

**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ
TOWNSHIP COMMITTEE
REGULAR SESSION AGENDA
NOVEMBER 8, 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.gov 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 #17-284
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
- DeMaio

Personnel

- Personnel Matter updates

Contact Negotiations

- Millington Schoolhouse

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 #17-284 is hereby approved for Executive Session. **SECONDED** by:

ROLL CALL VOTE:

OPEN PUBLIC MEETING:

PLEDGE OF ALLEGIANCE

ROLL CALL: Clerk will call the Roll

LIAISON REPORTS:

FINAL

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 #17-285 through #17-294 are hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

**TOWNSHIP OF LONG HILL
RESOLUTION 17-285
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.

**TOWNSHIP OF LONG HILL
RESOLUTION 17-286
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 25th, 2017 Township Committee Meetings.

BE IT FURTHER RESOLVED that the Township Committee hereby approves the October 25th, 2017 Executive Session Meeting Minutes as redacted by the Township Attorney.

**TOWNSHIP OF LONG HILL
RESOLUTION 17-287
AUTHORIZING STIRLING FIRE COMPANY COIN TOSS**

WHEREAS, the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey authorizes the Stirling Volunteer Fire Company to conduct a coin toss at the intersection of Valley Road and Mountain Avenue in Gillette on November 24, 2017 from 8:00 a.m. to 5:00 p.m.

NOW THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey authorizes the Stirling Volunteer Fire Company to conduct a coin toss on Valley Road on November 24, 2017.

BE IT FURTHER RESOLVED that this approval is contingent upon the Stirling Volunteer Fire Company receiving approval from the County of Morris.

**TOWNSHIP OF LONG HILL
RESOLUTION 17-288
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

| | |
|--|-------------|
| The Uncommon Thread - \$43,760.07 Performance Bond | \$43,760.07 |
|--|-------------|

**TOWNSHIP OF LONG HILL
RESOLUTION 17-289
Authorizing Redemption of Outside Lien - #16-0002**

WHEREAS, at the Municipal Tax Sale held on 11-18-2016, a lien was sold on Block 10701, Lot 2405, also known as 121 Sunrise Dr. for \$246.22; and

WHEREAS, this lien, known as Tax Sale Certificate #16-0002, was sold to FWDSL & Associates LP (Lien Holder) for \$246.22 and a \$1,500.00 premium; and

WHEREAS, Cortes & Hay Title Agency, Inc. (redeeming party) has effected redemption of Certificate #16-0002 in the amount of \$552.37; 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, THREFORE BE IT RESOLVED, that the Chief Financial Officer be authorized to issue a check in the amount of \$552.37, payable to FWDSL & Associates LP (Lien Holder) for the redemption of Tax Sale Certificate #16-0002; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer be authorized to issue a check in the amount of \$1,500.00 (premium) to the aforementioned lien holder.

**TOWNSHIP OF LONG HILL
RESOLUTION 17-290
CERTIFYING ACTIVE MEMBERSHIP WITH STIRLING 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 Tyler Nelson is an active member of the Stirling Volunteer Fire Company and is eligible to be a member of the New Jersey State Firemen's Association.

**TOWNSHIP OF LONG HILL
RESOLUTION # 17-291
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 Community Forestry Shade Tree Grant in the amount of \$3,000.00 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.

**TOWNSHIP OF LONG HILL
RESOLUTION 17-292
APPROVING USE OF HICKS TRACT BOY SCOUT TROOP 59**

BE IT RESOLVED that the Township Committee of the Township of Long Hill does hereby grant permission for Boy Scout Troop 59 of Stirling to use the Hicks Tract to hold their annual festivities;

BE IT FURTHER RESOLVED that Troop 59 is authorized the use of Hicks Tract on December 9th and December 13th for their “Christmas in the Woods” program as per letter dated October 2nd, 2017, subject to the receipt of a Hold Harmless Agreement, Certificate of Insurance and Fire Permit.

**TOWNSHIP OF LONG HILL
RESOLUTION # 17-293
APPOINTING 2017/2018 BASKETBALL PROGRAM STAFF**

BE IT RESOLVED by the Township Committee of the Township of Long Hill upon the advice and

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recommendation of the Recreation Director that the following be appointed to the 2017/2018

