



**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ
TOWNSHIP COMMITTEE
REGULAR SESSION AGENDA
Friday, December 27, 2024
8:30AM OPEN SESSION, CLOSED SESSION TO FOLLOW**

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 December 27, 2024, 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/89272769084?pwd=tWLCBlpynYCbKfUeF9qY2okrGJpEvo.1>

Or Telephone: +1 929 436 2866

Webinar ID: 892 7276 9084 Passcode: 453494

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 posted on the Township Website. The agenda and public handouts for this meeting can be viewed online at www.longhillnj.gov. A public comment period will be held in the order it is listed on the meeting agenda.

2. CALL MEETING TO ORDER:

3. CONSENT AGENDA RESOLUTIONS:

Resolution No. 24-312 – 24-319 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.

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| 24-312 | APPROVAL AND RELEASE OF MINUTES |
| 24-313 | APPROVING PAYMENT OF BILLS |
| 24-314 | APPROVING SHARED SERVICES AGREEMENT WITH BOROUGH OF MOUNTAIN LAKES FOR STYROFOAM RECYCLING |
| 24-315 | APPROVING SHARED SERVICES AGREEMENT WITH MADISON BOROUGH FOR STYROFOAM RECYCLING |
| 24-316 | AUTHORIZING REFUND FOR PLANNING AND ZONING |
| 24-317 | APPOINTING PROBATIONARY LABORER – GIST |
| 24-318 | AWARDING CONTRACT FOR JANITORIAL SERVICES |
| 24-319 | AUTHORIZING TRANSFER OF FUNDS |

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolution 24-312 through 24-319 are hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

4. **COMMITTEE REPORTS:**

5. **ADMINISTRATOR'S REPORT:**

6. **DISCUSSION:**

- Recreation Facility Rental Fee Increase

7. **OLD/NEW BUSINESS:**

8. **ANNOUNCEMENTS:**

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

10. **EXECUTIVE SESSION:**

24-320 EXECUTIVE SESSION

- Contract Negotiation – LHTV, HR Consultant
- Attorney Client

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolution 24-320 is hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

11. **ADJOURNMENT**

**RESOLUTION 24-312
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 December 11, 2024.

BE IT FURTHER RESOLVED that the Township Committee hereby approves December 11, 2024, Executive Session Meeting Minutes as redacted by the Township Attorney.

**RESOLUTION 24-313
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 24-314
APPROVING SHARED SERVICES AGREEMENT WITH BOROUGH OF MOUNTAIN LAKES FOR
STYROFOAM RECYCLING**

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

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

WHEREAS, Long Hill wishes to share its Styrofoam recycling system with Mountain Lakes; and

WHEREAS, Long Hill and Mountain Lakes 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 Mountain Lakes 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 24-315
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, Long Hill wishes to share its Styrofoam recycling system with Madison; and

WHEREAS, Long Hill and Madison 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 24-316
AUTHORIZING REFUND FOR PLANNING AND ZONING**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill upon the advice and recommendation of the Planning & Zoning Coordinator/Zoning Officer, does hereby authorize the following refunds:

<u>NAME</u>	<u>ADDRESS</u>	<u>AMOUNT</u>	<u>ZONING DEPARTMENT</u>
Rushmore Servicing Fee	1341 W Mockingbird Lane	\$500.00	Vacant/Abandoned Property
Bron Inc.	Suite 980W Dallas, TX 75247-6907		

**RESOLUTION 24-317
APPOINTING PROBATIONARY LABORER – GIST**

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

1. Upon the advice and recommendation of Public Works Director Al Gallo, Ryan Gist be appointed as DPW Worker Class 4, with a 6-month probationary period.
2. This appointment shall be effective on January 2, 2024, at an annual salary of \$48,480.
3. Mr. Gist employment is contingent upon a satisfactory background check.
4. Mr. Gist will be a member of the Long Hill Public Works Association, and a copy of the Agreement shall be provided.

**RESOLUTION 24-318
AWARDING CONTRACT FOR JANITORIAL SERVICES**

WHEREAS, the Township Administrator sought two quotations to provide “Janitorial Maintenance of Public Facilities”; and

WHEREAS, a quotation was received from Vanguard Cleaning Systems in the amount of \$38,988 Jan 1-

Dec 31, 2025, \$40,937.40 for Jan 1 – Dec 31, 2026, \$42,984.27 Jan 1 – Dec 31, 2027, \$45, 133.48 Jan 1 – Dec 31, 2028; and

WHEREAS, Township Administrator has recommended that the contract be awarded to Vanguard Cleaning Systems in accordance with its quotation; and

WHEREAS, the Township Chief Financial Officer in accordance with N.J.A.C. 5:30-5, has certified that sufficient funds are available to cover the full cost of the contract;

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 contract for “Janitorial Maintenance of Public Facilities” is hereby awarded to Vanguard Cleaning Systems in accordance with the specifications and its quotation dated December 6, 2024, in the amount of \$39,999 per year for two years.
2. In accordance with the requirements of *N.J.S.A. 40A:11-15* this Contract is contingent upon appropriations being made by the Township in its 2025 budget. If funds sufficient to pay the charges set forth in paragraph 1 are not appropriated in the 2025 budget, this Contract shall be voidable by the Township upon seventy-two (72) hours written notice to the Contractor. In addition, if the contractual amount is included in each annual budget but if any of such budgets exceeds the limitation imposed by *N.J.S.A. 40A:4-45.2* (the CAP law) and said budget is rejected by the voters in a referendum as provided for in *N.J.S.A. 40A:45-3a*, the contract shall be voidable by the Township upon seventy-two (72) hours written notice to Contractor.
3. The Mayor and Clerk are hereby authorized and directed to execute the contract for the Janitorial Maintenance of Public Facilities in accordance with the quotation documents.
4. This contract will be properly charged to the following line item appropriation of the official Township budget 5-01-0020-00210-2-00211.

**RESOLUTION 24-319
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 Budget 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
Township Committee (OE)	\$5,100.00	
Telephone (OE)		\$1,000.00
Street Lighting (OE)		\$4,000.00
Municipal Court (OE)		100.00
Totals	\$5,100.00	\$5,100.00

**RESOLUTION 24-320
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:

- Contract Negotiation – LHTV, HR Consultant
