

Revised

**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ
TOWNSHIP COMMITTEE
REGULAR SESSION AGENDA
MARCH 27, 2019
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 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 the Courier News and posted on the Township Website. 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 #19-101
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:

Personnel:

- Engineer Position
- Asst. Rec. Director Position

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 #19-101 is hereby approved for Executive Session. **SECONDED** by:

ROLL CALL VOTE:

OPEN PUBLIC MEETING:

PLEDGE OF ALLEGIANCE

ROLL CALL:

LIAISON REPORTS:

ADMINISTRATOR'S REPORT:

APPOINTMENTS:

Matthew Carracino to the Communications Advisory Committee, 3 year term expires 12-31-21
On motion by _____, seconded by _____ that the Township Committee does hereby appoint Matthew Carracino to the CAC. ROLL CALL VOTE:

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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 #19-102 through #19-117 are hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

**RESOLUTION 19-102
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 19-103
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 March 13, 2019 Township Committee Meeting.

BE IT FURTHER RESOLVED that the Township Committee hereby approves March 13, 2019 Executive Session Meeting Minutes as redacted by the Township Attorney.

**TOWNSHIP OF LONG HILL
RESOLUTION 19-104
GRANTING PERMISSION FOR THE USE OF STIRLING LAKE FOR THE POLICEMEN’S BENEVOLENT
ASSOCIATION ANNUAL TROUT FISHING DERBY AND APPROVING THE TOWNSHIP’S SUPPORT TO
CO-SPONSOR THE DERBY**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby grant permission for the Policemen’s Benevolent Association to hold their Annual Trout Fishing Derby at Stirling Lake on Saturday, April 20, 2019 from 8:00 a.m. to 1:00 p.m. and approving the Township’s support to Co-Sponsor the derby.

**TOWNSHIP OF LONG HILL
RESOLUTION 19-105
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 SEBASTIAN LEON and KEVIN RYAN are active members of the Stirling Volunteer Fire Company and are eligible to be a member of the New Jersey State Firemen’s Association.

**TOWNSHIP OF LONG HILL
RESOLUTION 19-106
APPOINTING PROBATIONARY LABORER
[MATTHEW PICONE]**

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

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1. Upon the advice and recommendation of Nancy Malool, Administrator, and Director of Public Works Al Gallo, that Matthew Picone be appointed as Probationary Laborer.
2. This appointment shall be retroactively effective to March 25, 2019 at an hourly probationary rate of \$15.49. Following the probationary period (not to exceed six months) the new position title would be Truck Driver/Laborer Class 4 and the rate shall be \$19.50 per hour.
3. Mr. Picone will be a member of the Long Hill Public Works Association and a copy of the Agreement shall be provided.

**TOWNSHIP OF LONG HILL
RESOLUTION 19-107
APPROVING SPECIAL EVENT
Millington Fire Company
[Comedy Night]**

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 the license S-19-03 for the "Sponsor" Millington Fire Co., for their Special Event to be held on April 13th, 2019 at the Millington Fire House from 6:00 PM – 11:00 PM.

**TOWNSHIP OF LONG HILL
RESOLUTION 19-108
AUTHORIZATION TO CONDUCT BLOCK PARTY- DOGWOOD TERRACE/NOTTINGHAM WAY**

BE IT RESOLVED that the Township Committee of the Township of Long Hill does hereby approve the request for a block party to be held on Dogwood Terrace and Nottingham Way with closures blocking a portion of Nottingham Way beginning at the corner of Nottingham Way and Dogwood Terrace ending at 33 Nottingham Way on Saturday, May 25, 2019, from 12:00 p.m. until 11:59p.m., as noted in a letter received on March 21, 2019.

BE IT FURTHER RESOLVED that the Township Committee does hereby approve the request for the road closure(s) with the provision that barricades are obtained from the Department of Public Works.

