

**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ  
TOWNSHIP COMMITTEE  
REGULAR SESSION AGENDA  
JULY 26, 2017  
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 12th, 2017 edition, and electronically sent to the Courier News and posted in the January 6, 2017 edition. The notice was posted on the bulletin board in the Municipal Building on January 4, 2017 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 #17-194  
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

- Affordable Housing

Personnel

- Administrator Search
- Construction Official/Building sub code inspector
- Planning/Zoning Coordinator search

**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 #17-194 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

**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 Resolution #17-195 through #17-217 are hereby approved. **SECONDED** by: \_\_\_\_\_. **ROLL CALL VOTE:**

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**TOWNSHIP OF LONG HILL  
RESOLUTION 17-195  
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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**TOWNSHIP OF LONG HILL  
RESOLUTION 17-196  
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 June 28<sup>th</sup>, 2017 Township Committee Meetings.

**BE IT FURTHER RESOLVED** that the Township Committee hereby approves the June 28<sup>th</sup> and July 6<sup>th</sup>, 2017 Executive Session Meeting Minutes as redacted by the Township Attorney.

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**TOWNSHIP OF LONG HILL  
RESOLUTION 17-197  
APPOINTING ACTING CONSTRUCTION OFFICIAL/ACTING BUILDING SUBCODE OFFICIAL**

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

*A municipality shall appoint an acting construction official or subcode official any time the absence of such official would impede orderly administration of the Uniform Construction Code and other duties mandated by the municipality. Acting appointments shall be accomplished by any mechanism acceptable to the municipality; providing, however, that a written record shall be kept. Notice to the Department shall be provided within seven days any time an appointment is made for more than 30 days. Acting appointments may not be made for longer than 60 days, nor may they be extended or renewed beyond 60 days unless specific authority to do so is granted in writing by the Department.*

- i. . . . only an individual licensed as a subcode official in a particular subcode may be appointed as an acting subcode official for that subcode. . . .
- ii. Acting appointments shall not constitute the statutory four-year term for construction and subcode officials or any portion thereof. . . .; and

**WHEREAS**, there are currently vacancies in the offices of Construction Official and Building Subcode Official; and

**WHEREAS**, Township Committeeman Guy Piserchia, who is performing the duties of Township Administrator, appointed current Township Plumbing Subcode Official Stephen Mahoney as Acting Construction Official/Building Subcode Official, effective July 17, 2017; and

**WHEREAS**, the Township Committee wishes to affirm the appointments made by Mr. Piserchia in accordance with the terms and conditions set forth below;

**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. In accordance with the provisions of N.J.A.C. 5:23-4.4, current Township Plumbing Subcode Official Stephen Mahoney is hereby appointed as Acting Construction Official/Building Subcode Official, *nunc pro tunc*, effective July 17, 2017, and continuing until a new Construction Official and a new Building Subcode Official have been appointed, for a period not exceeding 60 days, unless extended pursuant to N.J.A.C. 5:23-4.4.
2. Mr. Mahoney shall be compensated \$50.00 per hour (not to exceed 14 hours per week) for performing these additional duties as Acting Construction Official/Building Subcode Official.
3. Notice to the Department of Community Affairs shall be provided by the Township Clerk in accordance with the requirements of N.J.A.C. 5:23-4.4.

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**TOWNSHIP OF LONG HILL  
RESOLUTION 17-198  
ESTABLISHMENT OF A GREEN TEAM ADVISORY COMMITTEE**

**WHEREAS**, the Township Committee of the Township of Long Hill strives to save tax dollars, assure clean air and water, improve working and living environments to build a community that is sustainable economically, environmentally and socially; a community which would thrive well into the new century; and

**WHEREAS**, the Township Committee of the Township of Long Hill wishes to build a model of government which benefits our residents now and far into the future with green community initiatives which are easy to replicate and affordable to implement; and

**WHEREAS**, in an attempt to focus attention on “Green” issues, the Township Committee wishes to establish a Green Team Advisory Committee (GTA); and

**WHEREAS**, the Township Committee of the Township of Long Hill wants to begin the process of focusing on “Green” issues by starting with audits of municipality facilities and operations first.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Long Hill that we do hereby establish a Green Team Advisory Committee consisting of eleven members who shall be residents or employees of the Township of Long Hill appointed annually, but whose initial term of appointment shall be through December 31, 2018.

