

**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
January 2, 2019 Re-Organization Meeting**

Township Clerk, Deborah Brooks called the meeting to order at 6:00 p.m.

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 12, 2018 edition, and electronically sent to the Courier News. The notice was posted on the bulletin board in the Municipal Building on January 4, 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

The Township Clerk administered the Oath of Office to re-elected Committeemen Guy Piserchia and Brendan Rae.

ROLL CALL: Committeeman Dorsi, Committeeman Meringolo, Committeeman Piserchia, Committeeman Rae and Committeeman Schuler, Jr. were present.

ELECTION OF MAYOR FOR 2019- Conducted by the Township Clerk
Committeeman Piserchia nominated Committeeman Dorsi for Mayor, seconded by Committeeman Rae.

As there were no other nominations for Mayor, Committeeman Meringolo made a Motion to Close Nominations, seconded by Committeeman Rae. Roll Call: All in Favor

Committeeman Meringolo made a Motion to Elect Committeeman Matthew Dorsi for Mayor of 2019, seconded by Committeeman Piserchia. Roll Call: All in favor

Mr. Don DiFranseco issued the Oath of Office for Mayor to Committeeman Dorsi.

Mayor Dorsi was given the gavel and Chaired the remainder of the meeting

STATE OF THE TOWNSHIP REMARKS - by Mayor

ELECTION OF DEPUTY MAYOR FOR 2019 – Conducted by the Mayor
Nominations for Deputy Mayor for 2019

Committeeman Meringolo made a motion, Seconded by Committeeman Rae to nominate Committeeman Piserchia for Deputy Mayor.

As there were no other nominations for Deputy Mayor, Committeeman Rae made a Motion to Close Nominations, seconded by Committeeman Meringolo. Roll Call: All in Favor

Mayor dorsi made a Motion to Elect, Committeeman Piserchia for Deputy Mayor of 2019, seconded by Committeeman Meringolo. Roll Call: All in favor

The Township Clerk issued the Oath of Office for Deputy Mayor to Committeeman Piserchia.

STANDING COMMITTEE APPOINTMENTS FOR 2019

Committeeman Brendan Rae
Planning Board

Committeeman Bruce Meringolo
Negotiations

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Police
Open Space Advisory
Environmental Commission
Board of Health
Historic Preservation Advisory
MC Community Dev. (Alt)
A Way Out

Board of Education
Visionary Comm. – Passaic Valley Park
Finance
Board of Health
Emergency Management
Planning Board

Committeeman Guy Piserchia

Board of Health
Senior Citizens
Emergency Management
MC Community Development
Shade Tree Commission
First Aid
A Way Out
Green Team

Committeeman Matthew Dorsi

Emergency Management
Board of Health (President)
Fire Liaison
Dept. of Public Works
MC Community Development
Beautification
Green Team

Committeeman Cornel Schuler, Jr

Admin & Executive
Negotiations
Wastewater Management
Recreation Advisory Committee
Communications Advisory Committee
Finance
Visionary Comm. – Passaic Valley Park
Board of Health

**Motion to accept Appointments: Comm. Meringolo. Seconded by Dep. Mayor Piserchia.
Voice Vote: All in favor.**

APPOINTMENTS TO BOARDS AND COMMISSIONS FOR 2019

Mayoral Appointments

Planning Board

Bruce Meringolo –Mayor’s Designee
Don Richardson –Class IV
John Falvey – Class II
David Hands- Class IV

Expiration of Term

December 31, 2019
December 31, 2022
December 31, 2019
December 31, 2022

Master Plan Committee

Alan Pfeil
Nick Mehler
Tom Malinousky
Larry Fast
David Hands
Don Richardson
Pam Ogens
Robert Lavorerio

Expiration of Term

December 31, 2019
December 31, 2019
December 31, 2019
December 31, 2019
December 31, 2019
December 31, 2019
December 31, 2019
December 31, 2019

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Historic Preservation Advisory Committee

Carol Prasa (3yr) Class C
Fred W. Schaan (3yr) Class C
Denise Murphy (3yr) Class C
George Armenti, Jr. (3yr unexp) Class C
Jocelyn Pelker (3yr unexp) Class C

Expiration of Term
December 31, 2021
December 31, 2021
December 31, 2021
December 31, 2019
December 31, 2019

Environmental Commission

Tom Flatley
Mary Lynn Musco
Devanshi Jackson

December 31, 2020
December 31, 2020
December 31, 2021

Mayoral Appointments with Approval of Township Committee

Library Trustee

Isabella DeBiase, Sch. Supt. Rep.
Suzanne Kosemple (5yr)
Jonathan Kelly, Mayor Rep.

Expiration of Term
December 31, 2019
December 31, 2023
December 31, 2019

CONFIRMATION OF APPOINTMENTS:

On motion of Comm. Meringolo, seconded by Comm. Schuler, that the above Mayoral appointments to the 2019 Boards and Committees are hereby confirmed. **ROLL CALL VOTE: All Ayes.**

Township Committee Appointments

Board of Health

Comm. Guy Piserchia
Comm. Brendan Rae

Expiration of Term
December 31, 2021
December 31, 2021

Board of Adjustment

Edwin Gerecht (4yr)
Gary Gianakis (4yr)
Vic Verlazza (2yr unexp)

Expiration of Term
December 31, 2022
December 31, 2022
December 31, 2020

Communications Advisory Committee

Archie Rosenblum (3yr)
Dan Eline (3yr)
Nancy Malool

Expiration of Term
December 31, 2021
December 31, 2021
December 31, year t

2019

Planning Board (Class III)

Brendan Rae

Expiration of Term
December 31, 2019

Open Space Advisory Committee

Expiration of Term

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Jerry Aroneo (3yr) December 31, 2021

Passaic Valley Park Vision Sub-Committee

Lisa Scanlon Rec. December 31, 2019
Peter O'Neill Open Space December 31, 2019
Jerry Aroneo Open Space December 31, 2019
Nancy Malool Administrator December 31, 2019
Cornel Schuler Twp. Comm. December 31, 2019
Bruce Meringolo Twp. Comm. December 31, 2019
Gary Patel Resident December 31, 2019
Don Farnell Resident December 31, 2019

Recreation Committee

Ben Lindeman (5yr) December 31, 2023
Steve Kesselmeier (5yr) December 31, 2023
Cornel Schuler (1yr) December 31, 2019

Shade Tree Commission

Peter O'Neill (5yr) December 31, 2023

Beautification Committee

Barbara Grillo
Al Gallo
Nancy Malool
Dennis Sandow
Helena Tielmann

Wastewater Management Advisory Committee

Walt Dreyer
Nancy Malool
Walter Viegas
Wayne Celeste
Al Gallo

Traffic Advisory Committee

Chief Naga December 31, 2019
Brendan Rae December 31, 2019
Guy Piserchia December 31, 2019
Al Gallo December 31, 2019
Paul Ferriero December 31, 2019
Of. Sutton December 31, 2019
Thomas Bailey December 31, 2019
Carl Farinhas December 31, 2019
Joanna Askey December 31, 2019
Marie Colangelo December 31, 2019

Green Team

Nikolai Tymkiw December 31, 2019
Susan Jeans (Shade Tree Liaison) December 31, 2019
Alexandra Hennessy (EC Liaison) December 31, 2019

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Steve Gruber	December 31, 2019
Phyllis Fast	December 31, 2019
Kathy Pfeil	December 31, 2019
Jake Raimer	December 31, 2019
Matt Dorsi	December 31, 2019
Guy Piserchia	December 31, 2019

A Way Out

Tom Jones	December 31, 2019
Stephanie Smith	December 31, 2019
Dr. Ed Acevedo	December 31, 2019
Chief Naga	December 31, 2019
Lt. Ciambriello	December 31, 2019
Brendan Rae	December 31, 2019
Guy Piserchia	December 31, 2019

MOTION TO APPOINTMENT:

On motion by Comm. Meringolo, seconded by Comm. Schuler that the Township Committee does hereby appoint those persons named to the 2019 Boards and Committees.
ROLL CALL VOTE: All Ayes

CONSENT AGENDA RESOLUTIONS

On motion by Comm. Meringolo, seconded by Comm. Schuler, that Resolutions 19-001 through 19-048 are hereby approved. **ROLL CALL VOTE:** All Ayes

**TOWNSHIP OF LONG HILL
RESOLUTION 19-001
ESTABLISHING 2019 MEETING DATES**

BE IT RESOLVED that all **2019 Regular Meetings** of the Township Committee of the Township of Long Hill be held at the Municipal Building, 915 Valley Road, Gillette, New Jersey at 7:30 p.m. prevailing time, on the following dates:

January 9	July 17
January 23	August 14
February 13	September 11
February 27	September 25
March 13	October 9
March 27	October 23
April 10	November 6
April 24	November 20
May 8	December 11
May 22	December 27 (8:00 AM)
June 12	
June 26	January 2, 2020 (Thursday) Reorganization Meeting (6:00 PM)

**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
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BE IT FURTHER RESOLVED that all Executive Session meetings of the Township Committee of the Township of Long Hill will be held at the Municipal Building, 915 Valley Road, Gillette, New Jersey at 6:45 p.m., prevailing time, on the same dates as listed above on an as needed basis.