**TOWNSHIP OF LONG HILL
RESOLUTION 19-109
APPROVING 2019 FEE SCHEDULE FOR SUMMER RECREATION**

BE IT RESOLVED by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey, to establish fees for 2019 as follows:

Recreation Programs: (Five Week Program)

Summer Recreation Program - Resident	\$299.00	
(\$274 for Summer Rec. Camp Fees/\$25 for Rec. Trust for Activity Fee)		
Summer Recreation Program – Non-resident	\$598.00	
(\$573 for Summer Rec. Camp Fees/\$25 to Rec. Trust for Activity Fees)		
Summer Recreation Camp <i>Late</i> Fee (after June 1)	\$	50.00

**TOWNSHIP OF LONG HILL
RESOLUTION 19-110
APPROVAL OF THE 2019 FEE SCHEDULE
FOR STIRLING LAKE**

Revised

BE IT RESOLVED by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey, to establish the 2019 fee schedule for Stirling Lake as follows:

<u>BADGE TYPE</u>	<u>BY 5/15</u>	<u>AFTER 5/15</u>	<u>8/1 TO LABOR DAY ONLY</u>
RESIDENT FAMILY	\$299.00	\$329.00	\$210.00
RESIDENT ADULT (18 YRS. & OLDER)	\$125.00	\$138.00	\$ 88.00
RESIDENT STUDENT (13-17 YRS.)	\$ 90.00	\$ 99.00	\$ 63.00
RESIDENT CHILD (12 YRS. & UNDER)	\$ 70.00	\$ 77.00	\$ 49.00
RESIDENT SENIOR (62 YRS. & OLDER)	\$ 50.00	\$ 55.00	\$ 35.00
NON-RESIDENT FAMILY	\$525.00	\$578.00	\$368.00
NON-RESIDENT ADULT (18 YRS. & OLDER)	\$215.00	\$237.00	\$151.00
NON-RESIDENT STUDENT (13-17 YRS.)	\$145.00	\$160.00	\$102.00
NON-RESIDENT CHILD (12 YRS. & UNDER)	\$110.00	\$121.00	\$ 77.00
NON-RESIDENT SENIOR (62 YRS. & OLDER)	\$ 80.00	\$ 88.00	\$ 56.00

Guest Pass Book of 10 (adult/child) \$ 70.00
 Guest Pass at Gate (adult/child) \$ 10.00 each

Daily Guest Pass for Long Hill Residents@ Gate: \$10.00 each.

**TOWNSHIP OF LONG HILL
 RESOLUTION 19-111
 APPROVING 2019 FEE FOR TINKERGARTEN RECREATION**

BE IT RESOLVED, the Township Committee of the Township of Long Hill, upon the advice of the Recreation Director, and the receipt of all appropriate documents as required on the Facilities Use Request Form, does hereby authorize a fee of \$50 per session (up to 4 hours per session) for the use of the park grounds by Tinkergarten Inc.

**RESOLUTION 19-112
 2019 FEE SCHEDULE - Amendment #1**

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 fees for 2019 for licenses and permits for the Township of Long Hill are hereby amended:

Administrative Research Fee	
Supervisory	\$ 30.00/hr.
Clerical	\$ 25.00/hr.
Alarm Systems	
<i>Permit for a private alarm which either automatically selected a telephone trunk line with the Police Department and then reproduces a prerecorded message or automatically alert a third person. Permit also required for warning device.</i>	
Annual Permit Fee	\$ 50.00
Alcoholic Beverage Control License	
Plenary Retail Consumption	\$ 2,500.00
Plenary Retail Distribution	\$ 2,088.00
Limited Retail Distribution	\$ 63.00
Club	\$ 188.00
Season Retail Consumption - annual fee is seventy-five percent (75%) of annual renewal fee for retail consumption licenses	

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Amusement Devices

Juke Box	\$	30.00
Video Games	\$	60.00
Soda Machines	\$	10.00
Pool Tables	\$	60.00
Pinball Machines	\$	60.00

Building Materials - Township Dumpster

Car	\$	15.00
Station Wagon	\$	50.00
Mini Van	\$	75.00
Small Pick-up truck	\$	110.00
Pick-up truck or van	\$	150.00
Extra for overload	\$	40.00

Canvassers, Solicitors and Peddlers Permit

Solicitor Digital Photograph	\$	2.00
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Charitable Clothing Bin Application [Yearly]

\$	25.00
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Dog Licenses

Spayed/Neutered	\$	17.50
Non-Spayed/Neutered	\$	20.50
Late Fee after January 31st	\$	10.00
Late Fee after February 28 th	\$	20.00
Replacement (first one free, thereafter \$5.00)		

