

**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ**  
**TOWNSHIP COMMITTEE**  
**REGULAR SESSION AGENDA**  
**JANUARY 8, 2020**  
**7:30 PM OPEN SESSION, CLOSED SESSION 6:45 PM**

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

**1. STATEMENT OF PRESIDING OFFICER**

"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."

**2. EXECUTIVE SESSION:**

20-038 EXECUTIVE SESSION

- Land Acquisition
  - Gillette & Stirling Commuter Lots
- Personnel
  - Annual Increases
- Contract Negotiations
  - PBA
  - Professional Services
- Pending Litigation
  - Mt. Laurel

**MOVED** by: \_\_\_\_\_ of the Township Committee of Long Hill Township, that Resolution #20-038 is hereby approved. **SECONDED** by: \_\_\_\_\_. **ROLL CALL VOTE:**

**3. CALL MEETING TO ORDER:**

*Announcement is made that, as a matter of procedure, 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 Board unless a motion is passed by the members then present to extend the meeting to a later specified cut-off time.*

**4. ORDINANCE(S):**

**ORDINANCE #450-20 (FIRST READING/INTRODUCTION)**

AN ORDINANCE GRANTING CONSENT TO NEW JERSEY-AMERICAN WATER COMPANY, INC. TO PERMIT THE CONSTRUCTION, EXPANSION AND MAINTENANCE OF SEWER COLLECTION AND TREATMENT FACILITIES ON PUBLIC AND PRIVATE PROPERTY IN THE TOWNSHIP

The foregoing ordinance having been introduced and passed on first reading by the Township Committee of the Township of Long Hill on January 8, 2020 will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:30 p.m. on Wednesday, January 22, 2020 at the Municipal Building, 915 Valley Road, Gillette, New Jersey when and where or at such time and place to which said meeting may be adjourned, all persons interested will be given an opportunity to be heard concerning said ordinance.

**MOVED** by: \_\_\_\_\_, that Ordinance #450-20 be introduced and passed on first reading.  
**SECONDED** by: \_\_\_\_\_, **ROLL CALL VOTE**

**ORDINANCE #451-20 (FIRST READING/INTRODUCTION)**

SALARIES AND WAGES ORDINANCE

*STATEMENT OF PURPOSE: Salary and wage amendments*

The foregoing ordinance having been introduced and passed on first reading by the Township Committee of the Township of Long Hill on January 8, 2020 will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:30 p.m. on Wednesday, February 12, 2020 at the Municipal Building, 915 Valley Road, Gillette, New Jersey when and where or at such time and place to which said meeting may be adjourned, all persons interested will be given an opportunity to be heard concerning said ordinance.

**MOVED** by: \_\_\_\_\_, that Ordinance #451-20 be introduced and passed on first reading.  
**SECONDED** by: \_\_\_\_\_, **ROLL CALL VOTE**

**5. CONSENT AGENDA RESOLUTIONS:**

Resolution No. 20-039 – 20-046 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.

- 20-039 APPROVAL AND RELEASE OF MINUTES: DECEMBER 30, 2019, REORGANIZATION JANUARY 2, 2020
- 20-040 APPROVING PAYMENT OF BILLS
- 20-041 SECOND AMENDMENT 2019/2020 BASKETBALL PROGRAM STAFF
- 20-042 AUTHORIZING REFUND OF PARKING PERMIT
- 20-043 AUTHORIZING REDEMPTION OF OUTSIDE LIEN - #14-1288
- 20-044 RESOLUTION TO CANCEL OUTSTANDING CHECKS
- 20-045 EXTENDING PARTICIPATION IN MORRIS AREA ENERGY CO-OP PROGRAM
- 20-046 AUTHORIZING MONTH-TO-MONTH LEASE AND SUBLEASE OF SENIOR CENTER WHILE NEW LEASES ARE BEING NEGOTIATED.

