



**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ  
TOWNSHIP COMMITTEE  
REGULAR SESSION AGENDA  
November 12, 2014  
6:30 PM CLOSED SESSION; 7:30 PM OPEN SESSION**

*A draft of the Township Committee Regular Session Agenda is posted on the Township website at [www.longhillnj.us](http://www.longhillnj.us) on the Monday preceding the meeting.*

**STATEMENT OF ADEQUATE NOTICE**

"In compliance with the Open Public Meetings Law of New Jersey, adequate notice of this meeting was electronically sent to the Courier News and posted in the January 9, 2014 edition. Electronic notice was also sent to the Echoes Sentinel and posted in the January 16, 2014 edition, and posted on the bulletin board in the Municipal Building on January 7, 2014 and has remained continuously posted as the required notices under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk."

No matter shall be commenced or continued after 11:00 PM at any meeting unless a motion is passed by the members present to extend the meeting to a later specified cutoff time.

**EXECUTIVE SESSION**

**RESOLUTION #14-337  
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 Negotiations:

- American Legion

Personnel:

- 2014 Salaries Discussion
- BOA appointment

Property Acquisition:

- Kurz Property update
- Eberle property

**BE IT FURTHER RESOLVED** that the minutes of this executive session meeting will be released to the public in a timely fashion pursuant to the Open Public Records Act and other applicable laws and regulations.

**MOVED** by: \_\_\_\_\_ of the Township Committee of the Township of Long Hill that Resolution #14-337 is hereby approved for Executive Session. **SECONDED** by:

**ROLL CALL VOTE:**

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**OPEN PUBLIC MEETING:**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Clerk will call the Roll

**Motion** by \_\_\_\_\_ of the Township Committee of the Township of Long Hill to appoint Tom Sims to the Board of Adjustment. **Second:** \_\_\_\_\_. **Voice Vote:**

**Len Ho/CFO** – Presentation of Debt Service Plan Spreadsheet

**ORDINANCES:**

**ORDINANCE PUBLIC HEARING/CONSIDERATION OF ADOPTION**

**ORDINANCE 342-14  
AMENDMENT ONE (1) THE 2014 SALARIES AND WAGES ORDINANCE**

**Statement of purpose:** To create the new part-time position of Court Security Officer to operate a metal detector during court sessions as required by the New Jersey Administrative Office of the Courts, and to set a salary range for that position.

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

**Section 1.** The salaries and wages of the following employees of the Township shall be as follows:

***Administrative and Executive***

<b><i>Position Title</i></b>	<b><i>Annual Salary</i></b>
Township Administrator	\$75,000 - \$150,000
Executive Administrative Assistant	\$52,500 - \$75,000
Municipal Clerk/Registrar	\$45,000 - \$75,000
Administrative Assistant	\$33,000 - \$52,500
Chief Financial Officer	\$50,000 - \$100,000
Asst. to the CFO [Part Time]	\$20.00 - \$30.00/hr.
Accts. Payable Manager	\$25,000 - \$60,000
Clerical [Part Time]	\$ 7.25 - \$ 20.00/hr.
Tax Collector	\$40,000 - \$78,000
Tax Assessor [Part Time]	\$20,000 - \$40,000
Payroll Manager	\$ 25.00 - \$ 45.00/hr.

***Court***

Municipal Court Judge	\$19,000 - \$35,000
Court Administrator	\$40,000 - \$63,000

***Planning and Development***

Construction Code Official [Part Time]	\$30,000 - \$45,000
Building Sub Code Official [Part Time]	\$10,000 - \$20,000
Fire Sub Code Official [Part Time]	\$ 35.00 - \$45.00/hr.
Fire Prevention/Fire Official [Part Time]	\$ 22.50 - \$40.00/hr.

**Draft 11-6-2014**

Plumbing Sub Code Official [Part Time]	\$10,000 - \$22,500
Electrical Sub-code Official [Part Time]	\$10,000 - \$23,000
Technical Assistant to the Construction Official [Part Time]	\$ 18.00 - \$30.00/hr.
Planning & Zoning Administrator	\$40,000 - \$80,000
Planning & Zoning Secretary [Part Time]	\$ 20.00 - \$30.00/hr.
Code/Zoning Enforcement Officer	\$45,000 - \$64,000

**Recreation**

Recreation Director	\$30,000 - \$60,000
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**Seasonal/ [Part Time] Positions**

