



**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ
TOWNSHIP COMMITTEE
REGULAR SESSION AGENDA
May 13, 2020
7:30 PM OPEN SESSION, CLOSED SESSION TO FOLLOW**

A draft of the Township Committee Regular Session Agenda is posted on the Township website at www.longhillnj.us on the Monday preceding the meeting.

The Long Hill Township Committee regularly scheduled meeting on May 13, 2020 at 7:30pm will now be held through teleconference.

Join Zoom Meeting

<https://us02web.zoom.us/j/82736536742>

Password: 024157

Or iPhone one-tap:

US: +19294362866,,82736536742#,,1#,024157# or +13017158592,,82736536742#,,1#,024157#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 929 436 2866 or +1 301 715 8592 or +1 312 626 6799 or +1 346 248 7799 or
+1 669 900 6833 or +1 253 215 8782

Webinar ID: 827 3653 6742

Password: 024157

1. STATEMENT OF PRESIDING OFFICER

"In compliance with the Open Public Meetings Act of New Jersey, adequate notice of this meeting specifically, the time, date and public call in information were included in the meeting that was electronically sent to the Echoes Sentinel and posted on the Township Website. The agenda and public handouts for this meeting can be viewed online at www.longhillnj.gov. A public comment period will be held in the order it is listed on the meeting agenda.

2. CALL MEETING TO ORDER:

3. PRESENTATION

Jillian Gaydos – Girl Scout Silver Award Project

4. PROCLAMATION:

DPW

5. ORDINANCE(S):

ORDINANCE #458-20 (FIRST READING / INTRODUCTION)

AN ORDINANCE CONCERNING SEWER USER RATES AND AMENDING CHAPTER XXII OF THE TOWNSHIP CODE ENTITLED SEWERS"

The foregoing ordinance having been introduced and passed on first reading by the Township Committee of the Township of Long Hill, in the County of Morris on Wednesday, May 13, 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, May 27, 2020 by a virtual meeting 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. To obtain details of virtual meeting please refer to May 27, 2020 public agenda or email municipalclerk@longhillnj.gov.

MOVED by: _____, that Ordinance #458-20 be introduced and passed on first reading.
SECONDED by: _____, **ROLL CALL VOTE**

ORDINANCE #459-20 (FIRST READING / INTRODUCTION)
CALENDAR YEAR 2020 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

The foregoing ordinance having been introduced and passed on first reading by the Township Committee of the Township of Long Hill, in the County of Morris on Wednesday, May 13, 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, June 10, 2020 by a virtual meeting 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. To obtain details of virtual meeting please refer to June 10, 2020 public agenda or email municipalclerk@longhillnj.gov.

MOVED by: _____, that Ordinance #459-20 be introduced and passed on first reading.
SECONDED by: _____, **ROLL CALL VOTE**

6. CONSENT AGENDA RESOLUTIONS:

Resolution No. 20-146 – 20-153 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.

- 20-146 APPROVAL AND RELEASE OF MINUTES
- 20-147 APPROVING PAYMENT OF BILLS
- 20-148 AUTHORIZING REDEMPTION OF OUTSIDE LIEN- #19-0007
- 20-149 AUTHORIZING REDEMPTION OF OUTSIDE LIEN- #19-0010
- 20-150 AUTHORIZING REFUND FOR CHALLENGE GRANT
- 20-151 IN GRADE ADVANCEMENT– NOVOTNY
- 20-152 IN GRADE ADVANCEMENT – GERESI
- 20-153 2020 TEMPORARY BUDGET

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolution 20-146 through 20-153 are hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

- 20-154 INTRODUCTION OF 2020 MUNICIPAL BUDGET

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolution 20-154 is hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

7. **LIAISON REPORTS:**

8. **ADMINISTRATOR'S REPORT:**

9. **DISCUSSION:**

- Stirling Lake

10. **OLD/NEW BUSINESS:**

11. **ANNOUNCEMENTS:**

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

13. **ADJOURNMENT**

ORDINANCE 458-20
AN ORDINANCE CONCERNING SEWER USER RATES AND AMENDING
CHAPTER XXII OF THE TOWNSHIP CODE ENTITLED SEWERS"

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

Section 1. Section 22-23 entitled "User Rates" is hereby amended to read as follows:

22-23 USER RATES

22-23 USER RATES.

