



**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ  
TOWNSHIP COMMITTEE  
REGULAR SESSION AGENDA  
NOVEMBER 9, 2016  
7:30 PM OPEN SESSION, Closed Session 6:45 PM**

*A draft of the Township Committee Regular Session Agenda is posted on the Township website at [www.longhillnj.us](http://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 14, 2016 edition, and electronically sent to the Courier News and posted in the January 12, 2016 edition. The notice was posted on the bulletin board in the Municipal Building on January 5, 2016 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."

**EXECUTIVE SESSION**

**RESOLUTION #16-295  
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:

Attorney/Client Privilege:

- Mt. Laurel Fair Share Housing
- Alvarez Sewer Connection

Personnel:

- Police Department Matters

**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 #16-295 is hereby approved for Executive Session. **SECONDED** by:

**ROLL CALL VOTE:**

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**OPEN PUBLIC MEETING:**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Clerk will call the Roll

**COMMITTEE LIAISON REPORTS:**

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**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 Resolutions #16-296 through #16-302 are hereby approved. **SECONDED** by: \_\_\_\_\_. **ROLL CALL VOTE:**

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**RESOLUTION #16-296  
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.

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**RESOLUTION #16-297  
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 October 26, 2016 Township Committee Meeting.

**BE IT FURTHER RESOLVED** that the Township Committee hereby approves the October 26, 2016 Executive Session Meeting Minutes as redacted by the Township Attorney.

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**TOWNSHIP OF LONG HILL  
RESOLUTION #16-298  
AUTHORIZING SUBORDINATION OF TOWNSHIP SEWER LIEN TO PROPOSED  
MILLINGTON SAVINGS BANK MORTGAGE**

**WHEREAS**, Bryan Moreland (“Moreland”) is the owner of property located 1716 Long Hill Road, Millington, and known as block 12604, lot 8.01 on the Township tax maps (the “Property”); and

**WHEREAS**, Moreland entered into an Amended Developer's Agreement (Sewer Only) in September 2011, in which he agreed that in lieu of expending money for an individual on-site septic system on the property, he would voluntarily donate \$30,000 to the Township to be used for improvements to the Township's wastewater treatment plant so that the Township can eventually lift the temporary sewer connection ban that is currently in place; and

**WHEREAS**, Moreland is taking out a loan, in an amount not to exceed \$283,000, with Millington Savings Bank, that will be secured by a mortgage on the Property; and

**WHEREAS**, the Township is willing to subordinate its \$30,000 lien to the proposed Millington Saving Bank mortgage;

**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 hereby agrees to subordinate its lien as described in the preamble to the proposed Millington Savings Bank mortgage.
2. The Mayor and Township Clerk are hereby authorized to execute a subordination agreement and any other documents necessary to carry out the intent of this Resolution, subject to the approval of the Township Attorney.

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**RESOLUTION #16-299  
RESOLUTION OF THE TOWNSHIP COMMITTEE SUPPORTING THE MORRIS COUNTY FIRE  
MUTUAL AID PLAN**

**WHEREAS**, the Township of Long Hill provides fire protection resources for ordinary emergency response requirements within its jurisdiction; and

**WHEREAS**, the Fire Departments in Morris County have a day-to-day responsibility to provide for the safety and security of lives and property; and

**WHEREAS**, local resources can become exhausted during the small percentage of large magnitude fire or disaster occurrences; and

**WHEREAS**, mutual aid is the most cost-effective method of providing sufficient resources to a local jurisdiction for those extraordinary occurrences; and

**WHEREAS**, it is of mutual benefit for fire agencies located within the County of Morris to provide supplemental resources to each other in the event of a local emergency or disaster; and

**WHEREAS**, this plan will provide a uniform procedure for the coordination of the requesting, dispatching, and utilization of fire department personnel and equipment whenever a local fire agency requires mutual aid assistance from any other jurisdiction, both contiguous and non-contiguous, in the event of a fire or emergency; and

**WHEREAS**, a county area mutual aid plan is encouraged by, and is compatible with the State of New Jersey Resource Deployment Act; and

**WHEREAS**, participation in a county area mutual aid plan will not impose liability on the local entity; and

**WHEREAS**, it is the desire of the governing body of the Township of Long Hill to participate in the fire mutual aid plan in accordance with the plan as submitted by the Morris County Alliance of Active Fire Chiefs.

