



**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ
TOWNSHIP COMMITTEE
REORGANIZATION MEETING MINUTES
WEDNESDAY, JANUARY 4, 2023 – 6:00PM**

Township Clerk, Megan Phillips called the meeting to order at 6:03pm

STATEMENT OF ADEQUATE NOTICE

"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.

All present recited the **PLEDGE OF ALLEGIANCE**.

Reverend Vicki McGrath from All Saints Church gave an **INVOCATION**.

OATH OF OFFICE FOR ELECTED MEMBERS

Senator Jon Bramnick administered the Oath of Office to Victor Verlezza for his 2nd term on the Township Committee.

ROLL CALL: Committeeman Dorsi, Committeeman Lavender, Committeeman Piserchia, Committeeman Verlezza were present. Committeeman Rae was absent.

ELECTION OF MAYOR FOR 2023

Committeeman Dorsi nominated Committeeman Lavender for Mayor for 2023, seconded by Committeeman Piserchia.

As there were no other nominations for Long Hill Township Mayor for 2023, Committeeman Dorsi made a Motion to Close Nominations, seconded by Committeeman Verlezza.

ROLL CALL: Committeeman Dorsi; yes, Committeeman Lavender; yes; Committeeman Piserchia; yes, Committeeman Rae; absent, Committeeman Verlezza; yes.

Committeeman Dorsi made a Motion to Elect Committeeman Lavender for Long Hill Township Mayor for 2023, seconded by Committeeman Verlezza. **ROLL CALL:** Committeeman Dorsi; yes, Committeeman Lavender; yes; Committeeman Piserchia; yes, Committeeman Rae; absent, Committeeman Verlezza; absent.

OATH OF OFFICE FOR MAYOR

Senator Jon Bramnick administered the Oath of Office for Mayor to Committeeman Lavender.

STATE OF THE TOWNSHIP REMARKS:

Mayor Lavender thanked Senator Bramnick, Assemblywoman Matsikoudis, County Commissioner elect Christine Myers and Morris County Republican County Chair Laura Ali for attending the 2023 Reorganization meeting. Mayor Lavender also spoke about various improvements for the township in 2022 and looks forward to 2023.

ELECTION OF DEPUTY MAYOR FOR 2023

Committeeman Dorsi nominated Committeeman Piserchia for Long Hill Township Deputy Mayor for 2023, seconded by Mayor Lavender.

As there were no other nominations for Long Hill Township Deputy Mayor, Committeeman Dorsi made a Motion to Close Nominations, seconded by Committeeman Verlezza. **ROLL CALL:** Committeeman Dorsi; yes, Committeeman Piserchia; yes, Committeeman Rae; absent, Committeeman Verlezza; yes, Mayor Lavender; yes.

Committeeman Dorsi made a Motion to Elect Committeeman Piserchia for Long Hill Township Deputy Mayor for 2023, seconded by Committeeman Verlezza. **ROLL CALL:** Committeeman Dorsi; yes, Committeeman Piserchia; yes, Committeeman Rae; absent, Committeeman Verlezza; yes, Mayor Lavender; yes.

OATH OF OFFICE FOR DEPUTY MAYOR:

Senator Jon Bramnick administered the Oath of Office for Long Hill Township Deputy Mayor to Committeeman Piserchia.

STANDING COMMITTEE APPOINTMENTS FOR 2023

Committeeman Matthew Dorsi

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

Committeeman Scott Lavender

Negotiations
Communications Advisory Committee
MC Community Development
Board of Health
Community Services
Shade Tree
Admin & Exec

Committeeman Victor Verlezza

Beautification
Negotiations
Visionary Comm. – Central Park
Board of Health
Planning Board
Recreation
Police Alternate
Traffic Safety Alternate
Open Space Advisory Committee

Committeeman Brendan Rae

Planning Board
Environmental Commission
Board of Health
Open Space Advisory Committee
Historic Preservation Advisory Committee
A Way Out

Committeeman Guy Piserchia

MC Community Development
A Way Out
Board of Health
First Aid
Emergency Management
Green Team
Board of Education

Committeeman Dorsi made a motion to accept Standing Appointments for 2023, seconded by Committeeman Verlezza. **ROLL CALL:** Committeeman Dorsi; yes, Committeeman Rae; absent, Committeeman Verlezza; yes, Deputy Mayor Piserchia; yes, Mayor Lavender; yes.

