

**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
DECEMBER 28, 2018**

Deputy Mayor Dorsi opened the meeting at 8:00am and read the following statement:

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 the Courier News. Notice was also posted on the Township Website. The notice was posted on the bulletin board in the Municipal Building on January 3, 2018 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.”

All present recited the Pledge of Allegiance.

ROLL CALL: Mayor Piserchia (via telephone), Deputy Mayor Dorsi, Committeeman Rae, and Committeeman Schuler were present. Also present were Administrator Nancy Malool and Township Clerk Deborah Brooks.

RESOLUTIONS:

**TOWNSHIP OF LONG HILL
RESOLUTION 18-324
AUTHORIZING TRANSFER OF FUNDS**

WHEREAS, there appears to be insufficient funds in the following accounts to meet the demands thereon for the balance of the Current Year; and

WHEREAS, there appears to be a surplus in the following accounts, over and above the demand necessary for the balance of the Current Year;

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the provision R.S. 40A:4-58, part of the surplus in the account heretofore mentioned be and the same is hereby transferred to the account mentioned as being insufficient, to meet the current demands, and

BE IT FURTHER RESOLVED, that the Chief Financial Officer is hereby authorized and directed to make the following transfers:

Transfer From:	
Finance (OE)	\$1,000.00
Finance (OE)	\$5,000.00
Administration(OE)	\$5,000.00
Streets & Roads (SW)	\$9,000.00
Water (OE)	\$4,000.00
Insurance & Benefits (OE)	\$15,000.00
Mayor & Council (OE)	\$1,200.00
Street Lighting (OE)	\$3,800.00
Sewer (SW)	\$42,000.00
	\$86,000.00

Transfer To:	
Planning (OE)	\$1,000.00
Engineering (OE)	\$5,000.00
Engineering (OE)	\$5,000.00
Parks & Playgrounds (SW)	\$9,000.00
Natural Gas (OE)	\$4,000.00
Gasoline/Diesel Fuel (OE)	\$15,000.00
DCRP (OE)	\$1,200.00
Social Security (OE)	\$3,800.00
Sewer (OE)	\$42,000.00
	\$86,000.00

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MOVED by: Comm. Rae of the Township Committee of Long Hill Township, that Resolution #18-324 is hereby approved. **SECONDED** by: Comm. Schuler.

ROLL CALL VOTE: Ayes: Piserchia, Dorsi, Schuler and Rae

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: Comm. Rae of the Township Committee of Long Hill Township, that Resolution #18-313 through #18-323 are hereby approved. **SECONDED** by: Comm. Schuler. **ROLL CALL VOTE: All in favor.**

**RESOLUTION 18-313
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 18-314
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 12, 2018 Township Committee Special Meeting.

BE IT FURTHER RESOLVED that the Township Committee hereby approves December 12, 2018 Executive Session Meeting Minutes as redacted by the Township Attorney.

**TOWNSHIP OF LONG HILL
RESOLUTION 18-315**

Long Hill Township Civil Rights RESOLUTION

A RESOLUTION TO AFFIRM THE TOWNSHIP OF LONG HILL'S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS

WHEREAS, it is the policy of Long Hill Township to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act, and

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WHEREAS, the governing body of Long Hill Township has determined that certain procedures need to be established to accomplish this policy

NOW, THEREFORE BE IT ADOPTED by the Long Hill Township Committee that:

Section 1: No official, employee, appointee or volunteer of the Township by whatever title known, or any entity that is in any way a part of the Township shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the Township's business or using the facilities or property of the Township.

Section 2: The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Township to provide services that otherwise could be performed by the Township.

Section 3: Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

Section 4: The Township Administrator shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

Section 5: No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6: The Township Administrator shall establish written procedures that require all officials, employees, appointees and volunteers of the Township as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

Section 7: The Township Administrator shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

Section 8: At least annually, the Township Administrator shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the Township. This communication shall include a statement from the governing

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body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the Township's web site.

Section 9: This resolution shall take effect immediately.

Section 10: A copy of this resolution shall be published in the official newspaper of the Township in order for the public to be made aware of this policy and the Township's commitment to the implementation and enforcement of this policy.

**TOWNSHIP OF LONG HILL
RESOLUTION 18-316
ADOPTING PERSONNEL POLICY AND PROCEDURE MANUAL**

BE IT RESOLVED that the Personnel Policy and Procedure Manual for the Township of Long Hill, as amended, is hereby adopted for the year 2019 with the stipulation that the Township reserves the right to adopt further amendments to the Personnel Policy and Procedure Manual throughout the year.

