

TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ
TOWNSHIP COMMITTEE
REGULAR SESSION AGENDA
JUNE 26, 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 #19-191
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:

- PBA

Personnel:

- Fire Administrator
- DPW Director

Potential Litigation:

- Tax Lien Foreclosure/Reassessment

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 #19-191 is hereby approved for Executive Session. **SECONDED** by:

ROLL CALL VOTE:

OPEN PUBLIC MEETING:

PLEDGE OF ALLEGIANCE

ROLL CALL:

PROCLAMATION:

- Eagle Scout – William Walto

LIAISON REPORTS:

ADMINISTRATOR'S REPORT:

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 #19-192 through #19-201 are hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

**RESOLUTION 19-192
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 19-193
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 12, 2019 Township Committee Meeting.

BE IT FURTHER RESOLVED that the Township Committee hereby approves June 12, 2019 Executive Session Meeting Minutes as redacted by the Township Attorney.

**TOWNSHIP OF LONG HILL
RESOLUTION 19-194
Authorizing Redemption of Outside Lien - #18-0008**

WHEREAS, at the Non Municipal Tax Sale held on 12-03-2018, a lien was sold on Block 11805, Lot 9.36, also known as 38 Greenwood Dr. for \$559.36; and

WHEREAS, this lien, known as Tax Sale Certificate #18-0008, was sold to US Bank Cust Actlien Holding, 50 South Street, Suite 2050 Philadelphia, PA 19102 in the amount of \$559.36 at 4%; and

WHEREAS, Investors Bank, on behalf of owners, Davies, Brian Paul & Rotella, Anna has redeemed Certificate #18-0008 in the amount of \$1502.75.

NOW, THEREFORE BE IT RESOLVED, the Tax Collector has shown proof that the redemption calculations are correct, and all redemption monies have been received for all redemptions.

**TOWNSHIP OF LONG HILL
RESOLUTION 19-195
APPROVING SPECIAL EVENT
[TOUR DE SIMCHA BIKE RACE]**

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 19-10 for the event to the “Sponsor” Chai Lifeline, for their Special Event “Tour de Simcha Bike Race” to be held 7:00 AM – 10:00 AM on July 16, 2019.

**TOWNSHIP OF LONG HILL
RESOLUTION 19-196
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 2019 Summer Recreation Camp Personnel effective June 19, 2019:

Name	Position	Hourly Rate
Monty, Garrett	Counselor	\$10.00
Pinho, Brad	Counselor	10.00
Raghunandan, Ray	Counselor	10.00
Vorrius, Jonathan	Senior Counselor	13.50
Wong, Susan	Counselor	10.00

The following employee has rejected his employment offer working in the Summer Rec Camp:
Hansen, Joshua.

**TOWNSHIP OF LONG HILL
RESOLUTION #19-197
Tax Overpayment Refund**

WHEREAS, the Township Committee of the Township of Long Hill does hereby authorize the following refund due to an overpayment of 2018 1st, 3rd, and 4th tax quarters, and 2019 1st and partial of 2nd quarters in the amount of \$10,358.85 on Block 13803 Lot 14 to: Varetoni, William J. Jr; 114 Preston Drive , Gillette, NJ 07933; and

WHEREAS, the total refund amount is \$10,358.85 as analyzed.

NOW, THEREFORE BE IT RESOLVED, the Tax Collector is hereby authorized to refund the amount of \$10,358.85 for the overpayment of, first tax quarter 2018, third tax quarter 2018, and fourth tax quarter 2018, first tax quarter 2019, and partial second tax quarter 2019.

**TOWNSHIP OF LONG HILL
RESOLUTION #19-198**

Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the High Street Bikeway Project.

NOW, THEREFORE, BE IT RESOLVED that Council of Long Hill Township formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as application ID #00026 from NJDOT SAGE to the New Jersey Department of Transportation on behalf of the Township of Long Hill.

BE IT FURTHER RESOLVED that Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Long Hill and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

TOWNSHIP OF LONG HILL

RESOLUTION #19-199

Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Old Forge Road Improvements Project.

NOW, THEREFORE, BE IT RESOLVED that Council of Long Hill Township formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as application ID #00300 from NJDOT SAGE to the New Jersey Department of Transportation on behalf of the Township of Long Hill.

BE IT FURTHER RESOLVED that Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Long Hill and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

TOWNSHIP OF LONG HILL

RESOLUTION 19-200

Conference Approval – Chief Naga

WHEREAS, the Township Committee approved Resolution 08-375 which requires Township Committee approval of all overnight conference requests; and

WHEREAS, the Township Committee has received a memo from Chief Naga requesting to be able to attend the 107th Annual Training Conference in Atlantic City for June 24th through 27th.