APPOINTMENTS TO BOARDS AND COMMISSION FOR 2023

Mayoral Appointments

Planning Board

Expiration of Term

Don Richardson – Class IV	December 31, 2026
David Hands – Class IV	December 31, 2026
Theresa Dill – Class II	December 31, 2023
Brendan Rae – Mayors designee	December 31, 2023
Victor Verlezza – Class III	December 31, 2023

Historic Preservation Advisory Committee

	<u>Expiration of Term</u>
Frank Reilly (3yr) Class C	December 31, 2025
George Armenti Jr. (3yr) Class C	December 31, 2025
Jocelyn Spelker (3yr) Class C	December 31, 2025

Environmental Commission

Susan Garretson Friedman (CHAIR 1yr)	December 31, 2023
Tom Flately (3yr)	December 31, 2025
Robert Lin Alt #2 (2yr)	December 31, 2023

Shade Tree Commission

Gordan Redgate (5yr)	<u>Expiration of Term</u> December 31, 2027
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Mayoral Appointments with Approval of Township Committee

Library Trustee

	<u>Expiration of Term</u>
Shannon Butler, Sch. Supt. Rep	December 31, 2023
William Menard, Mayor Rep.	December 31, 2023
Sally Semper (5 yr)	December 31, 2027

Committeeman Dorsi made a Motion to accept the 2023 Boards and Committee Mayoral Appointments, seconded by Committeeman Verlezza. **ROLL CALL:** Committeeman Dorsi; yes, Committeeman Rae; absent, Committeeman Verlezza; yes, Deputy Mayor Piserchia; yes, Mayor Lavender; yes.

TOWNSHIP COMMITTEE APPOINTMENTS

Board of Adjustment

	<u>Expiration of Term</u>
Gary Gianakis	December 31, 2026
Edwin F. Gerecht	December 31, 2026
Jessica Brennan - Alt #1	December 31, 2024
Tom Flatley - Alt #2 (unexpired term)	December 31, 2023

Communications Advisory Committee

	<u>Expiration of Term</u>
Dennis Sandow (3yr)	December 31, 2025
Jay Weisman (3yr)	December 31, 2025
Nancy Malool	December 31, 2023
Scott Lavender	December 31, 2023

Open Space Advisory Committee

	<u>Expiration of Term</u>
Frank Alansky (3yr)	December 31, 2025
Mead Briggs (3yr)	December 31, 2025
Steve DiMarco (3yr)	December 31, 2025
Daniel Rodgers (1yr)	December 31, 2023
Phil Ponturo (1yr)	December 31, 2023
Victor Verlezza (1yr)	December 31, 2023
Brendan Rae (1yr)	December 31, 2023

Township Historian

Sam Cornish	<u>Expiration of Term</u> December 31, 2025
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Township Archivist

Phoebe Sharp	<u>Expiration of Term</u> December 31, 2025
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Passaic Valley Park Vision Sub-Committee

Lisa Scanlon Rec.
Jerry Aroneo Open Space
Nancy Malool Administrator
Scott Lavender Twp. Comm.
Victor Verlezza Twp. Comm.
Gary Patel - Resident
Chris Porter – Resident

Expiration of Term

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

Beautification Committee

Al Gallo
Nancy Malool
Vic Verlezza
Dennis Sandow
Gordon Redgate
Colette Armenti
Kathy Pfeil
Theresa Filippone
Craig Costa

Traffic Advisory Committee

Lt. Ciambriello
Marie Colangelo
Matt Dorsi (TC)
Guy Piserchia (TC)
Nancy Malool
Al Gallo
Mark Kataryniak
OIC Lt Ciambriello
Lt Marczewski
Sgt. Sutton
Thomas Bailey
Carl Farinhas
Joanna Askey

Expiration of Term

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

Watchung Hills Regional Municipal Alliance

Shayne Daly
Melissa Backer
Tina Osmond
Sgt. RJ Sutton

Expiration of Term

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

Green Team

Susan Jeans (Shade Tree Liaison)
Tom Flatey (EC Liaison)
Steve Gruber
Phyllis Fast
Kathy Pfeil
Jake Raimer
Laura Kostecka
Steve DiMarco
Phil Ponturo
Matt Dorsi (TC Liaison)
Guy Piserchia (TC Liaison)

