



TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ
TOWNSHIP COMMITTEE
REORGANIZATION MEETING AGENDA **REVISED 1/4/2022**
WEDNESDAY, JANUARY 5, 2022 – 6:00PM

A draft of the Township Committee Reorganization Agenda is posted on the Township website at www.longhillnj.gov

If you would like to submit a public comment to the Township Committee via written letter or electronic mail please send to Clerk Megan Phillips municipalclerk@longhillnj.gov no later than 12:00pm on Wednesday, January 5, 2022.

The Long Hill Township Committee Reorganization meeting on January 5, 2022 at 6:00pm will be held through zoom webinar.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/86340160166>

Passcode: 181690

Or One tap mobile :

US: +13126266799,,86340160166#,,,,*181690# or +19294362866,,86340160166#,,,,*181690#

Or Telephone:

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

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

Webinar ID: 863 4016 0166

Passcode: 181690

To livestream on YouTube please visit: <https://www.youtube.com/channel/UCzUB2ICSvWAcow4XVOyrNDg>

To watch live on LHTV visit: Comcast channel 29, Verizon channel 38, Verizon channel 2137 (HD)

STATEMENT OF ADEQUATE NOTICE

"In compliance with the Open Public Meetings Act of New Jersey, adequate notice of this meeting 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.

OPEN PUBLIC MEETING: *By Township Clerk*

PLEDGE OF ALLEGIANCE:

OATH OF OFFICE FOR ELECTED MEMBERS

Guy Piserchia – Conducted by Senator Tom Kean

Brendan Rae – Conducted by Senator Tom Kean

ELECTION OF MAYOR FOR 2022: *By*

Nomination for Mayor 2022: _____

Second: _____

Motion to Close Nominations: _____
Second: _____ Roll Call:

Motion to Elect Mayor for 2022: _____
Second: _____ Roll Call:

OATH OF OFFICE FOR MAYOR: Conducted by Senator Tom Kean
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 2022

Nomination for Deputy Mayor for 2022: _____
Second: _____

Motion to Close Nominations: _____
Second: _____ Roll Call:

Motion to Elect Deputy Mayor for 2022: _____
Second: _____ Roll Call:

OATH OF OFFICE FOR DEPUTY MAYOR: Conducted by Senator Tom Kean

STANDING COMMITTEE APPOINTMENTS FOR 2022

Committeeman Brendan Rae

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

Committeeman Guy Piserchia

MC Community Development
A Way Out
Board of Health
Shade Tree Commission
MC Community Development
First Aid
Traffic Advisory
Emergency Management
Admin and Executive
Green Team

Committeeman Matthew Dorsi

Emergency Management
Board of Health
Fire Liaison
Senior Citizens
Dept. of Public Works
Green Team

Committeeman Victor Verlezza

Beautification
Negotiations
Visionary Comm. – Central Park Vision Committee
Board of Health
Planning Board
Recreation Advisory Committee

Committeeman Scott Lavender

Beautification
Negotiations
Communications Advisory Committee
Visionary Comm. – Central Park Vision Committee
Board of Health
Board of Education
MC Community Development
Police (Alt)
Community Services

Motion to accept Appointments for 2022: _____

Second:_____ Roll Call:

APPOINTMENTS TO BOARDS AND COMMISSION FOR 2022

Mayoral Appointments

Planning Board

Thomas Jones – Class IV
Theresa Dill – Class II
Brendan Rae (Mayor's designee to act in absence of Mayor)

Expiration of Term
December 31, 2025
December 31, 2022
December 31, 2022

Historic Preservation Advisory Committee

Denise Murphy (3yr) Class C
Carol Prasa (3yr) Class C
Fred W. Schaan (3yr) Class C

Expiration of Term
December 31, 2024
December 31, 2024
December 31, 2024

Environmental Commission

Susan Garretson Friedman (CHAIR 1 yr)
Susan Garretson Friedman (3yr)
Philip Ponturo (3yr)

December 31, 2022
December 31, 2024
December 31, 2024

Shade Tree Commission

Theresa Dill (5yr)
Ann Cade (5yr)

Expiration of Term
December 31, 2026
December 31, 2026

Mayoral Appointments with Approval of Township Committee

Library Trustee

Shannon Butler, Sch. Supt. Rep
Joanne Lavender, Mayor Rep.
Angela Cuonzo (5 yr)