**TOWNSHIP OF LONG HILL
RESOLUTION #18-317
AUTHORIZING REFUND OF RECREATION DEPOSIT**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill upon the advice and recommendation of the Recreation Director, does hereby authorize the following refunds:

<u>NAME</u>	<u>ADDRESS</u>	<u>AMOUNT</u>	<u>PROGRAM</u>
Connelly	92 Midvale Ave, Millington	\$90.00	Rec. Basketball
Higgins	90 Western Blvd., Gillette	\$200.00	Travel Basketball
Garcia	21 Stacey Court, Millington	\$190.00	Travel Basketball

**TOWNSHIP OF LONGHILL
RESOLUTION 18-318
ACCEPTING RESIGNATION - Bellamy**

BE IT RESOLVED, that the Township Committee hereby accepts the resignation of the Fire Official, Craig Bellamy, effective December 31, 2018.

**TOWNSHIP OF LONGHILL
RESOLUTION 18-319**

APPOINTING 2018/2019 BASKETBALL PROGRAM STAFF

BE IT RESOLVED by the Township Committee of the Township of Long Hill upon the advice and recommendation of the Recreation Director that the following be appointed to the 2018/2019 Recreation Basketball program effective December 15, 2018:

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Substitutes--College Students Salary/Hour

Aiden Viglotti	\$9.75
Matt Giere	\$9.50
Nick Mink	\$9.50
Brian Leon	\$9.75
Dan Mc Carthy	\$9.75
Joe Blajsa	\$9.25
Ryan Frankel	\$9.00
Mike Kinsella	\$9.25
Joe Tanko	\$9.25

**TOWNSHIP OF LONG HILL
RESOLUTION 18-320
RESOLUTION TO 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:

Payroll

Check #32313	\$303.17
Check #32368	\$111.36
Check #00000	\$ 15.07
Check #03323	\$308.37

**TOWNSHIP OF LONG HILL
RESOLUTION 18-321
Authorizing Redemption of Outside Lien - #18-0005 and #18-0018**

WHEREAS, at the Municipal Tax Sale held on 12-3-2018, a lien was sold on Block 11107, Lot 19, also known as 476 Mountain Ave. for \$942.17; and, Block 14602, Lot 10, also known as 632 Meyersville Rd. for \$14,578.04 and a premium of \$73,600 to go back to the lien holder.

WHEREAS, these liens, known as Tax Sale Certificates #18-0005, #18-0018 were sold to Tower DB VIII Trust 2018-1 and Actlien Holding INC for \$942.17, and \$14578.06 with a premium of \$73,600 respectively; and

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WHEREAS, O'Donnel, James P., Robyn, 632 Meyersville LLC, the owners have redeemed Certificates #18-0005, #18-0018 in the amounts of \$942.17, and \$14578.06 with a premium of \$73,600.

WHEREAS, the Tax Collector has shown proof that the redemption calculations are correct, all subsequent payment affidavits, if any, has been filed, and redemption monies have been received for redemption refunds;

NOW, THEREFORE BE IT RESOLVED, that the Chief Financial Officer be authorized to issue checks in the amounts of \$942.17, and \$14578.06 with a premium of \$73,600 payable to Tower DB VIII Trust 2018-1, Actlien Holding INC for the redemption of Tax Sale Certificates #18-0005 and #18-0018.

**TOWNSHIP OF LONG HILL
RESOLUTION 18-322
SEWER UTILITY APPROPRIATION CANCELLATION**

WHEREAS, there appears to be a surplus of funds in several appropriation line items within the Sewer Utility Budget; and

WHEREAS, the revenues are falling short of the 2018 Budget expectations;

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 the following Sewer Utility Appropriations be canceled and the Chief Finance Officer is directed to adjust his/her records:

Sewer Utility Salaries & Wages	\$105,000.00
Sewer Utility Social Security	\$ 13,000.00
Sewer Utility Capital Improvement Fund	\$ 50,000.00

**TOWNSHIP OF LONG HILL
RESOLUTION 18-323
Watchung Hills Regional Municipal Alliance Grant
2019-2020**

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,

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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 2019-2020 in the amount of:

DEDR	\$23,862.7
Cash Match	\$5,965.69
In-Kind	\$17,897.06

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

MEETING OPEN TO THE PUBLIC:

- Carol Prasa requested clarification on the classes being offered to Volunteers in regards to Resolution 18-315.
- Charles Arentowicz read an email he had sent to the Committee previously and was embarrassed by the Committee not knowing the sludge removal details of the Sewer Contract signed with Veolia North America in the meeting on December 12, 2018.
- Kevin Lynn requested clarification of what services, personnel, etc. will be covered by the new Sewer Management Contract with Veolia North America.

On motion by Mr. Meringolo, seconded by Mr. Rae, all in favor, Resolution 18-235 to go into Executive Session at 8:20am was approved. No further action would be taken.

EXECUTIVE SESSION

**RESOLUTION #18-325
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:

Contracts Negotiations:

- Risk Management
- PBA Negotiations

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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.

Respectfully submitted,

Deborah Brooks, RMC/CMR
Approved January 9, 2019