



**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ
TOWNSHIP COMMITTEE
REGULAR SESSION AGENDA
September 14, 2016
7:30 PM OPEN SESSION, Closed Session 6:45 PM**

A draft of the Township Committee Regular Session Agenda is posted on the Township website at 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 Echoes Sentinel and posted in the January 14, 2016 edition, and electronically sent to the Courier News and posted in the January 12, 2016 edition. The notice was posted on the bulletin board in the Municipal Building on January 5, 2016 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."

EXECUTIVE SESSION

**RESOLUTION #16-252
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:

Property Acquisition:

- Land Diversion Update – Central / Passaic Park

Litigation:

- DeMaio Electrical

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 #16-252 is hereby approved for Executive Session. **SECONDED** by:

ROLL CALL VOTE:

OPEN PUBLIC MEETING:

PLEDGE OF ALLEGIANCE

ROLL CALL: Clerk will call the Roll

PROCLAMATION:

- Childhood Cancer Awareness Month
- 61st Anniversary Celebration of Constitution Week

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: _____ of the Township Committee of Long Hill Township, that Resolution #16-253 through #16-263 are hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

**RESOLUTION #16-253
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 #16-254
APPROVING SPECIAL EVENT LICENSE
[STIRLING SHOP-RITE – MOTORCYCLE RIDE TO FIGHT HUNGER]**

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 License Number S-16-20 for the event to the “Sponsor” Stirling Shop Rite, for their Motorcycle Ride To Fight Hunger Fundraiser to be held 9:00 AM – 11:00 AM on September 17, 2016; at the ShopRite parking lot, 1153 Valley Road, Stirling NJ 07980, and

BE IT FURTHER RESOLVED that the Police Department has determined that the applicant is exempt for the cost of police coverage required for this event.

**RESOLUTION #16-255
APPROVING SPECIAL EVENT LICENSE
[LORD STIRLING SCHOOL GREAT SWAMP DEVIL RUN]**

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 License Number S-16-21 for the event to the “Sponsor” Lord Stirling School Run – Great Swamp Devil Run Fundraiser to be held 9:00 AM – 3:00 PM on November 20, 2016; at the Lord Stirling School, Lord Stirling Road, Stirling NJ 07980, and

**RESOLUTION #16-256
APPROVING IN-GRADE ADVANCEMENT [Gelino]**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey, upon the advice and recommendation of Police Chief Michael Mazzeo, does hereby approve the advancement of Acting Sergeant Chris Gelino to Sergeant Grade III effective retroactively to August 15, 2016 at an annual salary of \$109,833.00.

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

**RESOLUTION #16-257
APPROVING IN-GRADE ADVANCEMENT [Roberts]**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey, upon the advice and recommendation of Police Chief Michael Mazzeo, does hereby approve the advancement of Officer Grade IV John Roberts to Officer Grade II effective September 25, 2016 at an annual salary of \$84,169 .00.

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

**RESOLUTION #16-258
AUTHORIZING AN AGREEMENT BETWEEN LONG HILL TOWNSHIP AND MORRIS COUNTY
– SALTING, SANDING, AND/OR PLOWING OPERATIONS**

WHEREAS, pursuant to Uniform Shared Services and Consolidation Act, NJSA 40A:65-1 et seq., local units may join together to provide authorized services for each other; and

WHEREAS, the Township of Long Hill and the County of Morris desire to join together in an agreement whereby the Township will perform on behalf of Morris County the required salting, sanding and/or plowing operations of designated portions of the County road system within the Township of Long Hill for rates outlined in the agreement; and

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 Mayor and the Township Clerk are hereby authorized to execute a Shared Services Agreement between Long Hill Township and the County of Morris effective on the date of October 15, 2016 through April 15, 2017

**RESOLUTION #16-259
AWARDING CONTRACT FOR FLOOD BUY-OUT DEMOLITION TO
ARMSTRONG INC.**

WHEREAS, seven bids for the demolition of the flood buy-out properties were received by the Township Administrator on July 27, 2016; and

WHEREAS, the apparent low bid in the amount of \$84,300.00 was submitted by Elite Demolition, LLC of Paterson, New Jersey; and

WHEREAS, Elite Demolition, LLC is disqualified because it was debarred on July 14, 2016, by the Division of Property Management and Construction in the New Jersey Department of the Treasury for a period of five years for a construction wage & hour violation; and

WHEREAS, the second low bid in the amount of \$138,500.00 was submitted by Armstrong Inc. of Millington, New Jersey; and

WHEREAS, Armstrong Inc.'s bid also included unit prices for each of the subject properties; and

WHEREAS, Township Administrator Neil Henry has recommended that the contract be awarded to Armstrong Inc.; and

WHEREAS, the governing body agrees with the recommendation of the Township Administrator; 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 bid of Elite Demolition LLC is hereby rejected on the ground that it has been debarred.
2. The contract for the demolition of the flood buy-out properties is hereby awarded to Armstrong Inc. in accordance with the bid specifications and its bid dated July 27, 2016.
3. Armstrong Inc. shall be paid the unit price for each property after the demolition of that property is completed to the satisfaction of the Township.
4. The Mayor and Clerk are hereby authorized and directed to execute the contract for the demolition of the flood buy-out properties in accordance with the

bid documents.

5. The Township Clerk is hereby authorized and directed to return the bid bonds or certified checks to the unsuccessful bidders.

6. The Township Clerk is also authorized and directed to return the bid bond or certified check of Armstrong Inc. upon receipt of a fully executed contract and all other required documents.