Expiration of Term
December 31, 2022
December 31, 2022
December 31, 2026

CONFIRMATION OF APPOINTMENTS

Motion to accept Mayoral Appointments to the 2022 Boards and Committees: _____

Second:_____ Roll Call:

TOWNSHIP COMMITTEE APPOINTMENTS

Board of Adjustment

Scott Hain (4yr)
Ben Lindeman - Alt #1 (unexpired 2 yr)

Expiration of Term
December 31, 2025
December 31, 2022

Communications Advisory Committee

Dan Eline (3yr)
Nancy Malool
Scott Lavender

Expiration of Term
December 31, 2024
December 31, 2022
December 31, 2022

Planning Board

Victor Verlezza (Class III)

Expiration of Term
December 31, 2022

Open Space Advisory Committee

Jerry Aroneo (3yr)

Expiration of Term
December 31, 2024

Passaic Valley Park Vision Sub-Committee

Lisa Scanlon Rec.
Peter O'Neill Open Space
Jerry Aroneo Open Space
Nancy Malool Administrator

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

Scott Lavender Twp. Comm.	December 31, 2022
Victor Verlezza Twp. Comm.	December 31, 2022
Gary Patel - Resident	December 31, 2022
Chris Porter – Resident	December 31, 2022

Recreation Committee

Beth Smargiassi	December 31, 2026
Trish Gianakis	December 31, 2026
Scott Lavender (1yr)	December 31, 2022

Beautification Committee

Al Gallo
 Nancy Malool
 Scott Lavender
 Dennis Sandow
 Gordon Redgate
 Colette Armenti
 Victor Verlezza
 Mead Briggs
 Kathy Pfeil
 Theresa Filippone

Traffic Advisory Committee

Chief Naga	December 31, 2022
Brendan Rae (TC)	December 31, 2022
Guy Piserchia (TC)	December 31, 2022
Nancy Malool	December 31, 2022
Al Gallo	December 31, 2022
Paul Ferriero	December 31, 2022
Of. Bauer	December 31, 2022
Det. Sutton	December 31, 2022
Marie Colangelo	December 31, 2022
Thomas Bailey	December 31, 2022
Carl Farinhas	December 31, 2022
Joanna Askey	December 31, 2022

Watchung Hills Regional Municipal Alliance

Shayne Daly	December 31, 2022
Benjamin Lindeman	December 31, 2022
Melissa Backer	December 31, 2022
Tina Osmond	December 31, 2022
Sgt. RJ Sutton	December 31, 2022

Green Team

Susan Jeans (Shade Tree Liaison)	December 31, 2022
Tom Flatey (EC Liaison)	December 31, 2022
Steve Gruber	December 31, 2022
Phyllis Fast	December 31, 2022
Kathy Pfeil	December 31, 2022
Jake Raimer	December 31, 2022
Matt Dorsi (TC Liaison)	December 31, 2022
Guy Piserchia (TC Liaison)	December 31, 2022

A Way Out

Tom Jones	December 31, 2022
Stephanie Smith	December 31, 2022

Chief Naga
Lt. Ciambriello
Brendan Rae
Guy Piserchia

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

CONFIRMATION OF APPOINTMENTS

Motion to appoint members to 2022 Boards and Committees: _____

Second: _____ Roll Call:

CONSENT AGENDA RESOLUTIONS:

Resolution No. 22-001 – 22-035 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.

- 22-001 ESTABLISHING 2022 MEETING
- 22-002 ADOPTING 2022 HOLIDAY SCHEDULE
- 22-003 AUTHORIZING USE OF CONSENT AGENDA
- 22-004 DESIGNATING OFFICIAL NEWSPAPERS
- 22-005 FILING SIGNATURE WITH SECRETARY OF STATE
- 22-006 AUTHORIZING FEE FOR COPIES OF AGENDA PACKET
- 22-007 AUTHORIZING PREPAYMENT OF MORRIS COUNTY TAXES
- 22-008 AUTHORIZING DISBURSEMENT OF HOSPITALIZATION AND STATE HEALTH BENEFITS
- 22-009 AUTHORIZING 2022 PAY SCHEDULE AND PENSION PAYMENTS
- 22-010 ESTABLISHING INTEREST RATE ON DELINQUENT TAXES
- 22-011 AUTHORIZING TAX COLLECTOR TO REFUND PROPERTY TAXES OR DELINQUENCY
- 22-012 AUTHORIZING THE CHIEF FINANCIAL OFFICER TO WIRE TRANSFER FUNDS FOR INVESTMENT AND PAYMENT OF CAPITAL DEBT
- 22-013 OFFICIAL EMERGENCY SERVICE RESPONDERS
- 22-014 ADOPTING PERSONNEL POLICY AND PROCEDURE MANUAL
- 22-015 APPOINTING 2022 SCHOOL CROSSING GUARDS
- 22-016 ADOPTING EXPOSURE CONTROL PLAN
- 22-017 ADOPTING THE TOWNSHIP OF LONG HILL PURCHASING PROCEDURES MANUAL
- 22-018 APPOINTING 2022 LOCAL EMERGENCY PLANNING COMMITTEE
- 22-019 APPOINTING 2022 EMERGENCY MANAGEMENT OPERATIONS CENTER STAFF
- 22-020 2022 FEE SCHEDULE
- 22-021 2022 TEMPORARY BUDGET