BE IT FURTHER RESOLVED that the public shall not disturb any meeting of the Township Committee or any Committee thereof and any person violating the provisions of this rule may be summarily ejected from the Committee Room and from the Municipal Building by order of the Mayor or majority; also if a regular or special or other official meeting of the Township Committee shall, because of the press of business run beyond 12:00 p.m. midnight into another day, such a meeting shall be considered for all official and legal purposes as being held on the day the meeting was officially called to order by the Mayor and then roll call taken by the Municipal Clerk.

**TOWNSHIP OF LONG HILL
RESOLUTION 19-002
ADOPTING 2019 HOLIDAY SCHEDULE**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the 2019 schedule be adopted 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)

**RESOLUTION 19-003
DESIGNATING OFFICIAL NEWSPAPER**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the "*Echoes Sentinel*" shall be designated as the official weekly newspaper of the Township of Long Hill for the year 2019 and the "*Courier News*" will be designated as the daily newspaper for the year of 2019.

**RESOLUTION 19-004
DESIGNATING NEWSPAPERS TO RECEIVE NOTICES**

BE IT RESOLVED by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey, that pursuant to the requirements of the "Open Public Meetings Act" that the following newspapers are hereby designated to receive all notices as required by the Act:

Echoes Sentinel

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*Morris County Daily Record
Courier News*

**RESOLUTION 19-005
FILING SIGNATURE WITH SECRETARY OF STATE**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that pursuant to N.J.S.A. 40A:9-129 that the Municipal Clerk be directed to file with the Secretary of State facsimiles of her signature and the Mayor's signature, an impression of the municipal seal and a statement of their terms of office, showing the commencement and expiration dates.

**RESOLUTION 19-006
AUTHORIZING FEE FOR COPIES OF AGENDA PACKET**

BE IT RESOLVED by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey, that pursuant to the authority of Section 14 of the "Open Public Meetings Act", that the sum of \$20.00 is hereby fixed as the reasonable sum to be prepaid by any person to cover the costs of providing notice of each meeting to be mailed to such person upon request per calendar year.

**RESOLUTION 19-007
AUTHORIZING PREPAYMENT OF MORRIS COUNTY TAXES**

WHEREAS, Morris County taxes are due quarterly on February 1, May 1, August 1 and November 1, 2019;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Long Hill that the Chief Financial Officer is hereby authorized to disburse these quarterly payments.

**RESOLUTION 19-008
AUTHORIZING DISBURSEMENT OF HOSPITALIZATION AND STATE HEALTH BENEFITS**

WHEREAS, Employee Health Insurance must be paid at the time the bills are submitted thru the States Transmittal Electronic Payment System (TEPS);

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Long Hill that the Chief Financial Officer be and is hereby authorized to disburse the monies due at the time the bills are submitted and same shall be included on the current bill list with vouchers attached.

**RESOLUTION 19-009
AUTHORIZING 2019 PAY SCHEDULE AND PENSION PAYMENTS**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the Chief Financial Officer is hereby authorized to perform all matters necessary to enable the issuance of Township payroll checks in *twenty-six* installments and pension payments throughout the year 2019 without the need of further resolutions or action by the Township Committee, and

BE IT FURTHER RESOLVED that the Payroll referred to herein for Township employees is as authorized by ordinances and resolutions currently in effect.

RESOLUTION 19-010

ESTABLISHING INTEREST RATE ON DELINQUENT TAXES

BE IT RESOLVED by the Township Committee of the Township of Long Hill that in accordance with R.S. 54:4-67 the interest rate on delinquent 2019 taxes shall be as follows:

1. Eight percent (8%) per annum on the first \$1,500.00 of the delinquency.
2. Eighteen (18%) per annum in any amount in excess of \$1,500.00
3. Any taxpayer with a cumulative delinquency in excess of \$10,000.00 who fails to pay the delinquency prior to the end of the calendar year shall be charged with a penalty equal to six percent (6%) of the amount of the delinquency.

BE IT FURTHER RESOLVED that no interest shall be charged until ten (10) days after the due date or the first business day after the (10) tenth calendar day if the 10th is on a weekend.

**RESOLUTION 19-011
ESTABLISHING INTEREST RATE ON DELINQUENT SEWER USE FEES**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that in accordance with R.S. 54:4-67 the interest rate on delinquent 2019 sewer user fees shall be as follows:

1. Eight percent (8%) per annum on the first \$1,500.00 of the delinquency.
2. Eighteen (18%) per annum on any amount in excess of \$1,500.00.
3. Any taxpayer with a cumulative delinquency in excess of \$10,000.00 who fails to pay the delinquency prior to the end of the calendar year shall be charged with a penalty equal to six percent (6%) of the amount of the delinquency.

BE IT FURTHER RESOLVED that no interest shall be charged until ten (10) days after the due date.

**RESOLUTION 19-012
AUTHORIZING TAX COLLECTOR TO REFUND PROPERTY TAXES OR DELINQUENCY**

BE IT RESOLVED by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey, that in accordance with the provisions of N.J.S.A. 40A:5-17.1, that the Township Tax Collector is hereby authorized to process any refund and cancellation of, without further action on the part of the governing body, any property tax or sewer use fee refund or delinquency of less than \$10.00.

**RESOLUTION 19-013
AUTHORIZING THE CHIEF FINANCIAL OFFICER TO WIRE TRANSFER FUNDS FOR
INVESTMENT AND PAYMENT OF CAPITAL DEBT**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the Chief Financial Officer is hereby authorized to wire transfer funds for investment of surplus funds, as they

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become available and payment of capital debt, provided that all investments are reported to the Township Committee.

**RESOLUTION 19-014
OFFICIAL EMERGENCY SERVICE RESPONDERS**

WHEREAS, the Township Committee of the Township of Long Hill recognizes the following volunteer agencies and their members as official Emergency Service Responders for the period of January 1, 2019 to December 31, 2019:

- 1) Stirling Fire Co.
- 2) Millington Fire Co.
- 3) Long Hill Township First Aid Rescue Squad and members
- 4) Long Hill Township CERT
- 5) Long Hill Township MRC

**RESOLUTION 19-015
AUTHORIZING CONTRACT WITH APPRAISAL SYSTEMS, INC. TO ASSIST THE
ASSESSOR WITH THE 2019 ANNUAL REASSESSMENT**

WHEREAS, Tax Assessor Brett Trout conducted a town-wide reassessment for the 2018 tax year; and

WHEREAS, Appraisal Systems, Inc. assisted the Assessor with that town-wide reassessment; and

WHEREAS, the Township conducted an annual reassessment for the 2018 tax year after receiving state and county approval to conduct that annual reassessment; and

WHEREAS, the Township intends to continue its annual reassessment program, contingent on receiving county and state approval; and

WHEREAS, the Assessor will require the assistance of Appraisal Systems, Inc. in order to complete the 2019 annual reassessment; and

WHEREAS, Appraisal Systems, Inc. has submitted a proposal to assist the Assessor in conducting the 2019 annual reassessment at a lump sum cost of \$25,000; and

WHEREAS, it is not practicable to obtain competitive quotations, in light of the fact that Appraisal Systems, Inc. was deeply involved in the town-wide reassessment;

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. The Mayor and Clerk are hereby authorized to execute a contract with Appraisal Systems, Inc. to provide assistance to the Township Tax Assessor during the 2019 annual reassessment that will be conducted during 2019.
2. Appraisal Systems, Inc. shall be compensated \$25,000.
3. This approval is contingent upon the Township Committee's deciding to proceed with the annual reassessment program for 2019, and the receipt of both state and county approval for such annual reassessment program.