Fill/Soil Removal Permit

\$	50.00
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Finance & Tax Collection

Returned Check, Online Payment (ACH), Credit Card Charges	\$	20.00
Lien Redemption Calculation (First Two Calculations at no cost)		
Any additional subsequent calculation (N.J.S.A. 54:5054)	\$	50.00
Notice of Tax Sale to property owner on Tax Sale- 54:5-26	\$	25.00

each

Food and Drink License

Pharmacy	\$	65.00
Retail Food Establishment (under 2,000 sq. feet)	\$	100.00
Retail Food Establishment (2,000 – 5,000 sq. feet)	\$	135.00
Retail Food Establishment (5,000 – 10,000 sq. feet)	\$	175.00
Retail Food Establishment (over 10,000 sq. feet)	\$	400.00
Mobile Retail Food Establishment	\$	110.00
Temporary Retail Food Establishment	\$	30.00
Farmers Market	\$	20.00
Catering	\$	110.00
Re-Inspection Fee	\$	100.00
Late Fee (renewals only – after January 31 st)		
Double License Fee		

Handgun Permit

\$	2.00
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Handgun Identification Card

\$	5.00
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Kennel License

\$	35.00
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Limousine License

\$	50.00
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Parking Permit:

Millington	Yearly	\$	240.00
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Yearly after July 1 st		\$	120.00
Stirling	Yearly	\$	290.00
Yearly after July 1 st		\$	145.00
Gillette	Yearly	\$	340.00
Yearly after July 1 st		\$	170.00
Daily		\$	5.00
Replacement Permit		\$	5.00
<u>Parks and Recreation Facilities Use Reservation Fees</u>			
	<u>Resident</u>	<u>Non-Resident</u>	
Soccer Fields, Volleyball Court, Basketball Court	\$25.00/2 Hrs.	\$45.00/2 Hrs.	
Stirling Lake Pavilion	\$30.00/4 Hrs.	\$55.00/4 Hrs.	
Meyersville Field	\$25.00/2 Hrs.	\$45.00/2 Hrs.	
Commercial Use Rates (\$100.00 Deposit required and Insurance)			
Soccer Fields, Volleyball Court, Basketball Court	\$60.00/2 Hrs.	\$110.00/2Hrs	
Meyersville Field	\$60.00/2 Hrs.	\$110.00/2Hrs	
Bocce Ball Courts			
Non Resident		\$40.00/2 Hrs.	
Resident Commercial		\$50.00/2 Hrs.	
Non-Resident Commercial		\$100.00/2 Hrs.	
Horseshoe Pits			
Non Resident		\$40.00/2 Hrs.	
Resident Commercial		\$50.00/2 Hrs.	
Non-Resident Commercial		\$100.00/2 Hrs.	
Tennis Courts			
Non Resident		\$10.00/1 Hr.	
Resident Commercial		\$15.00/1 Hr.	
Non-Resident Commercial		\$20.00/1 Hr.	
Photocopies/Copies:			
Black & White copies (per copy) Letter size		\$	0.05
Legal size		\$	0.07
11 x 17		\$	0.10
Large Format Prints	\$5.00/page for 24" X 36"		
	\$1.00/linear foot over initial 2 feet		
DVD ROM		\$	3.00
CD		\$.50
CD of Full Tax Map (total includes mailing and postage)		\$	25.00
Land Use Ordinances		\$	35.00
Zoning Map		\$	5.00
Master Plan		\$	35.00
Duplicate Copy of Tax Bill		\$5.00/first dup.	
		\$25.00 for each additional duplicate copy	
Duplicate Tax Sale Certificate		\$	100.00
Notarized Copies	Long Hill Resident – First 4 documents are no charge	\$	2.50

