TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ
TOWNSHIP COMMITTEE
REGULAR SESSION AGENDA
August 17, 2016
7:30 PM OPEN SESSION, Closed Session 6:00 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 #16-251
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 Valley Park

Personnel
- Update Township Clerk Replacement

Potential Litigation
- Mt. Laurel

Attorney/Client
- Public Safety Matters- Stirling Fire Company

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 #16-251 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

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 #16-234 through #16-249 are hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

RESOLUTION # 16-234
Authorizing Redemption of Outside Lien - #1275

WHEREAS, at the Municipal Tax Sale held on 11-26-13, a lien was sold on Block 12004, Lot 39, also known as 223 Division Ave for $651.84; and,

WHEREAS, this lien, known as Tax Sale Certificate #1275, was sold to Pro Capital III (Lien Holder) for $651.84 and a $800.00 premium; and

WHEREAS, Comerica Bank (redeeming party) has effected redemption of Certificate #1275 in the amount of $3,733.34

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 $3,733.34, payable to Pro Capital III (Lien Holder) for the redemption of Tax Sale Certificate #1275

BE IT FURTHER RESOLVED, that the Chief Financial Officer be authorized to issue a check in the amount of $800.00 (premium) to the aforementioned lien holder.

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RESOLUTION # 16-235
Authorizing Redemption of Outside Lien - #15-0001

WHEREAS, at the Municipal Tax Sale held on 10-23-15, a lien was sold on Block 10701, Lot 2103, also known as 106 Sunrise Drive for $647.81; and,

WHEREAS, this lien, known as Tax Sale Certificate #15-0001, was sold to FWDSL & Associates LP (Lien Holder) for $647.81 and a $1,400.00 premium; and

WHEREAS, Valley National Bank (redeeming party) has effected redemption of Certificate #15-0001 in the amount of $1,217.62

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 $1,217.62, payable to FWDSL & Associates LP (Lien Holder) for the redemption of Tax Sale Certificate #15-0001

BE IT FURTHER RESOLVED, that the Chief Financial Officer be authorized to issue a check in the amount of $1,400.00 (premium) to the aforementioned lien holder.
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RESOLUTION # 16-236
Authorize to Increase P-Card Purchasing Limit – Recreation Director

WHEREAS, Township of Long Hill's P-card policy sets the card purchasing limit at $1,000 for each user, and;

WHEREAS, due to the number of transactions and amount related to the recreation program activities, additional increase for purchasing limit is deemed necessary, and;

WHEREAS, Recreation Director is requesting the P-Card purchasing limit to be increased to $4,000, and;

NOW THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Long Hill does hereby authorized the Chief Financial Officer to override the P-Card limit up to $4,000.00 for Recreation Director.

BE IT FURTHER RESOLVED that the Recreation Director will agree to continue to follow the existing P-card policy and procedures.
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RESOLUTION #16-237
Authorizing Redemption of Outside Lien - #1274

WHEREAS, at the Municipal Tax Sale held on 11-26-13, a lien was sold on Block 10701, Lot 2403, also known as 119 Sunrise Drive for $1,071.45; and,

WHEREAS, this lien, known as Tax Sale Certificate #1274, was sold to Pro Capital III, LLC (Lien Holder) for $1,071.45 and a $2,500.00 premium; and

WHEREAS, Wells Fargo Bank (redeeming party) has effected redemption of Certificate #1274 in the amount of $5,331.33

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 $5,331.33, payable to Pro Capital III, LLC (Lien Holder) for the redemption of Tax Sale Certificate #1274

BE IT FURTHER RESOLVED, that the Chief Financial Officer be authorized to issue a check in the amount of $2,500.00 (premium) to the aforementioned lien holder.
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RESOLUTION 16-238
APPROVING SPECIAL EVENT LICENSE
[PTO Back to School Barbeque]

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" Long Hill Township PTO, for their Special Event to be held on October 1, 2016 (Rain-date October 2, 2016) at the Millington School Parking Lot, 91 Northfield Road, Millington, NJ from 11:30 AM – 3:00 PM

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.

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RESOLUTION 16-239
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:

Anthony DeBiasse
Christopher DeBiasse

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RESOLUTION 16-240
APPROVING SPECIAL EVENT LICENSE
[Bike MS]

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" National MS Society, for their Special Event to be held on September 17-18, 2016 throughout various street in Long Hill Township, between the hours of 8:00 AM – 4:00 PM

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.

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RESOLUTION 16-241
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 16-242
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 July 20, 2016, Township Committee Meeting.

BE IT FURTHER RESOLVED that the Township Committee hereby approves the July 20, 2016 Executive Session Meeting Minutes as redacted by the Township Attorney.

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RESOLUTION #16-243
TO RESCIND RES. # 16-222

BE IT RESOLVED That the Township Committee of the Township of Long Hill does hereby **RESCIND** *nunc pro tunc* RESOLUTION #16-222, Appointing Township Clerk Michele Bobrowski, which was approved, by the Township Committee on July 20, 2016, and which is now declared void *ab initio*..