Expiration of Term

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

A Way Out

Expiration of Term

Tom Jones
Stephanie Smith
OIC Lt Ciambriello
Lt Marczewski
Brendan Rae
Guy Piserchia

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

Committeeman Dorsi made a Motion to accept the 2023 Township Committee Appointments for Boards and Committees , seconded by Committeeman Verelzza. **ROLL CALL:** Committeeman Dorsi; yes, Committeeman Rae; absent, Committeeman Verlezza; yes, Deputy Mayor Piserchia; yes, Mayor Lavender; yes.

CONSENT AGENDA RESOLUTIONS:

Resolution No. 23-001 – 23-034 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.

- 23-001 ESTABLISHING 2023 MEETING
- 23-002 ADOPTING 2022 HOLIDAY SCHEDULE
- 23-003 AUHTORIZING USE OF CONSENT AGENDA
- 23-004 DESIGNATING OFFICIAL NEWSPAPERS
- 23-005 FILING SIGNATURE WITH SECRETARY OF STATE
- 23-006 AUTHORIZING FEE FOR COPIES OF AGENDA PACKET
- 23-007 AUTHORIZING PROFESSIONAL SERVICE APPOINTMENTS/CONTRACTS
- 23-008 ADOPTING PERSONNEL POLICY AND PROCEDURE MANUAL
- 23-009 ADOPTING THE TOWNSHIP OF LONG HILL PURCHASING PROCEDURES MANUAL
- 23-010 2023 FEE SCHEDULE
- 23-011 APPOINTING DEPUTY RECORDS CUSTODIANS
- 23-012 AUTHORIZING PREPAYMENT OF MORRIS COUNTY TAXES
- 23-013 ESTABLISHING INTEREST RATE ON DELINQUENT TAXES
- 23-014 AUTHORIZING TAX COLLECTOR TO REFUND PROPERTY TAXES OR DELINQUENCY
- 23-015 AUTHORIZING ELECTRONIC TAX SALES
- 23-016 AUTHORIZING 2023 PAY SCHEDULE AND PENSION PAYMENTS
- 23-017 AUTHORIZING DISBURSEMENT OF HOSPITALIZATION AND STATE HEALTH BENEFITS
- 23-018 AUTHORIZING PAYROLL AGREEMENT WITH LONG HILL PUBLIC LIBRARY
- 23-019 AUTHORIZING THE CHIEF FINANCIAL OFFICER TO WIRE TRANSFER FUNDS FOR INVESTMENT AND PAYMENT OF CAPITAL DEBT

23-020	APPROVING CASH MANAGEMENT PLAN FOR THE TOWNSHIP OF LONG HILL
23-021	DESIGNATING THE OFFICIAL DEPOSITORIES & SIGNATURES ON BANK ACCOUNTS
23-022	2022 TEMPORARY BUDGET
23-023	EEOC COMPLIANCE- HIRING PRACTICES
23-024	CONFIRMING APPOINTMENT OF 2022 OFFICIALS AND EMPLOYEES
23-025	ADOPTING EXPOSURE CONTROL PLAN
23-026	OFFICIAL EMERGENCY SERVICE RESPONDERS
23-027	APPOINTING 2023 LOCAL EMERGENCY PLANNING COMMITTEE
23-028	APPOINTING 2023 EMERGENCY MANAGEMENT OPERATIONS CENTER STAFF
23-029	APPROVE HAZARDOUS MATERIAL FEE SCHEDULE
23-030	MUTUAL AID AND MORRIS COUNTY REGIONAL EMERGENCY DEPLOYMENT SYSTEM (MCREDS) AUTHORITY TO EXECUTE AGREEMENT: TERMS AND CONDITIONS
23-031	AUTHORIZING AND RENEWING TECHNOLOGY
23-032	APPOINTING 2023 SCHOOL CROSSING GUARDS
23-033	APPROVAL OF 2023 TOWNSHIP AUTOMOBILE TOWING SERVICE OPERATORS
23-034	APPROVAL OF 2023 TOWNSHIP TRUCK TOWING SERVICE OPERATORS

MOVED by: Committeeman Dorsi of the Township Committee of Long Hill Township, that Resolution No. 23-001 – 23-034, with Committeeman Dorsi abstaining from Resolution 23-007 are hereby approved.