Summer Recreation Site Director	\$ 22.00 - \$ 35.00/hr.
Summer Recreation Site Supervisor	\$ 17.00 - \$ 27.00/hr.
Summer Recreation Assistant	\$ 15.00 - \$ 22.00/hr.
Summer Recreation Counselor	\$ 7.25 - \$ 15.00/hr.
Lake Director	\$ 20.00 - \$ 35.00/hr.
Assistant Lake Director	\$ 15.00 - \$ 25.00/hr.
Head Lifeguard	\$ 12.00 - \$ 18.00/hr.
Life Guard	\$ 8.00 - \$ 15.00/hr.
Score Keeper/Time Keeper/Referees	\$ 7.25 - \$ 12.00/hr.
Basketball Director	\$ 18.00 - \$ 28.00/hr.
Basketball Staff Supervisor	\$ 12.00 - \$ 20.00/hr.

**Police Department**

Chief of Police	\$125,000 - \$150,000
Police Officers	per Collective Bargaining Contract
Police Department Secretary	\$ 36,000 - \$ 55,000
PD Administrative Assistant [Part Time]	\$ 33,000 - \$ 52,000
School Crossing Guard [Part Time]	\$ 12.00 - \$ 23.50/hr.
Police Matron	\$ 12.00 - \$ 28.00/hr.
<b>Court Security Officer [Part Time]</b>	<b>\$ 20.00 - \$30.00/hr.</b>

**Office of Emergency Management**

Emergency Management Coordinator [Part Time]	\$ 10,000 - \$20,000
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**Department of Public Works/Roads**

Director of Public Works /Superintendent of Roads	\$85,000 - \$110,000
DPW employees	per Collective Bargaining Contract
Part Time Laborer	\$ 9.50 - \$20.00/hr.

**Wastewater Control**

Wastewater Superintendent	\$58,000 - \$85,000
Wastewater Employees	per Collective Bargaining Contract

**Senior Services**

Senior Citizens Bus Driver	\$ 15.00 - \$ 25.00/hr.
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*Mileage reimbursement based on current IRS Standard*

**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.** This ordinance shall take effect immediately upon final passage and publication as required by law, unless the effective date is delayed pursuant to the provisions of N.J.S.A. 40A:9-165.

**NOTICE**

The foregoing Ordinance having been introduced and passed on first reading by the Township Committee of the Township of Long Hill, in the County of Morris on October 15, 2014 and then considered for final passage and adoption at a public hearing held at a meeting beginning at 7:30 p.m. on November 12, 2014 at the Municipal Building, 915 Valley Road, Gillette, New Jersey, when and where or at any such time and place to which said meeting may be adjourned, all persons interested will be given an opportunity to be heard concerning said ordinance.

Cathy Reese, RMC  
Township Clerk

Open Public Hearing  
Close Public Hearing

**MOVED** by: \_\_\_\_\_ of the Township Committee of the Township of Long Hill that Ordinance #342-14 be approved for final adoption. **SECOND** by: \_\_\_\_\_

**ROLL CALL VOTE:**

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**CONSENT AGENDA RESOLUTIONS:**

*The following items 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.*

**MOVED** by: \_\_\_\_\_ by the Township Committee of Long Hill Township, that Resolution #14-313, #14-316 and #14-327 through #14-333 and #14-336 are hereby approved. **SECOND** by: \_\_\_\_\_. **ROLL CALL VOTE:**

**RESOLUTION 14-313**  
**APPROVAL AND RELEASE OF Revised MINUTES**

**BE IT RESOLVED**, that the Township Committee of the Township of Long Hill does hereby approve and release the Township Committee Minutes of the October 15, 2014 Township Committee meeting

**BE IT FURTHER RESOLVED** that the Township Committee hereby approves the October 15, 2014 Executive Session Meeting Minutes as redacted by the Township Attorney.

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**RESOLUTION 14-316**  
**COMPENSATION OF OFFICIALS AND EMPLOYEES FOR THE CALENDAR YEAR 2014**

**This resolution is scheduled for this agenda but will be reviewed and discussed in Exec. Session first**

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**RESOLUTION 14-327**  
**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.

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**RESOLUTION 14-328  
AUTHORIZE EMPLOYMENT OF  
PART-TIME SECURITY GUARD FOR MUNICIPAL COURT**

**WHEREAS**, there exist the need to fill the position of Security Guard to operate the state mandated the magnetometer for all municipal court sessions; and

**WHEREAS**, a candidate has been identified in the name of Daniel Gara who has the experience necessary to fulfill the position requirements; and

**WHEREAS**, it is the recommendation of the Township Administrator that Daniel Gara be appointed as part-time Security Guard to attend all municipal court proceedings and:

**NOW THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Long Hill does hereby appoint Daniel Gara as a Part-time Security Officer for the Municipal Court at an hourly rate of \$20.00, effective January 1, 2015.