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RESOLUTION 16-244
APPOINTING TOWNSHIP CLERK & MUNICIPAL REGISTRAR

WHEREAS, due to the resignation of Clerk, the Township of Long Hill has advertised for a Township Clerk; and

WHEREAS, the Township Administrator have interviewed several candidates for the position; and

WHEREAS, based upon education, experience and necessary licenses, it is the opinion of the Township Administrator to employ Deborah L. Brooks to the position of Clerk and Municipal Registrar in accordance with the Offer of Employment negotiated and agreed to and made part hereof, 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 Deborah L. Brooks is hereby appointed Township Clerk and Municipal Registrar in accordance with the provisions of N.J.S.A. 40A:9-133, et seq., for a three (3) year term commencing August 7, 2016 and ending September 6, 2019, at an annual salary of $70,000.00 according to the terms and conditions set forth in the Offer of Employment letter dated August 9, 2016.

BE IT FURTHER RESOLVED that all other employment conditions apply as stipulated in the Policy Procedure Manual of the Township of Long Hill.

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RESOLUTION 16-245
APPROVE CONFERENCE REQUEST
NJ League of Municipalities

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 from the Township Administrator and the Chief Financial Officer/Tax Collector to attend the NJ League of Municipalities Conference on November 15, 16 & 17, 2016; and

NOW, THEREFORE, BE IT RESOLVED by, the Long Hill Township Committee hereby approves the request of the Township Administrator, Neil Henry, and Chief Financial Officer/Tax Collector Leonard Ho to attend the NJ League of Municipalities Conference as outlined in their memo.

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RESOLUTION 16-246
APPROVING SPECIAL EVENT LICENSE
[Millington Volunteer Fire Company - Oktoberfest]

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 S-16-17 for the event to the "Sponsor" Millington Volunteer Fire Company, for their Special Event, "Oktoberfest" to be held on October 8, 2016, at the Millington Fire Station from 4:00 PM to 10:00 PM.

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.

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RESOLUTION 16-247
APPROVING SPECIAL EVENT LICENSE
[Millington Volunteer Fire Company – Food Truck Festival]

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 S-16-14 for the event to the "Sponsor" Millington Volunteer Fire Company, for their Special Event, "Food Truck Festival" to be held on September 24, 2016, at the Millington Fire Station from 11:00 AM to 10:00 PM.

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

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RESOLUTION # 16-248
Authorizing Redemption of Outside Lien - #15-0008

WHEREAS, at the Municipal Tax Sale held on 10-23-15, a lien was sold on Block 13301, Lot 4, also known as 2 Lower Overlook Road for $1,009.66; and,

WHEREAS, this lien, known as Tax Sale Certificate #15-0008, was sold to 3C Real Estate, LLC (Lien Holder) for $1,009.66 and a $2,300.00 premium; and

WHEREAS, Ocwen Loan Servicing LLC (redeeming party) has effected redemption of Certificate #15-0008 in the amount of $1,741.82

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 $1,741.82, payable to 3C Real Estate, LLC (Lien Holder) for the redemption of Tax Sale Certificate #15-0008

BE IT FURTHER RESOLVED, that the Chief Financial Officer be authorized to issue a check in the amount of $2,300.00 (premium) to the aforementioned lien holder.

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RESOLUTION 16-249
AUTHORIZATION TO FILE FOR MORRIS COUNTY
TRAIL CONSTRUCTION PROGRAM GRANT TRUST

WHEREAS, the Township Committee is in support of the Matthew G. Kantor Park Trail project and will provide full advanced funding.

BE IT RESOLVED by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey, authorizes the Mayor, Township Clerk and Township Administrator to file for a Morris County Trail Construction Grant in the amount up to $28,000.00, being $22,400.00 in grant funding from Morris County and $5,600.00 in local funding, which will be taken from the Long Hill Township Open Space, Recreation, Farmland and Historic Preservation Trust Fund.
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RESOLUTIONS:

RESOLUTION #16-250
AWARD OF CONTRACT FOR SPECIALIZED ENGINNERING SERVICES

WHEREAS, the Township of Long Hill has a need to acquire services of a professional engineering services via a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A - 20.5; and

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

WHEREAS, the contractor has completed and submitted a Business Entity Disclosure Certification which certifies that the business entity has not made any reportable contributions to a political or candidate committee in the Township in the previous one year that would render it ineligible under the terms of N.J.S.A. 19:44A - 20.5 or subsection 2-23.1 of the Township Code; 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 the maximum amount of this 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 Mayor and Clerk are authorized to sign a professional services agreement with Remington, Vernick & Arango Engineers, Inc., to provide professional engineering services to the Township, subject to the following terms and conditions:

   A. Term: Not to exceed 1 Year
   B. Compensation: Not to exceed $39,100.00
   C. Miscellaneous: The contractor shall provide professional engineering services for a system evaluation and appraisal and a condition evaluation report of the Long Hill Township Wastewater Treatment Facility and Collection System services.

2. The Township Clerk 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.

3. The Township Clerk shall make copies of this resolution available for public inspection at the Township Hall, 915 Valley Road, Gillette, New Jersey, during regular business hours.

4. This contract shall be charged to budget line item 01-2016-0027- 0455- 2-00576. The certification of available funds by the Township Chief Financial Officer shall be attached to the original of this resolution and shall be maintained in the files of the Township Clerk.

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolution #16-250 is hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**
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COMMITTEE LIAISON REPORTS:

DISCUSSION / ACTION ITEMS

- Fire Siren Activation – Night Time Hours
- Portable Lights – Matthew G. Kantor Memorial Park – Field #2
- Recommendation to Reject Bids to Renovate Phase 3 of the Millington School House.

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