**MOVED** by: \_\_\_\_\_ of the Township Committee of Long Hill Township, that Resolution #20-039 through #20-046 are hereby approved. **SECONDED** by: \_\_\_\_\_. **ROLL CALL VOTE:**

**6. LIAISON REPORTS:**

**7. ADMINISTRATOR'S REPORT:**

**8. DISCUSSION:**

- Tax prepayment
- Valley Road Lighting
- FLAP grant

9. **OLD/NEW BUSINESS:**

10. **ANNOUNCEMENTS:**

11. **MEETING OPEN TO THE PUBLIC:** Remarks and Statements Pertaining to Any Matter -  
Comments and remarks will be limited to 3 Minutes

12. **ADJOURNMENT**

**EXECUTIVE SESSION**

**RESOLUTION 20-038  
EXECUTIVE SESSION**

**BE IT RESOLVED**, pursuant to the Open Public Meetings Act, that the Township Committee of Long Hill Township meets in closed session to discuss the following matters:

**EXECUTIVE SESSION**

- Land Acquisition
  - Gillette & Stirling Commuter Lots
- Personnel
  - Annual Increases
- Contract Negotiations
  - PBA
  - Professional Services
- Pending Litigation
  - Mt. Laurel

**BE IT FURTHER RESOLVED** that the minutes of this executive session meeting will be released to the public in a timely fashion pursuant to the Open Public Records Act and other applicable laws and regulations.

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**RESOLUTION 20-039  
APPROVAL AND RELEASE OF MINUTES**

**BE IT RESOLVED**, that the Township Committee of the Township of Long Hill does hereby approve and release the Township Committee Minutes of the December 30, 2019 Township Committee Meeting and January 2, 2020 Reorganization Township Committee Meeting.

**BE IT FURTHER RESOLVED** that the Township Committee hereby approves December 30, 2019 Executive Session Meeting Minutes as redacted by the Township Attorney.

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**RESOLUTION 20-040  
APPROVING PAYMENT OF BILLS**

**BE IT RESOLVED**, that the Township Committee of the Township of Long Hill does hereby approve the payment of the bills as presented by the Chief Financial Officer.

**BE IT FURTHER RESOLVED**, that the bills list be appended to the official minutes.

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**RESOLUTION 20-041  
SECOND AMENDMENT 2019/2020 BASKETBALL PROGRAM STAFF**

**BE IT RESOLVED**, the hourly salaries be amended to reflect the changes below effective January 1, 2020

Referees/Timers/Scorekeepers	Salary/Hour
Gallic, Brian	<del>\$9.25</del> <del>10.00</del> , \$11.00
Pinho, Brad	\$11.00
Substitutes/College Students	
Blajsa, Joe	<del>\$9.50</del> <del>\$10.00</del> \$11.00

Frankel, Ryan	<del>\$9.50</del> <del>\$10.00</del> \$11.00
Langenauer, Brendan	<del>\$40.50</del> <del>\$11.00</del>
Tanko, Joseph	<del>\$9.50</del> <del>\$10.00</del> \$11.00
Vigliotti, Aidan	<del>\$40.00</del> <del>\$11.00</del>

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**RESOLUTION 20-042  
AUTHORIZING REFUND OF PARKING PERMIT**

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

<u>NAME</u>	<u>ADDRESS</u>	<u>AMOUNT</u>	<u>PERMIT</u>
Apollo Wong	6 Skyview Terrace	\$340.00	G20-256

**BE IT RESOLVED**, parking pass G20-256 must be surrendered to the Township Clerk before payment is issued.

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**RESOLUTION 20-043  
AUTHORIZING REDEMPTION OF OUTSIDE LIEN #14-1288**

**WHEREAS**, at the Non Municipal Tax Sale held on 12-3-2014, a lien was sold on Block 11501, Lot 3, also known as 1202 Valley Rd. for \$547.22; and,

**WHEREAS**, this lien, known as Tax Sale Certificate #14-1288, was sold to PRO CAPITAL/US BANK CUST FOR PC5, 50 So. 16<sup>th</sup> St, Suite 2 Philadelphia, PA 19102 in the amount of \$547.22 and a premium amount of \$1,100.

**WHEREAS**, Millington Bank, has redeemed Certificate #14-1288 in the amount of \$3343.00; and premium of \$1,100; and

**NOW, THEREFOR BE IT RESOLVED**, the Tax Collector has shown proof that the redemption calculation is correct, and all redemption monies have been received for redemption.

