



**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ
TOWNSHIP COMMITTEE
REGULAR SESSION AGENDA
December 9, 2020
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.

If you would like to submit a public comment to the Township Committee via written letter or electronic mail please send to Clerk Megan Phillips municipalclerk@longhillnj.gov no later than 12:00pm on Wednesday, December 9, 2020.

The Long Hill Township Committee regularly scheduled meeting on December 9, 2020 at 7:30pm will now be held through teleconference.

<https://us02web.zoom.us/j/85964616558>

Passcode: 099502

Or iPhone one-tap :

US: +13017158592,,85964616558#,,,,,0#,,099502# or +13126266799,,85964616558#,,,,,0#,,099502#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 929 436 2866 or +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833

Webinar ID: 859 6461 6558

Passcode: 099502

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. EXECUTIVE SESSION:

20-315 EXECUTIVE SESSION

- Contract Negotiations
 - Land Diversion
- Personnel
 - Employee Evaluations

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolution 20-315 is hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

3. CALL MEETING TO ORDER:

4. PRESENTATIONS:

- Jillian Gaydos – Hicks Tract

5. **ORDINANCE(S):**

ORDINANCE 468-20 (SECOND READING / ADOPTION)

AN ORDINANCE ABOLISHING THE FLOODPLAIN ADVISORY COMMITTEE AND THE AFFORDABLE HOUSING COMMITTEE, AND AMENDING CHAPTER 2 OF THE TOWNSHIP CODE ENTITLED “ADMINISTRATION”

PUBLIC HEARING

MOVED by: _____, that Ordinance #468-20 be adopted. **SECONDED** by: _____,

ROLL CALL VOTE

6. **CONSENT AGENDA RESOLUTIONS:**

Resolution No. 20-316 – 20-330 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.

- 20-316 APPROVAL AND RELEASE OF MINUTES
- 20-317 APPROVING PAYMENT OF BILLS
- 20-318 IN GRADE ADVANCEMENT – SERGEANT ROBERT THOMPSON
- 20-319 IN GRADE ADVANCEMENT – OFFICER BRYAN HARTMANN
- 20-320 IN GRADE ADVANCEMENT – OFFICER BRIAN ENGEL
- 20-321 IN GRADE ADVANCEMENT – OFFICER KYLE PLACE
- 20-322 IN GRADE ADVANCEMENT – OFFICER JOHN ROBERTS
- 20-323 RESOLUTION TO CANCEL OUTSTANDING CHECKS
- 20-324 AUTHORIZING TRANSFER OF FUNDS
- 20-325 LONG HILL TOWNSHIP APPLICANT’S RESOLUTION FOR AGREEMENT LOCAL GOVERNMENT EMERGENCY FUND
- 20-326 AUTHORIZING REDEMPTION OF OUTSIDE LIEN - #17-0010
- 20-327 2020 DUPLICATE 4th QUARTER TAX PAYMENT REFUND
- 20-328 AUTHORIZING REFUND FROM HEALTH DEPARTMENT
- 20-329 AUTHORIZING REFUND OF RECREATION DEPOSIT
- 20-330 ACCEPTING RESIGNATION – MURRAY
- 20-331 AMENDING RESOLUTION 17-198 GIVING THE TOWNSHIP COMMITTEE THE AUTHORITY TO APPOINT THE CHAIR OF THE GREEN TEAM

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolution 20-316 through 20-331 are hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

- 20-332 AUTHORIZING CHANGE ORDER NO. 1 WITH GRAND SANITATION SERVICE FOR THE COLLECTION OF BULK WASTE

7. **LIAISON REPORTS:**
8. **ADMINISTRATOR'S REPORT:**
9. **DISCUSSION:**
 - Property Maintenance Code
 - Personnel Policy
 - DPW Fence
10. **OLD/NEW BUSINESS:**
11. **ANNOUNCEMENTS:**
12. **MEETING OPEN TO THE PUBLIC:** Remarks and Statements Pertaining to Any Matter -
Comments and remarks will be limited to 3 Minutes
13. **ADJOURNMENT**

**RESOLUTION 20-315
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
 - Land Diversion
- Personnel
 - Employee Evaluations

