



**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ
TOWNSHIP COMMITTEE
REGULAR SESSION AGENDA
Wednesday, November 8, 2023
7:30PM OPEN SESSION, 6:45PM CLOSED SESSION**

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

The November 11, 2023, Township Committee Meeting will be conducted in person at Long Hill Township Municipal Court is located at 915 Valley Road, Gillette.

To participate through Zoom webinar:

<https://us02web.zoom.us/j/88950787530?pwd=OEVkamlCejZUWGI0UjUzekU1d2k3dz09>

Or Telephone: +1 929 436 2866

Webinar ID: 889 5078 7530 Passcode: 376332

To watch on website please visit: <http://longhillnj.gov/LHT-TV.html>

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

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 Morris Daily Record 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. EXECUTIVE SESSION:

23-292 EXECUTIVE SESSION

- Personnel
- Attorney Client - NJAW
- Contract Negotiations – PBA, DPW, Professional Service Contracts
- Shared Service

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolution 23-292 is hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

3. CALL MEETING TO ORDER:

4. ORDINANCE(S):

ORDINANCE 524-23 (SECOND READING / ADOPTION)

**AN ORDINANCE CONCERNING THE HISTORIC PRESERVATION ADVISORY COMMITTEE AND AMENDING SECTION 2-35 OF THE TOWNSHIP CODE
PUBLIC HEARING**

MOVED by: _____, that Ordinance 524-23 be adopted. **SECONDED** by: _____,
ROLL CALL VOTE

5. CONSENT AGENDA RESOLUTIONS:

Resolution No. 23-293 – 23-305 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.

- 23-293 APPROVAL AND RELEASE OF MINUTES
- 23-294 APPROVING PAYMENT OF BILLS
- 23-295 APPOINTING 2023 / 2024 BASKETBALL PROGRAM STAFF
- 23-296 IN GRADE ADVANCEMENT – HARTMANN
- 23-297 AUTHORIZING REFUND FOR CONSTRUCTION
- 23-298 AUTHORIZING MILLINGTON FIRE COMPANY COIN TOSS
- 23-299 APPROVING SPECIAL EVENT LICENSE [MEYERSVILLE TREE LIGHTING ASSOCIATION]
- 23-300 APPROVING SPECIAL EVENT LICENSE – LONG HILL TWP PBA 322 – PRO WRESTLING EVENT
- 23-301 SNOW REMOVAL AWARD – HEIGHTS ASSOCIATES
- 23-302 APPOINTMENT OF FULL-TIME ADMINISTRATIVE ASSISTANT / FLOATER - MUOIO
- 23-303 AUTHORIZING TRANSFER OF FUNDS
- 23-304 APPROVING SHARED SERVICES AGREEMENT WITH MADISON BOROUGH FOR STYROFOAM RECYCLING
- 23-305 CERTIFICATION OF 2022 LOSAP PARTICIPANT LIST

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolution 23-293 through 23-305 are hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

6. LIAISON REPORTS:

7. ADMINISTRATOR'S REPORT:

8. DISCUSSION:

- Municipal Region Nominee to the Morris County Historic Preservation Review Board
- Harassment Training
- Vacating Certain Paper Streets with possible ordinance introduction

ORDINANCE

AN ORDINANCE VACATING VARIOUS PAPER STREETS AND PORTIONS OF PAPER STREETS

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

**RESOLUTION 23-292
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:

- Personnel
- Attorney Client - NJAW
- Contract Negotiations – PBA, DPW, Professional Service Contracts
- Shared Service

**ORDINANCE 524-23
AN ORDINANCE CONCERNING THE HISTORIC PRESERVATION ADVISORY COMMITTEE AND
AMENDING SECTION 2-35 OF THE TOWNSHIP CODE**

WHEREAS, the Historic Preservation Advisory Committee has asked the Township Committee to expand its duties;

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Long Hill in the County of Morris, New Jersey that Article 2 of the Township Code entitled “Administration” is amended as follows:

Section 1. Subsection 2-35.2 of the Township Code entitled “Responsibilities [of the Historic Preservation Advisory Committee]” is hereby supplemented and amended by adding the following new paragraphs “e” and “f” and renumbering the existing paragraph “f” as paragraph “g,” as follows:

§ 2-35.2 Responsibilities.

The Historic Preservation Advisory Committee shall have the responsibility to:

- a. Prepare a survey of historic sites in the Township;
- b. Make recommendations to the Planning Board on the historic preservation plan element of the master plan and on the implications for preservation of historic sites of any other master plan elements;
- c. Advise the Planning Board on the inclusion of historic sites in the recommended capital improvement program;
- d. Advise the Planning Board and Board of Adjustment on applications for development pursuant to Subsection **2-35.3** of this section;
- e. Advise the Mayor and Township Committee of the need for repairs, preservation, restoration, or upgrades to Township owned historic sites and structures.
- f. Upon agreement with the Township Committee regarding the cost and scope of the project, document the historical significance of structures to be demolished, if appropriate.
- g. Carry out such other advisory, educational and informational functions as will promote historic preservation in the Township.