**RESOLUTION 19-016
ESTABLISHING PETTY CASH FUND FOR
MUNICIPAL CLERK**

WHEREAS, NJSA 40A:5-21 authorizes the establishment of a petty cash fund, and

WHEREAS, the Municipal Clerk requested that a petty cash fund be established for the Clerk's office.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Long Hill that a petty cash fund be established for the Municipal Clerk in the amount of \$300.00

1. During the year 2019, the Municipal Clerk is hereby authorized and permitted to establish a petty cash fund not to exceed \$300.00 pursuant to the provisions of NJSA 40A:5-21
2. The Municipal Clerk having custody of the fund shall be bonded under the township's blanket bond and will maintain said fund in accordance with said laws regulations governing its operation.

**RESOLUTION 19-017
ADOPTING SCHEDULE FOR PREPAYMENT OF LOCAL PROPERTY TAXES**

WHEREAS, R.S. 54:4-67 provide that:

"The governing body of each municipality may by resolution fix the rate of discount to be allowed for the payment of taxes...previous to the date on which they would become delinquent. The rates affixed shall not exceed six (6%) percent per annum, shall be allowed only in case of payment on or

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before the thirtieth (30) day previous to the date on which the taxes or assessments would be delinquent"; and

WHEREAS, the Township Committee wishes to adopt a discount schedule for the payment of taxes;

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 pursuant to R.S. 54:4-67 it hereby adopts the following schedule for prepayment of local property taxes:

1. A taxpayer may prepay one-quarter, two-quarters, three-quarters or their entire tax bill for the following tax year.
2. All prepayments must be received on or before 12:00 noon on the last regular business day (on which books are open) of the year prior to the year in which taxes are due.
3. The following factors shall be applied to pre-payments made in accordance with paragraph 2 of this resolution:

First quarter	.9950 (0.5%)
Second quarter	.9900 (1%)
Third quarter	.9850 (1.5%)
Fourth quarter	.9800 (2%)

4. A taxpayer may not prepay the taxes for any quarter until the taxes for all preceding quarters have been paid.

**RESOLUTION 19-018
APPOINTING 2019 SCHOOL CROSSING GUARDS**

BE IT RESOLVED that the Township Committee of the Township of Long Hill does hereby appoint the following as School Crossing Guards for the year 2019:

Baldassarre Abbondandolo
Anna Abbondandolo
Rosemary Armenti
Howard Bradley
Susan Gronske
Wendy Ross
Janice Rued
Sharon Woodstock
Melissa Berezanski

**RESOLUTION 19-019
ADOPTING EXPOSURE CONTROL PLAN**

BE IT RESOLVED that the Exposure Control Plan for the Township of Long Hill dated January 1, 1995 is hereby adopted by the Township Committee of the Township of Long Hill for 2019.

**RESOLUTION 19-020
ADOPTING PERSONNEL POLICY AND PROCEDURE MANUAL**

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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.

**RESOLUTION 19-021
ADOPTING THE TOWNSHIP OF LONG HILL PURCHASING PROCEDURES MANUAL**

BE IT RESOLVED that the Purchasing Manual for the Township of Long Hill is hereby adopted for the year 2019.

**RESOLUTION 19-022
APPOINTING 2019 LOCAL EMERGENCY PLANNING COMMITTEE**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the following are hereby appointed for the year 2018 as the Local Emergency Planning Committee (LEPC):

Local Emergency Planning Committee (LEPC)

Al Gallo	Dir. Public Works
Shayne Daly	Emergency Management Coordinator
Linda Olmsted	Emergency Management Deputy Coordinator
Mayor	Long Hill Township Mayor
Bruce Meringolo	Emergency Mgmt. Township Committee Liaison
Chief Ahmed Naga	Long Hill Township Police Department
Pat White	Technical Services Representative
Deputy Chief John Whitmore	Stirling Fire Company
Pres. Brendan Rae	Millington Fire Company
Dr. Edwin Acevedo	Superintendent of Public Schools
Larry Fast	Communications Representative
Robert English	Long Hill First Aid Rescue Squad
Peggy Lunsman	Asst. Dir., Shrine of St. Josephs
Rev. Vicki McGrath	Clergy Representative
Lisa Scanlon	Citizens Corps Representative
Lucy Forgione	Public Health/Bernards Health Department

**RESOLUTION 19-023
APPOINTING 2019 EMERGENCY MANAGEMENT OPERATIONS CENTER STAFF**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the following are hereby appointed for the year 2019 as the Emergency Management Operations Center Staff:

Emergency Management Operations Center Staff

Township Mayor	Long Hill Township Mayor
Shayne Daly	Emergency Management Coordinator
Linda Olmsted	Emergency Management Deputy Coordinator
Chief Ahmed Naga	Police Services
Lt. James Marczewski	Law Enforcement Annex
Administrator Nancy Malool	Public Services Assistant Coordinator
Dir. Al Gallo	Special Services/Deputy Coordinator

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Pat White	Technical Services Assistant Coordinator
Peggy Lunsmann	Social Services Assistant Coordinator
Dr. Edwin Acevedo	Public Schools Annex
Lucy Forgione	Public Health Officer
Robert English	Emerg. Medical Annex
Lisa Scanlon	Citizen Corps/Deputy Coordinator
Larry Fast	Communications/Deputy Coordinator

**RESOLUTION 19-024
2019 FEE SCHEDULE**

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	
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	\$ 20.00
Solicitor Digital Photograph	\$ 2.00

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Charitable Clothing Bin Application [Yearly]		\$	25.00
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
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
Handgun Identification Card		\$	5.00
Kennel License		\$	35.00
Limousine License		\$	50.00
Parking Permit:			
Millington	Yearly	\$	240.00
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 1st		\$	170.00
Daily		\$	5.00
Replacement Permit		\$	5.00
<u>Parks and Recreation Facilities Use Reservation Fees</u>			
Soccer Fields, Volleyball Court, Basketball Court	<u>Resident</u>		<u>Non-Resident</u>
Stirling Lake Pavilion	\$25.00/2 Hrs.		\$45.00/2 Hrs.
	\$30.00/4 Hrs.		\$55.00/4 Hrs.

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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 – <i>First 4 documents are no charge</i>	\$	2.50
Non Resident [per document]	\$	2.50
Mulch, Composted Leaves or Wood Chip Delivery [per load]	\$	100.00

**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
January 2, 2019 Re-Organization Meeting**

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:	\$80 per week
Little Explorers Extended Care	\$20/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
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

**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
January 2, 2019 Re-Organization Meeting**

Septic Applications	
New: Plan Review (Includes plan review and installation inspection)	\$ 500.00
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
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
Swimming and Bath Establishments	\$ 200.00
Tax Lien Redemption Calculation Fee [For 3 rd request in a calendar year]	\$ 50.00
Tire Permits	\$ 2.00
Tree Removal Permit	\$ 25.00
<u>Towing Services and Storage:</u>	
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 (Nights, Weekends and NJ Holidays)	\$250.00 per hour, 1 hour minimum
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)

**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
January 2, 2019 Re-Organization Meeting**

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

**RESOLUTION 19-025
2019 TEMPORARY BUDGET**

WHEREAS, 40A:4-19 Local Budget Act provides that where any contracts, commitments, or payments are to be made prior to the final adoption of the 2019 budget, temporary appropriations be made for the purposes and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty (30) days of 2019; and

WHEREAS, the total appropriations in the 2018 budget, less the appropriations made for Capital Improvement Fund, Debt services and relief of the poor are as follows:

General - Total General Appropriation	\$12,144,374.57
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WHEREAS, 26.25% of the total appropriations in the 2018 Budget less appropriations made for Capital Improvement Fund, Debt services and relief of the poor are as follows:

(2019 Temporary Budget not exceeding)	\$
3,187,898.32	

WHEREAS, the total appropriations in the 2018 Sewer Utility budget, less the appropriations made for Capital Improvement Fund, Debt services are as follows:

General - Total General Appropriation	\$1,290,566.00
---------------------------------------	----------------

WHEREAS, 26.25% of the total appropriations in the 2018 Sewer Utility Budget less appropriations made for Capital Improvement Fund, Debt services are as follows:

(2019 Temporary Budget not exceeding)	\$
338,773.58	

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 temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his/her records:

2019 Temporary Budget

GENERAL ADMIN

SALARY & WAGES	52,000.00
OTHER EXPENSES	25,000.00

MIS - MANAGE INFO SYSTEM	-
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**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
January 2, 2019 Re-Organization Meeting**

OTHER EXPENSES		29,000.00
-		
MAYOR & COUNCIL		-
SALARY & WAGES		4,500.00
OTHER EXPENSES		8,500.00
-		
ELECTIONS		-
OTHER EXPENSES		1,000.00
MUNICIPAL CLERK		
SALARY & WAGES	27,000.00	
OTHER EXPENSES	26,000.00	
FINANCE		-
SALARY & WAGES		22,500.00
OTHER EXPENSES		22,500.00
-		
TAX COLLECTION		-
SALARY & WAGES		5,000.00
OTHER EXPENSES		2,500.00
-		
TAX ASSESSOR		-
SALARY & WAGES		12,000.00
OTHER EXPENSES		5,000.00
-		
LEGAL		-
OTHER EXPENSES		30,000.00
-		
PROSECUTOR		-
OTHER EXPENSES		6,000.00
-		
PLANNING		-
SALARY & WAGES		1,500.00
OTHER EXPENSES		8,000.00
-		
BD OF ADJUSTMENT		-
SALARY & WAGES		1,500.00
OTHER EXPENSES		1,000.00
-		
ZONING		-
SALARY & WAGES		30,000.00
OTHER EXPENSES		200.00
-		
PUBLIC DEFENDER		-
OTHER EXPENSES		1,300.00
-		
ENGINEERING		-
OTHER EXPENSES		15,000.00
-		
ENVIRONMENTAL		-
SALARY & WAGES		600.00
OTHER EXPENSES		200.00
-		
SHADETREE		-
SALARY & WAGES		600.00
OTHER EXPENSES		3,000.00

**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
January 2, 2019 Re-Organization Meeting**

-		
BUILDINGS & GROUNDS	-	
OTHER EXPENSES	52,000.00	
-		
INSURANCE & BENEFITS	-	
OTHER EXPENSES	300,000.00	
-		
POLICE	-	
SALARY & WAGES	700,000.00	
OTHER EXPENSES	16,000.00	
-		
POLICE CAR	-	
OTHER EXPENSES	22,000.00	
-		
RADIO & COMMUNICATION	-	
OTHER EXPENSES	30,000.00	
-		
AID TO FIRE COMPANIES	-	
OTHER EXPENSES	25,000.00	
-		
AID TO RESCUE SQUAD	-	
OTHER EXPENSES	18,000.00	
-		
MUNICIPAL COURT	-	
SALARY & WAGES	27,000.00	
OTHER EXPENSES	1,500.00	
-		
FIRE PREVENT. INSPECTOR	-	
SALARY & WAGES	7,000.00	
OTHER EXPENSES	42,000.00	
-		
EMERGENCY MANAGEMENT	-	
SALARY & WAGES	9,000.00	
OTHER EXPENSES	2,000.00	
-		
STREETS & ROADS	-	
SALARY & WAGES	190,000.00	
OTHER EXPENSES	49,000.00	
-		
FLEET MAINTENANCE	-	
OTHER EXPENSES	33,000.00	
-		
GARBAGE DISPOSAL	-	
OTHER EXPENSES	190,000.00	
-		
HEALTH & WELFARE	-	
OTHER EXPENSES	19,000.00	
-		
PEOSHA	-	
OTHER EXPENSES	1,000.00	
-		
-		

**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
January 2, 2019 Re-Organization Meeting**

PARKS & PLAYGROUNDS	-	
SALARY & WAGES	20,000.00	
OTHER EXPENSES	15,000.00	
-		
STIRLING LAKE RECREATION	-	-
SALARY & WAGES	-	
OTHER EXPENSES	4,000.00	
-		
CELEBRATION - PUB. EVENT	-	
OTHER EXPENSES	1,000.00	
-		
DRIVERS - SENIORS	-	
SALARY & WAGES	3,000.00	
-		
SENIOR CITIZEN	-	
OTHER EXPENSES	4,000.00	
-		
CONSTRUCTION	-	
SALARY & WAGES	35,000.00	
OTHER EXPENSES	1,000.00	
-		
-		
ELECTRICITY	-	
OTHER EXPENSES	17,000.00	
-		
TELEPHONE	-	
OTHER EXPENSES	17,000.00	
-		
NATURAL GAS	-	
OTHER EXPENSES	6,000.00	
-		
GASOLINE/DIESEL FUEL	-	
OTHER EXPENSES	25,000.00	
-		
HEATING FUEL	-	
OTHER EXPENSES	6,000.00	
-		
WATER	-	
OTHER EXPENSES	5,000.00	
-		
STREET LIGHTING	-	
OTHER EXPENSES	20,000.00	
-		
MUNI SERVICE ACT - CONDO	-	
OTHER EXPENSES	3,000.00	
-		
-		
PERS - PENSION	-	
OTHER EXPENSES	200,000.00	
-		
SOCIAL SECURITY- FICA	-	
OTHER EXPENSES	93,000.00	
-		
PFRS - PENSION	-	
OTHER EXPENSES	462,998.32	

**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
January 2, 2019 Re-Organization Meeting**

	-	
	-	
GROUP HEALTH-OUTSIDE CAP		-
OTHER EXPENSES	-	
	-	
MAINT. FREE PUB. LIBRARY		-
OTHER EXPENSES	175,000.00	
	-	
LOSAP		-
OTHER EXPENSES		

Total General Operations: 3,187,898.32
(Excluding Debt Service, Capital Improvement, and Public Assistance)

BOND PAYMENT	365,000.00
BOND INTEREST	126,000.00

PARKING ENTERPRISE	
SALARY & WAGES	2,700.00
OTHER EXPENSES	7,800.00

Total Parking Enterprise: 10,500.00

SEWER UTILITY	
SALARIES & WAGES	30,000.00
OTHER EXPENSES	296,000.00
PERS	10,000.00
SOCIAL SECURITY	2,773.58

Total Sewer Utility 338,773.58

Payment of Loans 150,000.00

**RESOLUTION 19-026
CONFIRMING APPOINTMENT OF 2019 OFFICIALS AND EMPLOYEES**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that Officers and Employees for the year 2019 are hereby appointed by said Committee and that they be and are the same as follows:

Public Agency Compliance Officer [1 year term—N.J.A.C. 17:27-3.3]	Nancy Malool
Joint Insurance Fund Commissioner [1 year term-JIF Bylaws Article III]	Nancy Malool
Joint Insurance Fund Commissioner Alt.	Andrea Tsimboukis
Assessment Search Officer [Indeterminate term-N.J.S.A. 54:5-18.1]	Colette Armenti
Certifying Agent – Pension Funds [Indeterminate term-N.J.S.A. 43:3C-15]	Laurie Spinelli

**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
January 2, 2019 Re-Organization Meeting**

Safety Delegate	James Anderson
Township Attorney [1 year term-N.J.S.A. 40A:9-139]	John R. Pidgeon, Esq.
Township Engineer [3 year term -NJSA 40A:9-140]	Paul Ferriero, PE
Humane Law Enforcement Officer [1 year term – N.J.S.A 4:22-14]	Officer John Kiseli