SECONDED by: Committeeman Verlezza **ROLL CALL VOTE:** Committeeman Dorsi; yes, Committeeman Rae; absent, Committeeman Verlezza; yes, Deputy Mayor Piserchia; yes, Mayor Lavender; yes.

PROCLAMATIONS

- **Eagle Award Proclamations** – Mayor Lavender presented Eagle Scout Proclamations to (7) Eagle Scout recipients.
 - **Harrison Quinn, Troop 56** - Harrison led a project to create three drop boxes placed in various locations in Long Hill Township where residents can dispose worn American Flags for the Boy Scouts to properly retire.
 - **Dermot McGuire, Troop 56** - Dermot led a project to create and maintain barn owl nesting boxes placed in various locations in Long Hill Township. Barn Owls help the environment as a natural form of rodent control.
 - **John Clark, Troop 56** - John led a project to renovate the entertainment shed on the grounds of the Elks Lodge and which is used for a number of social events.
 - **Jack Osmond, Troop 56** - Jack led a project to fund and build beds for families transitioning out of homelessness for the organization "Family Promise"
 - **Tom Osmond, Troop 56** - Tom led a project to plant and nurture fifty-six new trees within Long Hill Township.

- **Ray Lavender, Troop 56** - Ray led a project to create the new "Purple Trail" in Hicks Tract, including 70 feet of boardwalk and other enhancements and enhancements throughout the park.
- **Brady Marshall, Troop 59** - Brady led a project to fund and install sixty-eight feet of handrail at the back entrance / exit of St. Vincent de Paul Church.

MEETING OPEN TO PUBLIC COMMENT:

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

- **Tom Jones** – congratulated the Township Committee and thanked them for their service.
- **Charles Arentowicz** – congratulated Mayor Lavender and Deputy Mayor Piserchia and is looking forward to moving forward in 2023.

EXECUTIVE SESSION:

23-035 EXECUTIVE SESSION

- Personnel – Administrative Assistant to Chief of Police

MOVED by: Committeeman Dorsi of the Township Committee of Long Hill Township, that Resolution 23-035 is hereby approved. **SECONDED** by: Committeeman Verlezza. **VOICE VOTE: AYE:** Committeeman Dorsi, Committeeman Verlezza, Deputy Mayor Piserchia, Mayor Lavender **ABSENT:** Committeeman Rae

ADJOURNMENT

On motion by Committeeman Dorsi and seconded by Committeeman Verlezza and carried unanimously to adjourn at 6:45pm.

Respectfully submitted,

Megan Phillips

Megan Phillips

Approved: January 18, 2023

**RESOLUTION 23-001
ESTABLISHING 2023 MEETING DATES**

BE IT RESOLVED that all 2023 Regular Meetings of the Township Committee of the Township of Long Hill be held virtually or at the Municipal Building, 915 Valley Road, Gillette, New Jersey at 7:30 p.m. prevailing time, on the following dates:

- | | |
|-------------|------------------------------------|
| January 18 | July 12 |
| February 8 | August 16 |
| February 22 | September 13 |
| March 8 | September 27 |
| March 22 | October 11 |
| April 12 | October 25 |
| April 26 | November 8 |
| May 10 | December 13 |
| May 24 | December 29 (8:30 AM) |
| June 7 | |
| June 21 | January 3, 2024 (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 virtually or at the Municipal Building, 915 Valley Road, Gillette, New Jersey at 6:45 p.m., prevailing time, on the same dates as listed above on an as needed basis, 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 23-002
ADOPTING 2022 HOLIDAY SCHEDULE**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the 2023 schedule be adopted as follows:

- | | |
|-----------------|-----------------------------------|
| January 16 | Martin Luther King Jr. Day |
| February 20 | President's Day |
| April 7 | Good Friday |
| May 29 | Memorial Day |
| July 4 | Independence Day |
| September 4 | Labor Day |
| October 9 | Columbus Day |
| November 10 | Veterans Day |
| November 23 | Thanksgiving |
| November 24 | Day <i>After</i> Thanksgiving Day |
| December 25 | Christmas Eve (observing Monday) |
| December 26 | Christmas Day (observing Tuesday) |
| January 1, 2024 | New Years' Day 2024 |

**RESOLUTION 23-003
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 23-004
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 2023.