The following sewer service and usage fees are hereby established effective January 1, 2020, and shall remain in full force and effect until revised by ordinance duly adopted by the Township Committee:

- A. All residential sewer users shall be charged a service fee of \$0.00 per year per unit.
- B. All commercial and industrial sewer users shall be charged a service fee of \$0.00 per year per unit.
- C. Residential sewer users that are metered shall be charged a sewer usage fee at the rate of \$18.27 per thousand gallons.
 - 1. The gallons used shall be the total water metered (Actual Usage) for the six (6) winter months preceding the billing year. By example, in the billing year of 2020, the gallons are determined from the six (6) months January through March and October through December 2019. The months excluded are: April through September 2019.
 - 2. Water consumption figures for each user will be obtained from the water company servicing the premises or by the Township Sewer department if the meter is not serviced by the water company.
 - 3. If the meter is not read or incorrectly read for one or more months of the usage period as determined by the Sewer Utility Collector, the amount charged for those months shall be equal to the approximate average monthly usage among other billable months during the same period.
- D. Commercial and industrial sewer users that are metered shall be charged a sewer usage fee at the rate of \$18.27 per thousand gallons.
 - 1. The gallons used shall be the total water metered (Actual Usage) for the six (6) winter months preceding the billing year. By example, in the billing year of 2020, the gallons are determined from the six (6) months January through March and October through December 2019. The months excluded are: April through September 2019.
 - 2. Water consumption figures for each user will be obtained from the water company servicing the premises or by the Township Sewer department if the meter is not serviced by the water company.
 - 3. If the meter is not read or incorrectly read for one or more months of the usage period as determined by the Sewer Utility Collector, the amount charged for those months shall be equal to the approximate average monthly usage among other billable months during the same period.
- E. Sewer Users that are not metered shall be charged a usage fees follows: Residential units: \$575 per unit

Commercial or Industrial units: \$1200 per unit

- F. If a user has multiple water sources, the usage fee shall be the combined total of each source as specified in subsection 22-23c or d. if metered and subsection 22-23e. if unmetered. Only one service fee shall be applied.
- G. The Township Committee may require a water meter to be installed by any sewer user utilizing a well or other private water system at the property owner's expense.
- H. Each user who is a resident of this Township and who was sixty-five (65) years of age or older during the prior calendar year shall be entitled annually, upon submission of a claim on proper forms, to a deduction of forty (\$40.00) dollars from his or her sewer use charge as established hereinabove.

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

Section 3. In case any article, section or provision of this ordinance shall be held invalid in any court of competent jurisdiction, the same shall not affect any other article, section or provision of this ordinance except insofar as the article, section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

Section 4. This ordinance shall take effect immediately upon final passage and publication

**ORDINANCE 459-20
CALENDAR YEAR 2020
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO
ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Township Committee of the Township of Long Hill in the County of Morris finds it advisable and necessary to increase its CY 2020 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Township Committee hereby determines that a 3.5% increase in the budget for said year, amounting to \$380,437.96 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Long Hill, in the County of Morris, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2019 budget year, the final appropriations of the Township of Long Hill shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to

\$380,437.96, and that the CY 2020 municipal budget for the Township of Long Hill be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

**RESOLUTION 20-146
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 April 22, 2020 Township Committee Meeting;

BE IT FURTHER RESOLVED, that the Township Committee of the Township of Long Hill does hereby approve and release the Township Committee Special Meeting Minutes from the April 17, 2020 and May 6, 2020 Township Committee Meetings;

**RESOLUTION 20-147
APPROVING PAYMENT OF BILLS**

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

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

**RESOLUTION 20-148
AUTHORIZING REDEMPTION OF OUTSIDE LIEN- #19-0007**

WHEREAS, funds have been remitted by JOHN MELLUSO to redeem tax sale certificate #19-0007 held by SHIREA CARROLL, on Block 11204 Lot 17, MADISON ST., assessed in the name MELLUSO, JOHN, and The Township Committee must approve the distribution of these funds.

WHEREAS, the Tax Collector has shown proof that the redemption calculation is correct, and all redemption monies have been received for redemption.

NOW, THEREFORE BE IT RESOLVED by the Committee of the Township of Long Hill, County of Morris, State of New Jersey that the Treasurer is authorized to remit payment of \$1,780.16 \$0 premium for a total of \$1,780.16 to the lienholder:

Make Redemption check payable to:

SHIREA CARROLL
41 PEPPERMINT LANE
WILLINGBORO, NJ 08046

**RESOLUTION 20-149
AUTHORIZING REDEMPTION OF OUTSIDE LIEN- #19-0010**

WHEREAS, funds have been remitted by EAST WEST BANK to redeem tax sale certificate #19-0010 held by CC1 HOLDINGS LLC., on Block 11514 Lot 32, 1282 VALLEY RD., assessed in the name BRADY, THOMAS J, and The Township Committee must approve the distribution of these funds.