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	Non Resident [per document]	\$	2.50
Mulch, Composted Leaves or Wood Chip Delivery [per load]		\$	100.00
Mulch Pick Up for Local Garden Centers Only		\$	6.00
			<i>Per cubic yard.</i>
Public Assembly Permit		\$	100.00
Recreation Programs			
Basketball registration (Intramural)		\$	90.00
Late Registration Fee		\$	25.00
Basketball registration (Traveling Team)		\$	200.00
Basketball (Traveling Team) Out-of-Town students		\$	300.00
Adult Basketball League [per season]:			
Long Hill Resident Adult		\$	20.00
Out-of-Town Resident Adult		\$	30.00
Yoga Classes	4 sessions for	\$48.00	
Little Explorers Summer Pre-School Camp: (6/27/19 – 8/2/2019)		\$80 per week	\$150.00 per week
Theater Arts Camp (April 6 – April 10) All Saints Parish Hall, 9:00AM – 3:00 PM		\$ 200.00	per camper
Field Hockey Fall Program		\$100 - \$150	
Field Hockey Summer Clinic		\$ 85.00	
Girls Lacrosse Summer Clinic		\$ 80.00	
Swim Lessons (per week)		\$ 65.00	
“Learn to Swim” Lessons (per class)		\$ 15.00	
Girls Volleyball		\$ 75.00	
Rutgers S.A.F.E.T.Y. Class		\$ 35.00	
Summer Recreation	Long Hill Twp. Resident	\$ 257.00	\$299.00
	Activity Fee Res/Non Res	\$ 15.00	
	Non-Resident	\$ 502.00	
Summer Recreation Camp Late Fee	(after June 1)	\$ 50.00	
Withdrawal Fee for ALL Recreation Programs (when Permitted)		\$ 10.00	
Return Check Fee [per N.J.S.A. 40:5-18(c)]		\$ 20.00	
Septic Applications			
New: Plan Review (Includes plan review and installation inspection)		\$ 500.00	

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Repair:	Replacing existing components as is. (No Engineer required)	\$ 75.00
Alteration:	Changing components on an existing system. (Engineer required)	\$ 350.00

PERC/Soil Log:

Permit to Conduct One Group of Soil Logs and Permeability Tests [witness per lot, per day]	\$ 100.00
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Sewer Connection Fee

Existing Homes Prior to December 28, 1983	\$ 630.00
New Homes	\$10,120.00
Dry Line Connection	\$10,120.00

Street/Road Opening Permit	\$ 100.00
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Swimming and Bath Establishments	\$ 200.00
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Tax Lien Redemption Calculation Fee [For 3 rd request in a calendar year]	\$ 50.00
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Tire Permits	\$ 2.00
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Tree Removal Permit	\$ 25.00
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Towing Services and Storage:

Basic towing of private passenger automobiles and motorcycles:

Automobile (days between 8:00 a.m. and 4:30 p.m.)	
First mile or less	\$ 65.00
Each additional loaded mile	\$ 3.50

Automobile (nights, weekends and New Jersey State Holidays)

First mile or less	\$ 85.00
Each additional loaded mile	\$ 3.50

Basic towing for other than private automobiles:

(Days between 8:00 a.m. and 4:30 p.m. Monday-Friday)

Light Duty (vehicles up to 6,999 lb. GVWR)	\$100.00 per hour, 1 hour minimum
Medium Duty (vehicles up to 20,000 lb. GVWR)	\$150.00 per hour, 1 hour minimum
Heavy Duty	\$250.00 per hour, 1 hour minimum
(Nights, Weekends and NJ Holidays)	
Light Duty (vehicles up to 6,999 lb. GVWR)	\$150.00 per hour, 1 hour minimum
Medium Duty (vehicles up to 20,000 lb. GVWR)	\$200.00 per hour, 1 hour minimum
Heavy Duty	\$300.00 per hour, 1 hour minimum

Outside Secure Storage Facility

Private Passenger Automobiles	\$25.00 per day \$35.00 (inside storage)
Trucks up to 24,000 GVWR	\$50.00 per day
Tractor Trailers (Tractor)	\$50.00 per day
Tractor Trailers (Trailer)	\$75.00 per day

Yard Tow (automobile only)	\$ 40.00
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Vital Statistics:

Certified Copies of Birth, Marriage, Death, Domestic Partnership	\$ 10.00
Corrections of Birth, Marriage, Death, Domestic Partnership	\$ 15.00

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**TOWNSHIP OF LONG HILL
RESOLUTION 19-113
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 Reserve Year Budget of 2018; and

WHEREAS, there appears to be a surplus in the following accounts, over and above the demand necessary for the balance of the Reserve 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:	
Planning (SW)	\$2,000.00
Clerk (SW)	\$2,000.00
Police (OE)	\$2,000.00
Telephones (OE)	\$3,000.00
Water (OE)	\$3,000.00
Sewer Utility	
Sewer (SW)	\$6,000.00
	<u>\$18,000.00</u>