**NOW, THEREFORE, BE IT FURTHER RESOLVED**, by the Township Committee of the Township of Long Hill that the **Mission** for the GTA, through December 31, 2018 **is to advise the Township Committee on ways to improve municipal operations with "Green" initiatives which are economically and environmentally sound through research and evaluation and select Sustainable Jersey TM Action Steps which will move the Township of Long Hill toward Sustainable Jersey certification.**

**NOW, THEREFORE, BE IT FINALLY RESOLVED**, by the Township Committee of the Township of Long Hill that the following persons are hereby appointed to the GTA for the remainder of 2017 and 2018:

Chairman:	Nikolai Tymkiw
Shade Tree Liaison:	Susan Jeans
Environment Liaison:	Alexandra Hennessy
Twp. Committee Liaison:	Guy Piserchia

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**TOWNSHIP OF LONG HILL  
RESOLUTION 17- 199  
Watchung Hills Regional Municipal Alliance Grant  
July 1, 2017-June 30, 2018**

**WHEREAS**, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

**WHEREAS**, The Long Hill Township Committee of the Township of Long Hill of Morris, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

**WHEREAS**, the Long Hill Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

**WHEREAS**, the Long Hill Township Committee has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Morris;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Long Hill of Morris County of State of New Jersey hereby recognizes the following:

1. The Long Hill Township Committee does hereby authorize submission of a strategic plan for the Watchung Hills Regional Municipal Alliance grant for fiscal year July 1, 2017 to June 30, 2018 in the amount of:

DEDR	\$9,537.00
Cash Match	\$2,384.25
In-Kind	\$7,152.75

2. The Long Hill Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

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**Township of Long Hill  
Resolution 17-200  
Authorizing Redemption of Outside Lien - #1287**

**WHEREAS**, at the Municipal Tax Sale held on 12-3-2014, a lien was sold on Block 12203, Lot 41, also known as 2086 Valley Road for \$4,286.56; and,

**WHEREAS**, this lien, known as Tax Sale Certificate #1287, was sold to FWDSL & Associates, LP (Lien Holder) for \$4,286.56 and a \$24,000 premium; and

**WHEREAS**, Lisa Slater (redeeming party) has effected redemption of Certificate #1287 in the amount of \$48,428.57

**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 \$48,248.57, payable to FWDSL & Associates, LP (Lien Holder) for the redemption of Tax Sale Certificate #1287

**BE IT FURTHER RESOLVED**, that the Chief Financial Officer be authorized to issue a check in the amount of \$24,000.00 (premium) to the aforementioned lien holder.

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**TOWNSHIP OF LONG HILL  
RESOLUTION 17-201  
Appointment - Lampiasi**

**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, Jake Lampiasi is hereby appointed Probationary Police Officer at an annual salary of \$45,000.00, effective July 27, 2017.

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

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**TOWNSHIP OF LONG HILL  
RESOLUTION #17-202  
A RESOLUTION APPOINTING CLASS II SPECIAL POLICE OFFICERS**

**WHEREAS**, *N.J.S.A. 40A:14-146.10* provides in relevant part that:

“a. Any local unit may, as it deems necessary, appoint special law enforcement officers sufficient to perform the duties and responsibilities permitted by local ordinances authorized by *N.J.S. 40A:14-118* and within the conditions and limitations as may be established pursuant to this Act”; and

**WHEREAS**, *N.J.S.A. 40A:14-146.10* goes on to set forth the minimum qualifications for a special police officer; and

**WHEREAS**, *N.J.S.A. 40A:14-146.10* further provides that:

“Before any special law enforcement officer is appointed pursuant to this Act, the chief of police . . . shall ascertain the eligibility and qualifications of the applicant and report these determinations in writing to the appointing authority . . .”; and

**WHEREAS**, *N.J.S.A. 40A:14-146.11* provides in relevant part that:

“No person may commence his duties as a special law enforcement officer unless he has successfully completed a training course approved by the commission and no special law enforcement officer may be issued a firearm unless he has completed the basic firearms course approved by the commission for permanent regularly appointed police . . .”; and

**WHEREAS**, *N.J.S.A. 40A:14-146.11* further provides that:

“Class II [Special] Officers shall be authorized to exercise full powers and duties similar to those of a permanent, regularly appointed full-time police officer. The use of a firearm by an officer of this class may be authorized only after the officer has been fully certified as successfully completing training as prescribed by the commission . . .”; and