**NOW, THEREFORE, BE IT RESOLVED** the Township Committee of the Township of Long Hill, does hereby agree: (1) to authorize their fire protection agencies to provide mutual aid assistance

to each participating municipality, district, state or federal organization, as identified in the Morris County Fire Mutual Aid Plan approved by the Morris County Alliance of Active Fire Chiefs on thirteenth of July, 2016 and as may be amended from time to time by the Morris County Alliance of Active Fire Chiefs and ratified by this body; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded to the County Board of Chosen Freeholders, the County Fire Coordinator, the County OEM Coordinator and all Morris County Municipalities.

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**TOWNSHIP OF LONG HILL  
RESOLUTION 16-300  
APPOINTING PROBATIONARY LABORER  
[Boardman]**

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

1. Upon the advice and recommendation of Township Administrator Neil Henry and Director of Public Works Thomas Sweeney, that Michael Boardman be appointed as Probationary Laborer.
2. This appointment shall be effective on November 21, 2016 at an hourly probationary rate of \$14.90. Following the probationary period (not to exceed more than six months) the new position title would be Truck Driver/Laborer Class 4 and the rate shall be \$18.75 per hour.
3. Mr. Boardman will be a member of the Long Hill Public Works Association and a copy of the Agreement shall be provided.

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**TOWNSHIP OF LONG HILL  
RESOLUTION 16-301  
AUTHORIZING A SEWER CONNECTION FOR PROPERTY LOCATED ON  
Elliot Road (BLOCK 129, LOT 21)**

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

**WHEREAS**, JAM Realty Co., the owner of property located on Elliot Road (Block 129, 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**, N.J.A.C. 7:14A-1.2 defines “sewer extension” to mean “any sewer pipe, line, structure or appurtenance used for the conveyance of domestic or industrial waste of a liquid nature, whether forced or by gravity, which: 1. Will extend along an easement through more than two properties, a roadway, or public right-of-way. . . .”; and

**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 JAM Realty is hereby granted permission to connect his property at Elliot Road, Block 129, Lot 21 to the Township wastewater treatment system upon payment of the \$10,120.00 connection fee in accordance with Section 22-3.1 of the Township Code entitled "Connection Fees."

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**TOWNSHIP OF LONG HILL  
RESOLUTION 16-302  
AUTHORIZING REDEMPTION OF OUTSIDE LIEN - #15-0007**

**WHEREAS**, at the Municipal Tax Sale held on 10-23-15, a lien was sold on Block 13204, Lot 9, also known as 27 Country Lane for \$11,235.65; and,

**WHEREAS**, this lien, known as Tax Sale Certificate #15-0007, was sold to GSRAN-Z, LLC (Lien Holder) for \$11,235.65 and a \$69,000.00 premium; and

**WHEREAS**, Visions Federal Credit Union (redeeming party) has effected redemption of Certificate #15-0007 in the amount of \$27,833.08

**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, THREFORE BE IT RESOLVED**, that the Chief Financial Officer be authorized to issue a check in the amount of \$27,833.08, payable to GSRAN-Z, LLC (Lien Holder) for the redemption of Tax Sale Certificate #15-0007; and

**BE IT FURTHER RESOLVED**, that the Chief Financial Officer be authorized to issue a check in the amount of \$69,000.00 (premium) to the aforementioned lien holder.

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**ORDINANCE**

**ORDINANCE PUBLIC HEARING/CONSIDERATION OF ADOPTION**

**ORDINANCE #391-16  
2016 SALARIES AND WAGES ORDINANCE **Amended****

*STATEMENT OF PURPOSE: To reflect the updated rates of 2016 salary adjustments.*

**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:

<b><u>Position Title</u></b>	<b><u>Annual Salary</u></b>
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 - <del>\$30.00/hr.</del> <b>\$32.00</b>
Accts. Payable Manager	\$25,000 - \$60,000
Clerical [Part Time]	\$ 8.50 - \$ 22.00/hr.
Tax Collector [Part Time]	\$15,000 - \$25,000
Tax Assessor [Part Time]	\$20,000 - \$40,000
Assistant Treasurer	\$45,000 - \$65,000
Sewer Utility Collector [Part Time]	\$15.00 - <del>\$22.00/hr.</del> <b>\$24.00</b>

### ***Board of Health***

Animal Control Officer [Part Time]	\$15.00 - \$25.00/hr.
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### ***Court***

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

### ***Planning and Development***

Construction Code Official [Part Time]	\$30,000 - \$45,000
Building Sub Code Official [Part Time]	\$10,000 - \$20,000
Fire Sub Code Official [Part Time]	\$ 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 Coordinator	\$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
<b>Administrative Assistant</b>	<b>\$ 20.00 - \$30.00/hr.</b>

### **Seasonal/ [Part Time] Positions**

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 - \$ 15.00/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
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**Department of Public Works/Roads**

Director of Public Works /Superintendent of Roads	\$85,000 - \$110,000
DPW employees	per Collective Bargaining Contract
Part Time Laborer	\$ 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.
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*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.

