



TOWNSHIP OF LONG HILL
COUNTY OF MORRIS
Gillette, Homestead Park, Meyersville, Millington, Stirling

TOWNSHIP OFFICE
915 Valley Road
Gillette, NJ 07933
(908) 647-8000
FAX (908) 647-4150

PLANNING BOARD
REGULAR MEETING / WORK SESSION AGENDA
January 24, 2023 – 7:30 PM

The Meeting/Hearing will be conducted in person in Long Hill Township Municipal Court located at 915 Valley Road, Gillette, New Jersey.

To watch live on LHTV visit:
Comcast channel 29, Verizon channel 38, Verizon channel 2137 (HD)
To stream live on the Township Website:
<http://longhillnj.gov/LHT-TV.html>

- (1) **CALL TO ORDER AND STATEMENT OF COMPLIANCE**
Adequate notice of this meeting has been provided by posting a copy of the public meeting dates on the municipal bulletin board and website, by sending a copy to the Echoes-Sentinel newspaper and by filing a copy with the Municipal Clerk.
 - (2) **MEETING CUT-OFF**
Announcement is made that, as a matter of procedure, it is the intention of the Planning Board not to continue any matter past 10:30 PM at any Regular or Special Meeting/Hearing of the Board unless a motion is passed by the members then present to extend the meeting/hearing to a later specified cut-off time.
 - (3) **ELECTRONIC DEVICES**
All in attendance are asked to mute cell phones or any electronic devices as to not interrupt the proceedings.
 - (4) **PLEDGE OF ALLEGIANCE**
 - (5) **ROLL CALL**
 - (6) **MEETING MINUTES** – November 22, 2022, December 13, 2022 and January 10, 2023
 - (7) **BOARD APPOINTMENT RESOLUTION** – *Resolution 2023-12-PB (Attached)*
The Board will appoint an Engineering Firm / Professional Engineer to serve at the pleasure of the Board for a term expiring on January 9, 2024.
 - (8) **DISCUSSION OF MASTER PLAN** – Schedule & Draft
 - (9) **ADJOURNMENT**
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Videos of Planning Board meetings/hearings are available on the Township website at www.longhillnj.gov. All documents relating to applications may be examined by the public by appointment in the Planning & Zoning Office located in the Township of Long Hill Municipal Building.

**TOWNSHIP OF LONG HILL
PLANNING BOARD
RESOLUTION 2023-12-PB**

APPOINTMENT OF BOARD ENGINEER

WHEREAS, the Township of Long Hill Planning Board requires certain technical and/or professional services hereinafter described as Engineering Consulting Services which shall include but not be limited to the following: serve as the general engineering consultant to the Planning Board; attend hearings/meetings of the Planning Board as requested; advise the Planning Board on all engineering matters under their jurisdiction; the Consultant shall be available for consultation by telephone at all reasonable times; represent the Planning Board as its Professional Engineer pursuant to N.J.S.A. 40:55D-24; review site and subdivision plans, as requested; prepare special reports, plans, studies, applications, and similar work, as requested; testify on behalf of the Planning Board before Commissions, Agencies, or Courts of the State of New Jersey, as requested; and perform any other related engineering work, as requested; and

WHEREAS, the anticipated term of this contract is (1) one year; and

WHEREAS, Joseph R. Vuich, PE of Van Cleef Engineering Associates, LLC has agreed to engineering services at a rate of \$145.00 per hour for attendance at hearings/meetings and a rate of \$145.00 per hour will be billed for engineering services, including field work, research and writing; and any other task assigned by the Board (fee schedule attached hereto); and

WHEREAS, the firm of Joseph R. Vuich, PE of Van Cleef Engineering Associates, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of Joseph R. Vuich, PE of Van Cleef Engineering Associates, LLC has not made any reportable contributions to a political or candidate committee in the Township of Long Hill in the previous one year, and that the contract will prohibit the firm of Joseph R. Vuich, PE of Van Cleef Engineering Associates, LLC, from making any reportable contributions throughout the term of the contract; and

WHEREAS, in addition, this contract is for professional services and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(a)(i); and

WHEREAS, , the Township Chief Financial Officer, in accordance with N.J.A.C. 5:34-5.1, has certified in writing to the Township Committee the availability of adequate funds to pay, not to exceed, the maximum amount of the department's 2023 fiscal year budget provided; Additionally, any service charges in connection to developer escrow accounts are subject to funds deposited and available to us from escrow applicants; Township will not be responsible for any charges related to escrow accounts.

NOW, THEREFORE, BE IT RESOLVED, by the Planning Board of the Township of Long Hill, in the County of Morris, State of New Jersey as follows:

1. A professional services contract with Joseph R. Vuich, PE of Van Cleef Engineering Associates, LLC, 111 Howard Blvd., Suite 110, Mr. Arlington, New Jersey 07856 is hereby authorized for the period of January 24, 2023 through January 9, 2024, during which time the annual performance review shall be completed.

2. The Board Chairman and Planning & Zoning Coordinator are authorized to sign a professional service contract with Van Cleef Engineering Associates, LLC, in accordance with the following terms and conditions:
 - A. Term: January 24, 2023 through January 9, 2024
 - B. Rate: \$145.00 per hour per hearing attendance and \$145.00 per hour for other engineering services as stated above
 - C. Services: Van Cleef Engineering Associates, LLC shall provide professional engineering services.
3. The Board Secretary in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(i), is directed to publish a notice once in the Echoes-Sentinel stating the nature, duration, service and amount of this contract.
4. The Board Secretary shall make copies of this Resolution available for public inspection at the Municipal Building, 915 Valley Road, Gillette, New Jersey during regular business hours.
5. This contract shall be charged to Planning Board – Engineering Services. The certification of available funds by the Township Chief Financial Officer shall be maintained in the files of the Planning & Zoning Coordinator.
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.

Debra Coonce
Board Secretary
Planning & Zoning Coordinator

Dennis Sandow
Board Chairman