**WHEREAS**, N.J.S.A. 40A:14-146.14 provides that:

“Special law enforcement officers may be appointed for terms not to exceed one year, and the appointments may be revoked by the local unit for cause after adequate hearing, unless the appointment is for four months or less, in which event the appointment may be revoked without cause of hearing . . .”; and

**WHEREAS**, Chief of Police Michael Mazzeo has recommended the individual named below be appointed as a Class II Special Police Officers, subject to satisfactory completion of their medical and psychological examinations and background investigations.

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

1. In accordance with state law, the following individuals are hereby appointed as Class II Special Police Officer for a one year term, effective immediately, at a salary of \$20.00 an hour:

**Brian Engel**

This Special Police Officer shall perform his duties only upon the direction of Chief of Police Michael Mazzeo, or his designee.

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**TOWNSHIP OF LONG HILL  
RESOLUTION 17-203  
APPROVING SPECIAL EVENT LICENSE  
[LONG HILL TOWNSHIP FORCE]**

**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 17-15 for the event to the “Sponsor” Long Hill Township FORCE, for their Special Event Tiger Tracks 5K Race to be held 7:00 AM – 10:30 AM on October 29, 2017; and

**BE IT FURTHER RESOLVED** that the Police Department has determined that the applicant is exempt for the cost of police coverage required for this event.

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**TOWNSHIP OF LONG HILL  
RESOLUTION 17-204  
APPROVING SPECIAL EVENT LICENSE  
[Fall Fest – Antique & Classic Car Show]**

**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 17-14 for the event to the “Sponsor” Long Hill Community Center, for their Special Event, 11<sup>th</sup> Annual Fall Fest Antique & Classic Car Show to be held 10:00 AM – 4:00PM on October 1, 2017.

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**TOWNSHIP OF LONG HILL  
RESOLUTION 17-205  
APPROVING BANNER  
[Fall Fest – Antique & Classic Car Show]**

**BE IT RESOLVED**, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey that by recommendation of the Township Administrator, based on the approval of the Long Hill Township Director of the Department of Public Works that the Township Committee does hereby approve a banner to be hung across Valley Road, County Route 512 for 14 days, starting September 17, 2017 through October 1, 2017 for advertising the Fall Fest – Antique & Classic Car Show on October 1st at the Stirling Hotel.

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**TOWNSHIP OF LONG HILL  
RESOLUTION 17-206  
CERTIFYING ACTIVE MEMBERSHIP WITH MILLINGTON VOLUNTEER FIRE COMPANY FOR NEW  
JERSEY STATE FIREMEN’S ASSOCIATION ELIGIBILITY**

**BE IT RESOLVED**, that the Township Committee of the Township of Long Hill does hereby certify that the following are active members of the Millington Volunteer Fire Company and are eligible to be a member of the New Jersey State Firemen’s Association:

Sidarth Lakhani

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**TOWNSHIP OF LONG HILL  
RESOLUTION 17-207  
Camp Personnel**

**BE IT RESOLVED** that the Township Committee of the Township of Long Hill upon the recommendations of the Recreation Director and Summer Camp Director, that the following be appointed to the 2017 Summer Recreation Camp Personnel effective retroactively to July 5th, 2017:

Name	Position	Hourly Rate
Kerry McCauley	Counselor	\$8.50

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**TOWNSHIP OF LONG HILL  
RESOLUTION 17-208  
In Grade Advancement - Thompson**

**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 Robert Thompson to Officer Grade I, effective August 16, 2017 at an annual salary of \$104,780.00.

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

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**TOWNSHIP OF LONG HILL  
RESOLUTION 17-209  
AUTHORIZE EMPLOYMENT OF PART-TIME ANIMAL CONTROL OFFICER- Wojtech**

**WHEREAS**, there exists the need to fill the position of an Animal Control Officer (“ACO”) for the Township; and

**WHEREAS**, Randall Wojtech has the education and experience necessary to perform the duties of ACO; and

**WHEREAS**, it is the recommendation of the Township Administrator to employ Randall Wojtech as Animal Control Officer.

**NOW THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Long Hill does hereby authorize the Township Administrator to proceed with the employment of Randall Wojtech as Animal Control Officer for the Township effective July 27th, 2017 at an annual stipend of \$1500.00 per year (Prorated for 2017) payable in two installment in January and July of each year. Any duties pursuant to after-hours Animal Control activities will be paid to him at his overtime hourly rate.