**RESOLUTION 23-005
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 23-006
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 regular Township Committee meetings to be mailed to such person upon request per calendar year.

**RESOLUTION 22-007
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:

- | | |
|----------------------------------|--|
| LSRP | ATLANTIC ENVIRONMENTAL CONSULTING SERVICES |
| Risk Management Consultant | BROWN AND BROWN |
| Affordable Housing Administrator | CGP&H |
| LHTV Management | DNS MEDIA GROUP LLC |
| Township Engineer | FERRIERO ENGINEERING |
| Municipal Bond Counsel | HAWKINS DELAFIELD & WOOD, LLP |
| Township Planner | J. CALDWELL & ASSOCIATES, LLC |

Municipal Public Defender
Redevelopment Attorney
Township Prosecutor
Grant Writers
Auditor
Redevelopment Planner
Municipal Advisor
Township Attorney
Labor Attorney
Financial Consulting Services
Labor Attorney

LUBINGER SCHMIDT & PALUMBO LLC - MICHELLE D. WELSH
MARAZITI FALCON
MASON THOMPSON - LISA CHADWICK THOMPSON
MILLENNIUM STRATEGIES
NISIVOCCIA
PHILLIPS, PREISS GRYGIEL LEHENY HUGHES LLC – ELIZABETH LEHENY
PHOENIX ADVISORS
PIDGEON & PIDGEON
PLOSIA COHEN
SUPLEE CLOONEY & COMPANY
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, 2023 to December 31, 2023
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 22-008
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 2023 with the stipulation that the Township reserves the right to adopt further amendments to the Personnel Policy and Procedure Manual throughout the year.

**RESOLUTION 22-009
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 2023.

**RESOLUTION 23-010
2023 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	\$ 20.00
Station Wagon	\$ 55.00
Mini Van	\$ 80.00
Small Pick-up truck	\$ 115.00
Pick-up truck or van	\$ 155.00
Extra for overload	\$ 45.00
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	
Prepackaged goods only w/no milk, eggs or dairy	\$ 50.00
Aisles of Prepackaged goods	\$ 70.00
Mostly prepackaged goods with eggs, milk and dairy products available	\$ 90.00
Retail Food Establishment (under 2,000 sq. ft.)	\$100.00
Retail Food Establishment (2,000-5,000 sq. ft.)	\$135.00
Retail Food Establishment (5,000-10,000 sq. ft.)	\$165.00
Retail Food Establishment (over 10,000 sq. ft.)	\$400.00
Temporary Retail Food Establishment	\$ 30.00
Mobile Retail Food Establishment	\$110.00
Farmers Market	\$75.00
Septic Applications	
New Plan Review – includes plan review and inspections	\$500.00

Repair: Replacing existing components as is, no Engineer required \$ 75.00

Alteration:

Changing components on an existing System. \$60.00
 Engineer required. \$350.00

PERC/Soil Log:

Permit to conduct one group of soil logs and permeability tests.
 Witness per 1st lot per day \$100.00
 Septic Abandonment \$100.00
 Re-review \$100.00

Repair:

Repair (requiring engineer) \$300.00
 Permit Renewal \$100.00

Well

Application/Permit \$300.00
 Well abandoned \$100.00

Handgun Permit \$ 2.00
 Handgun Identification Card \$ 5.00

Kennel License \$ 35.00

Limousine License \$ 50.00

Parking Permit:

Millington Yearly \$ 240.00
 Yearly after July 1st \$ 120.00
 Stirling Yearly \$ 290.00
 Yearly after July 1st \$ 145.00
 Gillette Yearly \$ 340.00
 Yearly after July 1st \$ 170.00

