



**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ  
TOWNSHIP COMMITTEE  
REGULAR SESSION AGENDA  
Wednesday, October 26, 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](http://www.longhillnj.gov) on the Monday preceding the meeting.

**The October 26, 2022, Township Committee Meeting  
will be conducted via ZOOM.**

To participate through Zoom webinar: <https://us02web.zoom.us/j/87062177254>

Or Telephone: +1 929 436 2866

Webinar ID: 870 6217 7254 Passcode: 292728

To watch on website please visit: <http://longhillnj.gov/LHT-TV.html>

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](http://www.longhillnj.gov). A public comment period will be held in the order it is listed on the meeting agenda.*

**2. EXECUTIVE SESSION:**

22-271 EXECUTIVE SESSION

- Attorney/Client Privilege
- Personnel – DPW

**MOVED** by: \_\_\_\_\_ of the Township Committee of Long Hill Township, that Resolution 22-271 is hereby approved. **SECONDED** by: \_\_\_\_\_. **ROLL CALL VOTE:**

**3. CALL MEETING TO ORDER:**

**4. PROCLAMATION / PRESENTATIONS**

- **FOAMCYCLE AWARD**

**5. ORDINANCE(S):**

**ORDINANCE 505-22 (FIRST READING / INTRODUCTION)**

**CONCERNING TRAFFIC REGULATIONS ON STONEHEDGE ROAD IN THE KNOLL AT MILLINGTON DEVELOPMENT AND AMENDING CHAPTER 7 OF THE TOWNSHIP CODE ENTITLED "TRAFFIC"**

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, October 26, 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, December 14, 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 December 14, 2022, public agenda, or email [municipalclerk@longhillnj.gov](mailto:municipalclerk@longhillnj.gov).

**MOVED** by: \_\_\_\_\_, that Ordinance 505-22 be introduced and passed on first reading.  
**SECONDED** by: \_\_\_\_\_, **ROLL CALL VOTE**

**ORDINANCE 496-22 (SECOND READING / ADOPTION)**

**AN ORDINANCE PERMITTING ADDITIONAL RESIDENTIAL USES IN THE VALLEY BUSINESS ZONE AND SUPPLEMENTING AND AMENDING SECTIONS LU-111 ENTITLED “GENERAL TERMS”, LU-122.6 ENTITLED “B-D DOWNTOWN VALLEY COMMERCIAL ZONE DISTRICT”, LU-131 ENTITLED “SCHEDULE OF BULK REQUIREMENTS”, LU-138 ENTITLED “LOWER INCOME HOUSING REQUIREMENTS” AND LU-151 ENTITLED “OFF-STREET PARKING AND LIGHTING” OF THE TOWNSHIP CODE**

**PUBLIC HEARING**

**MOVED** by: \_\_\_\_\_, that Ordinance 496-22 be adopted. **SECONDED** by: \_\_\_\_\_,  
**ROLL CALL VOTE**

**ORDINANCE 499-22 (SECOND READING / ADOPTION)**

**REGULATING THE PLAYING OF MUSIC IN OUTDOOR DINING VENUES AND AMENDING § LU-124.13 OF THE TOWNSHIP CODE ENTITLED “OUTDOOR DINING**

**PUBLIC HEARING**

**MOVED** by: \_\_\_\_\_, that Ordinance 499-22 be adopted. **SECONDED** by: \_\_\_\_\_,  
**ROLL CALL VOTE**

**ORDINANCE 503-22 (SECOND READING / ADOPTION)**

**REVISING CONSTRUCTION PERMIT FEES AND AMENDING CHAPTER 29 OF THE TOWNSHIP CODE ENTITLED “UNIFORM CONSTRUCTION CODE AND CONSTRUCTION REQUIREMENTS”**

**PUBLIC HEARING**

**MOVED** by: \_\_\_\_\_, that Ordinance 503-22 be adopted. **SECONDED** by: \_\_\_\_\_,  
**ROLL CALL VOTE**

**6. CONSENT AGENDA RESOLUTIONS:**

Resolution No. 22-272 – 22-278 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.