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**TOWNSHIP OF LONG HILL  
RESOLUTION 17-210  
AUTHORIZING A SEWER CONNECTION FOR PROPERTY LOCATED ON  
SUNSET PLACE (BLOCK 12306, LOT 21)**

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

**WHEREAS**, Brendan and Jena Rae, intended purchaser of property located on Sunset Pl. (**BLOCK 12306, 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 plans for the proposed residence which will be located at Sunset Pl. (**BLOCK 12306, LOT 21**) meets those exemption criteria; and

**WHEREAS**, Section 22-3.1 of the Township Code ordinance requires a connection fee of \$10,120 for new construction that is due and payable to the Township prior to the Construction Official issuing any building permits for the new residence.

**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 Mr. and Mrs. Rae are hereby granted permission to connect

the property at BLOCK 12306, 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.

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**Township of Long Hill  
Resolution 17-211  
Authorizing Redemption of Outside Lien - #16-0028**

**WHEREAS**, at the Municipal Tax Sale held on 11-8-2016, a lien was sold on Block 13701, Lot 19, also known as 16 Fenview Road for \$14,772.18; and,

**WHEREAS**, this lien, known as Tax Sale Certificate #16-0028, was sold to Defined Capital LLC (Lien Holder) for \$14,772.18 and a \$116,100.00 premium; and

**WHEREAS**, Ocwen Loan Servicing LLC (redeeming party) has effected redemption of Certificate #16-0028 in the amount of \$45,367.56

**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 \$45,367.56, payable to Defined Capital LLC (Lien Holder) for the redemption of Tax Sale Certificate #16-0028

**BE IT FURTHER RESOLVED**, that the Chief Financial Officer be authorized to issue a check in the amount of \$116,100.00 (premium) to the aforementioned lien holder.

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**RESOLUTION 17-212  
TOWNSHIP OF LONG HILL  
MORRIS COUNTY, NEW JERSEY  
AUTHORIZING RELEASE OF ESCROWS**

**WHEREAS**, the Planning & Zoning coordinator, Township Engineer, Board Engineer, Board Attorney, Township Planner have confirmed that there are no outstanding invoices and have approved the release of the following escrows.

**NOW, THEREFORE, BE IT RESOLVED** BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF LONG HILL IN THE COUNTY OF MORRIS AND STATE OF NEW JERSEY, that appropriate municipal officials be and are hereby authorized to release the following escrows as per N.J.S.A. 40:55D-53.1.

**Developer's Escrow**

Ralph, and Rosemary Contardo – 6 Cottage Place (Road opening permit)	\$1,000.00
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**RESOLUTION #17-213  
ACCEPTING RESIGNATION - Lynn**

**BE IT RESOLVED** that the Township Committee hereby accepts the resignation, effective August 4, 2017, from Kevin Lynn, Long Hill Township Wastewater Superintendent. We wish Mr. Lynn the best of luck.

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**TOWNSHIP OF LONG HILL  
RESOLUTION 17-214  
APPOINTING TOWNSHIP ADMINISTRATOR - Malool**

**BE IT RESOLVED** by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey that Nancy Malool is hereby appointed as the Township Administrator effective August 21, 2017, under the following terms and conditions contingent upon the clearance of the appropriate background check:

- a. Nancy Malool shall serve as the Township Administrator pursuant to Article II of the Township Code, as authorized by *N.J.S.A. 40A:9-136*.
- b. As Township Administrator, Nancy Malool shall have the powers and duties set forth in subsection 2-5.6 of the Township Code.
- c. Nancy Malool shall serve at the pleasure of the Township Committee.
- d. Nancy Malool's annual salary shall be \$125,000, which will be prorated for the balance of 2017.
- e. Nancy Malool shall be entitled to three (3) weeks [112.5 hours] towards vacation time, three (3) personal days [22.5 hours] and twelve (12) sick days [90 hours] all prorated for the balance of 2017 as per offer letter dated July 19, 2017. In all other respects, Nancy Malool shall be subject to and entitled to the benefits set forth in the Personnel Policies and Procedures.
- f. As an executive employee exemption, Nancy Malool shall not be entitled to any overtime or compensatory time for hours worked in excess of forty (40) in any week.

