TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ
TOWNSHIP COMMITTEE
REGULAR SESSION AGENDA REVISED 1/18/2022
Wednesday, January 19, 2022
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.gov on the Monday preceding the meeting.

The January 19th, 2022, Township Committee Meeting will be conducted in person in Long Hill Township Municipal Court located at 915 Valley Road, Gillette.

MASKS ARE REQUIRED AT ALL TIMES IN THE MUNICIPAL BUILDING

To participate through Zoom webinar: https://us02web.zoom.us/j/88204973926
Webinar ID: 88204973926 Passcode: 283777
To livestream on YouTube please visit: https://www.youtube.com/channel/UCzUB2lCSvWAcow4XVOyrNDg
To watch live on LHTV visit: Comcast channel 29, Verizon channel 38, Verizon channel 2137 (HD)

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:
   22-036 EXECUTIVE SESSION
   • Attorney Client Privilege - EMS Fees
   • Contract Negotiations – Zoning Enforcement, Shared Service BOE
   • Personnel – Police Dept, Volunteer Recognition

MOVED by: ______________ of the Township Committee of Long Hill Township, that Resolution 22-036 is hereby approved. SECONDED by: ________.
ROLL CALL VOTE:

3. CALL MEETING TO ORDER:

4. ORDINANCE(S):
   ORDINANCE 485-22 (FIRST READING / INTRODUCTION)
   SALARIES AND WAGES
   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, January 19, 2022 will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:30 p.m. on Wednesday, February 9, 2022 by a meeting 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. To obtain details of the meeting please refer to February 9, 2022, public agenda, or email municipalclerk@longhillnj.gov.
MOVED by: ______________, that Ordinance 485-22 be introduced and passed on first reading.  
SECONDED by: ______________, ROLL CALL VOTE

ORDINANCE 486-22 (FIRST READING / INTRODUCTION)  
AUTHORIZING THE PURCHASE OF PROPERTY KNOWN AS BLOCK 10801, LOT 6.01 ON THE TOWNSHIP TAX MAPS USING OPEN SPACE TRUST FUND AND CAPITAL IMPROVEMENT FUND MONEY  
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, January 19, 2022 will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:30 p.m. on Wednesday, February 9, 2022 by a meeting 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. To obtain details of the meeting please refer to February 9, 2022, public agenda, or email municipalclerk@longhillnj.gov.

MOVED by: ______________, that Ordinance 486-22 be introduced and passed on first reading.  
SECONDED by: ______________, ROLL CALL VOTE

5. CONSENT AGENDA RESOLUTIONS:  
Resolution No. 22-037 – 22-042, Resolution 22-044 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.

22-037 APPROVAL AND RELEASE OF MINUTES
22-038 APPROVING PAYMENT OF BILLS
22-039 AUTHORIZING REFUND OF RECREATION DEPOSIT
22-040 WATCHUNG HILLS REGIONAL MUNICIPAL ALLIANCE GRANT
22-041 APPOINTING PROBATIONARY LABORER – OAKES
22-042 INCREASING THE SALARIES OF THE MUNICIPAL COURT JUDGE AND THE MUNICIPAL COURT ADMINISTRATOR BY 20% TO REFLECT THEIR INCREASED WORKLOADS RESULTING FROM THE SHARED SERVICES AGREEMENT WITH HARDING TOWNSHIP

22-044 LOUNSBERY MEADOW RESOLUTION OF NEED  
MOVED by: ______________ of the Township Committee of Long Hill Township, that Resolution 22-037 through 22-042 & Resolution 22-044 are hereby approved. SECONDED by: ________. ROLL CALL VOTE:

22-043 RESOLUTION DESIGNATING 1106-1122 VALLEY ROAD, BLOCK 11401, LOT 7 (A/K/A THE FORMER CARWASH SITE) AS A NON-CONDEMNATION AREA IN NEED OF REDEVELOPMENT PURSUANT TO THE NEW JERSEY LOCAL REDEVELOPMENT AND HOUSING LAW (N.J.S.A. 40A:12A-1 ET SEQ.)  
MOVED by: ______________ of the Township Committee of Long Hill Township, that Resolution 22-043 is hereby approved. SECONDED by: ________. ROLL CALL VOTE:
6. **LIAISON REPORTS:**

