

**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ  
TOWNSHIP COMMITTEE  
REORGANIZATION MEETING AGENDA  
THURSDAY, JANUARY 2, 2020 – 6:00PM**

*A draft of the Township Committee Reorganization Agenda is posted on the Township website at [www.longhillnj.us](http://www.longhillnj.us)*

**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.”*

**MEETING CUT-OFF**

*“In compliance with Ordinance 16-96 announcement is made that it is the intention of the Township Committee not to continue any matter past 11:00 PM at any Regular or Special Meeting of the Township Committee unless a motion is passed by the members then present to extend the meeting to a later specified cutoff time.”*

**OPEN PUBLIC MEETING:** *By Township Clerk*

**PLEDGE OF ALLEGIANCE:**

**INVOCATION** – Fr. Dennis Berry

**OATH OF OFFICE FOR ELECTED MEMBERS,**

Victor Verlezza – Conducted by Assemblyman Jon M. Bramnick

**ELECTION OF MAYOR FOR 2020:** *By Township Clerk*

Nomination for Mayor 2020: \_\_\_\_\_

Second: \_\_\_\_\_

Motion to Close Nominations: \_\_\_\_\_

Second: \_\_\_\_\_ Roll Call:

Motion to Elect Mayor for 2020: \_\_\_\_\_

Second: \_\_\_\_\_ Roll Call:

**OATH OF OFFICE FOR MAYOR:** Conducted by Assemblyman Jon M. Bramnick

Introduction of the newly elected Mayor

The Mayor will now Chair the remainder of the meeting

**STATE OF THE TOWNSHIP REMARKS:** *Conducted by the Mayor*

**ELECTION OF DEPUTY MAYOR FOR 2020**

Nomination for Deputy Mayor for 2020: \_\_\_\_\_

Second: \_\_\_\_\_

Motion to Close Nominations: \_\_\_\_\_

Second: \_\_\_\_\_ Roll Call:

Motion to Elect Deputy Mayor for 2020: \_\_\_\_\_

Second:\_\_\_\_\_ Roll Call:

**OATH OF OFFICE FOR DEPUTY MAYOR:** Conducted by Assemblyman Jon M. Bramnick

**STANDING COMMITTEE APPOINTMENTS FOR 2020**

**Committeeman Brendan Rae**

Planning Board  
Police  
Environmental Commission  
Board of Health  
Historic Preservation Advisory  
Traffic Advisory  
Open Space Advisory Committee  
Admin and Executive

**Committeeman Victor Verlezza**

Negotiations  
Visionary Comm. – Passaic Valley Park  
Board of Health  
Emergency Management  
Planning Board  
MC Community Dev. (Alt)  
Recreation Advisory Committee

**Committeeman Guy Piserchia**

Board of Health  
Finance  
Shade Tree Commission  
First Aid  
Traffic Advisory

**Committeeman Matthew Dorsi**

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

**Committeeman Cornel Schuler, Jr**

Negotiations  
Wastewater Management  
Communications Advisory Committee  
Finance  
Visionary Comm. – Passaic Valley Park  
Board of Health  
Board of Education

Motion to accept Appointments for 2020: \_\_\_\_\_

Second:\_\_\_\_\_ Roll Call:

**APPOINTMENTS TO BOARDS AND COMMISSION FOR 2020**

**Mayoral Appointments**

**Planning Board**

Victor Verlezza -Class III  
J. Alan Pfeil –Class IV  
John Falvey – Class II

**Expiration of Term**

December 31, 2020  
December 31, 2023  
December 31, 2020

**Master Plan Committee**

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

**Expiration of Term**

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

**Historic Preservation Advisory Committee**

**Expiration of Term**

Frank Reilly (3yr) Class C	December 31, 2022
George Armenti Jr. (3yr) Class C	December 31, 2022
Jocelyn Spelker (3yr) Class C	December 31, 20122