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**TOWNSHIP OF LONG HILL  
RESOLUTION 17-215  
AUTHORIZE EMPLOYMENT OF PART-TIME CONSTRUCTION CODE OFFICIAL/BLDG.  
SUBCODE – Jeffrey R. Heiss**

**WHEREAS**, due to a retirement, there exist the need to fill the position of Construction Code Official/Building Subcode Official in the Long Hill Township Construction Department; and

**WHEREAS**, a candidate has been identified in the name of Jeffrey Heiss who has the education, certifications and experience necessary to fulfill the position requirements; and

**WHEREAS**, it is the recommendation of the Township Administrator to appoint Jeffrey Heiss as the Construction Code Official/Building Subcode Official.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Long Hill as follows:

1. It does hereby appoint Jeffrey Heiss as Part-time Construction Code Official/Building Subcode Official, without benefits of the Long Hill Township Construction Office effective July 27, 2017 and ending July 26, 2021 [4-year appointment].
2. The Construction Code Official/Building Subcode Official shall be compensated \$34,320.00 annually and will be scheduled for a 12 hours per week.
3. Appointment effective July 27, 2017, pending Township required background check.

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**RESOLUTION -216  
TOWNSHIP OF LONG HILL  
Extension of 2017 Third Quarter Property Tax Grace Period**

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**WHEREAS**, the Collector of Taxes recommends that the grace period for the 2017 third quarter be extended due to a slight delay in receiving the 2017 certified tax rate and tax bills mailing,

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF LONG HILL IN THE COUNTY OF MORRIS AND STATE OF NEW JERSEY**, that the Grace Period for the 2017 Third Quarter Property Tax be extended until August 30<sup>th</sup>, 2017. Payments received after the grace period are charged interest retroactive back to August 1<sup>st</sup>, 2017, as mandated by the State of New Jersey.

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**TOWNSHIP OF LONG HILL  
RESOLUTION 17-217  
CERTIFYING JUNIOR MEMBERSHIP WITH THE MILLINGTON  
VOLUNTEER FIRE COMPANY**

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

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**PRESENTATION:** JAKE LAMPIASI SWEARING IN.

**RESOLUTIONS:**

**RESOLUTION 17-218  
GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT**

**WHEREAS**, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

**WHEREAS**, the Annual Report of Audit for the year 2016 has been filed by a Registered Municipal Accountant with the Township Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

**WHEREAS**, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

**WHEREAS**, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

**WHEREAS**, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

**WHEREAS**, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

**WHEREAS**, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

**WHEREAS**, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

**NOW, THEREFORE BE IT RESOLVED**, That the Township Committee of the Township of Long Hill, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

**MOVED** by: \_\_\_\_\_ of the Township Committee of Long Hill Township, that Resolution #17-218 is hereby approved. **SECONDED** by: \_\_\_\_\_. **ROLL CALL VOTE:**

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**RESOLUTION 17-219  
AUDIT CORRECTIVE ACTION PLAN**

**WHEREAS**, the Long Hill Township Committee is in receipt of the 2016 Report of Audit for the period ending December 31, 2016; and

**WHEREAS**, the Mayor and Township Committee formally accepted said audit document on July 26th, 2017; and

**WHEREAS**, it is necessary to develop and obtain Mayor and Township Committee approval of an Audit Corrective Action Plan; and

**WHEREAS**, said plan must be approved and filed within sixty days of formal notice.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Township Committee of the Township of Long Hill that the required Audit Corrective Action Plan, having been prepared and submitted by the Chief Financial Officer, is hereby approved and further that said plan document be placed on file and made available for public inspection in the Office of the Township Clerk.

**MOVED** by: \_\_\_\_\_ of the Township Committee of Long Hill Township, that Resolution #17-219 is hereby approved. **SECONDED** by: \_\_\_\_\_. **ROLL CALL VOTE:**

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**ORDINANCES:**

**FIRST READING/INTRODUCTION**

**ORDINANCE #401-17  
2017 SALARIES AND WAGES ORDINANCE**

*STATEMENT OF PURPOSE: To reflect the updates rates of 2017 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><i>Position Title</i></b>	<b><i>Annual Salary</i></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>\$32.00/hr.</del> <b>\$32.50</b>
Accts. Payable Manager	\$25,000 - \$60,000
Clerical [Part Time]	\$ 8.50 - \$ 24.00/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 - \$ 24.00/hr.

