



**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ
TOWNSHIP COMMITTEE
REGULAR SESSION AGENDA
FEBRUARY 14, 2018
7:30 PM OPEN SESSION, Closed Session 6:30 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 the Courier News. Notice was also posted on the Township Website. The notice was posted on the bulletin board in the Municipal Building on January 3, 2018 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 #18-064
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:

Litigation

- Affordable Housing

Contracts

- DPW Negotiation
- Sewer Plant Management
- Land Diversion/Goldcon

Personnel

- OEM
- Police
- Fire

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.

FINAL

MOVED by: _____ of the Township Committee of the Township of Long Hill that Resolution #18-064 is hereby approved for Executive Session. **SECONDED** by:

ROLL CALL VOTE:

OPEN PUBLIC MEETING:

PLEDGE OF ALLEGIANCE

ROLL CALL: Clerk will call the Roll

PRESENTATION: BOB ENGLISH TO IAN VICKERY AND LONG HILL TWP. FIRST AID SQUAD

LIAISON REPORTS:

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 #18-065 through #18-079 are hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

**RESOLUTION 18-065
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 18-066
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 January 24, 2018 Township Committee Meeting.

BE IT FURTHER RESOLVED that the Township Committee hereby approves the January 24, 2018 Executive Session Meeting Minutes as redacted by the Township Attorney.

FINAL

**RESOLUTION 18-067
Township of Long Hill
Authorizing Redemption of Outside Lien - #17-0009**

WHEREAS, at the Municipal Tax Sale held on 12-15-2017, a lien was sold on Block 13101, Lot 24.01, also known as 30 St. Joseph Dr. for \$496.02; and,

WHEREAS, this lien, known as Tax Sale Certificate #17-0009, was sold to SUNSHINE STATE CERTIFICATES VI, LLLP (Lien Holder) for \$496.02 and a \$44,200.00 premium; and

WHEREAS, Creative Loan Solutions LLC (redeeming party) has effected redemption of Certificate #17-0009 in the amount of \$12,039.12

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, THEREFORE BE IT RESOLVED, that the Chief Financial Officer be authorized to issue a check in the amount of \$12,039.12, payable to SUNSHINE STATE CERTIFICATES VI, LLLP (Lien Holder) for the redemption of Tax Sale Certificate #17-0009

BE IT FURTHER RESOLVED, that the Chief Financial Officer be authorized to issue a check in the amount of \$44,200.00 (premium) to the aforementioned lien holder.

**TOWNSHIP OF LONG HILL
RESOLUTION 18-068
APPROVE CONFERENCE REQUEST
MCANJ Spring Conference**

WHEREAS, the Township Committee approved Resolution 08-375 which requires Township Committee approval of all overnight conference requests; and

WHEREAS, the Township Committee has received a request by the Clerk to attend the Municipal Clerk’s Association of New Jersey (MCANJ) Spring Conference –May 1st through May 4th; and

NOW, THEREFORE, BE IT RESOLVED by, the Long Hill Township Committee hereby approves the request of the Clerk, Deborah Brooks, to attend the MCANJ Spring Conference.

**TOWNSHIP OF LONG HILL
RESOLUTION 18-069
APPROVING SPECIAL EVENT LICENSE
[LONG HILL CHAMBER OF COMMERCE]**

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 18-01 for the event to the “Sponsor”

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Long Hill Chamber of Commerce, for their Special Event "Millington Downtown Day" to be held 12:00 PM – 4:00 PM on September 30, 2018; 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.

**TOWNSHIP OF LONG HILL
RESOLUTION 18-070
APPROVING SPECIAL EVENT LICENSE
[LONG HILL CHAMBER OF COMMERCE]**

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 18-02 for the event to the "Sponsor" Long Hill Chamber of Commerce, for their Special Event "Stirling Street Fair" to be held 7:00 AM – 5:00 PM on April 22, 2018; 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.