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**RESOLUTION 20-044  
RESOLUTION TO CANCEL OUTSTANDING CHECKS**

**WHEREAS**, the following checks issued from the Township of Long Hill bank accounts have been outstanding for more than 6 months and are now stale-dated; and

**WHEREAS**, it is necessary to formally cancel the outstanding checks:

**NOW, THEREFORE, BE IT RESOLVED** by the Committee of the Township of Long Hill, the following outstanding checks issued from the Township of Long Hill bank accounts be cancelled:

<u>Payroll</u>	
Check #33094	\$ 62.59
Check #33174	\$ 86.70
Check #33199	\$ 35.52
Check #03360	\$ 29.18
Check #33400	\$186.04
Check #33642	\$251.46
Check #33649	\$ 80.33

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**TOWNSHIP OF LONG HILL  
RESOLUTION 20-045  
EXTENDING PARTICIPATION IN MORRIS AREA ENERGY CO-OP PROGRAM**

**WHEREAS**, the Township elected to participate in the Morris Area Energy Co-Op by the adoption of Ordinance #346-15 on February 25, 2015; and

**WHEREAS**, the current MAEC program rate is \$0.0886/kWh through September 30, 2020; and

**WHEREAS**, the Township recently received an email from the program administrator announcing that the Co-Op can lower the current aggregation rate beginning June 1, 2020 and extend the program at the lower rate until November 30, 2021; and

**WHEREAS**, the new lower rate that will take effect on June 1, 2020 is \$0.0869/kWh and that rate will continue until November 30, 2021; and

**WHEREAS**, Wharton Borough, the lead agency of the MAEC, has given approval to move forward at the new reduced rate; and

**WHEREAS**, the Township Committee has determined that it is in the Township's best interest to continue participating in the program;

**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 Mayor and Clerk are hereby authorized to sign the addendum to the current contract which incorporates the new lower rate as described in the preamble.

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**RESOLUTION 20-046  
AUTHORIZING MONTH-TO-MONTH LEASE AND SUBLEASE OF SENIOR CENTER WHILE NEW  
LEASES ARE BEING NEGOTIATED**

**WHEREAS**, the Township entered into a lease agreement dated May 11, 1999, with the Long Hill Township Board of Education (hereinafter "lease") in which the Township agreed to lease from the Board of Education approximately one acre at the northwest corner of the Gillette School site for the purpose of allowing the Long Hill Township Senior Citizen Club, Inc. ("Senior Citizen Club") to construct and operate a senior citizen center; and

**WHEREAS**, Section 7 of the lease permitted subleases in accordance with the Local Lands and Buildings Law at *N.J.S.A. 40A:12-13*, and subject to certain other conditions; and

**WHEREAS**, the Township Committee subleased the parcel to the Senior Citizen Club for purposes of constructing and operating a Long Hill Township senior citizen center; and

**WHEREAS**, both the lease and the sublease expired on May 10, 2019; and

**WHEREAS**, the Township wishes to enter into a month-to-month lease extension agreement with the Board of Education and a month-to-month sublease extension with the Senior Citizen Club to continue both leases on a month-to-month basis while new lease agreements are being negotiated;

**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 Acting Township Clerk are hereby authorized and directed to enter into a month-to-month lease agreement with the Long Hill Township Board of Education and a month-to-month

sublease agreement with the Long Hill Township Senior Citizen Club, Inc. which shall remain in effect until new lease agreements are negotiated between the parties.

2. The other terms and conditions of the expired lease and sublease agreements shall remain in full force and effect during the extension.