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. 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 as required by law.

**RESOLUTION 23-293
APPROVAL AND RELEASE OF MINUTES**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby approved and release the Township Committee Minutes of October 25, 2023.

BE IT FURTHER RESOLVED that the Township Committee hereby approves October 25, 2023, Executive Session Meeting Minutes as redacted by the Township Attorney.

**RESOLUTION 23-294
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 23-295
APPOINTING 2023 / 2024 BASKETBALL PROGRAM STAFF**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill upon the advice and recommendation of the Recreation Director that the following be appointed to the 2023 / 2024 Recreation Basketball program effective November 18, 2023

Referees/Timers/Scorekeepers	Salary/Hour
Coslet, Grace	\$ 16.00
DiSarno, Madison	\$ 16.00
Dorsi, Christopher	\$ 15.00
Hall, Abby	\$ 15.50
Hansen, Leah	\$ 15.00
Hartjen, Alana	\$ 15.50
Janis, Andrew	\$ 15.00
Johnstone, Katelyn	\$ 16.00
Johnstone, Nicole	\$ 15.00
Kapoor, Maya	\$ 15.50
Kopelman, Taylor	\$ 15.00
Langell, Kyra	\$ 16.00
Lapetina, Olivia	\$ 16.00
Lapetina, Owen	\$ 15.00
Sena, Francesca	\$ 15.00
Thievon, Madison	\$ 16.00
Torpey, Delia	\$ 16.00

Torpey, Kiera	\$ 15.00
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**RESOLUTION 23-296
IN GRADE ADVANCEMENT - HARTMANN**

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 Officer In Charge, Lt. Alexis Ciambriello, does hereby approve the grade advancement of Officer Bryan Hartmann to Officer Grade V, effective December 1, 2023 at an annual salary of \$91,396.00.

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

**RESOLUTION 23-297
AUTHORIZING REFUND FOR CONSTRUCTION**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill upon the advice and recommendation of the Construction Official, does hereby authorize the following refund:

<u>NAME</u>	<u>ADDRESS</u>	<u>AMOUNT</u>	<u>REASON</u>
Mitchell Coyne	96 E Rayburn Road Millington, NJ 07946	\$2,997.75	Double Payment

**RESOLUTION 23-298
AUTHORIZING MILLINGTON FIRE COMPANY COIN TOSS**

WHEREAS, the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey received a request from the Millington Volunteer Fire Company to conduct a coin toss at the corner of Basking Ridge Road and Long Hill Road in Millington on December 9, 2023, from 9:00 am to 2:00 pm.

WHEREAS, Application was sent to Morris County Board of County Commissioners and awaiting approval,

BE IT FURTHER RESOLVED that the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey, authorizes the Millington Volunteer Fire Company to conduct a coin toss on Valley Road on December 9, 2023.

**RESOLUTION 23-299
APPROVING SPECIAL EVENT LICENSE [MEYERSVILLE TREE LIGHTING ASSOCIATION]**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey upon the advice of the Township Clerk, when all documents have been reviewed and are in good order, does hereby authorize the Township Clerk to approve and sign the application and approve the license for the event to the "Sponsor" Meyersville Tree Lighting Association, for their Special Event to be held on December 3, 2023 at the Meyersville Circle for the annual Christmas Tree Lighting event; and

BE IT FURTHER RESOLVED, Application will be sent to Morris County Board of County Commissioners and is contingent upon approval,

BE IT FURTHER RESOLVED, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey upon the advice of the Township Fire Official, that all documents have been reviewed and are in good order, does hereby approve fireworks conducted by Garden State Fireworks of Millington on December 3, 2023, at the Meyersville Ball Field on New Vernon Road and that all necessary permits have been approved; and

BE IT FURTHER RESOLVED that the Police Department approves the application and will provide the appropriate manpower for the event.

RESOLUTION 23-300

APPROVING SPECIAL EVENT LICENSE – LONG HILL TWP PBA 322 – PRO WRESTLING EVENT

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey upon the advice of the Township Clerk, Chief of Police and Director of DPW, that all documents have been reviewed and are in good order, does hereby authorize the Township Clerk to approve and sign the application and approve the license S-23-23 for the “Sponsor” Long Hill Twp PBA 322, for their Special Event Pro Wrestling Event to be held November 25, 2023 from 5:00pm – 11:00pm.

BE IT FURTHER RESOLVED that based on the recommendation of the Police Department that alcoholic beverage be allowed at the event in accordance with Long Hill Township Code 11-2.5, et.sec.