- 22-022 CONFIRMING APPOINTMENT OF 2022 OFFICIALS AND EMPLOYEES
- 22-023 DESIGNATING THE OFFICIAL DEPOSITORIES & SIGNATURES ON BANK ACCOUNTS
- 22-024 AUTHORIZING PROFESSIONAL SERVICE APPOINTMENTS/CONTRACTS
- 22-025 ADOPTING POLICE DEPARTMENT RULES & REGULATIONS
- 22-026 APPROVE HAZARDOUS MATERIAL FEE SCHEDULE
- 22-027 APPOINTING DEPUTY RECORDS CUSTODIANS
- 22-028 APPROVING CASH MANAGEMENT PLAN FOR THE TOWNSHIP OF LONG HILL
- 22-029 AUTHORIZING PAYROLL AGREEMENT WITH LONG HILL PUBLIC LIBRARY
- 22-030 EEOC COMPLIANCE- HIRING PRACTICES
- 22-031 AUTHORIZING ELECTRONIC TAX SALES
- 22-032 MUTUAL AID AND MORRIS COUNTY REGIONAL EMERGENCY DEPLOYMENT SYSTEM (MCREDS) AUTHORITY TO EXECUTE AGREEMENT: TERMS AND CONDITIONS
- 22-033 APPROVAL OF 2022 TOWNSHIP AUTOMOBILE TOWING SERVICE OPERATORS
- 22-034 APPROVAL OF 2022 TOWNSHIP TRUCK TOWING SERVICE OPERATORS
- 22-035 RESOLUTION APPOINTING TECHNICAL ASSISTANT TO CONSTRUCTION OFFICIAL ("TACO") - CHARLTON

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolution No. 22-001 – 22-035 are hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

PROCLAMATIONS

- Andrew Cuonzo – Eagle Scout Award
- Matthew Strona – Eagle Scout Award
- Demetri Gianakis – Eagle Scout Award
- Christopher Gianakis – Eagle Scout Award

MEETING OPEN TO PUBLIC COMMENT:

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

ADJOURNMENT

**RESOLUTION 22-001
ESTABLISHING 2022 MEETING DATES**

BE IT RESOLVED that all 2022 Regular Meetings of the Township Committee of the Township of Long Hill be held either virtually or in person at the Municipal Building, 915 Valley Road, Gillette, New Jersey, or combination of the two, at 7:30 p.m. prevailing time, on the following dates:

- | | |
|-------------|------------------------------------|
| January 19 | July 13 |
| February 9 | August 17 |
| February 23 | September 14 |
| March 9 | September 28 |
| March 23 | October 12 |
| April 13 | October 26 |
| April 27 | November 9 |
| May 11 | December 14 |
| May 25 | December 28 (8:30 AM) |
| June 8 | |
| June 22 | January 4, 2023 (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 either virtually or in person at Municipal Building, 915 Valley Road, Gillette, New Jersey, or a combination of the two at 6:45 p.m., prevailing time, on the same dates as listed above on an as needed basis, as described on agenda.

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 or Virtual 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.