***Board of Health***

Animal Control Officer [Part Time] ~~\$15.00 - \$25.00/hr.~~ **\$35.00 - \$60.00/hr.**

**Court**

Municipal Court Judge \$19,000 - \$35,000  
 Court Administrator \$40,000 - ~~\$63,000~~ **\$67,253**

**Planning and Development**

Construction Code Official [Part Time] \$30,000 - \$45,000  
 Building Sub Code Official [Part Time] ~~\$10,000 - \$20,000~~ **\$35.00 - \$45.00/hr**  
 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~~ **\$35.00 - \$45.00/hr**  
 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~~ **\$63,673**  
 Administrative Assistant \$ 20.00 - \$30.00/hr.

**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~~ **\$155,411**  
 Police Officers per Collective Bargaining Contract  
 Police Department Secretary \$ 36,000 - ~~\$ 55,000~~ **\$56,431**  
 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 \$85,000 - ~~\$110,000~~ **\$112,053**  
DPW employees per Collective Bargaining Contract  
Part Time Laborer \$ 9.50 - \$20.00/hr.

**Wastewater Control**

Wastewater Superintendent \$58,000 - ~~\$85,000~~ **\$86,639**  
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*.

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, July 26, 2017 will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:30 p.m. on Wednesday, August 16, 2017, 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

**MOVED** by: \_\_\_\_\_, that Ordinance #401-17 be introduced on first reading and advertised for second reading which is scheduled for the August 16th, 2017 Meeting.

**SECONDED** by: \_\_\_\_\_, **ROLL CALL VOTE**

**SECOND READING/ADOPTION**

**ORDINANCE #402-17**

**ORDINANCE OF THE TOWNSHIP OF LONG HILL, IN THE COUNTY OF MORRIS, NEW JERSEY, APPROVING AN AGREEMENT OF SALE BETWEEN THE TOWNSHIP AND NEW JERSEY-AMERICAN WATER COMPANY, INC. FOR THE SALE OF THE TOWNSHIP'S WASTEWATER SYSTEM AND AUTHORIZING A PROPOSAL TO BE PRINTED ON THE BALLOT FOR CONSIDERATION BY THE VOTERS WITHIN THE TOWNSHIP AT THE GENERAL ELECTION ON**



**NOVEMBER 7, 2017 PROVIDING FOR THE SALE OF THE TOWNSHIP'S WASTEWATER SYSTEM TO NEW JERSEY-AMERICAN WATER COMPANY, INC.**

**WHEREAS**, the Township of Long Hill, in the County of Morris, New Jersey (the "Township") currently owns and operates a wastewater utility system servicing the residents and property owners (the "Customers") within the geographic boundaries of the Township (the "System"); and

**WHEREAS**, the Township has determined that is in the best interest of such Customers within the Township to sell the System to an entity with experience and expertise in owning and operating such systems in order to meet all necessary demands associated with such System including all present and future requirements of various state and federal regulatory agencies and to make necessary capital improvements to the System; and

**WHEREAS**, the Township prepared and distributed a Request for Bids (the "RFB") dated May 3, 2017 requesting bids for the sale of the System pursuant to *N.J.S.A. 40:62-1 et seq.* (the "Public Utilities Law"); and

**WHEREAS**, on June 14, 2017 the Township received one bid from a regulated water and wastewater company, New Jersey-American Water Company, Inc., to purchase the Township's System; and

**WHEREAS**, based on the review of the above referenced bid, the Township has determined that the bid submitted by New Jersey-American Water Company, Inc. in the amount of \$11,000,000 was the highest responsible (and only) bid; and

**WHEREAS**, under the terms of the RFB, the Township would sell all of the Township's rights and interests in the land and improvements comprising the System, provided that any purchaser of the System would continue to provide wastewater treatment services to the Customers in accordance with all applicable state and local standards, make all capital improvements necessary to lift the existing sewer ban, and meet other requirements set forth in the RFB; and