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**ORDINANCE NO. 450-20**

**AN ORDINANCE GRANTING CONSENT TO NEW JERSEY-AMERICAN WATER COMPANY, INC. TO PERMIT THE CONSTRUCTION, EXPANSION AND MAINTENANCE OF SEWER COLLECTION AND TREATMENT FACILITIES ON PUBLIC AND PRIVATE PROPERTY IN THE TOWNSHIP**

WHEREAS, New Jersey American Water Company, Inc. ("Company") is a regulated public utility corporation of the State of New Jersey seeking from the Township of Long Hill ("Township") the approval of an exclusive and perpetual franchise to provide sewer service within the Township, and the municipal consent of the Township to permit said Company to extend sewer service and its related facilities to the Township; and

WHEREAS, the Company has requested the approval of an exclusive and perpetual franchise to provide sewer service for the entire Township, pursuant to N.J.S.A. 48:2-14; and

WHEREAS, the Company has requested the consent of the Township as required by N.J.S.A. 48:3-11 and 48:3-15 for the use of the streets, with such consent limited to the fifty (50) year duration set forth in N.J.S.A. 48:3-15, including the consent of the Township pursuant to N.J.S.A. 48:13-11, as amended, to lay its pipes, valves, pumps, manholes and other equipment beneath and restore such public roads, streets and places as it may deem necessary for its corporate purposes, free from all charges to be made for such privilege, provided that said pipes shall be laid at least three feet (3') below the surface and shall not in any way unnecessarily obstruct or interfere with the public travel or cause or permit other than temporary damage to public or private property, and the Township desires and permits the Company to construct and maintain sewer collection and treatment facilities on and along roads, streets and places at locations to be designated by the Township;

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

Section 1. The Township hereby grants to the Company, its successors and assigns, in perpetuity, the exclusive franchise to provide sewer service within the Township pursuant to N.J.S.A. 48:2-14.

Section 2. The Township hereby grants to the Company, its successors and assigns the municipal consent to use the streets pursuant to N.J.S.A. 48:3-11 and 48:3-15, with such consent limited to the fifty (50) year duration set forth in N.J.S.A. 48:3-15; as well as the municipal consent required pursuant to N.J.S.A. 48:13-11 as amended, without charge therefore, as the same may be required in order to permit the said Company to add to, extend, operate and maintain said sewer collection and treatment facilities on public and private property located in the Township. The privilege granted herein shall include the construction installation and maintenance of sewer collection and treatment facilities on and along the Township roads, streets and places at locations as the Township shall designate from time to time.

Section 3. Certified copies of this Ordinance, upon final passage, shall be sent to the Company who shall forward same to the New Jersey Department of Environmental Protection and the Board of Public Utilities of the State of New Jersey.

Section 4. The consent granted herein shall be subject to the Company's complying with the

applicable Township Ordinances, State of New Jersey Statutes and any New Jersey Administrative agency's rules and regulations which apply to the subject matter of this Ordinance; and that the Mayor, Clerk and other Township officials are authorized to execute the documents and agreements necessary to effectuate the municipal consent and to protect the rights of the public involved.

Section 5. All prior Ordinances or parts of Ordinances inconsistent with this Ordinance be and the same are hereby repealed to the extent of such inconsistencies.

Section 6. Should any section, clause, sentence, phrase or provision of this Ordinance be declared unconstitutional or invalid by a Court of competent jurisdiction, such decision shall not affect the remaining portions of this Ordinance.

Section 7. This Ordinance shall take effect immediately upon final passage and publication in accordance with law.

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**TOWNSHIP OF LONG HILL  
ORDINANCE # 451-20  
SALARIES AND WAGES ORDINANCE**

*STATEMENT OF PURPOSE: Salary and wage amendments*

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

**Section 1.** The salaries and wages of the following employees of the Township shall be as follows:

<b><i>Position Title</i></b>	<b><i>Annual Salary</i></b>
Township Administrator	\$75,000 - \$150,000
Executive Administrative Assistant	\$52,500 - \$75,000
Municipal Clerk/Registrar	\$45,000 - \$85,000
Administrative Assistant	\$33,000 - \$52,500
Administrative Assistant [Part Time]	\$ 20.00 - \$ 30.00/hr.
Chief Financial Officer	\$50,000 - \$100,000
Asst. to the CFO [Part Time]	\$20,000 - \$36,000
Accts. Payable Manager	\$25,000 - \$60,000
Clerical [Part Time]	\$ 8.50 - \$ 24.00/hr.
Tax Collector [Full Time]	\$60,000-\$70,000
Tax Assessor [Part Time]	\$20,000 - \$40,000
Assistant Treasurer	\$45,000 - \$75,000
Sewer Utility Collector [Part Time]	\$15.00 - \$ 24.00/hr.
Tax Clerk/ Sewer/Utility Collector [Full-Time]	\$40,000 - \$50,000
Qualified Purchasing Agent [Part Time]	\$5,000 - \$7,500