**RESOLUTION 22-002
ADOPTING 2022 HOLIDAY SCHEDULE**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the 2022 schedule be adopted as follows:

- | | |
|-----------------|--|
| January 17 | Martin Luther King Jr. Day |
| February 21 | President's Day |
| April 15 | Good Friday |
| May 30 | Memorial Day |
| July 4 | Independence Day |
| September 5 | Labor Day |
| October 10 | Columbus Day |
| November 11 | Veterans Day |
| November 24 | Thanksgiving |
| November 25 | Day <i>After</i> Thanksgiving Day |
| December 23 | Christmas Eve (observing Friday) |
| December 26 | Christmas Day (observing Monday) |
| January 2, 2023 | New Years' Day 2023 (observing Monday) |

**RESOLUTION 22-003
AUTHORIZING 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.

**RESOLUTION 22-004
DESIGNATING OFFICIAL NEWSPAPERS**

WHEREAS, 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;

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 *Echoes Sentinel* and the *Morris County Daily Record* are hereby designated as the official newspapers of the Township of Long Hill for the year 2022.

**RESOLUTION 22-005
FILING SIGNATURE WITH SECRETARY OF STATE**

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

**RESOLUTION 22-006
AUTHORIZING FEE FOR COPIES OF AGENDA PACKET**

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

**RESOLUTION 22-007
AUTHORIZING PREPAYMENT OF MORRIS COUNTY TAXES**

WHEREAS, Morris County taxes are due quarterly on February 1, May 1, August 1 and November 1, 2022;

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

**RESOLUTION 22-008
AUTHORIZING DISBURSEMENT OF HOSPITALIZATION AND STATE HEALTH BENEFITS**

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

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

**RESOLUTION 22-009
AUTHORIZING 2022 PAY SCHEDULE AND PENSION PAYMENTS**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the Chief Financial Officer is hereby authorized to perform all matters necessary to enable the issuance of Township payroll checks in

twenty-six installments and pension payments throughout the year 2022 without the need of further resolutions or action by the Township Committee, and

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

**RESOLUTION 22-010
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 2022 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.

**RESOLUTION 22-011
AUTHORIZING TAX COLLECTOR TO CANCEL PROPERTY TAX REFUND 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 cancellation, without further action on the part of the governing body, of any property tax refund or delinquency of less than \$10.00.

**RESOLUTION 22-012
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.

**RESOLUTION 22-013
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, 2022 to December 31, 2022:

- 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

**RESOLUTION 22-014
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 2022 with the stipulation that the Township reserves the right to adopt further amendments to the Personnel Policy and Procedure Manual throughout the year.

**RESOLUTION 22-015
APPOINTING 2022 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 2022:

- Baldassarre Abbondandolo
- Anna Abbondandolo
- Rosemary Armenti
- Howard Bradley
- Bianca D'Alessio
- Wendy Ross
- Sharon Woodstock
- Susan Potts
- Jayne Schraffa

**RESOLUTION 22-016
ADOPTING EXPOSURE CONTROL PLAN**

BE IT RESOLVED that the Exposure Control Plan for the Township of Long Hill dated January 4, 2021 is hereby adopted by the Township Committee of the Township of Long Hill for 2022.

**RESOLUTION 22-017
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 2022.

**RESOLUTION 22-018
APPOINTING 2022 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 2022 as the Local Emergency Planning Committee (LEPC):

Local Emergency Planning Committee (LEPC)

Chairperson:

Joseph Hubert Emergency Management Coordinator (EMC)

OEM Department Deputies:

Larry Fast EMC Deputy - Communications
Unassigned EMC Deputy - Administration
Unassigned EMC Deputy - Operational Response
Unassigned EMC Deputy - Citizen Corps (CERT/MRC)

Emergency Support Function Leads

Lt. James Marczewski Police Svcs Asst Coordinator
Pat White Technical Svcs Asst Coordinator (Millington FC, Chief)
Al Gallo Special Svcs Asst Coordinator (Director Public Works)
Nancy Malool Public Svcs Asst Coordinator (Township Administrator)
Unassigned Social Svcs Asst Coordinator

Additional Members:

Mayor	Long Hill Township Mayor
TC Liaison	Emergency Mgmt. Township Committee Liaison
Chief Ahmed Naga	Long Hill Township Police Department, Police Chief
Robert English	Long Hill First Aid Rescue Squad
Chief John Whitmore	Long Hill Fire Department (Stirling FC, Chief)
Lucy Forgione	Public Health/Bernards Health Department
Peggy Lunsmann	Clergy Representative(Asst. Dir. Shrine of St. Joseph)
Rev. Vicki McGrath	Clergy Representative (All Saints' Episcopal Church)
Dr. Anne Mucci	Superintendent of Public Schools

**RESOLUTION 22-019
APPOINTING 2022 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 2022 as the Emergency Management Operations Center Staff:

Emergency Management Operations Center Staff

Joseph Hubert	Emergency Management Coordinator (EMC)
Unassigned	EMC Deputy - Operational Response
Larry Fast	EMC Deputy - Communications
Unassigned	EMC Deputy - Citizen Corps (CERT/MRC)

Emergency Support Function Leads

Lt. James Marczewski	Police Svcs Asst Coordinator
Pat White	Technical Svcs Asst Coordinator (Millington FC, Chief)
Al Gallo	Special Svcs Asst Coordinator (Director Public Works)
Nancy Malool	Public Svcs Asst Coordinator (Township Administrator)
Unassigned	Social Svcs Asst Coordinator

Other Key Functional Leads:

Chief Ahmed Naga	Long Hill Township Police Department, Police Chief
Robert English	Emergency Medical Annex Owner (LH First Aid Rescue Squad, Captain)
Mayor	Long Hill Township Mayor
Dr. Anne Mucci	Public Schools Annex Owner
Lucy Forgione	Public Health Officer

**RESOLUTION 22-020
2022 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 2022 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

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.

Annual Permit Fee	\$ 50.00
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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 th	\$ 20.00
Replacement (first one free, thereafter \$5.00)	
Fill/Soil Removal Permit	\$ 50.00
Finance & Tax Collection	
Returned Check, Online Payment (ACH), Credit Card Charges	\$ 20.00
Lien Redemption Calculation (First Two Calculations at no cost)	
Any additional subsequent calculation (N.J.S.A. 54:5054)	\$ 50.00
Notice of Tax Sale to property owner on Tax Sale- 54:5-26	\$ 25.00 each
Food and Drink License	
Pharmacy	\$ 65.00
Retail Food Establishment (under 2,000 sq. feet)	\$ 100.00
Retail Food Establishment (2,000 – 5,000 sq. feet)	\$ 135.00
Retail Food Establishment (5,000 – 10,000 sq. feet)	\$ 175.00
Retail Food Establishment (over 10,000 sq. feet)	\$ 400.00
Mobile Retail Food Establishment	\$ 110.00
Temporary Retail Food Establishment	\$ 30.00
Farmers Market	\$ 20.00
Catering	\$ 110.00
Re-Inspection Fee	\$ 100.00
Late Fee (renewals only – after January 31 st)	
Double License Fee	

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 – First 4 docs are no charge	\$	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)	\$	200.00
All Saints Parish Hall, 9:00AM – 3:00 PM		per camper
Field Hockey Fall Program		\$100 - \$150
Field Hockey Summer Clinic	\$	85.00
Girls Lacrosse Summer Clinic	\$	80.00
Swim Lessons (per week)	\$	65.00
“Learn to Swim” Lessons (per class)	\$	15.00
Girls Volleyball	\$	75.00
Rutgers S.A.F.E.T.Y. Class	\$	35.00
Summer Recreation		
Long Hill Twp. Resident	\$	257.00
Activity Fee Res/Non Res	\$	15.00
Non-Resident	\$	502.00
Summer Recreation Camp Late Fee (after June 1)	\$	50.00
Withdrawal Fee for ALL Recreation Programs (when Permitted)	\$	10.00
Return Check Fee	\$	20.00
[per N.J.S.A. 40:5-18(c)]		

Septic Applications	
New: Plan Review	\$ 500.00
(Includes plan review and installation inspection)	
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	\$ 100.00
Permeability Tests [witness per lot, per day]	
Street/Road Opening Permit	\$ 200.00
Swimming and Bath Establishments	\$ 200.00
Tax Lien Redemption Calculation Fee	\$ 50.00
[For 3 rd request in a calendar year]	
Tire Permits	\$ 2.00
<u>Towing Services and Storage:</u>	
Basic towing of private passenger automobiles and motorcycles:	
Automobile (days between 8:00 a.m. and 4:30 p.m.)	
First mile or less	\$ 65.00
Each additional loaded mile	\$ 3.50
Automobile (nights, weekends and New Jersey State Holidays)	
First mile or less	\$ 85.00
Each additional loaded mile	\$ 3.50
Basic towing for other than private automobiles:	
(Days between 8:00 a.m. and 4:30 p.m. Monday-Friday)	
Light Duty (vehicles up to 6,999 lb. GVWR)	\$100.00 per hour, 1 hour minimum
Medium Duty (vehicles up to 20,000 lb. GVWR)	\$150.00 per hour, 1 hour minimum
Heavy Duty	\$250.00 per hour, 1 hour minimum
(Nights, Weekends and NJ Holidays)	
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 22-021
2022 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 2022 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 2022; and