**Environmental Commission**

Terry Carruthers	December 31, 2022
Joan McCloskey	December 31, 2021

**Mayoral Appointments with Approval of Township Committee**

**Library Trustee**

Isabella DeBiase, Sch. Supt. Rep.	<u>Expiration of Term</u> December 31, 2020
Lisa Butler (5yr)	December 31, 2024
Kimberly Celeste, Mayor Rep.	December 31, 2020

**CONFIRMATION OF APPOINTMENTS**

Motion to accept Mayoral Appointments to the 2020 Boards and Committees: \_\_\_\_\_

Second: \_\_\_\_\_ Roll Call:

**TOWNSHIP COMMITTEE APPOINTMENTS**

**Board of Health**

Comm. Victor Verlezza

**Expiration of Term**

December 31, 2022

**Board of Adjustment**

Jonathan Rosenberg (4yr)  
Scott Hain (2yr)  
Mike Pesce (2 yr unexp)

**Expiration of Term**

December 31, 2023  
December 31, 2021  
December 31, 2020

**Communications Advisory Committee**

Jay Weisman (3yr)  
Nancy Malool  
Cornel Schuler

**Expiration of Term**

December 31, 2022  
December 31, 2020  
December 31, 2020

**Planning Board (Class I)**

Brendan Rae

**Expiration of Term**

December 31, 2020

**Planning Board (Class I)**

Victor Verlezza

**Expiration of Term**

December 31, 2020

**Planning Board (Class IV)**

J. Alan Pfeil

**Expiration of Term**

December 31, 2023

**Open Space Advisory Committee**

Frank Alansky (3yr)

**Expiration of Term**

December 31, 2022

**Passaic Valley Park Vision Sub-Committee**

Lisa Scanlon Rec.  
Peter O'Neill Open Space  
Jerry Aroneo Open Space  
Nancy Malool Administrator  
Cornel Schuler Twp. Comm.  
Victor Verlezza Twp. Comm.  
Gary Patel Resident  
Don Farnell Resident

**Expiration of Term**

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

**Recreation Committee**

**Expiration of Term**

Tracey Aroneo (5yr)	December 31, 2024
Dave Theoclitus (5yr)	December 31, 2024
Dana Johnstone(5yr)	December 31, 2024
Juanita Lawrence(5yr)	December 31, 2024
Victor Verlezza (1yr)	December 31, 2020

**Shade Tree Commission**

Paul Tamburri (5yr)	December 31, 2024
Phyllis Fast (5yr)	December 31, 2024
Guy Piserchia	December 31, 2020

**Beautification Committee**

Al Gallo  
Nancy Malool  
Matt Dorsi  
Dennis Sandow,  
Barbara Grillo  
Helena Tielmann  
Andrea Tsimboukis  
Victor Verlezza

**Wastewater Management Advisory Committee**

Walt Dreyer  
Nancy Malool  
Walter Viegas  
Wayne Celeste  
Al Gallo  
Cornel Schuler

**Traffic Advisory Committee**

Chief Naga	December 31, 2020
Brendan Rae	December 31, 2020
Guy Piserchia	December 31, 2020
Al Gallo	December 31, 2020
Paul Ferriero	December 31, 2020
Of. Bauer	December 31, 2020
Det. Sutton	December 31, 2020
Thomas Bailey	December 31, 2020
Carl Farinhas	December 31, 2020
Joanna Askey	December 31, 2020
Marie Colangelo	December 31, 2020

**Green Team**

Nikolai Tymkiw	December 31, 2020
Susan Jeans (Shade Tree Liaison)	December 31, 2020
Alexandra Hennessy (EC Liaison)	December 31, 2020
Steve Gruber	December 31, 2020
Phyllis Fast	December 31, 2020
Kathy Pfeil	December 31, 2020
Jake Raimer	December 31, 2020
Matt Dorsi	December 31, 2020
Guy Piserchia	December 31, 2020

**A Way Out**

Tom Jones	December 31, 2020
Stephanie Smith	December 31, 2020

Dr. Ed Acevedo  
 Chief Naga  
 Lt. Ciambriello  
 Brendan Rae  
 Guy Piserchia

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

**CONFIRMATION OF APPOINTMENTS**

Motion to accept Township Committee Appointments 2020 Boards and Committees: \_\_\_\_\_  
 Second: \_\_\_\_\_ Roll Call:

**CONSENT AGENDA RESOLUTIONS:**

Resolution No. 20-001 – 20-037 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.