- |        |   |
|--------|---|
| 22-272 | APPROVAL AND RELEASE OF MINUTES                             |
| 22-273 | APPROVING PAYMENT OF BILLS                                  |
| 22-274 | REFUND FOR 2022 3RD QUARTER DUPLICATE PAYMENT FOR TAXES     |
| 22-275 | ACCEPTING RETIREMENT – MOCARSKI                             |
| 22-276 | ACCEPTING RESIGNATION - TSIMBOUKIS                          |
| 22-277 | AMENDING AND ADOPTING PERSONNEL POLICY AND PROCEDURE MANUAL |

22-278 CERTIFICATION OF 2021 LOSAP PARTICIPANT LIST

**MOVED** by: \_\_\_\_\_ of the Township Committee of Long Hill Township, that Resolution 22-272 through 22-278 are hereby approved. **SECONDED** by: \_\_\_\_\_. **ROLL CALL VOTE:**

7. **LIAISON REPORTS:**

8. **ADMINISTRATOR'S REPORT:**

9. **DISCUSSION:**

- Potential ATV/Dirt Bike Ordinance– referred to planning board
- Potential AIRBNB Ordinance – referred to planning board
- Firearm Ordinance

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**

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**RESOLUTION 22-271  
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
- Personnel – DPW

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**ORDINANCE 505-22  
CONCERNING TRAFFIC REGULATIONS ON STONEHEDGE ROAD IN THE KNOLL AT MILLINGTON DEVELOPMENT AND AMENDING CHAPTER 7 OF THE TOWNSHIP CODE ENTITLED “TRAFFIC”**

**WHEREAS**, the Knoll at Millington Homeowners Association, Inc., by Deed of Dedication dated May 27, 2000, dedicated the street known as Stonehedge Road to Long Hill Township; and

**WHEREAS**, traffic regulations for Stonehedge Road are still set forth in subsection 7-38.3 of the Township Code which sets forth “Regulations for Movement and the Parking of Traffic on All Other Private Property”; and

**WHEREAS**, traffic regulations for Stonehedge Road should be included in those sections of Chapter 7 that regulate traffic on other public streets;

**NOW THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey, that Chapter 7 of the Township Code entitled “Traffic” is hereby amended as follows:

**Section 1.** Section 7-38.3 entitled “Regulations for the Movement and the Parking of Traffic on All Other Private Property” is hereby amended by deleting references to Stonehedge Road in that section so that it reads as follows:

**“§ 7-38.3 Regulations for the Movement and the Parking of Traffic on All Other Private Property.**

In accordance with the provisions of N.J.S.A. 39:5A-1 the regulations of Subtitle 1 of the Title 39 are hereby made applicable to the properties listed below.

\*\*\*\*

m. Property.

The Knoll at Millington  
Stonehedge Road  
Millington, N.J. 07946

1. Speed Limits. The speed limits for both directions of travel on the following roads are:

Road	M.P.H.	Limits
Stonehedge Road	15	Entire length
Knoll Court	15	Entire length

2. Restricted Parking. No person shall park a vehicle anytime upon any of the streets or parts of the streets described below.

Name of Street	Hours	Location
Stonehedge Road	All	Entire length
Stonehedge Road	All	From its intersection with Valley Road

50 feet south

3.Tow-Away. Any vehicle parked in violation of this Subsection m shall be deemed a nuisance and a menace to the safe and proper regulation of traffic and any peace officer may provide for the removal of such vehicle. The owner shall have the reasonable cost of removal and storage which may result from such removal before regaining possession of the motor vehicle.”

**Section 2.** Section 7-33 entitled “Speed Limits” is hereby amended by adding Stonehedge Road in alphabetical order as follows:

**“§ 7-33 SPEED LIMITS.**

The speed limits for both directions of traffic along the streets described below are established as follows.

Regulatory and warning signs conforming to the current Manual on Uniform Traffic Control Devices for streets and highways shall be erected and maintained to effect the above-designated speed limits.

<u>Name of Street</u>	<u>Direction</u>	<u>Speed</u>	<u>Location</u>
<u>Stonehedge Road</u>	<u>Both</u>	<u>15 mph</u>	<u>Entire length”</u>

**Section 3.** Section 7-14 entitled “Parking Prohibited at All Times on Certain Streets” is hereby amended by adding Stonehedge Road in alphabetical order as follows:

**“§ 7-14 PARKING PROHIBITED AT ALL TIMES ON CERTAIN STREETS.**

No person shall park a vehicle at any time upon any streets or parts thereof described.