**RESOLUTION 19-027
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR LEGAL SERVICES
PIDGEON & PIDGEON**

WHEREAS, the Township of Long Hill requires professional legal services which shall include but not limited to review of contracts, drafting correspondence, representation on legal matters, attendance at meetings and providing advice as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the amount of the contract will exceed (\$17,500) seventeen thousand five hundred dollars; and

WHEREAS, the anticipated term of this contract is (1) one year; and

WHEREAS, the Law Firm of Pidgeon & Pidgeon, 600 Alexander Road, Princeton, New Jersey 08540, is appointed to serve as Township Attorney for Long Hill Township for the year of 2019; and

WHEREAS, the Law Firm of Pidgeon & Pidgeon has completed and submitted a Business Entity Disclosure Certification which certifies that the Law Firm of Pidgeon & Pidgeon has not made any reportable contributions to a political or candidate committee in the Township of Long Hill in the previous one year, and that the contract will prohibit the Law Firm of Pidgeon & Pidgeon from making any reportable contributions through the term of the contract; and

WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, the Township Chief Financial Officer in accordance with N.J.A.C. 5:34-5.1 has certified in writing to the Township Committee the availability of adequate funds to pay the maximum amount of the contract;

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. A professional services contract with Pidgeon & Pidgeon, Attorney at Law, 600 Alexander Road, Princeton, New Jersey 08540 is hereby authorized
2. The Mayor and Clerk are authorized to sign a professional service contract with Pidgeon & Pidgeon, in accordance with the following terms and conditions:

**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
January 2, 2019 Re-Organization Meeting**

- A. Term: A period of not to exceed 12 months
- B. Rate: \$165 per hour
- C. Services: The firm shall provide professional legal services

- 3. The Township Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i), is directed to publish a notice once in the Echoes Sentinel stating the nature, duration, service and amount of this contract.
- 4. The Township Clerk shall make copies of this resolution available for public inspection at the Municipal Building, 915 Valley Road, Gillette, New Jersey during regular business hours.
- 5. This contract shall be charged to the 2019 budget. The certification of available funds by the Township Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the Township Clerk.
- 6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution

**RESOLUTION 19-028
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR BOND
COUNSEL – HAWKINS DELAFIELD & WOOD LLP**

WHEREAS, the Township of Long Hill requires professional legal services for bond related matters, which shall include but not limited to drafting and reviewing correspondence, attendance at meetings and providing advice as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the amount of the contract may exceed (\$17,500) seventeen thousand five hundred dollars; and

WHEREAS, the anticipated term of this contract is (1) one year; and

WHEREAS, the Law Firm of Hawkins Delafield & Wood, One Gateway Center, 24th Floor, Newark, New Jersey 07102, is appointed to serve as Bond Counsel for Long Hill Township for the year 2019; and

WHEREAS, the Law Firm of Hawkins Delafield & Wood, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that the Law Firm of Hawkins Delafield & Wood, LLC, has not made any reportable contributions to a political or candidate committee in the Township of Long Hill in the previous one year, and that the contract will prohibit the Law Firm of Hawkins Delafield & Wood, LLC from making any reportable contributions through the term of the contract; and

WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
January 2, 2019 Re-Organization Meeting**

WHEREAS, the Township Chief Financial Officer in accordance with N.J.A.C. 5:34-5.1 has certified in writing to the Township Committee the availability of adequate funds to pay the maximum amount of the contract;

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. A professional services contract with the Law Firm of Hawkins Delafield & Wood, LLC, One Gateway Center, 24th Floor, Newark, New Jersey 07102 is hereby authorized.
2. The Mayor and Clerk are authorized to sign a professional service contract with Law Firm of Hawkins Delafield & Wood, in accordance with the following terms and conditions:
 - A. Term: from January 1, 2019 – December 31, 2019
 - B. Rate: As per proposal dated November 20, 2018
 - C. Services: The firm shall provide professional legal services related to financing.
3. The Township Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i), is directed to publish a notice once in the Echoes Sentinel stating the nature, duration, service and amount of this contract.
4. The Township Clerk shall make copies of this resolution available for public inspection at the Municipal Building, 915 Valley Road, Gillette, New Jersey during regular business hours.
5. This contract amount will be usually charged to the debt being authorized, but shall supply a written hourly rate for such services. The certification of available funds by the Township Chief Financial Officer shall be made if such fees are not charged to the debt being authorized.
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.

**TOWNSHIP OF LONG HILL
RESOLUTION 19- 029**

**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT
FOR LABOR ATTORNEY SERVICES
FRANCESCO TADDEO, ESQ.**

WHEREAS, the Township of Long Hill requires professional legal services which shall include matter related to labor relations, contract negotiations and providing advice as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township Administrator serving as the Purchasing Agent has determined and certified in writing that the value of the amount of the contract may exceed (\$17,500) seventeen thousand five hundred dollars; and

WHEREAS, the anticipated term of this contract is (12) months; and

**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
January 2, 2019 Re-Organization Meeting**

WHEREAS, Francesco Taddeo, Esq. has submitted a proposal indicating he will provide the legal services for an hourly rate of (\$165) one hundred sixty five dollars; and

WHEREAS, Francesco Taddeo, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee in the Township of Long Hill in the previous one year, and that the contract will prohibit him from making any reportable contributions through the term of the contract; and

WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, the Township Chief Financial Officer in accordance with N.J.A.C. 5:34-5.1 has certified in writing to the Township Committee the availability of adequate funds to pay the maximum amount of the contract;

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. A professional services contract with Francesco Taddeo, Esq., 17 East High St., 2nd Fl., Somerville, NJ is hereby authorized.

2. The Mayor and Clerk are authorized to sign a professional service contract with Francesco Taddeo, Esq., in accordance with the following terms and conditions:

- A. Term: Jan. 1, 2019 through Dec. 31, 2019
- B. Rate: \$165 per hour
- C. Services: The firm shall provide professional legal services for labor matters only

3. The Township Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i), is directed to publish a notice once in the Echoes Sentinel stating the nature, duration, service and amount of this contract.

4. The Township Clerk shall make copies of this resolution available for public inspection at the Municipal Building, 915 Valley Road, Gillette, New Jersey during regular business hours.

This contract shall be charged to the current 2019 budget. The certification of available funds by the Township Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the Township Clerk.

5. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.

**TOWNSHIP OF LONG HILL
RESOLUTION 19- 030**

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT

**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
January 2, 2019 Re-Organization Meeting**

**FOR LABOR ATTORNEY SERVICES
PLOSIA COHEN, LLC, [JAMES PLOSIA JR., ESQ.]**

WHEREAS, the Township of Long Hill requires professional legal services which shall include matter related to labor relations, contract negotiations and providing advice as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township Administrator serving as the Purchasing Agent has determined and certified in writing that the value of the amount of the contract may exceed (\$17,500) seventeen thousand five hundred dollars; and

WHEREAS, the anticipated term of this contract is (12) months; and

WHEREAS, Plosia Cohen, LLC, [James Plosia Jr., Esq]. has submitted a proposal indicating they will provide the legal services for an hourly rate of (\$170) one hundred seventy dollars; and

WHEREAS, James Plosia Jr., Esq., of Plosia Cohen, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee in the Township of Long Hill in the previous one year, and that the contract will prohibit him from making any reportable contributions through the term of the contract; and

WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, the Township Chief Financial Officer in accordance with N.J.A.C. 5:34-5.1 has certified in writing to the Township Committee the availability of adequate funds to pay the maximum amount of the contract;

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. A professional services contract with Plosia Cohen LLC [James Plosia Jr., Esq.], Chester Woods Complex, 385 Route 24, Suite 3G, Chester, NJ 07930, is hereby authorized.
2. The Mayor and Clerk are authorized to sign a professional service contract with Plosia Cohen, LLC [James Plosia Jr., Esq.], in accordance with the following terms and conditions:
 - A. Term: Jan. 1, 2019 through Dec. 31, 2019
 - B. Rate: \$170 per hour
 - C. Services: The firm shall provide professional legal services for labor matters only
3. The Township Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i), is directed to publish a notice once in the Echoes Sentinel stating the nature, duration, service and amount of this contract.