- 20-001 ESTABLISHING 2020 MEETING
- 20-002 ADOPTING 2020 HOLIDAY SCHEDULE
- 20-003 AUHTORIZING USE OF CONSENT AGENDA
- 20-004 DESIGNATING OFFICIAL NEWSPAPERS
- 20-005 FILING SIGNATURE WITH SECRETARY OF STATE
- 20-006 AUTHORIZING FEE FOR COPIES OF AGENDA PACKET
- 20-007 AUTHORIZING PREPAYMENT OF MORRIS COUNTY TAXES
- 20-008 AUTHORIZING DISBURSEMENT OF HOSPITALIZATION AND STATE HEALTH BENEFITS
- 20-009 AUTHORIZING 2019 PAY SCHEDULE AND PENSION PAYMENTS
- 20-010 ESTABLISHING INTEREST RATE ON DELINQUENT TAXES
- 20-011 ESTABLISHING INTEREST RATE ON DELINQUENT SEWER USE FEES
- 20-012 AUTHORIZING TAX COLLECTOR TO REFUND PROPERTY TAXES OR DELINQUENCY
- 20-013 AUTHORIZING THE CHIEF FINANCIAL OFFICER TO WIRE TRANSFER FUNDS FOR INVESTMENT AND PAYMENT OF CAPITAL DEBT
- 20-014 OFFICIAL EMERGENCY SERVICE RESPONDERS
- 20-015 ESTABLISHING PETTY CASH FUND FOR MUNICIPAL CLERK
- 20-016 ADOPTING PERSONNEL POLICY AND PROCEDURE MANUAL
- 20-017 APPOINTING 2020 SCHOOL CROSSING GUARDS
- 20-018 ADOPTING EXPOSURE CONTROL PLAN
- 20-019 ADOPTING THE TOWNSHIP OF LONG HILL PURCHASING PROCEDURES MANUAL
- 20-020 APPOINTING 2020 LOCAL EMERGENCY PLANNING COMMITTEE

- 20-021 APPOINTING 2020 EMERGENCY MANAGEMENT OPERATIONS CENTER STAFF
- 20-022 2020 FEE SCHEDULE
- 20-023 2020 TEMPORARY BUDGET
- 20-024 CONFIRMING APPOINTMENT OF 2020 OFFICIALS AND EMPLOYEES
- 20-025 AUTHORIZING PROFESSIONAL SERVICE APPOINTMENTS/CONTRACTS
- 20-026 DESIGNATING THE OFFICIAL DEPOSITORIES & SIGNATURES ON BANK ACCOUNTS
- 20-027 AFFIRMING THE CONTINUATION & AUTHORITY OF THE LONG HILL TOWNSHIP MEDICAL RESERVE CORPS UNDER THE AUTHORITY OF THE OFFICE OF EMERGENCY MANAGEMENT
- 20-028 APPROVE HAZARDOUS MATERIAL FEE SCHEDULE
- 20-029 APPOINTING DEPUTY RECORDS CUSTODIANS
- 20-030 APPROVING CASH MANAGEMENT PLAN FOR THE TOWNSHIP OF LONG HILL
- 20-031 PAYROLL AGREEMENT WITH LONG HILL PUBLIC LIBRARY
- 20-032 AFFIRMING THE CONTINUATION & AUTHORITY OF THE LONG HILL TOWNSHIP COMMUNITY EMERGENCY RESPONSE TEAM UNDER THE AUTHORITY OF THE OFFICE OF EMERGENCY MANAGEMENT
- 20-033 AUTHORIZING ELECTRONIC TAX SALES
- 20-034 MUTUAL AID AND MORRIS COUNTY REGIONAL EMERGENCY DEPLOYMENT SYSTEM (MCREDS) AUTHORITY TO EXECUTE AGREEMENT: TERMS AND CONDITIONS
- 20-035 EEOC COMPLIANCE- HIRING PRACTICES
- 20-036 APPROVAL OF 2020 TOWNSHIP AUTOMOBILE TOWING SERVICE OPERATORS
- 20-037 APPROVAL OF 2020 TOWNSHIP TRUCK TOWING SERVICE OPERATORS