**WHEREAS**, the Township has agreed to the terms of the sale of the System to New Jersey-American Water Company, Inc. pursuant to the terms of the draft Agreement of Sale included in the RFB as revised to reflect certain provisions of the bid submitted by New Jersey-American Water Company, Inc.; and

**WHEREAS**, the Public Utilities Law requires that in addition to the approval of the Township, the legal voters of the Township must also approve the sale of the System; and

**WHEREAS**, the Public Utilities Law, specifically *N.J.S.A. 40:62-5*, authorizes the Township to request that the clerk of the County of Morris place the question of the sale of the System on the ballot used at the next general election in the Township, which is scheduled for November 7, 2017; and

**WHEREAS**, the Township desires to enter into the Agreement of Sale, subject to the approval of the voters of the Township as set forth in the *N.J.S.A. 40:62-5* and all other regulatory approvals set forth in the Public Utilities Law.

**NOW, THEREFORE, BE IT ORDAINED** by Mayor and Committee of the Township of Long Hill, County of Morris, State of New Jersey, as follows:

**SECTION I**

The recitals are hereby incorporated as if set forth in full herein.

**SECTION II**

The Township hereby approves the sale of the System to New Jersey-American Water Company, Inc. for \$11,000,000 in accordance with its bid and in accordance with the terms and conditions of the RFB and the Agreement of Sale, subject to the approval of the voters of the Township as set forth in *N.J.S.A. 40:62-5*.

**SECTION III**

The Agreement of Sale between the Township and New Jersey-American Water Company, Inc. entitled “Agreement between the Township of Long Hill, in the County of Morris, New Jersey and New Jersey-American Water Company, Inc. for the Sale of the Wastewater System” substantially in the form on file in the office of the Township Clerk, is hereby approved with such further changes, insertions and amendments as deemed necessary by the Mayor, in consultation with the Township staff and professionals. The approval of this Agreement of Sale is subject to compliance with the provisions of *N.J.S.A. 40:62-5* of the Public Utilities Law.

**SECTION IV**

The Mayor and all other appropriate officials of the Township are hereby authorized and directed to execute the Agreement of Sale and any other documents deemed necessary to effectuate the terms of this Ordinance and to proceed with the regulatory process and approvals required under the provisions of the Agreement of Sale and the Public Utilities Law.

**SECTION V**

The Mayor and Committee hereby requests and directs the Clerk of the County of Morris to place the following question and explanation on the ballot of the next general election, such to be substantially in the form provided in *N.J.S.A. 40:62-5* as follows:

**PROPOSAL**

“Shall the Township of Long Hill, in the County of Morris, New Jersey, be authorized to sell its wastewater utility system to New Jersey-American Water Company, Inc. for the sum of \$11,000,000?”

\_\_\_\_\_ Yes \_\_\_\_\_ No

**Explanation**

If a majority of the legal voters in the Township vote “yes”, the Township of Long Hill will sign an agreement of sale with New Jersey-American Water Company, Inc. for the sewer utility in the amount of \$11,000,000. This agreement provides that New Jersey-American Water Company, Inc. will provide and maintain all wastewater services to the existing customers of the Township’s wastewater utility system and will make substantial capital improvements to such system in accordance with the terms of the Agreement of Sale approved by the Township. The service rates to the customers of the Township’s System will be subject to approval by the New Jersey Board of Public Utilities from time to time.

**SECTION VI**

This Ordinance shall take effect as provided by law.

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, June 28, 2017 will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:30 p.m. on Wednesday, July 26, 2017, 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 TO THE PUBLIC**  
**CLOSED TO THE PUBLIC**

**MOVED** by \_\_\_\_\_ of the Township Committee of the Township of Long Hill, that Ordinance #402-17 is hereby adopted. **SECOND** by: \_\_\_\_\_. **ROLL CALL VOTE:**

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**DISCUSSION / ACTION ITEMS:**

- Eagle Scout John Dempsey/ATV use for project
- Det. Matt Newschwander's proposal for motorcycle
- Verizon cell tower

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**OLD BUSINESS:**

- 150<sup>th</sup> Banners – sale confirmation

**NEW BUSINESS:**

**ANNOUNCEMENTS/CORRESPONDENCE:**

**MEETING OPEN TO THE PUBLIC:**

- Remarks and Statements Pertaining to Any Matter

7-26-17 REVISED

- Comments and remarks will be limited to 3 Minutes

**ADJOURNMENT**