**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
January 2, 2019 Re-Organization Meeting**

4. The Township Clerk shall make copies of this resolution available for public inspection at the Municipal Building, 915 Valley Road, Gillette, New Jersey during regular business hours.

This contract shall be charged to the current 2019 budget. The certification of available funds by the Township Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the Township Clerk.

6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.

**RESOLUTION 19-031
AUTHORIZING THE AWARD OF AN EXTRAORDINARY UNSPECIFIED SERVICE
CONTRACT FOR RISK MANAGEMENT SERVICES
MATTHEW A. STRUCK CPCU,ARM, OF TREADSTONE RISK MANAGEMENT**

WHEREAS, the Township of Long Hill is a member of the Morris County Joint Insurance Fund (MCJIF); and

WHEREAS, the Township of Long Hill requires professional Risk Management Services for insurance related matters, which shall include but not limited to reviewing and recommending appropriate insurance coverage's for the Township of Long Hill; and

WHEREAS, the bylaws of said Fund requires that each Governing Body appoint a Risk Management Consultant to perform various professional services as detailed in the by-laws; and

WHEREAS, the Board of fund Commissioners established a fee equal to six percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Governing Body; and

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical;

WHEREAS, the anticipated term of this contract is (1) one year; and

WHEREAS, Matthew A. Struck, of the firm of Treadstone Risk Management, is appointed to serve as Risk Management consultant for Long Hill Township for the year 2019; and

WHEREAS, the firm of Treadstone Risk Management has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of Treadstone Risk Management, has not made any reportable contributions to a political or candidate committee in the Township of Long Hill in the previous one year, and that the contract will prohibit the firm of Treadstone Risk Managemnt from making any reportable contributions through the term of the contract; and

WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

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:

**TOWNSHIP OF LONG HILL
TOWNSHIP COMMITTEE MEETING MINUTES
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1. A Risk Management services contract with Matthew A. Struck, of the firm of Treadstone Risk Management, 60 Speedwell Ave., Unit B, Morristown, NJ is hereby authorized.
2. The Mayor and Clerk are authorized to sign a professional service contract with Matthew A. Struck, of the firm of Treadstone Risk Management, in accordance with the following terms and conditions:
 - A. Term: A period of not to exceed 12 months
 - B. Rate: To be paid by MCJIF
 - C. Services: The firm shall provide professional risk management services
3. The Township Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i), is directed to publish a notice once in the Echoes Sentinel stating the nature, duration, service and amount of this contract.
4. The Township Clerk shall make copies of this resolution available for public inspection at the Municipal Building, 915 Valley Road, Gillette, New Jersey during regular business hours.
5. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.

**RESOLUTION #19-032
APPOINTING TOWNSHIP PLANNER**

WHEREAS, the Township of Long Hill has a need to acquire services of a professional planner via a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A - 20.5; and

WHEREAS, a contract for professional services may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(I); and

WHEREAS, the contractor has completed and submitted a Business Entity Disclosure Certification which certifies that the business entity has not made any reportable contributions to a political or candidate committee in the Township in the previous one year that would render it ineligible under the terms of N.J.S.A. 19:44A - 20.5 or subsection 2-23.1 of the Township Code; and

WHEREAS, the Township Chief Financial Officer in accordance with N.J.A.C. 5:34-5.1 has certified in writing to the Township Committee the availability of adequate funds to pay the maximum amount of this contract;

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. The Mayor and Clerk are authorized to sign a professional services agreement with J Caldwell & Associates, LLC, for Jessica C. Caldwell, P.P., to provide professional planning services to the Township, subject to the following terms and conditions:

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- A. Term: January 1, 2019 to December 31, 2019.
- B. Compensation: Hourly Rate/\$125.00.
- C. Miscellaneous: The contractor shall provide professional planning services as requested by the Township Administrator.

2. The Township Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(I), is directed to publish a notice once in the Echoes-Sentinel stating the nature, duration, service and amount of this contract.

3. The Township Clerk shall make copies of this resolution available for public inspection at the Township Hall, 915 Valley Road, Gillette, New Jersey, during regular business hours.

4. This contract shall be charged to the 2019 budget. 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.

**RESOLUTION 19-033
APPOINTING MUNICIPAL PROSECUTOR - LISA CHADWICK THOMPSON**

WHEREAS, N.J.S.A. 2B:25-4 provides that “each municipal court . . . shall have at least one municipal prosecutor appointed by the governing body . . .”; and

WHEREAS, N.J.S.A. 2B:25-4 further provides that “Municipal prosecutors shall be compensated either on an hourly, per diem, annual or other basis as the . . . municipality provides . . .”; and

WHEREAS, the anticipated term of this contract is (1) one year; and

WHEREAS, Lisa Chadwick Thompson has submitted a proposal to serve as municipal prosecutor during 2019 for an annual fee of \$20,783.00 as per schedule established by the Municipal Court; and

WHEREAS, the Lisa Chadwick Thompson has completed and submitted a Business Entity Disclosure Certification which certifies that neither she nor the firm of Mason Thompson, LLC has made any reportable contributions to a political or candidate committee in the Township of Long Hill in the previous one year, and that the contract will prohibit her and her law firm from making any reportable contributions through the term of the contract; and

WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, the Township Chief Financial Officer in accordance with N.J.A.C. 5:34-5.1 has certified in writing to the Township Committee the availability of adequate funds to pay the maximum amount of the contract;

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. Lisa Chadwick Thompson is hereby appointed Long Hill Township Municipal Prosecutor for a term effective January 1, 2019.

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2. A professional services contract with Lisa Chadwick Thompson, Esq. to serve as Municipal Prosecutor is hereby authorized. Ms. Thompson shall be an independent contractor and not an employee of the Township.

3. The Mayor and Clerk are authorized to sign a professional services contract with Lisa Chadwick Thompson in accordance with the following terms and conditions:

- A. Term: A period of not to exceed 366 days
- B. Rate: \$20,783.00 as per schedule established by the Municipal Court.
- C. Services: Lisa Chadwick Thompson shall serve as Municipal Prosecutor

4. The Township Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i), is directed to publish a notice once in the Echoes Sentinel stating the nature, duration, service and amount of this contract.

5. The Township Clerk shall make copies of this resolution available for public inspection at the Municipal Building, 915 Valley Road, Gillette, New Jersey during regular business hours.

6. This contract shall be charged to 2019 Budget. The certification of available funds by the Township Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the Township Clerk.

7. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.

**RESOLUTION 19-034
APPOINTING MUNICIPAL PUBLIC DEFENDER – MICHELLE WELSH**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that Michelle Welsh is hereby appointed Municipal Public Defender for 2019 in accordance with the provisions of Township Code Section 2-28B and N.J.S.A. 2B-24, and shall be paid \$1,158.25 quarterly. In addition, the Public Defender shall be paid at the same hourly rate as the Township Attorney for interlocutory appeals to the Superior Court.

**RESOLUTION 19-035
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR ACCOUNTING
(MUNICIPAL AUDITOR) SERVICES – NISIVOCIA & COMPANY**

WHEREAS, the Township of Long Hill requires professional auditing services which shall include the annual audit for Long Hill Township as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township Administrator serving as the Purchasing Agent has determined and certified in writing that the value of the amount of the contract will exceed (\$17,500) seventeen thousand five hundred dollars; and

WHEREAS, the anticipated term of this contract is (1) one year; and

WHEREAS, the Accounting Firm of Nisivoccia & Company, has completed and submitted a Business Entity Disclosure Certification which certifies that the Accounting Firm of Nisivoccia &

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Company has not made any reportable contributions to a political or candidate committee in the Township of Long Hill in the previous one year, and that the contract will prohibit the Accounting Firm of Nisivoccia and Company from making any reportable contributions through the term of the contract; and

WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, the Township Chief Financial Officer in accordance with N.J.A.C. 5:34-5.1 has certified in writing to the Township Committee the availability of adequate funds to pay the maximum amount of the contract;

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. A professional services contract with the Accounting Firm of Nisivoccia & Company, 200 Valley Road – Suite 300, Mt. Arlington, NJ 07856 is hereby authorized per proposal dated December 1, 2018;
2. The Mayor and Clerk are authorized to sign a contract with the Accounting Firm of Nisivoccia & Company in accordance with the following terms and conditions:
 - A. Term: A period of not to exceed 12 months.
 - B. Rate: \$43,923 annually
 - C. Services: The firm shall provide professional accounting (auditing) services.
3. The Township Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i), is directed to publish a notice once in the Echoes Sentinel stating the nature, duration, service and amount of this contract.
4. The Township Clerk shall make copies of this resolution available for public inspection at the Municipal Building, 915 Valley Road, Gillette, New Jersey during regular business hours.
5. This contract shall be charged to the 2019 Budget. The certification of available funds by the Township Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the Township Clerk.
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.