RESOLUTION 23-301

SNOW REMOVAL AWARD – HEIGHTS ASSOCIATES

AGREEMENT made this 8th day of November 2023, between Heights Associates, P.O. Box 530, Berkeley Heights, NJ 07922 (hereinafter referred to as “Contractor”), and the Township of Long Hill, 915 Valley Road, Gillette, New Jersey 07933, in the County of Morris, a municipal corporation of the State of New Jersey (hereinafter referred to as “Township”);

WHEREAS, the Township Committee desires to award the contract to the Contractor on November 8th 2023;

NOW, THEREFORE BE IT RESOLVED, in consideration of the premises and other good and valuable consideration, the parties hereto mutually covenant and agree as follows:

1. The Contractor agrees to furnish snow removal services in accordance with the snow plowing contract for the period of November 2023 to April 2026 at the rates set forth in the contract.
2. This purchase shall be charged to budget line item 3-01-0026-00290-2-00517 pursuant to the certification of funds by the Chief Financial Officer which shall be attached to the original of this Resolution and shall be maintained in the office of the Township Clerk.
3. The Mayor is hereby authorized to sign the contract agreement on behalf of the Township of Long Hill and his signature constitutes acceptance of the terms and conditions of the agreement.

RESOLUTION 23-302

APPOINTMENT OF FULL-TIME ADMINISTRATIVE ASSISTANT / FLOATER - MUOIO

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Long Hill as follows:

1. Upon the advice and recommendation of Municipal Clerk, Megan Phillips, and HR Consultant Tom Czerniecki, Nancy Muoio shall be appointed as Full-time Administrative Assistant in the Clerk’s office effective November 20, 2023.
2. Compensation for this position shall be \$50,000 per year.
3. The terms and conditions set forth in the Township Personnel Manual shall apply.

RESOLUTION 23-303

AUTHORIZING TRANSFER OF FUNDS

WHEREAS, there appears to be insufficient funds in the following accounts to meet the demands thereon for the balance of the Current Year; and

WHEREAS, there appears to be a surplus in the following accounts, over and above the demand necessary for the balance of the Current Year;

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the provision R.S. 40A:4-58, part of the surplus in the account heretofore mentioned be and the same is hereby transferred to the account mentioned as being insufficient, to meet the current demands, and

BE IT FURTHER RESOLVED, that the Chief Financial Officer is hereby authorized and directed to make the following transfers:

ACCOUNT	TRANSFER FROM	TRANSFER TO
Workers Compensation- OE	\$21,000.00	
General Insurance- OE		\$21,000.00
Police, OE	\$16,000.00	
Police, SW		\$16,000.00
Emergency Management-SW		\$50.00
Emergency Management-OE	\$50.00	
Gasoline- OE	\$2,500.00	
Water- OE		\$2,500.00
Totals	\$39,550.00	\$39,550.00

**RESOLUTION 23-304
APPROVING SHARED SERVICES AGREEMENT WITH MADISON BOROUGH FOR STYROFOAM
RECYCLING**

WHEREAS, the Township of Long Hill (“Long Hill”) owns a Styrofoam recycling system; and

WHEREAS, Madison Borough (“Madison”) wishes to utilize Long Hill’s Styrofoam recycling system; and

WHEREAS, Madison wishes to share its Styrofoam recycling system with Warren; and

WHEREAS, Long Hill and Warren have the legal authority to enter into this agreement pursuant to the *Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq.*;

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

1. The Mayor and Clerk are hereby authorized and directed to execute the Shared Services Agreement with Madison for Styrofoam Recycling, the terms of which are incorporated herein by reference.
2. A copy of the agreement shall be filed with the Municipal Clerk and shall be open to public inspection immediately after adoption of this Resolution.
3. The agreement shall take effect upon adoption of appropriate resolutions by both parties to the agreement.

**RESOLUTION 23-305
CERTIFICATION OF 2022 LOSAP PARTICIPANT LIST**

WHEREAS, the Mayor and Township Committee of the Township of Long Hill have authorized a Length of Service Award Program (LOSAP) for the Long Hill Volunteer First Aid Squad, Stirling Volunteer Fire Department and the Millington Volunteer Fire Department; and

WHEREAS, the Long Hill Volunteer First Aid Squad, the Stirling Volunteer Fire Department and the Millington Volunteer Fire Department have collectively certified 72 members eligible for a contribution based on their service during the year 2022; and

WHEREAS, eligible members are not required to participate in LOSAP, however if they wish to participate, a participant agreement was requested to be submitted;

WHEREAS, the maximum contribution for each member for the 2022 service year has been determined to be \$1,265.00.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Long Hill, as follows:

1. The attached certified list of members for each participating emergency service organization is hereby approved.
2. The approved list of active certified volunteer members has been returned to each emergency service organization to be posted for at least 30 days for review by the membership.
3. An active volunteer member whose name does not appear on the approved certification list or who is denied credit for prior service must appeal within 30 days of the posting of the list. The appeal must be in writing and mailed to the Township Clerk. The Township Committee will then investigate the appeal, which is subject to judicial review. Once the 30 days have elapsed, and subject to holding any members being appealed, payment shall be made to the individual members' accounts in the deferred income program administered by Lincoln Financial, the LOSAP Trustee, up to the sum of \$82,760.00 per the submitted list to the Township Clerk on November 3, 2023.