**MOVED** by: \_\_\_\_\_ of the Township Committee of Long Hill Township, that Resolution No. 20-001 – 20-037 are hereby approved. **SECONDED** by: \_\_\_\_\_. **ROLL CALL VOTE:**

**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.*

**ADJOURNMENT**

**RESOLUTION 20-001  
ESTABLISHING 2020 MEETING DATES**

**BE IT RESOLVED** that all 2020 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 8	July 15
January 22	August 12
February 12	September 9
February 26	September 23
March 11	October 14
March 25	October 28
April 8	November 12
April 22	December 9
May 13	December 31 (8:30 AM)
May 27	
June 10	
June 24	January 6, <b>2021</b> (Wednesday) Reorganization Meeting (6:00 PM)

**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 11:00 p.m. 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.

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**RESOLUTION 20-002  
ADOPTING 2020 HOLIDAY SCHEDULE**

**BE IT RESOLVED** by the Township Committee of the Township of Long Hill that the 2020 schedule be adopted as follows:

January 1	New Years' Day 2019
January 20	Martin Luther King Jr. Day
February 17	President's Day
April 10	Good Friday
May 25	Memorial Day
July 3	Independence Day (Friday before)
September 7	Labor Day
October 12	Columbus Day
November 11	Veterans Day
November 26	Thanksgiving Day
November 27	Day <i>After</i> Thanksgiving Day
December 24	Christmas Eve
December 25	Christmas Day
January 1	New Years' Day 2021 (Friday)

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**RESOLUTION 20-003  
AUHTORIZING USE OF CONSENT AGENDA**

**BE IT RESOLVED** by the Township Committee of the Township of Long Hill, that it hereby approves the use of a "Consent Agenda" which will be noted as "Consent Agenda Resolutions" on the Agenda where matters of a routine nature may be placed.

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**RESOLUTION 20-004  
DESIGNATING OFFICIAL NEWSPAPERS**

**BE IT RESOLVED** by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey, that pursuant N.J.S.A 40:53-1, the Township is required to designate official newspapers for the publication of advertisements and legal notices as required by law to be published; and

1. The *Echoes Sentinel* shall be designated as the official weekly newspaper of the Township of Long Hill for the year 2020
2. The *Courier News* shall be designated as the daily newspaper for the year 2020.
3. *Morris County Daily Record* is designated as an electronic news source for which notices and other matters may be provided.

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**RESOLUTION 20-005  
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.

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**RESOLUTION 20-006  
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.

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**RESOLUTION 20-007  
AUTHORIZING PREPAYMENT OF MORRIS COUNTY TAXES**

**WHEREAS**, Morris County taxes are due quarterly on February 1, May 1, August 1 and November 1, 2020;

**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

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**RESOLUTION 20-008  
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.

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**RESOLUTION 20-009  
AUTHORIZING 2020 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-seven* installments and pension payments throughout the year 2020 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.

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**RESOLUTION 20-010**

**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 2020 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 or holiday.

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**RESOLUTION 20-011**

**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 2020 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 or the first business day after the (10) tenth calendar day if the 10th is on a weekend or holiday.

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**RESOLUTION 20-012**

**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.

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

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**RESOLUTION 20-014**

**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, 2020 to December 31, 2020:

- 1) Stirling Fire Co.