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**RESOLUTION 14-329  
AUTHORIZING STIRLING FIRE COMPANY COIN TOSS  
ON NOVEMBER 28, 2014**

**WHEREAS**, the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey authorizes the Stirling Volunteer Fire Company to conduct a coin toss at the intersection of Valley Road and Mountain Avenue in Gillette on November 28, 2014 from 8:00 a.m. to 4:00 p.m.

**NOW THEREFORE, BE IT RESOLVED**, that the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey authorizes the Stirling Volunteer Fire Company to conduct a coin toss on Valley Road on November 28, 2014.

**BE IT FURTHER RESOLVED** that this approval is contingent upon the Stirling Volunteer Fire Company receiving approval from the County of Morris.

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**RESOLUTION 14-330  
APPROVING FIREWORKS –  
[Meyersville Tree Lighting 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 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 7, 2014 at the Meyersville Ball Field on New Vernon Road and that all necessary permits have been approved.

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**RESOLUTION 14-331  
AUTHORIZING CHANGE ORDER NUMBERS 010 and 011 TO THE  
CONTRACT WITH M.B.T. CONTRACTING, INC.**

**WHEREAS**, a purchase order was prepared in the name of M.B.T. Contracting, Inc. under a locally bid contract for the Interior Restoration of the Millington Schoolhouse and

**WHEREAS**, it was decided to add to the contract price the electrical for a Projection TV installation and the hardscapes of the exterior of the schoolhouse.

Change Order #	Description	Amount	Net Amount of Contract
010	Projection TV Install	\$4,200.00	\$416,324.40
011	Hardscapes –brick pavers, concrete walkway, parking lot bumpers, parking lot striping, flag pole with electric, removal of old flag pole, old concrete and asphalt	\$32,700.00	\$449,024.40

**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. Change Order Number 010 for electrical work for Projection TV and Change Order Number 1, hardscapes, as described in the preamble is hereby approved.
2. The change orders shall be charged to 05-9999-0602-00006-0000. The Chief Financial Officer has determined that a Certification of Available Funds is necessary.

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**RESOLUTION 14-332  
APPOINT SAFETY OFFICER - GALLO**

**BE IT RESOLVED** the Township Committee hereby appoints Al Gallo as Safety Officer effective November 15, 2014 and adjusts his annual salary to increase by \$2,500.00.

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**RESOLUTION 14-333  
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, 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 for the event to the “Sponsor” Meyersville Tree Lighting Association, for their Special Events to be held on December 7, 2014 at the Meyersville Circle for the annual Christmas Tree Lighting event.

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

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**RESOLUTION #14-336  
APPOINTING 2014/2015 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 2014/2015 Recreation Basketball program effective November 15, 2014:

<b>Supervisors:</b>	<b>Salary/Hour</b>
Vanessa Fowler	\$20.50
Dan Hutchinson	\$16.50
Jessica Zigarelli	\$16.00
<b>Referees/Timers/Scorekeepers</b>	
Blajsa, Mark	\$9.75

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Leon-Garcia, Daniella	\$8.75
Giere, Megan	\$8.50
Hackett, Lucas	\$8.50
Kesselmeier, Abigail	\$8.50
Kinsella, Nick	\$8.50
McCarthy, Danny	\$8.50
Mink, Danny	\$8.50
Pilsbury, Kimberly	\$8.75
Popolillo, Guiliana	\$8.50
Priovolos, Diana	\$8.50
Priovolos, Julia	\$8.75
Santo, Alyssa	\$8.50
Santo, Stephanie	\$12.00
Sinnott, Carly	\$8.75
Sinnott, Jennifer	\$9.75
Smith, Luke	\$8.75
Vigliotti, Aidan	\$8.50
Zoppi, Tina	\$8.50
Mink, Nick	\$8.25
Giere, Matt	\$8.25
Lauderdale, Devon	8.25
Goetz, Rachel	8.25
Goetz, Joshua	8.25
DiGiorgio, James	8.25
Karski, Chris	8.25
Santo, Jessica	8.25
Hackett, Amy	8.25