7. **ADMINISTRATOR'S REPORT:**

8. **DISCUSSION:**
   - RFP HR Consultant
   - County dispatch

9. **OLD/NEW BUSINESS:**

   **TOWNSHIP COMMITTEE APPOINTMENT**
   Board of Adjustment - Jessica Brennan- Alt #2 (2yr) - Expiration Term: December 31, 2023

   **MOTION** to accept Township Committee Appointment: _______ **SECOND**: _______ **ROLL CALL VOTE**:

   **STANDING COMMITTEE APPOINTMENTS FOR 2022**
   Committeeman Victor Verlezza- Police

   **MOTION** to accept Standing Committee Appointment: _______ **SECOND**: _______ **ROLL CALL VOTE**:

10. **ANNOUNCEMENTS:**

11. **MEETING OPEN TO THE PUBLIC**: Remarks and Statements Pertaining to Any Matter - Comments and remarks will be limited to 3 Minutes

12. **ADJOURNMENT**
RESOLUTION 22-036  
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:

- Attorney Client Privilege - EMS Fees
- Contract negotiations – Zoning Enforcement, Shared Service BOE
- Personnel – Police Dept, Volunteer Recognition

ORDINANCE 485-22  
SALARIES AND WAGES ORDINANCE

STATEMENT OF PURPOSE: Salary and wage amendments

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:

<table>
<thead>
<tr>
<th>Position Title</th>
<th>Annual Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Township Administrator</td>
<td>$75,000 - $150,000</td>
</tr>
<tr>
<td>Executive Administrative Assistant</td>
<td>$52,500 - $75,000</td>
</tr>
<tr>
<td>Municipal Clerk/Registrar</td>
<td>$45,000 - $85,000</td>
</tr>
<tr>
<td>Administrative Assistant</td>
<td>$33,000 - $52,500</td>
</tr>
<tr>
<td>Administrative Assistant [Part Time]</td>
<td>$20.00 - $30.00</td>
</tr>
<tr>
<td>Chief Financial Officer [Part Time]</td>
<td>$1,000 - $5,000</td>
</tr>
<tr>
<td>Asst. to the CFO [Part Time]</td>
<td>$20,000 - $40,000</td>
</tr>
<tr>
<td>Accts. Payable Manager</td>
<td>$25,000 - $60,000</td>
</tr>
<tr>
<td>Clerical [Part Time]</td>
<td>$15.00 - $24.00/hr</td>
</tr>
<tr>
<td>Tax Collector [Full Time]</td>
<td>$60,000 - $70,000</td>
</tr>
<tr>
<td>Tax Assessor [Part Time]</td>
<td>$20,000 - $40,000</td>
</tr>
<tr>
<td>Assistant Treasurer</td>
<td>$45,000 - $75,000</td>
</tr>
<tr>
<td>Qualified Purchasing Agent [Part Time]</td>
<td>$5,000 - $7,500</td>
</tr>
<tr>
<td>Executive Producer Long Hill TV</td>
<td>$25.00 - $35.00</td>
</tr>
<tr>
<td>Community Services Program Manager</td>
<td>$25,000 - $40,000</td>
</tr>
<tr>
<td>Board of Health</td>
<td>$35.00 - $60.00</td>
</tr>
<tr>
<td>Animal Control Officer [Part Time]</td>
<td></td>
</tr>
<tr>
<td>Municipal Court Judge</td>
<td>$19,000 - $35,000</td>
</tr>
<tr>
<td>Court Administrator</td>
<td>$40,000 - $75,000</td>
</tr>
<tr>
<td>Planning and Development</td>
<td>$30,000 - $45,000</td>
</tr>
<tr>
<td>Construction Code Official [Part Time]</td>
<td>$35.00 - $45.00</td>
</tr>
<tr>
<td>Building Sub Code Official [Part Time]</td>
<td>$22.50 - $40.00</td>
</tr>
<tr>
<td>Plumbing Sub Code Official [Part Time]</td>
<td>$35.00 - $45.00</td>
</tr>
<tr>
<td>Electrical Sub-code Official [Part Time]</td>
<td>$35.00 - $45.00</td>
</tr>
<tr>
<td>Technical Assistant to the Construction Official</td>
<td>$50,000 - $60,000</td>
</tr>
<tr>
<td>Planning &amp; Zoning Coordinator/Zoning Officer</td>
<td>$40,000 - $85,000</td>
</tr>
</tbody>
</table>
Planning & Zoning Secretary [Part Time] $20.00 - $30.00-33.00/hr.
Code/Zoning Enforcement Officer [Part Time] $25.00 - $40.00-44.00/hr.