- 2) Millington Fire Co.
- 3) Long Hill Township First Aid Rescue Squad
- 4) Long Hill Township CERT
- 5) Long Hill Township MRC
- 6) Office of Emergency Management

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**RESOLUTION 20-015**

**ESTABLISHING PETTY CASH FUND FOR MUNICIPAL CLERK**

**WHEREAS**, N.J.S.A. 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 2020, the Municipal Clerk is hereby authorized and permitted to establish a petty cash fund not to exceed \$300.00 pursuant to the provisions of N.J.S.A. 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.

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**RESOLUTION 20-016**

**ADOPTING PERSONNEL POLICY AND PROCEDURE MANUAL**

**BE IT RESOLVED** that the Personnel Policy and Procedure Manual for the Township of Long Hill, as amended, is hereby adopted for the year 2020 with the stipulation that the Township reserves the right to adopt further amendments to the Personnel Policy and Procedure Manual throughout the year.

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**RESOLUTION 20-017**

**APPOINTING 2020 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 2020:

- Baldassarre Abbondandolo
- Anna Abbondandolo
- Rosemary Armenti
- Howard Bradley
- Bianca D’Alessio
- Wendy Ross
- Janice Rued
- Sharon Woodstock
- Melissa Berezanski

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**RESOLUTION 20-018**

**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 2020.

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**RESOLUTION 20-019**

**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 2020.

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**RESOLUTION 20-020**

**APPOINTING 2020 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 2020 as the Local Emergency Planning Committee (LEPC):

Local Emergency Planning Committee (LEPC)

Dr. Edwin Acevedo	Superintendent of Public Schools
Shayne Daly	Emergency Management Coordinator
Robert English	Long Hill First Aid Rescue Squad
Larry Fast	Communications Representative
Lucy Forgione	Public Health/Bernards Health Department
Al Gallo	Director Public Works
Peggy Lunsman	Asst. Director Shrine of St. Joseph
Nancy Malool	Township Administrator
Lt. James Marczewski	Police Services Representative
Rev. Vicki McGrath	Clergy Representative
Chief Ahmed Naga	Long Hill Township Police Department
Linda Olmsted	Emergency Management Deputy Coordinator
Matthew Dorsi	Emergency Mgmt. Township Committee Liaison
Brendan Rae	Long Hill Township Mayor
Lisa Scanlon	Citizen Corps Representative
Pat White	Technical Services Representative
Deputy Chief John Whitmore	Stirling Fire Company

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**RESOLUTION 20-021**

**APPOINTING 2020 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 2020 as the Emergency Management Operations Center Staff:

Emergency Management Operations Center Staff

Dr. Edwin Acevedo	Public Schools Annex
Shayne Daly	Emergency Management Coordinator
Robert English	Emergency Medical Annex
Larry Fast	Communications/Deputy Coordinator
Lucy Forgione	Public Health Officer
Dir. Al Gallo	Special Services/Deputy Coordinator
Peggy Lunsman	Social Services Assistant Coordinator
Administrator Nancy Malool	Public Services Assistant Coordinator
Lt. James Marczewski	Law Enforcement Annex
Chief Ahmed Naga	Police Services
Linda Olmsted	Emergency Management Deputy Coordinator
Brendan Rae	Long Hill Township Mayor
Lisa Scanlon	Citizen Corps/Deputy Coordinator
Pat White	Technical Services Assistant Coordinator

