowed, it is the responsibility of the dog owner to properly clean up after their dog and dispose of any solid waste appropriately. (Ordinance #162-05; section 5-3.3)
15. Leaving an animal unattended and tying or hitching the animal to any plant, shrub, or structure is prohibited within any park or recreation area.
16. Playing tennis is the only activity permitted on the tennis courts. All other activities including but are not limited to: skating, rollerblading, skateboarding, and bicycling are prohibited.
17. All users of Township parks and recreational facilities shall maintain the cleanliness and sanitary condition of the restrooms/washrooms.
18. No gambling or games of chance are permitted in any park, recreation area or facility without the proper permits.
19. Benches and/or bleachers are not to be moved without the permission of the Recreation Director.
20. No person shall build or attempt to build a fire except in such areas and under such regulations as may be designated by the Township. No person shall drop, throw or otherwise scatter lighted matches, burning cigarettes, cigars, tobacco paper, or other flammable material within any park or recreation area or facility.
21. Smoking is prohibited in all Township parks, playgrounds and recreation areas. (Ordinance # 100-2, section 1; Ordinance #172-05, section 1)
22. Skateboarding is prohibited on all Township property.
23. No person shall hunt, kill, trap, pursue, molest, chase, tease, or intentionally frighten any animal, wildlife, reptile, or bird; nor shall he remove or have in his possession the young of any wild animal or the eggs or nest or young of any reptile or bird. Note: an exception is made that snakes known to be poisonous or deadly reptiles may be killed on sight.

24. While on Township property, feeding of wildlife is prohibited.

Stirling Lake Park

25. Swimming is only permitted by members of the Lake. At Stirling Lake, access to the water and swimming are only permitted when a lifeguard is on duty. In the colder months, skating is permitted at Stirling Lake by Long Hill residents only when a safety signal is displayed.
26. Dogs are not permitted at the Stirling Lake Park.
27. Fishing is only permitted in the pond (with proper license) and not in the swimming area side of Stirling Lake.
28. The Stirling Lake Pavilion cannot be reserved during regular Stirling Lake swimming hours. Use of the pavilion is intended for all members of Stirling Lake during swimming hours.

Permits

It is the goal of the Long Hill Recreation Department to encourage the usage of its recreational fields and facilities in the support of activities designed to involve Long Hill Residents. The Recreation Department reserves the exclusive right to determine the eligibility of an organization seeking usage of the fields/facilities. The Recreation Department will issue permits in accordance with the following policies and procedures established by the Recreation Dept. in consultation with the Recreation Advisory Committee and adopted by the Township Committee.

1. No commercial use of the fields/facilities/equipment is permitted without an approved permit.
2. Permits for the use and or rental of Township facilities, fields, and/or equipment are handled through the Recreation Department. An authorized permit allows the permit holder to access the facility, field or equipment on the time and date specified on the permit provided all use requirements have been and continue to be met. The holder of a valid permit under this section shall have precedence over all others for the use of the field or other facility.
3. No permits for the use of township parks and recreation areas will be issued without written application. Fields and other facilities cannot be reserved over the phone. All permit fees are established and passed by resolution by the Long Hill Township Committee. The person whose name will appear on the permit must be the one to make the reservation and provide insurance. A deposit of \$100 is required to reserve a field, facility or equipment. Full payment is required prior to the event. The Recreation Department reserves the exclusive right to determine the eligibility of an organization and to assign a prioritization to any application for the use of Township fields, facilities, and equipment.
4. All permit holders agree to follow township rules and regulations when reserving and using a recreation area or park.
5. Permits are required for all groups or organized sports activities seeking to utilize facilities or equipment. For teams requesting usage of Township fields, facilities and equipment and to qualify for "resident" consideration, at least 1/3 of the applying team's roster must be Long Hill residents. Fees may be waived for organizations where at least 1/3 of the organization is made up of Long Hill Township residents. (Note: The Township Committee may charge and collect a reasonable service charge from users/renters requiring special maintenance.)
6. When a permit is issued, Long Hill Township assumes no liability for the renter's use of the equipment or facility.
7. The person seeking the permit shall complete in its entirety and file a "Facility Use Request" application with the Recreation Department and provide any other information requested by the

Recreation Dept. used in making the fair determination of whether or not a permit will be issued and/or fee charged.

8. The person seeking the permit shall provide the Township with the appropriate insurance required for the event. Long Hill residents utilizing facilities or equipment for private functions must provide a copy of their Homeowner's Declaration page. Nonresidents and residents holding larger organized functions must have general liability insurance that covers the Township and names Long Hill Township as an Additional Insured with limits of \$1,000,000 combined single limit and an aggregate of \$2,000,000. A certificate of insurance, acceptable to the Township Administrator, must be filed with the Township prior to the use of Township facilities or equipment. In addition, the applicant shall hold the Township harmless from any claim or liability arising out of any activity or conduct of the renter while using the equipment or facility in question.
9. All renters (permit holders) agree to complete an Incident Report in the event of any accident or damage that occurs after holding an event in or on a Township facility or while using Township equipment. This needs to be completed and returned to the Recreation Director within 24 hours of the incident or the next business day.
10. A permit for the use of Stirling Lake Pavilion does not entitle all guests to use Stirling Lake. Stirling Lake Pavilion reservations are not permitted during the regular Lake hours of operation as the pavilion is used by all patrons with memberships to Stirling Lake.
11. All renters (permit holders) shall be bound by all park rules and regulations and all applicable ordinances fully.
12. The Township has the authority to revoke a permit upon finding a violation of any rule or ordinance or when false information has been provided by the applicant in the application process.

Dated: March 14, 2012

| Amended December 31, 2015