Recreation
Recreation Director $30,000 - $70,000 84,000
Administrative Assistant [Part Time] $20.00 - $30.00-33.00/hr.
Recreation Assistant [Full Time] $35,000 - $55,000 66,000

Seasonal/ [Part Time] Positions
Summer Recreation Site Director $22.00 - $35.00-38.50/hr.
Summer Recreation Site Supervisor $17.00 - $27.00-29.70/hr
Summer Recreation Assistant $15.00 - $25.00-27.50/hr.
Summer Recreation Counselor $8.25 - $15.00-13.00 - 16.50/hr.
Lake Director $20.00 - $35.00-38.50/hr.
Assistant Lake Director $15.00 - $25.00-27.50/hr.
Head Lifeguard $12.00 -18.00-13.00 – 19.80/hr.
Life Guard $9.00 – 15.00-13.00 – 16.50/hr.
Score Keeper/Time Keeper/Referees $8.25 -15.00-13.00 – 16.50/hr.
Basketball Director $18.00 - $28.00-30.80/hr.
Basketball Staff Supervisor $12.00 –25.00-13.00 – 27.50/hr.

Police Department
Chief of Police $125,000 – 180,000-216,000
Police Officers per Collective Bargaining Contract
Police Department Secretary $36,000 - $60,000 72,000
Administrative Assistant to the Chief of Police $52,500 - $75,000-82,500
PD Administrative Assistant [Part Time] $33,000 - $52,000-57,200
School Crossing Guard [Part Time] $12.00 -26.0 13.00 – 28.60/hr.
Police Matron $12.00 -28.0-13.00-30/80/hr.
Court Security Officer [Part Time] $20.00 - $30.00 33.00/hr.

Office of Emergency Management
Emergency Management Coordinator [Part Time] $1,000 – 40,000-12,000

Department of Public Works/Roads
Director of Public Works /Superintendent of Roads $85,000 - $125,000-150,000
DPW employees per Collective Bargaining Contract
Part Time Laborer $9.50 – 25.0-13.00 – 27.50/hr.

Senior Services
Senior Citizens Bus Driver $15.00 –25.00-13.00 – 37.00/hr.

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.

********************************************************
********************************************************

ORDINANCE 486-22
AUTHORIZING THE PURCHASE OF PROPERTY KNOWN AS BLOCK 10801, LOT 6.01 ON THE TOWNSHIP TAX MAPS USING OPEN SPACE TRUST FUND AND CAPITAL IMPROVEMENT FUND
MONEY

STATEMENT OF PURPOSE: to authorize the purchase of the Eberle property located at 491 Valley Road, Gillette, and known as block 10801, lot 6.01 on the Township tax maps using Township open space trust funds and capital improvement funds.

WHEREAS, the Township Committee wishes to purchase property known as Block 10801, Lot 6.01 on the Township Tax Maps using a portion of the property for open space and the remaining portion for other public purposes; and

WHEREAS, the Township has a duly adopted “Municipal Open Space, Recreation and Farmland and Historic Trust Fund” which can be used for that portion of the property that will be used for Open Space purposes; and

WHEREAS, the owners of that property and the Township have agreed to a purchase price of $890,000; and

WHEREAS, there will be additional soft costs including engineering, legal and closing costs

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Long Hill in the County of Morris, New Jersey, as follows:

Section 1. The purchase of the property described in the preamble is hereby authorized.

Section 2. There is hereby appropriated $915,000 (which also covers costs of acquisition and other soft costs), of which $457,500 will be taken from the Township Open Space Trust Fund and $457,500 from the Capital Improvement Fund for purchasing said property.