Recreation Basketball program effective November 18, 2017:

| Supervisors: | Salary/Hour | |
|---|--------------------|-------|
| Vanessa Fowler | \$ | 22.00 |
| Dan Hutchinson | \$ | 18.00 |
| Jessica Zigarelli | \$ | 17.50 |
| Allen Tanko | \$ | 16.50 |
| Abigail Kesselmeier | \$ | 15.50 |
| Referees/Timers/Scorekeepers | | |
| Blasja, Joseph | \$ | 9.00 |
| Bokach, Spencer | \$ | 8.75 |
| Brooks, Carson | \$ | 9.00 |
| Bujnowski, Evan | \$ | 9.00 |
| Fessock, Justin | \$ | 8.44 |
| Frankel, Ryan | \$ | 8.44 |
| Gallic, Brian | \$ | 8.44 |
| Giere, Matt | \$ | 9.25 |
| Grant, Miles | \$ | 8.44 |
| Kinsella, Mike | \$ | 9.00 |
| Krug, Ryan | \$ | 8.75 |
| Lavender, Leah | \$ | 8.44 |
| Leon-Garcia, Brian | \$ | 9.50 |
| Lucente, Nicholas | \$ | 8.75 |
| McAvoy, Lauren | \$ | 8.44 |
| Mink, Nick | \$ | 9.25 |
| Smith, Luke | \$ | 9.75 |
| Stanton, Matthew | \$ | 8.44 |
| Vigliotti, Aidan | \$ | 9.50 |
| Wizeman, Eamonn | \$ | 8.44 |
| Substitutes (College Students) | | |
| Hackett, Lucas | \$ | 9.50 |
| Kinsella, Nick | \$ | 9.50 |
| Lauderdale, Devon | \$ | 9.25 |
| McCarthy, Daniel | \$ | 9.50 |
| Palamarik, Ryan | \$ | 9.50 |
| Priovolos, Diana | \$ | 9.75 |
| Tagliaferro, James | \$ | 9.75 |

**TOWNSHIP OF LONG HILL
RESOLUTION # 17-294
APPOINTING PART –TIME RECREATION ASST.**

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. Danielle McLeer is hereby appointed as a part-time Recreation Assistant (with no benefits) assigned to the Recreation Department, effective November 6, 2017.
2. Danielle McLeer shall work 20 hours per week and be compensated at the rate of \$20.00 per hour.
3. In all other respects, Danielle McLeer’s employment and benefits will be subject to the terms and conditions set forth in the Township Personnel Policies and Procedures Manual.
4. This appointment is contingent upon satisfactory completion of a background check.

ORDINANCE

INTRODUCTION/FIRST READING:

**ORDINANCE #405-17
SALARIES AND WAGES ORDINANCE **Amended****

STATEMENT OF PURPOSE:

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:

| <u>Position Title</u> | <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 |
| Administrative Assistant [Part Time] | \$ 20.00 - \$ 30.00/hr. |
| Chief Financial Officer | \$50,000 - \$100,000 |
| Asst. to the CFO [Part Time] | \$20.00 - \$ 32.50/hr. |
| Accts. Payable Manager | \$25,000 - \$60,000 |
| Clerical [Part Time] | \$ 8.50 - \$ 24.00/hr. |

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|-------------------------------------|------------------------|
| 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] | \$35.00 - \$60.00/hr. |
|------------------------------------|-----------------------|

Court

| | |
|-----------------------|---------------------|
| Municipal Court Judge | \$19,000 - \$35,000 |
| Court Administrator | \$40,000 - \$67,253 |

Planning and Development

| | |
|--|----------------------------|
| Construction Code Official [Part Time] | \$30,000 - \$45,000 |
| Building Sub Code Official [Part Time] | \$ 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] | \$ 35.00 - \$45.00/hr. |
| Technical Assistant to the Construction Official | \$50,000 - \$60,000 |
| 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 - \$63,673 |
| Administrative Assistant [Part Time] | \$ 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 - \$155,411 |
| Police Officers | per Collective Bargaining Contract |
| Police Department Secretary | \$ 36,000 - \$ 56,431 |
| PD Administrative Assistant [Part Time] | \$ 33,000 - \$ 52,000 |

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|------------------------------------|-------------------------|
| 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

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

Department of Public Works/Roads

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|---|------------------------------------|
| Director of Public Works /Superintendent of Roads | \$85,000 - \$112,053 |
| DPW employees | per Collective Bargaining Contract |
| Part Time Laborer | \$ 9.50 - \$20.00/hr. |

Wastewater Control

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|---------------------------|------------------------------------|
| Wastewater Superintendent | \$58,000 - \$86,639 |
| Wastewater Employees | per Collective Bargaining Contract |

Senior Services

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|----------------------------|-------------------------|
| 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, November 8, 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, December 13, 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.

MOVED by: _____, that Ordinance #405-17 be introduced on first reading and advertised for second reading which is scheduled for the December 13th, 2017 Meeting.

SECONDED by: _____, **ROLL CALL VOTE**

DISCUSSION / ACTION ITEMS:

- Oaks Road Paving

FINAL

OLD BUSINESS:

NEW BUSINESS:

- Extension of Initial Payment Date –Lease of real property with Verizon

ANNOUNCEMENTS/CORRESPONDENCE:

- Free Rabies Shot Clinic – Bernards Twp. Public Works Garage on November 11th 10am to 12 pm.

MEETING OPEN TO THE PUBLIC:

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

ADJOURNMENT