Daily \$ 5.00
 Replacement Permit \$ 5.00

Parks and Recreation Facilities Use Reservation Fees	Resident	Non-Resident	Resident Commercial	Non-Resident Commercial
Kantor Park Turf Field Rental	\$50.00/2 hrs.	\$200.00/2hrs.	\$150.00/2hrs.	\$200.00/2hrs.
Kantor Park Lights on Turf Field #1	\$20.00/hr.	\$30.00/hr.	\$30.00/hr.	\$30.00/hr.
Kantor Park Grass Field #2	\$25.00/2hrs.	\$45.00/2hrs.	\$60.00/2hrs.	\$110.00/2hrs.
Meyersville Baseball/Softball Field	\$25.00/2hrs.	\$45.00/2hrs.	\$60.00/2hrs.	\$110.00/2hrs.
Meyersville Baseball/Softball Lights	\$10.00/hr.	\$20.00/hr.	\$20.00/hr.	\$20.00/hr.
Batting Cages Meyersville Ballfield & LHBSA	\$10.00/hr	\$10.00/hr	\$10.00/hr	\$10.00/hr
Kantor Park Pavilion	\$25.00/4hrs.	\$50.00/4hrs.		
Stirling Lake Pavilion	\$30.00/4hrs.	\$55.00/4hrs.		
Bocce Ball Courts		\$40.00/2hrs.	\$50.00/2hrs.	\$100.00/2hrs.
Horseshoe Pits		\$40.00/2hrs.	\$50.00/2hrs.	\$100.00/2hrs.
Kantor Park Basketball Court	\$25.00/2hrs.	\$45.00/2hrs.	\$60.00/2hrs.	\$110.00/2hrs.
Tennis Courts		\$10.00/hr.	\$15.00/hr.	\$20.00/hr.

Recreation Programs
 Red Cross First Aid Class \$ 32.00

Red Cross CPR/AED Class:	\$	32.00
Rutgers SAFETY Class	\$	45.00
Abakadoodle Creative Drawing Class	\$	164.00
Withdrawal Fee for ALL Recreation Programs (when Permitted)	\$	10.00
Photocopies/Copies:		
Black & White copies (per copy) Letter size	\$	0.05
Legal size	\$	0.07
11 x 17	\$	0.10
Large Format Prints		\$5.00/page for 24" X 36" \$1.00/linear foot over initial 2 feet
DVD ROM	\$	3.00
CD	\$.50
CD of Full Tax Map (total includes mailing and postage)	\$	25.00
Land Use Ordinances	\$	35.00
Zoning Map	\$	5.00
Master Plan	\$	35.00
Duplicate Copy of Tax Bill		\$5.00/first dup. \$25.00 for each additional duplicate copy
Duplicate Tax Sale Certificate	\$	100.00
Notarized Copies: Long Hill Resident – First 4 docs are no charge	\$	2.50
Non Resident [per document]	\$	2.50
Mulch, Composted Leaves or Wood Chip Delivery [per load]	\$	115.00
Mulch Pick Up for Local Garden Centers Only	\$	10.00 <i>Per cubic yard.</i>
Public Assembly Permit	\$	100.00
Return Check Fee [per N.J.S.A. 40:5-18(c)]	\$	20.00
Street/Road Opening Permit	\$	200.00
Swimming and Bath Establishments	\$	200.00
Tax Lien Redemption Calculation Fee [For 3 rd request in a calendar year]	\$	50.00
Tire Permits	\$	3.00
<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 (Nights, Weekends and NJ Holidays)	\$250.00 per hour, 1 hour minimum
Light Duty (vehicles up to 6,999 lb. GVWR)	\$150.00 per hour, 1 hour minimum
Medium Duty (vehicles up to 20,000 lb. GVWR)	\$200.00 per hour, 1 hour minimum
Heavy Duty	\$300.00 per hour, 1 hour minimum

Outside Secure Storage Facility	
Private Passenger Automobiles	\$25.00 per day \$35.00 (inside storage)
Trucks up to 24,000 GVWR	\$50.00 per day
Tractor Trailers (Tractor)	\$50.00 per day
Tractor Trailers (Trailer)	\$75.00 per day

Yard Tow (automobile only)	\$ 40.00
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Vital Statistics:	
Certified Copies of Birth, Marriage, Death, Domestic Partnership	\$ 10.00
Corrections of Birth, Marriage, Death, Domestic Partnership	\$ 15.00

**RESOLUTION 23-011
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.
7. IT is hereby appointed deputy records custodian for all email requests.