Section 3. The Mayor and Township Clerk are hereby authorized to execute a purchase contract in form acceptable to the Township Attorney and the Township Administrator.

Section 4. The Township Attorney is authorized to order title insurance, a survey and anything else required by law or necessary to close on the property and to protect the Township’s interests.

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

RESOLUTION 22-037
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 December 22, 2021 and Township Committee Reorganization Minutes on January 5, 2022.

BE IT FURTHER RESOLVED that the Township Committee hereby approves December 22, 2021 Executive Session Meeting Minutes as redacted by the Township Attorney.

RESOLUTION 22-038
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 22-039
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:
RESOLUTION 22-040
WATCHUNG HILLS REGIONAL MUNICIPAL ALLIANCE GRANT

WHEREAS, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Township Committee of the Township of Long Hill, County of Morris, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Township Committee has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Morris;

NOW, THEREFORE, BE IT RESOLVED by the Township of Long Hill, County of Morris, State of New Jersey hereby recognizes the following:

1. The Township Committee does hereby authorize submission of a strategic plan for the Watchung Hills Regional Municipal Alliance (Warren, Watchung, Green Brook, Long Hill) grant for fiscal year 2021-2022 in the amount of:
   - DEDR $4,176.00
   - Cash Match $1,044.00
   - In-Kind $3,132.00

2. The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

3. Township of Long Hill accepts subsequent award of this grant.

RESOLUTION 22-041
APPOINTING PROBATIONARY LABORER – OAKES

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey as follows:

1. Upon the advice and recommendation of Public Works Director Al Gallo, that Kenny Oakes be appointed as Truck Driver/Laborer Class 4.

2. This appointment shall be effective on January 20, 2022, at an hourly rate of $21.50 with a probationary period of six months.

3. Mr. Oakes employment is contingent upon a satisfactory background check.

4. Mr. Oakes will be a member of the Long Hill Public Works Association and a copy of the Agreement
shall be provided.

RESOLUTION 22-042
INCREASING THE SALARIES OF THE MUNICIPAL COURT JUDGE AND THE MUNICIPAL COURT ADMINISTRATOR BY 20% TO REFLECT THEIR INCREASED WORKLOADS RESULTING FROM THE SHARED SERVICES AGREEMENT WITH HARDING TOWNSHIP

WHEREAS, Long Hill Township and Harding Township entered into a shared services agreement for Municipal Court services effective January 1, 2022; and

WHEREAS, the Long Hill Township Municipal Court Judge and the Court Administrator will have increased workloads as a result of this shared services agreement.

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

1. The salary of the Long Hill Township Municipal Court Judge is hereby increased from $33,102.93 to $39,723.52, effective January 1, 2022
2. The salary of the Long Hill Township Municipal Court Administrator is hereby increased from $74,885.28 to $89,862.34, effective January 1, 2022
3. Resolution 21-042 is amended accordingly.

RESOLUTION 22-043
RESOLUTION DESIGNATING 1106-1122 VALLEY ROAD, BLOCK 11401, LOT 7 (A/K/A THE FORMER CARWASH SITE) AS A NON-CONDEMNATION AREA IN NEED OF REDEVELOPMENT PURSUANT TO THE NEW JERSEY LOCAL REDEVELOPMENT AND HOUSING LAW (N.J.S.A. 40A:12A-1 ET SEQ.)

WHEREAS, the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1, et seq. (The "Redevelopment Law") authorizes municipalities to determine pursuant to subsection b of section 6 of N.J.S.A. 40A:12A-6 that an area is in need of redevelopment; and

WHEREAS, the Township Committee adopted Resolution 21-166 on June 9, 2021 authorizing the Township Planning Board to undertake a preliminary investigation of property located at 1106-1122 Valley Road and known as Block 11401, Lot 7 (the Former Car Wash) (the "Study Area"), to determine whether that parcel constitutes a non-condemnation area in need of redevelopment in accordance with the Redevelopment Law; and