**TOWNSHIP OF LONG HILL
RESOLUTION 18-071
BANNER APPROVAL FOR CHAMBER OF COMMERCE
[Stirling Street Fair]**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey that by recommendation of the Township Clerk as per Ordinance 3-12.4 Temporary Sign, and based on the approval of the Morris County Freeholders and JCP & L that the Township Committee does hereby approve a banner to be hung across Valley Road, County Route 512 for 2 weeks, from April 9th to April 23, 2018 for the Stirling Street Fair.

**TOWNSHIP OF LONG HILL
RESOLUTION 18-072
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 2017 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 2017 Budget Year;

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the provision R.S. 40A:4-59, 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:

Transfer From:	
<u>Other Expenses</u>	
Fleet Maintenance - OE	\$7,000
	<u>\$7,000</u>

Transfer To:	
<u>Other Expenses</u>	
Aid to Fire Companies - OE	\$7,000
	<u>\$7,000</u>

**TOWNSHIP OF LONG HILL
RESOLUTION 18-073**

AUTHORIZING REFUND OF OVERPAYMENT OF REDEMPTION OF TAX SALE CERTIFICATE

WHEREAS, there was a redemption of a Tax Sale certificate for Block 13503 Lot 7 on December 28, 2017 in the amount of \$4,736.43; and

WHEREAS, the amount that was collected exceeded the redemption amount by the amount of \$666.07;

NOW, THEREFORE, BE IT RESOLVED, that the Chief Finance Officer is hereby authorized and directed to refund Mr. Anthony DiNorscio of 46 Gates Avenue in Gillette, New Jersey 07933 in the amount of \$666.07.

**TOWNSHIP OF LONG HILL
RESOLUTION 18-074**

AUTHORIZING A SEWER CONNECTION FOR PROPERTY LOCATED AT 35 MORRISTOWN ROAD (BLOCK 13404, LOT 1.04)

WHEREAS, the Township is currently subject to a voluntary sewer ban; and

WHEREAS, Thomas Gambino, the owner of property located at 35 Morristown Road (Block 13404, Lot 1.04) has requested authorization to connect to the Township's sanitary sewer system;

WHEREAS, the Township has adopted by reference the NJDEP sewer ban exemption criteria set forth in N.J.A.C. 7:14A-22.22; and

WHEREAS, N.J.A.C. 7:14A-22.22 provides in relevant part that:

“A sewer ban exemption may be granted for projects . . . if the proposed project will have a total projected flow of 600 gallons per day or less . . . [and] will be constructed and/or operated on a tax lot which was in existence prior to the effective date of the ban . . . and the proposed project does not require a sewer extension”; and

WHEREAS, the property located at 35 Morristown Road (Block 13404, Lot 1.04) meets those exemption criteria;

WHEREAS, Section 22-3.1 of the Township Code ordinarily requires a connection fee of \$10,120, however, Code Section 22-3.2 goes on to provide that:

“Single family residences which were in existence on December 28, 1983 shall be exempt from the connection fees set forth in Subsection 22-3.1. Any single

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family residence which was in existence on December 28, 1983 and which connects to the Township Waste Water Treatment System on or after February 19, 1992 shall be responsible only for a connection fee of \$630.00.”; and

WHEREAS, it appears that Mr. Gambino’s house was built in 1962;

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 Thomas Gambino is hereby granted permission to connect his property located at 35 Morristown Road (Block 13404, Lot 1.04) to the Township wastewater treatment system upon payment of the \$630 connection fee in accordance with Section 22-3.2 of the Township Code entitled “Exemptions.”

**TOWNSHIP OF LONG HILL
RESOLUTION 18-075
ELIMINATING SHAYNE DALY’S POSITION AS A PART-TIME CLERK FOR THE TOWNSHIP
ADMINISTRATOR**

WHEREAS, Shayne Daly was appointed as a part-time clerk for the Township Administrator on May 13, 2015, effective May 15, 2015; and

WHEREAS, these clerk duties were in addition to her duties as Emergency Management Coordinator; and

WHEREAS, Ms. Daly’s 27.5 hour work week was allocated as 16 hours for Emergency Management and 11.5 hours for clerk; and

WHEREAS, Ms. Daly has indicated her desire to terminate her position as clerk.