WHEREAS, the total appropriations in the 2021 budget, less the appropriations made for Capital Improvement Fund, Debt services and relief of the poor are as follows:

General - Total General Appropriation	\$13,459,559.30
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WHEREAS, 26.25% of the total appropriations in the 2021 Budget less appropriations made for Capital Improvement Fund, Debt services and relief of the poor are as follows:

(2021 Temporary Budget not exceeding)	\$ 3,533,134.00
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WHEREAS, the total appropriations in the 2021 Parking Utility budget, less the appropriations made for Capital Improvement Fund, Debt services are as follows:

General - Total General Appropriation	\$40,000.00
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WHEREAS, 26.25% of the total appropriations in the 2021 Parking Utility Budget less appropriations made for Capital Improvement Fund, Debt services are as follows:

(2021 Temporary Budget not exceeding)	\$10,500.00
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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:

2022 Temporary Budget

GENERAL ADMIN	
SALARY & WAGES	79,000.00
OTHER EXPENSES	25,000.00
	-
MIS - MANAGE INFO SYSTEM	
OTHER EXPENSES	29,000.00
	-
MAYOR & COUNCIL	
SALARY & WAGES	500.00
OTHER EXPENSES	8,500.00
	-
ELECTIONS	
OTHER EXPENSES	1,000.00
	-
MUNICIPAL CLERK	
SALARY & WAGES	32,000.00
OTHER EXPENSES	9,000.00
	-
FINANCE	
SALARY & WAGES	24,000.00
OTHER EXPENSES	28,000.00
	-
TAX COLLECTION	
	-

	SALARY & WAGES		26,000.00
	OTHER EXPENSES		2,500.00
	-		
TAX ASSESSOR		-	
	SALARY & WAGES		13,000.00
	OTHER EXPENSES		5,000.00
	-		
LEGAL		-	
	OTHER EXPENSES		30,000.00
	-		
PROSECUTOR		-	
	OTHER EXPENSES		10,000.00
	-		
PLANNING		-	
	SALARY & WAGES		500.00
	OTHER EXPENSES		8,000.00
	-		
BD OF ADJUSTMENT		-	
	SALARY & WAGES		500.00
	OTHER EXPENSES		1,000.00
	-		
ZONING		-	
	SALARY & WAGES		13,000.00
	OTHER EXPENSES		200.00
	-		
PUBLIC DEFENDER		-	
	OTHER EXPENSES		3,000.00
	-		
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		58,000.00
	-		
INSURANCE & BENEFITS		-	
	OTHER EXPENSES		360,000.00
	-		
	-		
POLICE		-	
	SALARY & WAGES		765,000.00
	OTHER EXPENSES		20,000.00
	-		
POLICE CAR		-	
	OTHER EXPENSES		22,000.00
	-		
RADIO & COMMUNICATION		-	
	OTHER EXPENSES		230,000.00
	-		

AID TO FIRE COMPANIES	-
OTHER EXPENSES	25,000.00
-	
AID TO RESCUE SQUAD	-
OTHER EXPENSES	18,000.00
-	
MUNICIPAL COURT	-
SALARY & WAGES	35,000.00
OTHER EXPENSES	1,500.00
-	
FIRE PREVENT. INSPECTOR	-
SALARY & WAGES	10,000.00
OTHER EXPENSES	1,000.00
FIRE HYDRANT	48,000.00
-	
EMERGENCY MANAGEMENT	-
SALARY & WAGES	3,000.00
OTHER EXPENSES	2,000.00
-	
-	
STREETS & ROADS	-
SALARY & WAGES	218,000.00
OTHER EXPENSES	49,000.00
-	
FLEET MAINTENANCE	-
OTHER EXPENSES	35,000.00
-	
GARBAGE DISPOSAL	-
OTHER EXPENSES	210,000.00
-	
HEALTH & WELFARE	-
OTHER EXPENSES	20,000.00
-	
SOCIAL SERVICES	
SALARIES & WAGES	8,000.00
OTHER EXPENSES	2,000.00
-	
PEOSHA	-
OTHER EXPENSES	1,000.00
-	
-	
PARKS & PLAYGROUNDS	-
SALARY & WAGES	22,000.00
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	39,000.00	
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	
	-	
DCRP		
OTHER EXPENSES	5,000.00	
	-	
PERS - PENSION	-	
OTHER EXPENSES	228,541.00	
	-	
SOCIAL SECURITY- FICA	-	
OTHER EXPENSES	97,000.00	
	-	
PFRS - PENSION	-	
OTHER EXPENSES	330,993.00	
	-	
	-	
MAINT. FREE PUB. LIBRARY	-	
OTHER EXPENSES	175,000.00	
	-	
LOSAP	-	
OTHER EXPENSES		
Total General Operations:	3,533,134.00	
CAPITAL IMPROVEMENT FUND		
OTHER EXPENSES	100,000.00	
PARKING ENTERPRISE		
SALARY & WAGES	2,700.00	
OTHER EXPENSES	7,800.00	