WHEREAS, the Township Committee authorized Jessica Caldwell, PP, AICP of J. Caldwell & Associates, LLC (the "Planning Consultant"), to conduct a preliminary investigation to determine whether the study area should be designated as a non-condemnation area in need of redevelopment; and

WHEREAS, Jessica Caldwell, PP, AICP prepared an investigative report dated November 1, 2021, and entitled "Area in Need of Redevelopment Study" for Block 11401, Lot 7 in the Township of Long Hill, Morris County, New Jersey; and

WHEREAS, after complying with all the procedural requirements of the Redevelopment Law, the Planning Board conducted a public hearing on November 23, 2021 to determine whether the proposed area qualifies as a non-condemnation redevelopment area meeting the criteria set forth in N.J.S.A. 40A:12A-5; and

WHEREAS, the Planning Board accepted the findings of the Planning Consultant that 1106-1122 Valley Road, Block 11401, Lot 7 should be designated as a non-condemnation area in need of redevelopment; and
WHEREAS, after conducting the public hearing described above, the Planning Board adopted Resolution 2021-12-PB on December 14, 2021, memorializing the conclusions set forth above and recommending that 1106-1122 Valley Road, Block 11401, Lot 7 be designated as a non-condemnation redevelopment area and; and

WHEREAS, the Township Committee agrees with the conclusions of the Planning Board for the reasons set forth in the Board’s December 14, 2021 resolution;

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. Based upon the findings and recommendations of the Planning Board, the Study Area is hereby designated as an area in need of redevelopment without the power of eminent domain (the “Non-Condemnation Redevelopment Area”), pursuant to the provisions of §§ 5 and 6 of the Redevelopment Law.

2. The Township Clerk is hereby directed to transmit a copy of this Resolution to the Commissioner of the New Jersey Department of Community Affairs for review pursuant to § 6B(5)(c) of the Redevelopment Law.

3. The Township Clerk is hereby directed to serve within ten (10) days hereof a copy of this Resolution upon (i) all record owners of property located within the non-condemnation redevelopment area, as reflected on the Tax Assessor’s records and (ii) each person who filed a written objection prior to the hearing held by the Planning Board, service to be in the manner provided by § 6 of the Redevelopment Law.

4. Township Planner Jessica Caldwell is hereby authorized and directed to draft a redevelopment plan for the Non-Condemnation Redevelopment Area and to submit her report to the Township Committee pursuant to the provisions of N.J.S.A. 40A:12A-7f.

5. This Resolution shall take effect immediately.

RESOLUTION 22-044
LOUNSBERRY MEADOW RESOLUTION OF NEED

WHEREAS, 1449 Valley Road, LLC (hereinafter referred to as the “Sponsor”) proposes to upgrade the aging systems in the existing senior citizen/handicapped low- and moderate-income restricted units at Lounsberry Meadow pursuant to the provisions of the New Jersey Housing and Mortgage Finance Agency Law of 1983, as amended (N.J.S.A. 55:14K-1 et seq.), the rules promulgated thereunder at N.J.A.C. 5:80-1.1 et seq., and all applicable guidelines promulgated thereunder (the foregoing hereinafter collectively referred to as the “HMFA Requirements”) within the Township of Long Hill (hereinafter referred to as the “Municipality”) on a site described as Lounsberry Meadow, Lot 16.04, Block 10301 as shown on the Official Assessment Map of the Township of Long Hill, Morris County and commonly known as 1449 Valley Road, Stirling, New Jersey; and

WHEREAS, the Project will be subject to the HMFA Requirements and the mortgage and other loan documents executed between the Sponsor and the New Jersey Housing and Mortgage Finance Agency (hereinafter referred to as the “Agency”); and

WHEREAS, pursuant to the HMFA Requirements, the governing body of the Municipality hereby determines that there is a need for this housing project in the Municipality.

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 Township Committee finds and determines that the Lounsberry Meadow Upgrade Project proposed by the Sponsor meets or will meet an existing housing need;
2. The Township Committee does hereby adopt the within Resolution and makes the determination and findings herein contained by virtue of, pursuant to, and in conformity with the provisions of the HMFA Law to enable the Agency to process the Sponsor's application for Agency funding to finance the Project.

******************************************************************************