**RESOLUTION 19-036
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR ENGINEERING SERVICES
FERRIERO ENGINEERING, INC.**

WHEREAS, the Township of Long Hill requires professional engineering services which shall include but not limited to review of contracts, drafting correspondence, attendance at meetings and providing advice as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

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WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the amount of the contract will exceed (\$17,500) seventeen thousand five hundred dollars; and

WHEREAS, the anticipated term of this contract is (1) one year; and

WHEREAS, the Engineering Firm of Ferriero Engineering, Inc., 180 Main St., Chester, New Jersey 07930, is appointed to serve as Township Engineer for Long Hill Township for the year of 2019; and

WHEREAS, the Engineering Firm of Ferriero Engineering, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that the Engineering Firm of Ferriero Engineering has not made any reportable contributions to a political or candidate committee in the Township of Long Hill in the previous one year, and that the contract will prohibit the Engineering Firm of Ferriero Engineering, Inc. from making any reportable contributions through the term of the contract; and

WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, the Township Chief Financial Officer in accordance with N.J.A.C. 5:34-5.1 has certified in writing to the Township Committee the availability of adequate funds to pay the maximum amount of the contract;

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. A professional services contract with Engineering Firm of Ferriero Engineering, Inc., 180 Main St., Chester, New Jersey 07930 is hereby authorized
2. The Mayor and Clerk are authorized to sign a professional service contract with Ferriero Engineering, Inc., in accordance with the following terms and conditions:
 - A. Term: A period of not to exceed 12 months
 - B. Rate: \$140.00 per hour
 - C. Services: The firm shall provide professional engineering services
3. The Township Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i), is directed to publish a notice once in the Echoes Sentinel stating the nature, duration, service and amount of this contract.
4. The Township Clerk shall make copies of this resolution available for public inspection at the Municipal Building, 915 Valley Road, Gillette, New Jersey during regular business hours.
7. This contract shall be charged to the 2019 budget. The certification of available funds by the Township Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the Township Clerk.
8. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution

**RESOLUTION 19-037
DESIGNATING THE OFFICIAL DEPOSITORIES & SIGNATURES ON BANK ACCOUNTS**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the following banks are hereby designated as depositories for funds for the Township of Long Hill for 2019 and checking accounts as indicated, shall be maintained as follows:

Investors Bank

- Current Account
- Federal / State Grant Account
- Capital Account
- Open Space Trust Account
- Public Parking Enterprise Account
- Recycling Trust Account
- Other Trust Account
- Unemployment Trust
- Animal Trust Account
- Law Enforcement Trust
- COAH Trust
- Payroll Account
- Recreation Account
- Clerk Account
- Tax Account
- Sewer Account
- Credit Fee Account
- Sewer Utility Account
- Sewer Utility Capital Account

Bank of America

- Escrows Account

BE IT FURTHER RESOLVED by the Township Committee that the following banks are hereby designated as depositories for saving funds and escrow accounts for the Township of Long Hill for the year 2019:

- Millington Bank, Millington, N.J.
- JPMorgan Chase Bank, Stirling, N.J.
- New Jersey Cash Management Plan, Trenton, N.J.
- PNC Bank, Stirling, N.J.
- Peapack Gladstone Bank, Warren, N.J.
- Investors Bank, Stirling, N.J.
- TD Bank, Warren, N.J.
- Santander Bank, Stirling, N.J.

BE IT FURTHER RESOLVED that all withdrawals against the foregoing accounts shall bear the signatures of the following officials of said Township: Mayor, Chief Financial Officer, and Township Clerk. In the absence of the Mayor, Chief Financial Officer or Township Clerk, the Deputy Mayor or

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Township Administrator may sign, and Assistant Chief Financial Officer may sign for the Payroll account.

BE IT FURTHER RESOLVED that in the event of illness or absence of the Township Administrator, Mayor, Chief Financial Officer, Deputy Mayor or Township Clerk that two (2) of the required signatures will be sufficient for a ten (10) day period upon due notification to said banks.

**RESOLUTION 19-038
AFFIRMING THE CONTINUATION & AUTHORITY OF THE LONG HILL TOWNSHIP MEDICAL RESERVE CORPS UNDER THE AUTHORITY OF THE OFFICE OF EMERGENCY MANAGEMENT**

WHEREAS, the Township Committee of Long Hill Township, County of Morris, State of New Jersey, hereby affirms the continuation of the Long Hill Township Medical Reserve Corps (MRC); and

WHEREAS, MRC members are volunteers that shall only be activated under the authority of the Office of Emergency Management (OEM) and;

WHEREAS, MRC members are trained in various fields of emergency response through the OEM and

WHEREAS, MRC members are issued official Township Identification and will be continued to be offered training through OEM; and

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey as follows:

1. Continuation of the MRC program.
2. MRC members are volunteers that maybe activated under the authority of the Office of Emergency Management.
3. MRC members contain official Township identification.
4. MRC members are trained and provided continuing education opportunities through the OEM.

**RESOLUTION 19-039
APPROVE HAZARDOUS MATERIAL FEE SCHEDULE**

WHEREAS, pursuant to Section 2-36.5(c) et. seq. of the Township of Long Hill Code, a fee schedule may be established to reimburse the various volunteer emergency service agencies with the costs associated with hazardous material incidents; and

WHEREAS, a fee schedule has been developed by the Office of Emergency Management in conjunction with the various Emergency Service agencies within the Township of Long Hill; and

NOW, THEREFORE BE IT RESOLVED the *attached* Fee Schedule is hereby approved until modified or amended by the Township Committee upon advice of the Office of Emergency Management.

**RESOLUTION 18-040
APPOINTING DEPUTY RECORDS CUSTODIANS**

WHEREAS, because the Open Public Records Act, NJSA 47:1A-1, et seq., has designated the Township Clerk as the custodian of all municipal records, it has become necessary to appoint deputy records custodians to assist in complying with responses to records requests;

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

1. The Police Department Secretary is hereby appointed as the deputy records custodian for Police Department Records.
2. The Tax Clerk is hereby appointed deputy records custodian for all tax records.
3. The Planning Board/Board of Adjustment Coordinator is hereby appointed deputy records custodian for the Zoning/Planning and land use records.
4. The Technical Assistant to the Construction Official is hereby appointed deputy records custodian for the Building Dept.
5. The CFO is hereby appointed deputy records custodian for the Finance Dept.
6. The designated deputy records custodians shall report to the Township Clerk all requests for records and shall follow any instructions given by the Clerk regarding the handling of such records.

**RESOLUTION 19-041
APPROVING CASH MANAGEMENT PLAN FOR THE TOWNSHIP OF LONG HILL**

BE IT RESOLVED that the Township Committee of the Township of Long Hill upon the advice of Nancy Malool, Temporary CFO and the recommendation of the auditing firm of Nisivoccia & Company, the attached Cash Management Plan for the Township of Long Hill be approved.