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**RESOLUTION 20-022**

**2020 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 2020 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
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 <sup>th</sup>	\$ 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 <sup>st</sup> )	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 <sup>st</sup>		\$	120.00
Stirling	Yearly	\$	290.00
Yearly after July 1 <sup>st</sup>		\$	145.00
Gillette	Yearly	\$	340.00
Yearly after July 1 <sup>st</sup>		\$	170.00
Daily		\$	5.00
Replacement Permit		\$	5.00
<u>Parks and Recreation Facilities Use Reservation Fees</u>	<u>Resident</u>	<u>Non-Resident</u>	
Soccer Fields, Volleyball Court, Basketball Court	\$25.00/2 Hrs.	\$45.00/2 Hrs.	
Stirling Lake Pavilion	\$30.00/4 Hrs.	\$55.00/4 Hrs.	
Meyersville Field	\$25.00/2 Hrs.	\$45.00/2 Hrs.	
Commercial Use Rates (\$100.00 Deposit required and Insurance)			
Soccer Fields, Volleyball Court, Basketball Court	\$60.00/2 Hrs.	\$110.00/2Hrs	
Meyersville Field	\$60.00/2 Hrs.	\$110.00/2Hrs	
Bocce Ball Courts			
Non Resident		\$40.00/2 Hrs.	
Resident Commercial		\$50.00/2 Hrs.	
Non-Resident Commercial		\$100.00/2 Hrs.	
Horseshoe Pits			
Non Resident		\$40.00/2 Hrs.	
Resident Commercial		\$50.00/2 Hrs.	
Non-Resident Commercial		\$100.00/2 Hrs.	
Tennis Courts			
Non Resident		\$10.00/1 Hr.	
Resident Commercial		\$15.00/1 Hr.	
Non-Resident Commercial		\$20.00/1 Hr.	
Photocopies/Copies:			
Black & White copies (per copy) Letter size		\$	0.05
Legal size		\$	0.07
11 x 17		\$	0.10
Large Format Prints		\$5.00/page for 24" X 36"	

\$1.00/linear foot over initial 2 feet

DVD ROM	\$ 3.00
CD	\$ .50
CD of Full Tax Map (total includes mailing and postage)	\$ 25.00
Land Use Ordinances	\$ 35.00
Zoning Map	\$ 5.00
Master Plan	\$ 35.00
Duplicate Copy of Tax Bill	\$5.00/first dup. \$25.00 for each additional duplicate copy
Duplicate Tax Sale Certificate	\$ 100.00
Notarized Copies: Long Hill Resident – <b>First 4 docs are no charge</b>	\$ 2.50
Non Resident [per document]	\$ 2.50
Mulch, Composted Leaves or Wood Chip Delivery [per load]	\$ 100.00
Mulch Pick Up for Local Garden Centers Only	\$ 6.00 <i>Per cubic yard.</i>
Public Assembly Permit	\$ 100.00
Recreation Programs	
Basketball registration (Intramural)	\$ 90.00
Late Registration Fee	\$ 25.00
Basketball registration (Traveling Team)	\$ 200.00
Basketball (Traveling Team) Out-of-Town students	\$ 300.00
Adult Basketball League [per season]:	
Long Hill Resident Adult	\$ 20.00
Out-of-Town Resident Adult	\$ 30.00
Yoga Classes	4 sessions for \$48.00
Little Explorers Summer Pre-School Camp:	\$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
<b>Summer Recreation</b> Long Hill Twp. Resident	\$	257.00
Activity Fee Res/Non Res	\$	15.00
Non-Resident	\$	502.00
Summer Recreation Camp <b>Late</b> Fee (after June 1)	\$	50.00
Withdrawal Fee for ALL Recreation Programs (when Permitted)	\$	10.00
Return Check Fee [per N.J.S.A. 40:5-18(c)]	\$	20.00
Septic Applications		
New: Plan Review (Includes plan review and installation inspection)	\$	500.00
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 <sup>rd</sup> 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 ob. 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)
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
Vital Statistics:	
Certified Copies of Birth, Marriage, Death, Domestic Partnership	\$ 10.00
Corrections of Birth, Marriage, Death, Domestic Partnership	\$ 15.00
*****	

**RESOLUTION 20-023  
2020 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 2020 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 2020; and

**WHEREAS**, the total appropriations in the 2019 budget, less the appropriations made for Capital Improvement Fund, Debt services and relief of the poor are as follows:

General - Total General Appropriation	\$12,718,426.41
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**WHEREAS**, 26.25% of the total appropriations in the 2019 Budget less appropriations made for Capital Improvement Fund, Debt services and relief of the poor are as follows:

(2020 Temporary Budget not exceeding)	\$ 3,338,586.93
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**WHEREAS**, the total appropriations in the 2019 Sewer Utility budget, less the appropriations made for Capital Improvement Fund, Debt services are as follows:

General - Total General Appropriation	\$1,279,497.00
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**WHEREAS**, 26.25% of the total appropriations in the 2019 Sewer Utility Budget less appropriations made for Capital Improvement Fund, Debt services are as follows:

(2020 Temporary Budget not exceeding)	\$ 335,867.96
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**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:

**2020 Temporary Budget**

<b>GENERAL ADMIN</b>	
<b>SALARY &amp; WAGES</b>	<b>57,000.00</b>

OTHER EXPENSES		25,000.00
-		
MIS - MANAGE INFO SYSTEM		-
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		30,000.00
OTHER EXPENSES		9,000.00
FINANCE	-	
SALARY & WAGES		22,000.00
OTHER EXPENSES		28,000.00
-		
TAX COLLECTION		-
SALARY & WAGES		25,000.00
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		32,000.00
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	1,000.00	
	-	
BUILDINGS & GROUNDS	-	
OTHER EXPENSES	52,000.00	
	-	
INSURANCE & BENEFITS	-	
OTHER EXPENSES	350,000.00	
	-	
POLICE	-	
SALARY & WAGES	750,000.00	
OTHER EXPENSES	20,000.00	
	-	
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	29,000.00	
OTHER EXPENSES	1,500.00	
	-	
FIRE PREVENT. INSPECTOR	-	
SALARY & WAGES	9,000.00	
OTHER EXPENSES	1,000.00	
FIRE HYDRANT	41,000.00	
	-	
EMERGENCY MANAGEMENT	-	
SALARY & WAGES	9,000.00	
OTHER EXPENSES	2,000.00	
	-	
STREETS & ROADS	-	
SALARY & WAGES	210,000.00	
OTHER EXPENSES	49,000.00	
	-	
FLEET MAINTENANCE	-	
OTHER EXPENSES	33,000.00	
	-	
GARBAGE DISPOSAL	-	
OTHER EXPENSES	210,000.00	
	-	
HEALTH & WELFARE	-	
OTHER EXPENSES	20,000.00	

PEOSHA	-	-
OTHER EXPENSES		1,000.00
	-	
	-	
PARKS & PLAYGROUNDS		-
SALARY & WAGES		20,000.00
OTHER EXPENSES		15,000.00
	-	
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		37,000.00
OTHER EXPENSES		1,000.00
	-	
	-	
ELECTRICITY		-
OTHER EXPENSES		17,000.00
	-	
TELEPHONE		-
OTHER EXPENSES		17,000.00
	-	
NATURAL GAS		-
OTHER EXPENSES		10,000.00
	-	
GASOLINE/DIESEL FUEL		-
OTHER EXPENSES		25,000.00
	-	
HEATING FUEL		-
OTHER EXPENSES		6,000.00
	-	
WATER		-
OTHER EXPENSES		6,000.00
	-	
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		95,000.00
	-	
PFRS - PENSION		-