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 Shayne Daly’s position as part-time clerk in the office of the Township Administrator is eliminated, effective retroactively to February 12, 2018, and accordingly her salary will be reduced accordingly from \$30,350.45 to \$17,657.77.

**TOWNSHIP OF LONG HILL
RESOLUTION 18-076
RESOLUTION AUTHORIZING EXECUTION AND RECORDING OF KANTOR PARK
CONSERVATION EASEMENT**

WHEREAS, the NJDEP permits issued in connection with the construction of the fields at the Matthew G. Kantor Memorial Park required the Township to record a “Grant of Conservation Restriction/Easement (Transition Area and Adjacent Wetlands)”;

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 Clerk

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are hereby authorized to execute, and the Township Attorney is hereby authorized to record the Grant of Conservation Restriction/Easement (Transition Area and Adjacent Wetlands) in connection with the Matthew G. Kantor Memorial Park.

**TOWNSHIP OF LONG HILL
RESOLUTION 18-077**

**AUTHORIZING CONTRACT WITH APPRAISAL SYSTEMS, INC. TO ASSIST THE
ASSESSOR WITH THE 2019 ANNUAL REASSESSMENT**

WHEREAS, Tax Assessor Brett Trout conducted a town-wide reassessment for the 2016 tax year; and

WHEREAS, Appraisal Systems, Inc. assisted the Assessor with that town-wide reassessment; and

WHEREAS, the Township conducted annual reassessments for the 2017 and 2018 tax years after receiving state and county approval to conduct those annual reassessments; and

WHEREAS, the Township intends to continue its annual reassessment program, contingent on receiving county and state approval; and

WHEREAS, the Assessor will require the assistance of Appraisal Systems, Inc. in order to complete the 2019 annual reassessment; and

WHEREAS, Appraisal Systems, Inc. has submitted a proposal to assist the Assessor in conducting the 2019 annual reassessment at a lump sum cost of \$25,000; and

WHEREAS, it is not practicable to obtain competitive quotations, in light of the fact that Appraisal Systems, Inc. was deeply involved in the town-wide reassessment;

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:

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1. The Mayor and Clerk are hereby authorized to execute a contract with Appraisal Systems, Inc. to provide assistance to the Township Tax Assessor during the 2019 annual reassessment that will be conducted during 2018.
2. Appraisal Systems, Inc. shall be compensated \$25,000.
3. This approval is contingent upon the Township Committee's deciding to proceed with the annual reassessment program for 2019, and the receipt of both state and county approval for such annual reassessment program.

**TOWNSHIP OF LONG HILL
RESOLUTION 18-078**

**AUTHORIZING THE TOWNSHIP TO APPLY FOR GRANT FUNDS TO THE STATE OF NEW JERSEY
MUNICIPAL RECYCLING TONNAGE GRANT PROGRAM**

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 1987, c.102, has established a recycling fund from which tonnage grant may be available to municipalities to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue to expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for the 2017 Recycling Tonnage Grant will memorialize the commitment of this municipality to recycling and to indicate the asset of Long Hill Township Committee to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed;

NOW THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey, wishes to file an application and endorses such application with the State of New Jersey Department of Environmental Protection and designates Thomas Sweeney, Recycling Coordinator, to ensure that the application is properly filed;

FINAL

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be use solely for the purposes of recycling.

**TOWNSHIP OF LONG HILL
RESOLUTION 18-079
CERTIFYING ACTIVE MEMBERSHIP WITH MILLINGTON VOLUNTEER FIRE COMPANY FOR
NEW JERSEY STATE FIREMEN’S ASSOCIATION ELIGIBILITY**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby certify that the following are active members of the Millington Volunteer Fire Company and are eligible to be a member of the New Jersey State Firemen’s Association:

Steve Waters
Arum Kachidurian

DISCUSSION / ACTION ITEMS:

OLD BUSINESS/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