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 Wednesday, October 12, 2016 will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:30 p.m. on Wednesday, November 9, 2016, at the Municipal Building, 915 Valley Road, Gillette, New Jersey, when and where or at 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.

Deborah Brooks, RMC, CMR  
Township Clerk

**OPEN Public Hearing**  
**CLOSE Public Hearing**

**MOVED** by: \_\_\_\_\_ of the Township Committee of Long Hill Township, that Ordinance 391-16 is hereby adopted on final reading. **SECONDED** by: \_\_\_\_\_. **ROLL CALL VOTE:**

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**RESOLUTION**

**TOWNSHIP OF LONG HILL  
RESOLUTION 16-303**

**COMPENSATION OF OFFICIALS AND EMPLOYEES FOR THE CALENDAR YEAR 2016**

**BE IT RESOLVED** by the Township Committee of the Township of Long Hill that the compensation effective retroactively to January 1, 2016 of the officials and employees of the Township be as follows:

<b>POSITION</b>	<b>DEPARTMENT</b>	<b>SALARY</b>
Township Administrator	Admin & Exec.	\$137,957.04
Township Clerk/Registrar	Admin & Exec	\$ 70,000.00
Executive Administrative Asst.	Admin & Exec	\$ 60,488.86
Administrative Assistant	Admin & Exec	\$ 41,616.00
Environmental Comm. Secretary	Admin & Exec	\$ 1,339.00
Chief Financial Officer	Financial Administration	\$ 83,232.00
Tax Assessor	Tax Dept.	\$ 30,347.34
Tax Clerk/Sewer Collector	Financial Administration	\$ 22.44/hr.
Code Enforcement Officer	Planning/Zoning	\$ 65,121.41
Police Department Secretary	Police Department	\$ 53,176.11
School Crossing Guards (Hourly-PT)	Police Department	\$ 22.01/hr.
Plumbing Sub-code Official	Construction	\$ 19,916.00
Electrical Sub-code Official	Construction	\$ 35.00/hr.
Building Inspector	Construction	\$ 16,380.00
Fire Official/Inspector	Fire Official	\$ 31.62/hr.
Senior Citizen Van Driver	Senior Services	\$ 19.19/hr.
Recreation Director	Recreation Department	\$ 60,000.00
Municipal Judge	Court	\$ 29,982.25
Court Administrator	Court	\$ 63,373.82
Chief of Police	Police Dept.	\$146,446.70
Construction Code Official	Construction	\$ 52.28/hr.
Construction Technical Assistant	Construction	\$ 25.00/hr.
Fire Sub-code Official	Construction	\$ 35.00/hr.
Director of Public Works	Dept. of Public Works	\$105,590.20
Superintendent/Wastewater	Div of Wastewater	\$ 81,641.29
Part Time, Asst. to the CFO	Financial Administration	\$ 30.60/hr.
	Not to exceed 23 hrs. per week	
Full Time, Asst. Treasurer	Financial Administration	\$ 61,200.00
Tax Collector, Part time	Financial Administration	\$ 17,850.00
Planning/Zoning Coordinator	Planning/Zoning	\$ 55,000.00
Emergency Management Coordinator and Administrative Asst.	Emergency Management	\$ 29,172.00

**MOVED** by: \_\_\_\_\_ of the Township Committee of Long Hill Township, that Resolutions #16-303 is hereby approved. **SECONDED** by: \_\_\_\_\_. **ROLL CALL VOTE:**



**DISCUSSION / ACTION ITEMS**

- Recommended Ordinance Changes from the Planning Board and the Ordinance Subcommittee – Kevin O'Brien memo of July 14, 2016
- Permanent Sign Ordinance – Kevin O'Brien memo of July 15, 2016
- FLAP Grant update

**OLD BUSINESS / Administrator's Report:****NEW BUSINESS:****Announcements/Correspondence:****MEETING OPEN TO THE PUBLIC:**

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

**ADJOURNMENT**