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<u>Name of Street</u>	<u>Side</u>	<u>Location</u>
<u>Stonehedge Road</u>	<u>Both</u>	<u>Entire length”</u>

**Section 4.** The effect of this ordinance is contingent upon signs being erected as required by law.

**Section 5.** 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 6.** 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 7.** This ordinance shall take effect immediately upon final passage and publication as required by law.

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**ORDINANCE 496-22**  
**AN ORDINANCE PERMITTING ADDITIONAL RESIDENTIAL USES IN THE VALLEY BUSINESS ZONE AND SUPPLEMENTING AND AMENDING SECTIONS LU-111 ENTITLED “GENERAL TERMS”, LU-122.6 ENTITLED “B-D DOWNTOWN VALLEY COMMERCIAL ZONE DISTRICT”, LU-131 ENTITLED “SCHEDULE OF BULK REQUIREMENTS”, LU-138 ENTITLED “LOWER INCOME HOUSING REQUIREMENTS” AND LU-151 ENTITLED “OFF-STREET PARKING AND LIGHTING” OF THE TOWNSHIP CODE**

**WHEREAS**, the Downtown Valley Commercial Zone (B-D) as set forth in Township Code § LU-122.6 is based on the standalone element of the Master Plan adopted in 2016-2017; and

**WHEREAS**, since then a number of changes have occurred in the economic and judicial environment and the Township has been reacting in piecemeal fashion; and

**WHEREAS**, the Township Committee recognizes that these changes are likely to continue and that the land use ordinance should embrace the piecemeal changes in order to simplify development applications in process for developers and affected property owners; and

**WHEREAS**, the Township Committee recognizes that these ordinance changes are needed despite the fact that the Master Plan Housing and Zoning Elements have not yet been updated to reflect these changed circumstances;

**NOW THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey, that the Township Land Use Ordinance is hereby supplemented and amended as follows:

**Section 1.** Section LU-111 entitled "General Terms" is hereby supplemented and amended by adding the following definitions in alphabetical order:

**ASSISTED LIVING RESIDENCE**

A residential facility which is licensed by the Department of Health to provide rooms, meals, and personal care, Residential units offer, at a minimum, one unfurnished room, a private bathroom, a kitchenette, and a lockable door on the unit entrance. Assisted living residences may provide other services to residents such as recreational activities, financial services, and transportation. "Assisted living" is a level of care between nursing home care and independent living and includes a coordinated array of supportive personal and health services, available 24 hours per day, to residents who have been assessed to need these services. Assisted living is intended to promote resident self-direction and participation in decisions that emphasize independence, individuality, privacy, dignity and homelike surroundings.

**CONTINUING CARE RESIDENTIAL COMMUNITY ("CCRC")**

A residential community for older adults which provides a continuum of living accommodations and care including provisions for health care for individuals from independent living to assisted living to nursing care. A contract with a CCRC is an agreement to purchase service and the right to live in a specific place; it is not an agreement to lease or purchase property. The CCRC must be registered with the New Jersey Department of Community Affairs.

**NURSING HOME-**

A facility that is licensed by the Department of Health to provide health care under medical supervision and continuous nursing care for 24 or more consecutive hours to two or more patients who do not require the degree of care and treatment which a hospital provides and who, because of their physical or mental condition, require continuous nursing care and services above the level of room and board.

**Section 2.** Subparagraph "9" in paragraph "a" entitled "Permitted Primary Uses" in Section LU-122.6 entitled "B-D Downtown Valley Commercial Zone District" is supplemented and amended to read as follows:

a. Permitted Primary Uses.

9. Small hotel, inn or bed & breakfast establishments and assisted living facilities, continuing care residential communities and nursing homes. Density to be determined by the Approving Authority.

**Section 3.** Section 122.6 is further supplemented and amended by adding the following new subparagraph "3" in paragraph "c" entitled "Permitted Conditional Uses:"

c. Permitted Conditional Uses.

3. Residential apartments in accordance with the provisions of Subsection 124.1, not to exceed 15 units per acre. This use requires that a percentage of the units be designated as "Affordable Housing" and subject to Section 138 of this ordinance.