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**RESOLUTIONS:**

**RESOLUTION 14-334**

**AUTHORIZING CALLING LETTER OF CREDIT POSTED AS PERFORMANCE GUARANTEE BY ROSEGATE DEVELOPMENT OF LONG HILL, LLC**

**WHEREAS**, Rosegate Development of Long Hill, LLC, (Hereinafter the “Developer”) was the developer of the subdivision known as Rosegate Development of Long Hill; and

**WHEREAS**, the Developer, in accordance with the requirements of the Municipal Land Use Law (“MLUL”) and the Township Land Use Ordinances, posted The Provident Bank Irrevocable Standby Letter of Credit No. 1107 in the original amount of \$290,056.50 as a performance guarantee; and

**WHEREAS**, that letter of credit, in accordance with provisions of the MLUL and the Township Land Use Ordinances, was reduced to \$84,480.00 by amendment issued by The Provident Bank on March 8, 2004; and

**WHEREAS**, the improvements required by its subdivision approval have not been completed to the satisfaction of the Township Engineer; and

**WHEREAS**, Township Engineer, Paul W. Ferriero, P.E. C.M.E., in accordance with the procedures set forth in the letter of credit, has submitted a statement dated November 3, 2014, in which he states that "the developer of the Rosegate Development of Long Hill has failed to complete the improvements required as part of the project that are covered under the Irrevocable Standby Letter of Credit, identified above," and goes on to specify in detail those items that have not been completed; and

**WHEREAS**, the Township Engineer further certified in his statement that notice of the incompleteness upon which the drawing is based was given to the Developer by registered or certified mail or by courier thirty (30) days prior to his notice;

**WHEREAS**, the Township Committee has reviewed the Township Engineer's November 3, 2014 statement and wishes endorse his findings that the improvements have not been approved or accepted;

**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

1. The Township Committee does hereby endorse the findings of Township Engineer Paul W. Ferriero, P.E. C.M.E., in his November 3, 2014 statement, which is incorporated herein by reference.

2. The Township Committee certifies that the improvements described in the Township Engineer's statement have not been approved or accepted.

3. The Township Clerk is hereby authorized and directed to present a certified copy of this resolution, with a copy of the Township Engineer's November 3, 2014 statement attached, along with copies of the Letter of Credit and the March 8, 2004 Amendment thereto, to The Provident Bank, 830 Bergen Ave, Jersey City, New Jersey 07306, Attention: Commercial Lending Department, and to demand the payment of \$84,480.00, which represents the amount due to Long Hill Township as a result of the failure of Rosegate Development of Long Hill, LLC, to complete the required improvements as detailed in this resolution and in the Township Engineer's statement entitled "Rosegate Development of Long Hill, LLC, Valley Road, Block 1, Lots 14.01, 14.02, & 14.03."

**MOVED** by: \_\_\_\_\_ of the Township Committee of the Township of Long Hill that Resolution #14-334 be approved. **SECOND** by: \_\_\_\_\_. **ROLL CALL VOTE:**

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**RESOLUTION #14-335**

Authorize repairs to MGK fields from Open Space Trust Fund

**WHEREAS**, Field #1 and #2 at Matthew G. Kantor Memorial Park is badly in need of immediate sod replacement, and

**WHEREAS**, the Director of the Department of Public Works estimates that the repairs will cost not more than \$4,200.00.

**BE IT RESOLVED** that the Township Committee approves the repairs to be funded from the Open Space, Recreation, Farmland and Historic Preservation Trust Fund, not to exceed \$4,200.00.

**MOVED** by: \_\_\_\_\_ of the Township Committee of the Township of Long Hill that Resolution #14-335 be approved. **SECOND** by: \_\_\_\_\_. **ROLL CALL VOTE:**

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**COMMITTEE LIAISON REPORTS:**

**DISCUSSION / ACTION ITEMS:**

Open Space Advisory Committee - Trails Discussion

**OLD BUSINESS:**

- Engineer's Report-Turf

**NEW BUSINESS:**

**Announcements/Correspondence:**

- December 3, Special Budget Work Session meeting 6:00 PM
- Meyersville Tree Lighting – December 7
- 2016 – Celebration of the 150<sup>th</sup> Anniversary of Long Hill – volunteers should contact the clerk
- Town Hall is closed on Thanksgiving and the Friday after Thanksgiving

**MEETING OPEN TO THE PUBLIC:**

Remarks and Statements Pertaining to Any Matter

**ADJOURNMENT – *Possible Exec. Session***