**ORDINANCE 468-20
AN ORDINANCE ABOLISHING THE FLOODPLAIN ADVISORY COMMITTEE AND THE
AFFORDABLE HOUSING COMMITTEE, AND AMENDING CHAPTER 2 OF THE TOWNSHIP CODE
ENTITLED "ADMINISTRATION"**

WHEREAS, the Affordable Housing Committee which was established in 1989 has been inactive for a number of years, has no members and is no longer active; and

WHEREAS, the Floodplain Advisory Committee which was established in 2012 has also been inactive for a number of years; and

WHEREAS, the Township Committee wants to clean up the Township Code by abolishing those committees;

NOW THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Long Hill in the County of Morris, New Jersey, that Chapter 2 of the Township Code entitled "Administration" is hereby amended as follows:

Section 1. Section 2-34 entitled "Affordable Housing Committee" is hereby repealed in its entirety.

Section 2. Section 2-40 entitled "Floodplain Advisory Committee" is hereby repealed in its entirety.

Section 3. 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 4. In case any article, section or provision of this ordinance shall be held invalid in any court of competent jurisdiction, the same shall not affect any other article, section or provision of this ordinance except insofar as the article, section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

Section 5. This ordinance shall take effect immediately upon final passage and publication as required by law.

**RESOLUTION 20-316
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 November 12, 2020 and November 23, 2020 Township Committee Meeting.

BE IT FURTHER RESOLVED that the Township Committee hereby approves November 12, 2020 and November 23, 2020 Executive Session Meeting Minutes as redacted by the Township Attorney.

**RESOLUTION 20-317
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 20-318
IN GRADE ADVANCEMENT – SERGEANT ROBERT THOMPSON**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey upon the advice and recommendation of Police Chief Ahmed Naga, does hereby approve the grade advancement of Sergeant Robert Thompson to Sergeant Grade I, effective December 1, 2020 at an annual salary of \$129,048.00.

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

**RESOLUTION 20-319
IN GRADE ADVANCEMENT – OFFICER BRYAN HARTMANN**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey upon the advice and recommendation of Police Chief Ahmed Naga, does hereby approve the grade advancement of Officer Bryan Hartmann to Officer Grade VIII, effective December 1, 2020 at an annual salary of \$68,265.00.

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

**RESOLUTION 20-320
IN GRADE ADVANCEMENT – OFFICER BRIAN ENGEL**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey upon the advice and recommendation of Police Chief Ahmed Naga, does hereby approve the grade advancement of Officer Brian Engel to Officer Grade IX, effective December 1, 2020 at an annual salary of \$62,730.00.

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

**RESOLUTION 21-321
IN GRADE ADVANCEMENT – OFFICER KYLE PLACE**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey upon the advice and recommendation of Police Chief Ahmed Naga, does hereby approve the grade advancement of Officer Kyle Place to Officer Grade X, effective January 1, 2021 at an annual salary of \$58,625.00.

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

**RESOLUTION 21-322
IN GRADE ADVANCEMENT – OFFICER JOHN ROBERTS**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey upon the advice and recommendation of Police Chief Ahmed Naga, does hereby approve the grade advancement of Officer John Roberts to Master Officer, effective January 1, 2021 at an annual salary of \$117,509.00.

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

**RESOLUTION 20-323
RESOLUTION TO CANCEL OUTSTANDING CHECKS**

WHEREAS, the following checks issued from the Township of Long Hill bank accounts have been outstanding for more than 6 months and are now stale-dated; and

WHEREAS, it is necessary to formally cancel the outstanding checks:

NOW, THEREFORE, BE IT RESOLVED by the Committee of the Township of Long Hill, the following outstanding checks issued from the Township of Long Hill bank accounts be cancelled:

Current Fund
CK#16632 \$240.00
CK#17518 \$9.89

Recreation
CK#499 \$400.00

Payroll
CK# 33924 - \$46.26
CK# 34310 - \$217.71
CK# 34351 - \$563.86
CK#34433 - \$36.51
CK# 34453 - \$32.46
CK# 34478 - \$64.90
CK# 34482 - \$182.18

**RESOLUTION 20-324
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 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:

Transfer From:	
Zoning (SW)	\$15,000.00
Group Health Benefits (OE)	\$28,600.00

Transfer To:	
Administration (SW)	\$5,000.00
Finance (SW)	\$1,500.00
Health Waiver (OE)	\$1,000.00
Fire Prevention (SW)	\$2,000.00

	Emergency Management (SW)	\$ 100.00
	Electricity (OE)	\$7,000.00
	Water (OE)	\$8,000.00
	PERS (OE)	\$1,000.00
	DCRP (OE)	18,000.00
		<u>\$43,600.00</u>
		<u>\$43,600.00</u>

**RESOLUTION 20-325
LONG HILL TOWNSHIP APPLICANT'S RESOLUTION FOR AGREEMENT LOCAL GOVERNMENT
EMERGENCY FUND**

WHEREAS, the Township of Long Hill has been awarded \$96,588.00 under the Local Government Emergency Fund for the COVID-19 pandemic, and

WHEREAS, the Division of Local Government Services requires an agreement with the Township of Long Hill for the grant that has been awarded,

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey that the proper officials are hereby authorized to process and sign said agreement with the Division of Local Government Services.

**RESOLUTION 20-326
AUTHORIZING REDEMPTION OF OUTSIDE LIEN - #17-0010**

WHEREAS, funds have been remitted by LERETA, to redeem tax sale certificate #17-0010 held by US BANK CUST FOR PC7 FIRST TRUST BANK on Block 13504 Lot 16, 30 Cottage Place, Gillette, assessed in the name SALVADORE SALVO and The Township Committee must approve the distribution of these funds.

WHEREAS, the Tax Collector has shown proof that the redemption calculation is correct, and all redemption monies have been received for redemption.

NOW, THEREFORE BE IT RESOLVED by the Committee of the Township of Long Hill, County of Morris, State of New Jersey that the Treasurer is authorized to remit payment of \$3,769.55 plus a premium of \$1,200.00 for a total of \$ 4,969.55 to the lienholder:

Make Redemption check payable to:

US BANK, TAX LIEN SERVICES GROUP
50 S 16TH ST STE 2050
PHILADELPHIA, PA 19102

ATTN: KAREN BROCKER

**RESOLUTION 20-327
2020 DUPLICATE 4th QUARTER TAX PAYMENT REFUND**

WHEREAS, the following duplicate tax payments were made on 4th quarter taxes through Citenet.

Block/Lot	Address	Name	Amount
10301-22	1351 Valley Rd. Stirling	Nila Chejlyk	\$1,420.68
13108-6	131 Delaware Ave. Stirling	Kenneth Dominques	\$6,068.11

WHEREAS, the Township Committee of the Township of Long Hill does hereby authorize the above refunds due to duplicate 4th quarter tax payment.

NOW, THEREFORE BE IT RESOLVED, the Tax Collector has verified payment received and the Finance director is hereby authorized to refund the amount of \$1,420.68 and \$6,068.11 for the duplicate payments.

Make checks payable to:

Nila Chejlyk
1351 Valle Rd.
Stirling, NJ 07980

Kenneth Dominques
131 Delaware Ave.
Stirling, NJ 07980

**RESOLUTION 20-328
AUTHORIZING REFUND FROM HEALTH DEPARTMENT**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill upon the advice and recommendation of the Health Officer, does hereby authorize the following refunds:

<u>NAME</u>	<u>ADDRESS</u>	<u>AMOUNT</u>	<u>REASON</u>
Primavera, Inc	1080 Valley Road Stirling, NJ 07980	\$30.00	Overpayment for retail food license

**RESOLUTION 20-329
AUTHORIZING REFUND OF RECREATION DEPOSIT**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill upon the advice and recommendation of the Recreation Director, does hereby authorize the following refunds:

<u>NAME</u>	<u>ADDRESS</u>	<u>AMOUNT</u>	<u>PROGRAM</u>
Ramona Houck	75 Fawn Ridge Drive Millington, NJ 07946	\$180.00	Gentle Yoga

**RESOLUTION 20-330
ACCEPTING RESIGNATION - MURRAY**

BE IT RESOLVED, that the Township Committee herby accepts the resignation of Patrick Murray from Class 3 Truck Driver/Laborer, effective December 11, 2020.