**Section 4.** Section LU-122.6 is further amended by deleting paragraph "d" entitled "Prohibited Uses" in its entirety. The existing paragraph "e" is hereby re-lettered paragraph "d".

**Section 5.** Section LU-122.6 is further amended by adding a new paragraph "e", entitled, " , which reads as follows:

"e. Emergency Medical Services

All assisted living facilities, continuing care residential communities and nursing homes, shall make emergency medical services available to or arranged for residents requiring these services. Each such facility shall develop a written plan for arranging for emergency transportation of residents at the facility's sole expense for medical care and returning them to the facility."

**Section 6.** Section LU-124.1 entitled "Apartments in Business Zones" is supplemented and amended to read as follows:

Apartments permitted in the B-1-5, B-1-20, M-H and M zones shall be at least 500 square feet in gross floor area, and shall be no more than 1,000 square feet. Apartments shall not be located on the ground floor of any building, and the gross density of all apartments on the lot shall not exceed five units per acre.

Apartments permitted in the B-D zone shall be at least 500 square feet in gross floor area. Apartments shall not be located on the ground floor of any building, and the gross density of all apartments on the lot shall not exceed fifteen units per acre.

**Section 7.** Section LU-131 entitled "Schedule of Bulk Requirements" is supplemented and amended by adding footnote "17" to the column entitled "Maximum Height of Building (stories/feet)" in the cell for Zone B-D to read as follows:

"(17) For assisted living facilities, continuing care residential communities, nursing homes, and mixed uses, increase the maximum height to 3/45. For buildings with in-building ground level parking, increase the maximum height to 4/55"

**Section 8.** Section LU-138 entitled "Lower Income Housing Requirements and subsection LU-138.1 are amended to read as follows:

"All residential developments in the R-MF-2 and B-D zone shall meet the following lower income housing requirements:

138.1

~~All developments shall provide 13% of all dwelling units to be affordable for low income households and 7% of all dwelling units to be affordable for moderate income households as those terms are defined in the Fair Housing Act (N.J.S.A. 52:27D-304) and the regulations promulgated by the Council On Affordable Housing (COAH).~~

For any future multifamily and independent living facility developments of five (5) or more units, at least fifteen (15%) percent of the all units in rental developments as affordable, and 20 percent of all units in for-sale developments as affordable, with at least 50 percent of the affordable units in each development being affordable to low-income households including 13 percent affordable to very-low-income households, with all such affordable units including the required bedroom distribution, be governed by controls on affordability and affirmatively marketed in conformance with the Uniform Housing Affordability

Controls ("UHAC"), N.J.A.C. 5:80-26.1 et. seq. or any successor regulation, and all other applicable law.

Assisted Living facilities are subject to NJ Medicaid requirements.

Nursing Homes are not subject to this section."

**Section 9.** Paragraph "c" in section LU-151.1 entitled "Off-Street Parking" is supplemented and amended by adding/amending the number of required parking spaces as set forth in the table (in alphabetical order) as follows

c. Add/Modify in table

<u>Apartments as conditional uses in the B-D Zone</u>	<u>1.5 per unit</u>
<u>Apartments (other)</u>	<u>2 per unit</u>
<u>Nursing and group homes</u>	<u>Peak shift staff + 0.3 per unit</u>
<u>Assisted Living</u>	<u>Peak shift staff + 0.5 per unit</u>

**Section 10.** 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 11.** 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 12.** This ordinance shall take effect immediately upon final passage and publication as required by law.

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**ORDINANCE 499-22  
REGULATING THE PLAYING OF MUSIC IN OUTDOOR DINING VENUES AND AMENDING § LU-124.13 OF THE TOWNSHIP CODE ENTITLED "OUTDOOR DINING"**

**WHEREAS,** § LU-124.13 of the Township Code entitled "Outdoor Dining" permits outdoor dining facilities in the B-1-5, B-1-20, M-M, M-H and B-D zones subject to certain conditions; and

**WHEREAS,** one of those conditions is that, "the outdoor dining use will not involve any outdoor speaker systems or outdoor music playing of any kind;" and

**WHEREAS,** the Township Committee feels that music should be permitted at outdoor dining facilities as long as it does not constitute a nuisance to the facility's neighbors;

**NOW THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey, that § LU-124 of the Township Code entitled "Supplemental Use Regulations" be amended as follows:

**Section 1.** Subparagraph "2" of paragraph "a" of § LU-124.13 entitled "Outdoor Dining" is amended to read as follows:



“2. Outdoor dining facilities may include outdoor speaker systems and music playing subject to the following conditions:

- i. No outdoor music playing shall be permitted after 9:00 p.m.
- ii. The outdoor music shall not be unreasonably or unnecessarily loud so as to disturb neighbors of the facility.”