WHEREAS, the Tax Collector has shown proof that the redemption calculation is correct, and all redemption monies have been received for redemption.

NOW, THEREFORE BE IT RESOLVED by the Committee of the Township of Long Hill, County of Morris, State of New Jersey that the Treasurer is authorized to remit payment of \$1,963.37 plus a premium of \$1,900 for a total of \$3,863.37 to the lienholder:

Make Redemption check payable to:
CC1 HOLDINGS, LLC – DEPT 3800
PO BOX 123800
DALLAS, TX 75312

**RESOLUTION 20-150
AUTHORIZING REFUND FOR CHALLENGE GRANT**

WHEREAS, The Shade Tree Commission has come to the determination that the below mentioned address will only allow one tree from the Challenge Grant;

WHEREAS, the applicant has purchased two trees and therefore requires a refund for the price of one tree;

BE IT RESOLVED, that the Township Committee of the Township of Long Hill upon the advice and recommendation of the President of the Shade Tree Commission, does hereby authorize the following refund:

<u>NAME</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
Michael Schmidt	1424 Valley Road Stirling, NJ 07980	\$175.00

**RESOLUTION 20-151
IN GRADE ADVANCEMENT– NOVOTNY**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey upon the advice and recommendation of Police Chief Ahmed Naga, does hereby approve the grade advancement of Officer Richard Novotny to Officer Grade IX, effective May 1, 2020 at an annual salary of \$62,730.00.

BE IT FURTHER RESOLVED, that this advancement is consistent with the current PBA 322 Collective Bargaining Agreement.

**RESOLUTION 20- 152
IN GRADE ADVANCEMENT - GERESI**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey upon the advice and recommendation of Police Chief Ahmed Naga, does hereby approve the grade advancement of Officer Christopher Geresi to Officer Grade X, effective June 1, 2020 at an annual salary of \$57,195.00.

BE IT FURTHER RESOLVED, that this advancement is consistent with the current PBA 322 Collective Bargaining Agreement.

**RESOLUTION 20-153
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

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 increase to the 2020 temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his/her records:

2020 Increase in the Temporary Budget

GENERAL ADMIN		
	SALARY & WAGES	10,000.00
	OTHER EXPENSES	5,000.00
	-	
MUNICIPAL CLERK		
	SALARY & WAGES	10,000.00
	OTHER EXPENSES	5,000.00
FINANCE		
	-	
	SALARY & WAGES	10,000.00
	OTHER EXPENSES	15,000.00
TAX COLLECTION		
	OTHER EXPENSES	4,000.00
TAX ASSESSOR		
	SALARIES & WAGES	10,000.00
PROSECUTOR		
	OTHER EXPENSES	6,000.00
	-	
ZONING		
	-	
	SALARY & WAGES	15,000.00
	-	
LEGAL		
	-	
	OTHER EXPENSES	10,000.00
	-	
ENGINEERING		
	-	
	OTHER EXPENSES	10,000.00
	-	
INSURANCE & BENEFITS		
	-	
	OTHER EXPENSES	300,000.00
	-	
	-	
POLICE		
	-	
	SALARY & WAGES	300,000.00
	OTHER EXPENSES	10,000.00
	-	
MUNICIPAL COURT		
	-	
	SALARY & WAGES	20,000.00
FIRE PREVENT. INSPECTOR		
	-	
	SALARY & WAGES	4,000.00
	OTHER EXPENSES	30,000.00
	-	
EMERGENCY MANAGEMENT		
	-	

SALARY & WAGES		5,000.00
STREETS & ROADS	-	
SALARY & WAGES		75,000.00
OTHER EXPENSES		30,000.00
	-	
PEOSHA	-	
OTHER EXPENSES		1,000.00
	-	
	-	
PARKS & PLAYGROUNDS		-
SALARY & WAGES		20,000.00
	-	
CONSTRUCTION	-	
SALARY & WAGES		20,000.00
ELECTRICITY	-	
OTHER EXPENSES		4,000.00
	-	
NATURAL GAS	-	
OTHER EXPENSES		4,000.00
	-	
TELEPHONE	-	
OTHER EXPENSES		8,000.00
	-	
HEATING FUEL	-	
OTHER EXPENSES		1,000.00
	-	
WATER	-	
OTHER EXPENSES		2,000.00
	-	
STREET LIGHTING	-	
OTHER EXPENSES		10,000.00
	-	
SOCIAL SECURITY- FICA		-
OTHER EXPENSES		40,000.00
	-	
PFRS - PENSION	-	
OTHER EXPENSES		309.00
	-	
MAINT. FREE PUB. LIBRARY		-
OTHER EXPENSES		50,000.00
SEWER UTILITY		
SALARY & WAGES		25,000.00
OTHER EXPENSES		125,000.00
SOCIAL SECURITY		1,000.00