**RESOLUTION 20-331
AMENDING RESOLUTION 17-198 GIVING THE TOWNSHIP COMMITTEE THE AUTHORITY TO
APPOINT THE CHAIR OF THE GREEN TEAM**

WHEREAS, the Township Committee established a Green Team Advisory Committee by Resolution 17-198, adopted July 26, 2017; and

WHEREAS, Resolution 17-198 provided that the Green Team Advisory Committee would consist of “eleven members who shall be residents or employees of the Township of Long Hill appointed annually. . . .”; and

WHEREAS, the Township Committee wants to appoint the chair of the Green Team Advisory Committee:

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 Resolution 17-198 is supplemented and amended to read as follows:

~~We do hereby establish a Green Team Advisory Committee consisting of eleven members who shall be residents or employees of the Township of Long Hill appointed annually, but whose initial term of appointment shall be through December 31, 2018.~~

There is hereby established a Green Team Advisory Committee (“Green Team”) to consist of eleven members appointed by the Township Committee, which shall also designate one of the members to serve as Chair and presiding officer of the Green Team. Members of the Green Team shall serve for terms of one year and shall be appointed at the annual Township Committee reorganization meeting. All members shall be residents or employees of the Township and shall serve without compensation. The Township Committee may remove any member of the Green Team for cause. A vacancy on the Green Team occurring otherwise than by expiration of a term shall be filled for the unexpired term in the same manner as an original appointment.

**RESOLUTION 20-332
AUTHORIZING CHANGE ORDER NO. 1 WITH GRAND SANITATION SERVICE FOR THE
COLLECTION OF BULK WASTE**

WHEREAS, the Township received bids for the collection of solid waste and recycling on November 6, 2020; and

WHEREAS, a contract for the collection of solid waste was awarded to Grand Sanitation Service, Inc. (“Grand Sanitation”) as the lowest responsible bidder; and

WHEREAS, the Township did not include bulk waste collection in the bid specifications because it had been led to believe that it would save approximately \$106,000 by handling bulk waste in-house; and

WHEREAS, the bids received on November 6 did not bear that out; and

WHEREAS, the general requirements for all changes orders are set forth in the Department of Community Affairs (“DCA”) rules at N.J.A.C. 5:30-11.3; and

WHEREAS, Grand Sanitation has agreed to collect bulk waste six times per year at a cost of \$20,750 a year for the first three years of the contract and \$22,250 for the two option years; and

WHEREAS, this change order will not nullify the effect of the competitive determination of the lowest responsible bidder for the collection of solid waste; and

WHEREAS, this change order will not substantively change the quality or character of the work to be provided; and

WHEREAS, this change order will not cause the originally awarded contract price to be exceeded by more than 20%; and

WHEREAS, the Township Chief Financial Officer has certified in writing that the funds required to cover this change order are available;

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 Change Order No. 1 to the contract with Grand Sanitation for the collection of solid waste is hereby authorized as follows:

1. Grand Sanitation shall collect bulk waste from every residential dwelling in the Township six times a year.
2. Bulk waste shall be collected on a bimonthly basis and serviced with the trash collection on the last full week of the month.
3. The consideration for this Change Order is as follows:

	<u>Bulk Waste Collection</u>	<u>Aggregate Amount of Contract Including Bulk Waste Collection</u>
2021	\$20,750	\$1,064,390
2022	\$20,750	\$1,064,390
2023	\$20,750	\$1,064,390

If the two one-year options to the contract are exercised by the Township, then the following consideration shall be paid to Grand Sanitation for the collection of bulk waste:

	<u>Bulk Waste Collection</u>	<u>Aggregate Amount of Contract Including Bulk Waste Collection</u>
2024	\$22,250	\$417,961
2025	\$22,250	\$417,961

4. In all other respects, the contract between the Township and Grand Sanitation shall remain in full force and effect.

5. This contract will be charged to budget line item 01-2021-0026-0305-2-00544. A certificate of available funds by the Township Chief Financial Officer will be attached to the original of this Resolution and will be maintained in the files of the Township Clerk