**RESOLUTION 23-12
AUTHORIZING PREPAYMENT OF MORRIS COUNTY TAXES**

WHEREAS, Morris County taxes are due quarterly on February 1, May 1, August 1 and November 1, 2023;

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 23-013
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 2023 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 23-014
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 23-015
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 23-016
AUTHORIZING 2023 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 2023 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 23-017
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 23-018
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 23-019

**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 23-020
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 23-021
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 2023 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
- Escrow Account
- Parking Capital 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 2023:

- 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 Treasurer 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 23-022
2023 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 2023 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 2023; and

WHEREAS, the total appropriations in the 2022 budget, less the appropriations made for Capital Improvement Fund, Debt services and relief of the poor are as follows:

General - Total General Appropriation	\$13,778,875.20
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WHEREAS, 26.25% of the total appropriations in the 2022 Budget less appropriations made for Capital Improvement Fund, Debt services and relief of the poor are as follows:

(2023 Temporary Budget not exceeding)	\$ 3,616,955.00
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WHEREAS, the total appropriations in the 2022 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 2022 Parking Utility Budget less appropriations made for Capital Improvement Fund, Debt services are as follows:

(2023 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:

2023 Temporary Budget

GENERAL ADMIN		
SALARY & WAGES		66,000.00
OTHER EXPENSES		25,000.00
		-
MIS - MANAGE INFO SYSTEM		
OTHER EXPENSES		44,000.00
		-
MAYOR & COUNCIL		
SALARY & WAGES		500.00
OTHER EXPENSES		8,000.00
		-
ELECTIONS		
OTHER EXPENSES		1,000.00
		-
MUNICIPAL CLERK		
SALARY & WAGES		34,000.00
OTHER EXPENSES		9,000.00
		-
FINANCE		
SALARY & WAGES		29,000.00
OTHER EXPENSES		45,000.00
		-
TAX COLLECTION		
		-

	SALARY & WAGES		17,000.00
	OTHER EXPENSES		3,000.00
	-		
TAX ASSESSOR		-	
	SALARY & WAGES		13,000.00
	OTHER EXPENSES		5,000.00
	-		
LEGAL		-	
	OTHER EXPENSES		52,000.00
	-		
PROSECUTOR		-	
	OTHER EXPENSES		10,000.00
	-		
PLANNING		-	
	SALARY & WAGES		1,000.00
	OTHER EXPENSES		8,000.00
	-		
BD OF ADJUSTMENT		-	
	SALARY & WAGES		1,000.00
	OTHER EXPENSES		1,000.00
	-		
ZONING		-	
	SALARY & WAGES		23,000.00
	OTHER EXPENSES		200.00
	-		
PUBLIC DEFENDER		-	
	OTHER EXPENSES		1,000.00
	-		
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 GENERAL		-	
	OTHER EXPENSES		155,000.00
	-		
INSURANCE- WORKERS COMP			
	OTHER EXPENSES		85,000.00
	-		
INSURANCE- HEALTH			
	OTHER EXPENSES		274,000.00
	-		
INSURANCE- HEALTH BENEFIT WAIVER			
	OTHER EXPENSES		7,000.00
	-		
INSURANCE- UNEMPLOYMENT			

OTHER EXPENSES	5,000.00	-
-		
POLICE	-	
SALARY & WAGES	765,000.00	
OTHER EXPENSES	25,000.00	
-		
POLICE CAR	-	
OTHER EXPENSES	22,000.00	
-		
RADIO & COMMUNICATION	-	
OTHER EXPENSES	235,000.00	
-		
AID TO FIRE COMPANIES	-	
OTHER EXPENSES	25,000.00	
-		
AID TO RESCUE SQUAD	-	
OTHER EXPENSES	18,000.00	
-		
MUNICIPAL COURT	-	
SALARY & WAGES	39,000.00	
OTHER EXPENSES	2,000.00	
-		
FIRE PREVENT. INSPECTOR	-	
SALARY & WAGES	14,000.00	
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	55,000.00	
-		
FLEET MAINTENANCE	-	
OTHER EXPENSES	37,000.00	
-		
GARBAGE DISPOSAL	-	
OTHER EXPENSES	230,000.00	
-		
HEALTH & WELFARE	-	
OTHER EXPENSES	20,000.00	
-		
cOMMUNITY SERVICES		
SALARIES & WAGES	10,000.00	
OTHER EXPENSES	2,000.00	
-		
PEOSHA	-	
OTHER EXPENSES	1,000.00	
-		
-		
PARKS & PLAYGROUNDS	-	