BUDGET INTRODUCTION:

**RESOLUTION 20-154
INTRODUCTION OF 2020 MUNICIPAL BUDGET**

BE IT RESOLVED that the attached statements of revenues and appropriations shall constitute the Municipal Budget for the year 2020; and

BE IT RESOLVED that said Budget be published in the Echoes Sentinel in the issue for May 21, 2020; and

BE IT FINALLY RESOLVED that the Governing Body of the Township of Long Hill does hereby approve the Budget for the year 2020.

2020 MUNICIPAL BUDGET

Summary of Revenues		Anticipated	
		2020	2019
1.	Surplus	1,440,000.00	1,980,000.00
2.	Total Miscellaneous Revenues	2,696,349.16	2,388,505.43
3.	Receipts from Delinquent Taxes	475,000.00	400,000.00
4.	a) Local Tax for Municipal Purposes	9,927,987.59	9,725,336.25
	b) Addition to Local School District Tax	0.00	0.00
	c) Minimum Library Tax	579,858.00	581,911.73
	Tot Amt to be Rsd by Taxes for Sup of Muni Bnd	10,507,845.59	10,307,247.98
	Total General Revenues	15,119,194.75	15,075,753.41

Summary of Appropriations		2020 Budget	Final 2019 Budget
1.	Operating Expenses: Salaries & Wages	4,921,655.00	4,612,013.00
	Other Expenses	5,814,355.75	5,693,737.41
2.	Deferred Charges & Other Appropriations	1,383,999.00	1,436,876.00
3.	Capital Improvements	680,000.00	1,032,000.00
4.	Debt Service (Include for School Purposes)	1,328,885.00	1,325,327.00
5.	Reserve for Uncollected Taxes	990,300.00	975,800.00
	Total General Appropriations	15,119,194.75	15,075,753.41
	Total Number of Employees	67	63

2020 Dedicated Parking		Utility Budget	
Summary of Revenues		Anticipated	
		2020	2019
1.	Surplus	0.00	70,000.00
2.	Miscellaneous Revenues	90,000.00	90,000.00
3.	Deficit (General Budget)		
	Total Revenues	90,000.00	160,000.00

Summary of Appropriations		2020 Budget	Final 2019 Budget
1.	Operating Expenses: Salaries & Wages	10,000.00	10,000.00
	Other Expenses	30,000.00	30,000.00
2.	Capital Improvements	50,000.00	120,000.00
3.	Debt Service		
4.	Deferred Charges & Other Appropriations		
5.	Surplus (General Budget)		
Total Appropriations		90,000.00	160,000.00
Total Number of Employees		0	0

2020 Dedicated		Sewer	Utility Budget	
Summary of Revenues			Anticipated	
			2020	2019
1.	Surplus		175,000.00	0.00
2.	Miscellaneous Revenues		1,421,777.00	2,204,838.00
3.	Deficit (General Budget)			
Total Revenues			1,596,777.00	2,204,838.00
Summary of Appropriations			2020 Budget	Final 2019 Budget
1.	Operating Expenses: Salaries & Wages		92,215.00	118,000.00
	Other Expenses		1,215,530.00	1,144,393.00
2.	Capital Improvements		0.00	650,000.00
3.	Debt Service		274,932.00	275,341.00
4.	Deferred Charges & Other Appropriations		14,100.00	17,104.00
5.	Surplus (General Budget)			
Total Appropriations			1,596,777.00	2,204,838.00
Total Number of Employees			5	5

Balance of Outstanding Debt				
	General	Parking	Sewer	
Interest	826,392.00		191,975.00	
Principal	6,741,000.00		2,925,803.00	
Outstanding Balance	7,567,392.00	0.00	3,117,778.00	

Notice is hereby given that the budget and tax resolution was approved by the Governing Body of the Township of Long Hill, County of Morris, on May 13, 2020.

A hearing on the budget and tax resolution will be held by virtual meeting, on June 10, 2020 at 7:30 PM at which time and place objections to the Budget and Tax Resolution may be presented by taxpayers or other interested persons. Please refer to June 10, 2020 agenda for meeting details or email municipalclerk@longhillnj.gov. If you would like to obtain a detailed copy of the budget please email Megan Phillips, municipalclerk@longhillnj.gov.