NOW, THEREFORE, BE IT RESOLVED the Long Hill Township Committee hereby approves the request for Chief Naga to attend the Conference as outlined in his memo.

TOWNSHIP OF LONG HILL

RESOLUTION1 19-201

**APPROVAL OF REQUEST FOR RETIREMENT
OF TOWNSHIP EMPLOYEE [MEEKINS]**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby approve Sergeant Jason Meekins' request for retirement from the Long Hill Township Police

Department effective June 30, 2019 as per his letter to Chief Ahmed Naga dated November 1, 2018.

ORDINANCE:

FIRST READING/ADOPTION

**TOWNSHIP OF LONG HILL
ORDINANCE #442-19**

**AN ORDINANCE REQUIRING GREASE TRAPS IN ALL RESTAURANTS,
CAFETERIAS AND INSTITUTIONAL KITCHENS, AND SUPPLEMENTING AND
AMENDING CHAPTER XXII OF THE TOWNSHIP CODE ENTITLED “SEWERS”**

BE IT ORDAINED by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey, that Chapter XXII of the Township Code entitled “Sewers” is hereby supplemented and amended as follows:

Section 1. There is hereby created a new section 22-17 entitled “Grease Traps” which reads as follows:

“22-17 GREASE TRAPS. All restaurants are required to install a 750-gallon minimum grease trap external to the building, with openings to permit easy removal of congealed grease in the tank, and/or sized in accordance with the Uniform Construction Code. The great trap must be pre-approved by the Health Department before any construction permits shall be issued. All pot sinks, dishwashers, etc. must be directly connected to the external grease trap, and from there into the sewer.

a. Restaurants. The following equation shall be used to determine the minimum size required for grease trap interceptors serving restaurants:

$Q = (D) \times (HR/2) \times (12/5) \times (0.5)$, where
Q = size of grease trap interceptor in gallons;
D = number of seats in dining area;
HR = number of hours open per day; and

b. Cafeterias and Institutional Kitchens. The following equation shall be used to determine the minimum size required for grease trap interceptors serving cafeterias and institutional kitchens:

$Q = (M) \times (11.25) \times (LF)$, where

Q = size of grease trap interceptor in gallons;

M = total number of meals served per day; and

LF = loading factor depending on type of facilities present:

1.0 with dishwashing;

0.5 without dishwashing.

In no case shall a grease interceptor servicing a new or altered facility be smaller than 750 gallons in capacity. The minimum requirement for construction materials and foundations of grease interceptors shall be the same as those required for septic systems, as prescribed in *N.J.A.C. 7:9A-8.2*. The inlet and outlet of the grease interceptor shall be provided with "T" baffles extending to a depth of 12 inches above the tank floor and well above the liquid level. To facilitate maintenance, manholes extending to finished grade shall be provided. Covers shall be of gas-tight construction and shall be designed to withstand expected loads and prevent access by children.

- i. At least twice every year (in June and December), the Township will inspect all grease traps. In addition, the Health Department will inspect grease traps during routine food inspections and will notify the Township of any failure to maintain grease traps.
- ii. At the time of inspection, Township and/or the Health Department will require evidence from restaurant operator of timely pump out of grease.
- iii. Grease build-up in the grease interceptor shall never exceed 25% by volume.
- iv. Any failure to comply with regulations governing grease trap installation and maintenance shall subject the property owner to:
 - a. Possible closure of the establishment until the regulations are met;
 - b. Penalty (\$25.00 per day fine) as prescribed in *N.J.A.C. 8:24-1.1* imposed by the Health Department; and/or
 - c. Payment of all costs incurred by Township due to hiring contractor to clean out the grease trap; clean out lines; any necessary testing, staff time to oversee project, equipment needed, etc., and/or
 - d. Any person violating any provision of this section shall be liable upon conviction to a fine of not less than twenty-five (\$25.00) dollars nor more than the amount specified in Chapter I, Section 1-5, or by a period of community service not exceeding ninety (90) days for each offense. A separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

- c. **Existing Restaurants with No Grease Traps.** All existing restaurants without grease traps must conform to the requirements of this section by January 1, 2021.

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. In case any article, section or provision of this ordinance shall be held invalid in any court of competent jurisdiction, the same shall not affect any other article, section or provision of this ordinance except insofar as the article, section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

Section 4. This ordinance shall take effect immediately upon final passage and publication as required by law.