***Board of Health***

Animal Control Officer [Part Time]	\$35.00 - \$60.00/hr.
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***Court***

Municipal Court Judge	\$19,000 - \$35,000
Court Administrator	\$40,000 - \$75,000



***Planning and Development***

Construction Code Official [Part Time]	\$30,000 - \$45,000
Building Sub Code Official [Part Time]	\$ 35.00 - \$45.00/hr.
Fire Sub Code Official [Part Time]	\$ 35.00 - \$45.00/hr.
Fire Prevention/Fire Official [Part Time]	\$ 22.50 - \$40.00/hr.
Plumbing Sub Code Official [Part Time]	\$10,000 - \$22,500
Electrical Sub-code Official [Part Time]	\$ 35.00 - \$45.00/hr.
Technical Assistant to the Construction Official	\$50,000 - \$60,000
Technical Assistant to the Construction Official [Part Time]	\$ 18.00 - \$30.00/hr.
Planning & Zoning Coordinator	\$40,000 - \$75,000
Planning & Zoning Secretary [Part Time]	\$ 20.00 - \$30.00/hr.
Code/Zoning Enforcement Officer	\$45,000 - \$70,000

***Recreation***

Recreation Director	\$30,000 - \$70,000
Administrative Assistant [Part Time]	\$ 20.00 - \$30.00/hr.
Recreation Assistant [Full Time]	\$35,000 - \$45,000

**Seasonal/ [Part Time] Positions**

Summer Recreation Site Director	\$ 22.00 - \$ 35.00/hr.
Summer Recreation Site Supervisor	\$ 17.00 - \$ 27.00/hr.
Summer Recreation Assistant	\$ 15.00 - \$ 25.00/hr.
Summer Recreation Counselor	\$ 8.25 - \$ 15.00/hr.
Lake Director	\$ 20.00 - \$ 35.00/hr.
Assistant Lake Director	\$ 15.00 - \$ 25.00/hr.
Head Lifeguard	\$ 12.00 - \$ 18.00/hr.
Life Guard	\$ 9.00 - \$ 15.00/hr.
Score Keeper/Time Keeper/Referees	\$ 8.25 - \$ 15.00/hr.
Basketball Director	\$ 18.00 - \$ 28.00/hr.
Basketball Staff Supervisor	\$ 12.00 - \$ 25.00/hr.

***Police Department***

Chief of Police	\$125,000 - \$170,000
Police Officers	per Collective Bargaining Contract
Police Department Secretary	\$ 36,000 - \$60,000
Administrative Assistant to the Chief of Police	\$ 52,500 - \$75,000
PD Administrative Assistant [Part Time]	\$ 33,000 - \$ 52,000
School Crossing Guard [Part Time]	\$ 12.00 - \$26.00/hr.
Police Matron	\$ 12.00 - \$ 28.00/hr.
Court Security Officer [Part Time]	\$ 20.00 - \$30.00/hr.

***Office of Emergency Management***

Emergency Management Coordinator [Part Time]	\$ 10,000 - \$35,000
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***Department of Public Works/Roads***

<u>Director of Public Works /Superintendent of Roads</u>	<u>\$85,000 - \$112,053</u>
DPW employees	per Collective Bargaining Contract

Part Time Laborer

\$ 9.50 - \$25.00

**Senior Services**

Senior Citizens Bus Driver

\$ 15.00 - \$ 25.00/hr.

*Mileage reimbursement based on current IRS Standard*

**Section 2.** Any and all other ordinances or parts thereof in conflict or inconsistent with any of the terms hereof are hereby repealed to such extent as they are so in conflict or inconsistent.

**Section 3.** This ordinance shall take effect immediately upon final passage and publication as required by law, unless the effective date is delayed pursuant to the provisions of *N.J.S.A. 40A:9-165*.

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