**RESOLUTION 19-042
PAYROLL AGREEMENT WITH LONG HILL PUBLIC LIBRARY**

WHEREAS, as a cost saving measure, the Long Hill Public Library has requested the Township of Long Hill to process the payroll of the various Library employees; and

WHEREAS, it is more efficient and cost effective for the Township and the Library to have both of their payrolls handled by the same outside payroll service; and

WHEREAS, the Township has performed this function for the Library for several years, and the procedures are well-established and satisfactory to both parties,

NOW THEREFORE, it is agreed by and between the Long Hill Township Free Public Library and the Township of Long Hill, as follows:

1. The Library and the Township hereby agree that the Township will make available its contracted outside payroll service to pay the salaries of employees of the Library, and to arrange and forward any and all properly authorized deductions from the paychecks of the

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employees. The Township's payroll service will prepare all required reports, including, for example, the annual W-2 form, for Library employees. The Township will arrange health insurance for Library Employees under the Township's current contract, and pay the premiums as they fall due.

2, The Township shall invoice the "Library" for the salaries and deductions so paid through the payroll service, and for the employer contribution to FICA. The Library will separately reimburse the Township for additional payroll-related costs such as employer pension contribution, health insurance premiums, payroll taxes and a pro-rate share of the payroll service processing fee, along with the pro-rata share of utilities on receipt of an invoice from the Township. Invoices shall be on an "as needed basis" but not more frequently than monthly.

3. Library employees shall not be considered Township employees and are employees of the Library Board of Trustees and subject exclusively to the Library's personnel policies and other work rules.

**RESOLUTION 19-043
DESIGNATION OF THE NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) FOR THE
TOWNSHIP OF LONG HILL, AS THE BASIS FOR ALL INCIDENT MANAGEMENT WITHIN THE
TOWNSHIP OF LONG HILL**

WHEREAS, the President of the United States in Homeland Security Directive (HSPD)-5, directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS, which would provide a consistent nationwide approach to Federal, State, local and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity; and

WHEREAS, to facilitate the most efficient and effective incident management it is critical that Federal, State, local and tribal governments utilize standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualification standards, uniform standards for planning, training and exercising, comprehensive resource management and designated facilities during emergencies or disasters; and

WHEREAS, it is necessary and desirable that all Township of Long Hill departments and personnel coordinate their efforts to effectively and efficiently provide the highest levels of incident management; and

WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the Township of Long Hill's ability to utilize federal funding to enhance local readiness, maintain first responder safety and streamline incident management processes; and

WHEREAS, the Incident Command System components of NIMS are already an integral part of the various incident management activities throughout the Township of Long Hill; therefore;

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby mandate the National Incident management System (NIMS) as the standard for incident management within the Township of Long Hill, New Jersey.

**RESOLUTION 19-044
AFFIRMING THE CONTINUATION & AUTHORITY OF THE LONG HILL TOWNSHIP
COMMUNITY EMERGENCY RESPONSE TEAM UNDER THE AUTHORITY OF THE OFFICE
OF EMERGENCY MANAGEMENT**

WHEREAS, the Township Committee of Long Hill Township, County of Morris, State of New Jersey, hereby affirms the continuation of the Long Hill Township Community Emergency Response Team (CERT); and

WHEREAS, CERT members are volunteers that shall only be activated under the authority of the Office of Emergency Management (OEM); and

WHEREAS, CERT members are trained in various fields of emergency response through the OEM; and

WHEREAS, CERT members possess official Township Identification and will be continued to be offered training through OEM;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey as follows:

1. Continuation of the CERT program.
2. CERT members are volunteers that maybe activated under the authority of the Office of Emergency Management.
3. CERT members carry official Township identification.
4. CERT members are trained and provided continuing education opportunities through the OEM.

**RESOLUTION 19-045
AUTHORIZING ELECTRONIC TAX SALES**

WHEREAS, NJSA 54:5-19.1 authorizes electronic tax sales pursuant to rules and regulations to be promulgated by the Director of the Division of Government Services, and

WHEREAS, the Director of the Division of Local Government Services has promulgated rules and regulations for pilot programs, and

WHEREAS, the Director of the Division of Local Government Services has approved NJ Tax Lien Investors/RealAuction.com to conduct pilot programs, and

WHEREAS, the rules and regulations authorize a municipality to submit an application for participation in the pilot program for an electronic tax sale, and

WHEREAS, an electronic tax sale is innovative and provides a greater pool of potential lien buyers, thus creating the environment for a more complete tax sale process, and

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WHEREAS, the Township of Long Hill wishes to participate in the pilot program for an electronic tax sale.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Long Hill, New Jersey, that the Tax Collector is hereby authorized to complete an application to participate in the electronic tax sale program and submit same to the Director of the Division of Local Government Services.

**RESOLUTION 19-046
APPROVAL OF 2019 TOWNSHIP TOW SERVICE OPERATORS**

BE IT RESOLVED that the Township Committee of the Township of Long Hill upon the advice and recommendation of the Chief of Police that the following towing contractors be utilized by the Police Department on a rotating basis subject to meeting all the requirements of Township Code 24-2 and receipt of a Hold Harmless Agreement and Certificate of Insurance which shall be submitted to the Township Clerk:

BEHHAM'S SERVICE & GARAGE
414 Springfield Ave., Berkeley Heights, NJ 07922

C & L TOWING SERVICE dba NAPOLI TRANSPORTATION INC.
609 Springfield Ave., Berkeley Heights, NJ 07922

DEFALCO'S INSTANT TOWING
26 Commerce Street, Chatham, NJ 07928

SOMERSET HILLS TOWING
19 Finderne Ave., Bridgewater, NJ 08807

BASKING RIDGE TOWING
PO Box 234, Basking Ridge, NJ 07920

BARDY FARMS TOWING
701 Mountain Blvd.
Watchung, NJ 07069

**RESOLUTION # 19-047
Mutual Aid and Morris County Regional Emergency Deployment System (MCREDS)
Authority to Execute Agreement: Terms and Conditions.**

WHEREAS, pursuant to N.J.S.A. 40A:14-156 et seq. N.J.S.A. 40A:8A-1 et seq. and as otherwise provided by law, the Chief of Police of the Township of Long Hill is hereby authorized to execute a mutual aid agreement with the County of Morris and the municipalities within the County of Morris, as well as any municipalities that are contiguous, for the provision of supplemental law enforcement assistance in the event of an emergency, disaster, Morris County Regional Emergency Deployment System (MCREDS) activation, MCREDS Special Weapons and tactics (SWAT) deployment, specialized task-force request, or widespread crisis, which agreement shall include, but not be limited to the following terms and conditions:

A. Each party agrees that in the event of an emergency, disaster, Morris County Regional Emergency Deployment System (MCREDS) activation, MCREDS Special Weapons and tactics (SWAT) deployment, specialized task-force request, or widespread crisis within the municipal jurisdiction of any other party, the appropriate services and assistance will be provided upon request and to the extent reasonably possible without endangering persons or property within the municipality rendering such assistance.

B. All mutual aid rendered pursuant to the mutual aid agreement and Morris County Regional Emergency Deployment System (MCREDS) Plan shall be provided without charge or expense to the municipality receiving such assistance. By executing the mutual aid agreement, each party acknowledges that it shall be solely responsible for the provision of any and all salary and other benefits for its personnel, whether paid or volunteer, rendering assistance within the other municipality, to the same extent as if such personnel were performing their duties within the municipality providing the assistance.

C. The mutual aid agreement shall have an initial term of one-year and shall automatically be renewed for additional and successive one-year terms, unless and until one of the parties thereto elects to terminate the agreement by providing prior written notice to the other parties to the agreement.

**TOWNSHIP OF LONG HILL
RESOLUTION 19-048
EEOC COMPLIANCE- HIRING PRACTICES**

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," as amended, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the Township Committee of the Township of Long Hill, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

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MEETING OPEN TO PUBLIC COMMENT

*At this point in the meeting, the Township Committee welcomes comments from any member of the public. To help facilitate an orderly meeting and to permit the opportunity for anyone who wishes to be heard, speakers are asked to limit their comments to **3 minutes**. If reading from a prepared statement, please provide a copy and email a copy to the Clerk's Office after making your comments so it may be properly reflected in the minutes.*

MEETING CLOSED TO PUBLIC COMMENT

On motion by Committeeman Meringolo, seconded by Deputy Mayor Piserchia, the meeting was adjourned at 6:17pm. All in favor.

Respectfully submitted,

Deborah Brooks
Township Clerk
Approved January 9, 2019