OTHER EXPENSES	446,186.00	
-		
-		
GROUP HEALTH-OUTSIDE CAP		-
OTHER EXPENSES	-	
-		
MAINT. FREE PUB. LIBRARY		-
OTHER EXPENSES	175,000.00	
-		
LOSAP		-
OTHER EXPENSES		
<b>Total General Operations:</b>	<b>3,338,586.00</b>	
<b>(Excluding Debt Service, Capital Improvement, and Public Assistance)</b>		
<b>BOND PAYMENT</b>	<b>485,000.00</b>	
<b>BOND INTEREST</b>	<b>126,000.00</b>	
<b>PARKING ENTERPRISE</b>		
<b>SALARY &amp; WAGES</b>	<b>2,700.00</b>	
<b>OTHER EXPENSES</b>	<b>7,800.00</b>	
<b>Total Parking Enterprise:</b>	<b>10,500.00</b>	
<b>SEWER UTILITY</b>		
<b>SALARIES &amp; WAGES</b>	<b>10,000.00</b>	
<b>OTHER EXPENSES</b>	<b>316,867.00</b>	
<b>PERS</b>	<b>7,000.00</b>	
<b>SOCIAL SECURITY</b>	<b>2,000.00</b>	
<b>Total Sewer Utility</b>	<b>335,867.00</b>	
<b>Payment of Loans</b>	<b>100,000.00</b>	

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**RESOLUTION 20-024**

**CONFIRMING APPOINTMENT OF 2020 OFFICIALS AND EMPLOYEES**

**BE IT RESOLVED** by the Township Committee of the Township of Long Hill that Officers and Employees for the year 2020 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.	Colette Armenti
Assessment Search Officer [Indeterminate term-N.J.S.A. 54:5-18.1]	Colette Armenti
Certifying Agent – Pension Funds	Laurie Spinelli

[Indeterminate term-N.J.S.A. 43:3C-15]

Safety Delegate

James Anderson

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**RESOLUTION 20-025**

**AUTHORIZING PROFESSIONAL SERVICE APPOINTMENTS/CONTRACTS**

**WHEREAS**, the Township of Long Hill has a need to acquire services listed herein as non-fair and open contracts pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; 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 the contracts is one year, and the contractors listed herein have submitted proposals indicating they will provide the service needed by the Township; and

**WHEREAS**, the Finance Officer has certified in writing that sufficient funds are available; and

**BE IT RESOLVED**, by the Township Committee of the Township of Long Hill that the following appointments are hereby made for the calendar 2020, subject to entering into a formal written contract satisfactory to both parties in accordance with the Local Public Contracts Law:

Township Attorney	PIDGEON & PIDGEON
Township Prosecutor	LISA CHADWICK THOMPSON
Township Engineer	FERRIERO ENGINEERING
Township Planner	J. CALDWELL & ASSOCIATES, LLC
Municipal Public Defender	MICHELLE D. WELSH
Municipal Bond Counsel	HAWKINS DELAFIELD & WOOD, LLP
Risk Management Consultant	TREADSTONE RISK MANAGEMENT
Labor Attorney	FRANCESCO TADDEO
Labor Attorney	PLOSIA COHEN, LLC
Certified Financial Officer	SUPLEE CLOONEY & COMPANY

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution, and that notice of these awards be advertised once in the Echoes Sentinel.

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**RESOLUTION 20-026**

**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 2020 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 2020:

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 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.

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**RESOLUTION 20-027**

**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.

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**RESOLUTION 20-028**

**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.

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**RESOLUTION 20-029**

**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.

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**RESOLUTION 20-030**

**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.

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**RESOLUTION 20-031**

**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 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.

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**RESOLUTION 20-032  
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.

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**RESOLUTION 20-033  
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 electronic tax sale, and

**WHEREAS**, the Director of the Division of Local Government Services has approved NJ Tax Lien Investors/RealAuction.com to conduct electronic tax sales, and

**WHEREAS**, the rules and regulations authorize a municipality to submit an application for participation in the 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

**WHEREAS**, the Township of Long Hill wishes to participate in 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.

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**RESOLUTION 20-034**

**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.

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**RESOLUTION 20-035  
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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**RESOLUTION 20-036  
APPROVAL OF 2020 TOWNSHIP AUTOMOBILE TOWING 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 automobile 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:

BENHAM'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

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**RESOLUTION 20-037  
APPROVAL OF 2020 TOWNSHIP TRUCK TOWING 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 truck 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:

BENHAM'S SERVICE & GARAGE  
414 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