Total Parking Enterprise: 10,500.00

**RESOLUTION 22-022
CONFIRMING APPOINTMENT OF 2022 OFFICIALS AND EMPLOYEES**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that Officers and Employees for the year 2022 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
Township Attorney [1 year term-N.J.S.A. 40A:9-139]	John R. Pidgeon, Esq.
Township Engineer Term (1/1/22 - 12/31/24) [3 year term -NJSA 40A:9-140]	Paul Ferriero, PE
Certifying Agent – Pension Funds [Indeterminate term-N.J.S.A. 43:3C-15]	Laurie Spinelli
Safety Delegate	James Anderson
Domestic Violence Human Resources Officer	Nancy Malool
Domestic Violence Human Resource Officer Assistant	Colette Armenti

**RESOLUTION 22-023
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 2022 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 2022:

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.

RESOLUTION 22-024
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. 20.5 and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the amounts of the contracts may 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

WHEREAS, the contractors have completed and submitted Business Entity Disclosure Certifications which certify that the business entity has not made any reportable contributions to a political or candidate committee in the Township of Long Hill in the previous one year, and that the contract will prohibit the contractor from making any reportable contributions through the term of the contract, as well as a Township pay-to-play certification.

BE IT RESOLVED, by the Township Committee of the Township of Long Hill that the following appointments are hereby made for the calendar 2022, subject to entering into a formal written contract satisfactory to both parties in accordance with the Local Public Contracts Law:

Township Attorney	PIDGEON & PIDGEON, PC
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
Financial Consulting Services	SUPLEE CLOONEY & COMPANY
Auditor	NISIVOCCIA
Affordable Housing Administrator	CGP&H
Grant Writers	MILLENNIUM STRATEGIES
Redevelopment Attorney	MARAZITI FALCON
Redevelopment Planner	PHILLIPS, PREISS
LSRP	ATLANTIC ENVIRONMENTAL CONSULTING SERVICES
Environmental Attorney	SCHENCK, PRICE, SMITH & KING LLP
Environmental Consultant	JS HELD
Risk Management Consultant	TREADSTONE RISK MANAGEMENT
Labor Attorney	TRIMBOLI & PRUSINOWSKI

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

1. Professional services contracts hereby awarded to the above referenced.
2. The terms of the contracts shall be from January 1, 2022 to December 31, 2022
3. The Business Disclosure Entity Certifications and the Determinations of Value shall be placed on file with this resolution.
4. The Contractors shall provide certificates of insurance acceptable to the Township Risk Manager and the Township Attorney.
5. The Township Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(I), is directed to publish a notice once in the official newspaper stating the nature, duration service and amount of this contract.
6. This contract shall be charged to budget line item(s) attached. The certification of available funds by the Financial Officer shall be attached to the original of this resolution and shall be maintained in the files of the Township Clerk.

**RESOLUTION 22-025
ADOPTING POLICE DEPARTMENT RULES & REGULATIONS**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, to adopt the Rules and Regulations of the Long Hill Township Police Department, copy attached hereto and made a part hereof.

**RESOLUTION 22-026
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 Fee Schedule below is hereby approved until modified or amended by the Township Committee upon advice of the Office of Emergency Management.

Township of Long Hill Hazardous Material Fee Schedule

1. Long Hill Rescue Squad
 - Vehicle #180 - Support Vehicle with personnel - \$100.00 per hour
 - Vehicle #177 - Small Ambulance with personnel - \$250.00 per hour
 - Vehicle #178 – Intermediate Ambulance with personnel - \$300.00 per hour

Vehicle #179 - Small Ambulance with personnel - \$250.00 per hour

In addition any equipment or supplies that can not be reused will be charged at the First Aids Squad's replacements costs supported with receipts.