NOTICE

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 26, 2019 will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:00 p.m. on Wednesday, July 17, 2019 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 #442-19 be introduced on first reading and advertised for second reading which is scheduled for the July 17, 2019 Meeting. **SECONDED** by: _____,
ROLL CALL VOTE:

TOWNSHIP OF LONG HILL ORDINANCE #443-19

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 5, 2019 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 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 for the Sale of the Wastewater System (the "RFB") dated April 18, 2019 requesting bids for the purchase of the System pursuant to N.J.S.A. 40:62-1 et seq. (the "Public Utilities Law"); and

WHEREAS, on June 4, 2019 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 \$12,700,000 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 and New Jersey American Water Company, Inc. have agreed to the terms of the sale of the System; 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 5, 2019; 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 N.J.S.A. 40:62-5 and any other regulatory approvals set forth in the Public Utilities Law.

NOW, THEREFORE, BE IT ORDAINED by the Township 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 \$12,700,000 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 of Sale between the Township of Long Hill, New Jersey and New Jersey American Water Company, Inc." 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 Township Committee, 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 Township Committee 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 subject to approval of the sale by the voters of the Township pursuant to N.J.S.A. 40:62-5.

SECTION V

The Township 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 system to New Jersey American Water Company, Inc. for the sum of \$12,700,000?"

_____ 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 wastewater system servicing the residents and property owners within the geographic boundaries of the Township in the amount of \$12,700,000. 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 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.

NOTICE

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 26, 2019 will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:00 p.m. on Wednesday, July 17, 2019 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 #443-19 be introduced on first reading and advertised for second reading which is scheduled for the July 17, 2019 Meeting. **SECONDED** by: _____,

ROLL CALL VOTE:

DISCUSSION:

- 1. Redevelopment
- 2. Clothing Bin Application
- 3. Grant Writer
- 4. Employee Hours

**TOWNSHIP OF LONG HILL
RESOLUTION 19-200
AMENDMENT TO 2019 HOLIDAY SCHEDULE**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the 2019 schedule be amended as follows:

January 1	New Years' Day 2019
January 21	Martin Luther King Jr. Day
February 18	President's Day
April 19	Good Friday
May 27	Memorial Day
July 4	Independence Day
September 2	Labor Day
October 14	Columbus Day
November 11	Veterans Day
November 28	Thanksgiving Day
November 29	Day <i>After</i> Thanksgiving Day
December 24	Christmas Eve
December 25	Christmas Day
January 1	New Years' Day 2020 (Wednesday)

In addition to the holidays above, town hall will close and town hall employees will be permitted to leave on the following days/times:

Friday before Memorial Day - close at 12

Last work day before July 4 – close 2 hours early

Friday before Labor Day - close at 12

Thanksgiving Eve - close 2 hours early

New Years' Eve – close 2 hours early

MOVED by: _____ of the Township Committee of the Township of Long Hill that Resolution #19-200 is hereby approved for Executive Session. **SECONDED** by:

ROLL CALL VOTE:

5. Hawkins Delafield

**TOWNSHIP OF LONG HILL
RESOLUTION 19-190**

RESOLUTION AMENDING RESOLUTION #19-057 AUTHORIZING PROFESSIONAL SERVICES CONTRACT WITH HAWKINS DELAFIELD AND WOOD, LLP TO SERVE AS SPECIAL COUNSEL IN CONNECTION WITH POSSIBLE SALE OF

TOWNSHIP WASTEWATER TREATMENT SYSTEMS BY INCREASING THE NOT TO EXCEED AMOUNT FROM \$76,000 TO \$108,000

WHEREAS, Resolution #19-057 adopted January 9, 2019 authorized a professional services contract with Hawkins Delafield and Wood, LLP to serve as special counsel in connection with the possible sale of the Township wastewater treatment system in an amount not to exceed \$76,000; and

WHEREAS, the project has entailed more work than anticipated because of the large number of questions submitted by potential bidders;

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 Resolution #19-057 is hereby amended by increasing the “not to exceed” amount from \$76,000 to \$108,000.

MOVED by: _____ of the Township Committee of the Township of Long Hill that Resolution #19-190 is hereby approved for Executive Session. **SECONDED** by:

ROLL CALL VOTE:

OLD/NEW BUSINESS:

ANNOUNCEMENTS:

- The Summer Concert series will have Parrot Beach on June 29th (raindate June 30th), 6:30 to 8:30pm at Stirling Lake, Dr. K's Motown Revue on July 12th (raindate July 19th), 7:00 to 8:30 pm at Kantor Park, and 4 Flight Rock on August 3rd (raindate August 10th), 6:30 to 8:30pm at Stirling Lake.

MEETING OPEN TO THE PUBLIC:

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

ADJOURNMENT