SALARY & WAGES		32,000.00
OTHER EXPENSES		18,000.00
-		
CELEBRATION - PUB. EVENT		-
OTHER EXPENSES		1,000.00
-		
DRIVERS - SENIORS		-
SALARY & WAGES		5,000.00
-		
SENIOR CITIZEN		-
OTHER EXPENSES		5,000.00
-		
CONSTRUCTION		-
SALARY & WAGES		42,000.00
OTHER EXPENSES		1,000.00
-		
-		
ELECTRICITY	-	
OTHER EXPENSES		23,000.00
-		
TELEPHONE	-	
OTHER EXPENSES		17,000.00
-		
NATURAL GAS		-
OTHER EXPENSES		10,000.00
-		
GASOLINE/DIESEL FUEL		-
OTHER EXPENSES		34,000.00
-		
HEATING FUEL		-
OTHER EXPENSES		4,000.00
-		
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		150,000.00
-		
SOCIAL SECURITY- FICA		-
OTHER EXPENSES		108,000.00
-		
PFRS - PENSION		-
OTHER EXPENSES		152,000.00
-		
-		
MAINT. FREE PUB. LIBRARY		-
OTHER EXPENSES		200,000.00

LOSAP	-	
	-	
OTHER EXPENSES		10,000.00
Total General Operations:		3,616,100.00
CAPITAL IMPROVEMENT FUND		
OTHER EXPENSES		100,000.00
PARKING ENTERPRISE		
SALARY & WAGES		2,000.00
OTHER EXPENSES		8,000.00
Total Parking Enterprise:		10,000.00

**RESOLUTION 23-023
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 23-024
CONFIRMING APPOINTMENT OF 2023 OFFICIALS AND EMPLOYEES**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that Officers and Employees for the year 2023 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 23-025
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 2023.

**RESOLUTION 23-026
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, 2023 to December 31, 2023:

- 1) Stirling Fire Co.
- 2) Millington Fire Co.
- 3) Long Hill First Aid Squad, Inc.
- 4) Long Hill Township CERT
- 5) Office of Emergency Management

**RESOLUTION 23-027
APPOINTING 2023 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 2023 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
Officer in Charge	Long Hill Township Police Department
Robert English	Long Hill First Aid Squad, Inc.
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)
Superintendent	Superintendent of Public Schools

**RESOLUTION 23-028
APPOINTING 2023 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:

Officer in Charge	Long Hill Township Police Department
Robert English	Emergency Medical Annex Owner (LH First Aid Rescue Squad, Captain)
Mayor	Long Hill Township Mayor
Superintendent	Public Schools Annex Owner
Bernards Health Officer	Public Health Officer

**RESOLUTION 23-029
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 23-030
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 condition:

- 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 23-031
AUTHORIZING AND RENEWING TECHNOLOGY COMPANIES**

WHEREAS, the Township of Long Hill utilizes different technologies for various throughout departments;

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

- Spatial Data Logic
- Edmunds
- Primepoint
- Community Pass
- EZ Facility
- City Connections
- Telvue
- Govconnection, Inc.
- Transunion Risk & Alternatives
- General Code
- RDK Industries
- Weiss Distributors
- Kistler O'Brien
- NJSACOP
- Power DMS, Inc.
- Guardian Tracking, Inc.
- Verizon
- AT&T
- Comcast

**RESOLUTION 23-032
APPOINTING 2023 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 2023:

Baldassarre Abbondandolo
Howard Bradley
Bianca D'Alessio

Wendy Ross
Sharon Woodstock
Susan Potts
Jayne Schraffa
Shayne Daly
Patrice Tehrone

**RESOLUTION 23-033
APPROVAL OF 2023 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 23-034
APPROVAL OF 2023 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 23-035
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 – Administrative Assistant to Chief of Police