Transfer To:	
Planning (OE)	\$2,000.00
Buildings & Grounds (OE)	\$2,000.00
Aid to Fire Companies (OE)	\$2,000.00
Natural Gas (OE)	\$3,000.00
Gasoline/Diesel Fuel (OE)	\$3,000.00
Sewer (OE)	\$6,000.00
	<u>\$18,000.00</u>

**TOWNSHIP OF LONG HILL
RESOLUTION 19-114
APPROVING SPECIAL EVENT LICENSE
[Long Hill Township P.B.A Civic Association – Pro Wrestling Fund Raiser]**

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-19-05 for the event to the “Sponsor” Long Hill Township P.B.A Civic Association, for their “Pro Wrestling” Style Fundraiser to be held 3:00 PM – 11:59 PM on April 6, 2019; at the Long Hill Township Community Center, Warren Ave, Stirling NJ 07980.

BE IT FURTHER RESOLVED that based on the recommendation of the Police Department that alcoholic beverages be allowed at the event in accordance with Long Hill Township Code 11-2.5, *et.sec.*

**TOWNSHIP OF LONG HILL
RESOLUTION 19-115
BANNER APPROVAL FOR BSA TROOP 56**

[Flower Sale]

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 Clerk, based on the approval of the Morris County Freeholders and JCP & L that the Township Committee does hereby approve a banner to be hung across Valley Road, County Route 512 from April 23 to May 7, 2019 for BSA Troop 56 Annual Flower Sale.

**TOWNSHIP OF LONG HILL
RESOLUTION 19-116
AUTHORIZATION OF FUNDS FOR CLEAN COMMUNITIES
DPW WORKER**

WHEREAS, the Township Committee is in receipt of funds through the Clean Communities Grant;

BE IT RESOLVED by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey, that the Township Committee authorizes the expenditure of \$15,120.00 for Clean Communities workers effective April 1, 2109. Robert Phillips will continue his work as a Clean Communities Person for a total of 14.5 hours a week at an hourly rate of \$16.00 for 30 weeks and Scott Valentine will start work as a Clean Communities person for a total of 17 hours per week at an hourly rate of \$16.00 for 30 weeks.

BE IT FURTHER RESOLVED that the certification of available funds by the Township Chief Financial Officer shall be attached to the original of this resolution and shall be maintained in the files of the Township Clerk.

**TOWNSHIP OF LONG HILL
RESOLUTION 19-117
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 JENNA LESKI is an active member of the Millington Volunteer Fire Company and is eligible to be a member of the New Jersey State Firemen’s Association.

DISCUSSION:

- BPU Letter of Support for PSE&G Clean Energy Future Program
- Fee waiver for First Aid Squad Generator Installation
- Wastewater RFB – Megan Sartor Call in

OLD/NEW BUSINESS:

ANNOUNCEMENTS:

- Annual Egg Hunt Saturday, April 13 at 10am (Rain Date April 20th 10am) At Kantor Park. For Long Hill Residents Ages 8 and under.
- Stirling Street Fair, April 14th
- Millington Fire Co. 4th Annual Comedy Night, April 13th. Tickets \$35 in advance, \$40 at the door. Doors open at 6:30pm. Call 908-656-0082 for reservations.
- Morris County Prosecutor’s Office presents “Juvenile Justice 21/21 Program”: Internet and Online Safety. Randolph Middle School, 507 Millbrook Ave., Randolph. Thursday, March 28th, 2019 6:30pm to 8:30pm.
- Elks Veterans Service Annex Open House – Saturday, April 27, 2019. 12pm to 3pm. 234 Union Street, Stirling.
- Community Shred Day May 11th in front of the Library 10am to 2pm. \$5 per grocery bag, \$10 per copy paper sized box, \$30 per 30 gallon garbage bag. Sponsored by Friends of the Library
- Pro Wrestling PBA and Bernards Chamber of Commerce sponsored event, April 6 at 7PM, doors open at 6:30pm, at the Long Hill Community Center

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MEETING OPEN TO THE PUBLIC:

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

ADJOURNMENT