7. This contract will be properly charged to the Open Space Trust Fund.

**RESOLUTION #16-260
APPROVE CONFERENCE REQUEST
NJ League of Municipalities**

WHEREAS, the Township Committee approves Resolution08-375 which requires Township Committee approval of all overnight conference requests; and

WHEREAS, the Township Committee has received a request from the Township Clerk to attend the NJ League of Municipalities Conference on November 15, 16 & 17, 2016; and

NOW, THEREFORE, BE IT RESOLVED , the Long Hill Township Committee hereby approves the request of the Township Clerk, Deborah Brooks to attend the NJ League of Municipalities Conference as outlined in their memo.

**RESOLUTION #16-261
Authorizing Redemption of Outside Lien - #1291**

WHEREAS, at the Municipal Tax Sale held on 12/3/2014, a lien was sold on Block 13508, Lot 6, also known as 105 Gates Avenue for \$151.31; and,

WHEREAS, this lien, known as Tax Sale Certificate #1291, was sold to Pro Capital (Lien Holder) for \$151.31 and a \$0.00 premium; and

WHEREAS, Nationstar Mortgage (redeeming party) has effected redemption of Certificate #1291 in the amount of \$1,041.14; and

WHEREAS, the Tax Collector has shown proof that the redemption calculation is correct, all subsequent payment affidavit, if any, has been filed, and redemption monies has been received for redemption refund;

NOW, THREFORE BE IT RESOLVED, that the Chief Financial Officer be authorized to issue a check in the amount of \$1,041.14, payable to Pro Capital (Lien Holder) for the redemption of Tax Sale Certificate #1,041.14

**RESOLUTION #16-262
APPROVAL AND RELEASE OF 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 August 17, 2016 Township Committee Meeting.

BE IT FURTHER RESOLVED that the Township Committee hereby approves the August 17, 2016 Executive Session Meeting Minutes as redacted by the Township Attorney.

**TOWNSHIP OF LONG HILL
RESOLUTION 16-263
FOR RENEWAL OF MEMBERSHIP IN THE
MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND**

WHEREAS, the Township of Long Hill is a member of the Morris County Municipal Joint Insurance Fund; and

WHEREAS, said renewed membership terminates as of December 31, 2013 unless earlier renewed by agreement between the Municipality and the Fund; and

WHEREAS, the Municipality desires to renew said membership;

NOW THEREFORE, BE IT RESOLVED as follows:

1. The Township of Long Hill agrees to renew its membership in the Morris County Municipal Joint Insurance Fund for a three (3) year period, beginning January 1, 2017 and ending January 1, 2020 and to be subject to the Bylaws, Rules and Regulations, coverage, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The Governing Body shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the Morris County Municipal Joint Insurance Fund evidencing the Municipality's intention to renew its membership.

ORDINANCES

ORDINANCE INTRODUCTION

**ORDINANCE #389-16
2016 SALARIES AND WAGES ORDINANCE **Amended****

STATEMENT OF PURPOSE: To reflect the updates rates of 2016 salary adjustments.

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:

<u>Position Title</u>	<u>Annual Salary</u>
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. \$32.00
Accts. Payable Manager	\$25,000 - \$60,000
Clerical [Part Time]	\$ 8.50 - \$ 22.00/hr.
Tax Collector [Part Time]	\$15,000 - \$25,000
Tax Assessor [Part Time]	\$20,000 - \$40,000
Assistant Treasurer	\$45,000 - \$65,000
Sewer Utility Collector [Part Time]	\$15.00 - \$22.00/hr. \$22.50

Board of Health

Animal Control Officer [Part Time]	\$15.00 - \$25.00/hr.
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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
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 Coordinator	\$40,000 - \$60,000
Planning & Zoning Secretary [Part Time]	\$ 20.00 - \$30.00/hr
Code/Zoning Enforcement Officer	\$45,000 - \$70,000

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 - \$ 25.00/hr.
Summer Recreation Counselor	\$ 8.25 - \$ 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	\$ 9.00 - \$ 15.00/hr.
Score Keeper/Time Keeper/Referees	\$ 8.25 - \$ 15.00/hr.
Basketball Director	\$ 18.00 - \$ 28.00/hr.
Basketball Staff Supervisor	\$ 12.00 - \$ 25.00/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.
Court Security Officer [Part Time]	\$ 20.00 - \$30.00/hr.

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.

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 Wednesday, September 14, 2016 will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:30 p.m. on Wednesday, October 12, 2016, at the Municipal Building, 915 Valley Road, Gillette, New Jersey, when and where or at 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.

Deborah Brooks, RMC, CMR

OPEN Public Hearing
CLOSE Public Hearing

MOVED by: _____ of the Township Committee of Long Hill Township, that Ordinance 389-16 is hereby approved on first reading, with the public hearing scheduled for October 26, 2016. **SECONDED** by: _____. **ROLL CALL VOTE:**

COMMITTEE LIAISON REPORTS:

DISCUSSION / ACTION ITEMS

- Recommended Ordinance Changes from the Planning Board and the Ordinance Subcommittee – Kevin O’Brien memo of July 14, 2016
- Valley Rd Draft Ordinance
- Tree Stump removal
- Zone Boundary Line Change – 347 Somerset St.
- Retaining Tim Bradley from Omni/Kleinfelder – DeMaio Electrical Litigation
- Permanent Sign Ordinance

OLD BUSINESS / Administrator’s Report:

NEW BUSINESS:

Announcements/Correspondence:

MEETING OPEN TO THE PUBLIC:

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

ADJOURNMENT