2. Millington Fire Department

- Vehicle #10 - Command Vehicle with personnel - \$100.00 per hour
- Vehicle #11 - Pumper Truck with personnel - \$350.00 per hour
- Vehicle #12 Pick up Truck with personnel - \$100.00 per hour
- Vehicle #13 - Brush Truck with personnel - \$200.00 per hour
- Vehicle #14 - Ladder Truck with personnel - \$400.00 per hour
- Vehicle #15 - Support Vehicle with personnel - \$100.00 per hour
- Vehicle #16 - Haz-Mat Trailer and Equipment - \$100.00 per hour

In addition any equipment or supplies that can not be reused will be charged at the Fire Department's replacements costs supported with receipts.

3. Stirling Fire Department

- Vehicle #22 - Pumper Truck with Personnel - \$350.00 per hour
- Vehicle #24 - Pumper Truck with Personnel - \$350.00 per hour
- Vehicle #25 - Command Vehicle with personnel - \$100.00 per hour
- Vehicle #26 - Large Rescue Truck with personnel - \$400.00 per hour

In addition any equipment or supplies that can not be reused will be charged at the Fire Department's replacements costs supported with receipts.

4. Emergency Management

- Vehicle #7A-Command Vehicle with personnel - \$ 50.00 per hour
- Vehicle #24 - CERT Support Vehicle with Personnel - \$ 100.00 per hour

In addition any equipment or supplies that can not be reused will be charged at the Emergency Management's replacements costs supported with receipts.

**RESOLUTION 22-027
APPOINTING DEPUTY RECORDS CUSTODIANS**

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

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

1. The Police Department Secretary is hereby appointed as the deputy records custodian for Police Department Records.
2. The Tax Clerk is hereby appointed deputy records custodian for all tax records.
3. The Planning Board/Board of Adjustment Coordinator is hereby appointed deputy records custodian for the Zoning/Planning and land use records.
4. The Technical Assistant to the Construction Official is hereby appointed deputy records custodian for the Building Dept.
5. The CFO is hereby appointed deputy records custodian for the Finance Dept.

- 6. The designated deputy records custodians shall report to the Township Clerk all requests for records and shall follow any instructions given by the Clerk regarding the handling of such records.

**RESOLUTION 22-028
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 CFO firm of Suplee Clooney and the recommendation of the auditing firm of Nisivoccia & Company, the attached Cash Management Plan for the Township of Long Hill be approved.

**RESOLUTION 22-029
AUTHORIZING 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.

**RESOLUTION 22-030
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.

**RESOLUTION 22-031
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.

**RESOLUTION 22-032
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-1et 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.

**RESOLUTION 21-033
APPROVAL OF 2022 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

**RESOLUTION 21-034
APPROVAL OF 2022 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

**RESOLUTION 21-035
RESOLUTION APPOINTING TECHNICAL ASSISTANT TO CONSTRUCTION OFFICIAL (“TACO”) -
CHARLTON**

WHEREAS, there is currently a vacancy in the position of Technical Assistant to the Construction Official (“TACO”); and

WHEREAS, N.J.S.A. 52:27D-126 provides that:

“The governing body of any municipality shall appoint a construction official, any necessary subcode officials and technical assistants to assist such officials to administer and enforce the [Uniform Construction] Code . . .

....

“d. The commissioner, after consultation with the Code Advisory Board, may periodically require that each construction official, subcode official and technical assistant demonstrate a working knowledge of innovations in construction technology and materials, recent changes in and additions to the relevant portions of the State Uniform Construction Code and current standards of professional ethics and legal responsibilities; or, in the alternative, the commissioner, after consultation with the current advisory board, may accept successful completion of appropriate programs of such working knowledge”; and

WHEREAS, Township Administrator, Nancy Malool, has recommended the appointment of Denise Charlton, who has all of the required qualifications, to be TACO;

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. Denise Charlton is hereby appointed full-time Long Hill Township TACO, effective January 19, 2022, at an annual salary of \$55,000.
2. In all other respects, Denise Charlton’s employment and benefits will be subject to the terms and conditions set forth in the Township Personnel Policies and Procedures Manual.
3. This appointment is contingent upon satisfactory completion of a background check.