**Section 2.** In all other respects, § LU-124.13 shall remain unchanged.

**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.

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**ORDINANCE 503-22  
REVISING CONSTRUCTION PERMIT FEES AND AMENDING CHAPTER 29 OF THE TOWNSHIP  
CODE ENTITLED“UNIFORM CONSTRUCTION CODE AND CONSTRUCTION REQUIREMENTS”**

**WHEREAS**, *N.J.A.C. 5:23-4.17* provides that:

“The municipality shall set enforcing agency fees by ordinance for the following activities: plan review, construction permit, certificate of occupancy, certificates of continued occupancy [and] demolition permit . . .

....

(b) On or before February 10 of each year, in a municipality that budgets according to the calendar year . . . , the construction official shall, with the advice of the subcode officials and in consultation with the municipal finance officer, prepare and submit to the governing body a report detailing the receipts and expenditures of the enforcing agency and indicating [her] recommendations for a fee schedule, based on the operating expense of the agency.

- 1. The report shall be structured in accordance with (c) below and with such guidelines as shall be issued from time-to-time by the Commissioner so as to accurately portray true enforcing agency expenses in general and for structures of different use groups. This report shall serve as the basis for the ordinance to be enacted by the municipality, as it may deem appropriate, establishing the fee schedule.
- 2. A copy of the construction official’s report recommending a fee schedule and setting forth enforcing agency revenues and expenses shall be filed with the Department when prepared and a copy of the ordinance, together with the fee schedule, shall be filed with the Department when enacted or amended.
- 3. The appropriation and expenditure of construction code fee revenues generated from the fee schedule established pursuant to (b)1 above shall be audited annually by an independent auditor acceptable to the Department and a copy of the auditor’s report shall be provided to the Department when it is issued to the municipality . . .

(c) Costs: The fee schedule shall be calculated to reasonably cover the municipal costs of enforcing the regulations . . . ”; and

**WHEREAS**, Township Construction Official Jeff Heiss has recommended that the Township’s construction fees be amended so that they reasonably cover the municipal costs of enforcing the Uniform Construction Code as required by the DCA rule;

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Long Hill in the County of Morris, New Jersey that Chapter 29 of the Township Code entitled “Uniform Construction Code and Construction Requirements” is hereby amended as follows:

**Section 1.** Chapter 29 of the Township Code is amended to read as shown of the attached copy of Chapter 29, which is attached hereto as Exhibit “A”, and which is incorporated herein by reference.

**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.** 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 4.** This ordinance shall take effect October 28, 2022, following final passage and publication as required by law.

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**RESOLUTION 22-272  
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 Meeting Minutes of October 12, 2022;

**BE IT FURTHER RESOLVED** that the Township Committee hereby approves October 12, 2022, Executive Session Meeting Minutes as redacted by the Township Attorney.

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**RESOLUTION 22-273  
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 22-274  
REFUND FOR 2022 3RD QUARTER DUPLICATE PAYMENT FOR TAXES**

**WHEREAS**, Judith Cashill, made an overpayment of \$2,576.82 for 3rd Quarter taxes on BL13101 Lot 33, 234 High St.

**WHEREAS**, the Township Committee of the Township of Long Hill does hereby authorize the following refund due to an overpayment of \$2,576.82 on Block 13101 Lot 33, 234 High St.

**NOW, THEREFORE BE IT RESOLVED**, the Tax Collector has verified payments received and the Finance director is hereby authorized to refund the amount of \$2,576.82 for the overpayment.

**Make check payable to:**  
 Judith Cashill  
 234 High St.  
 Stirling, NJ 07980

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**RESOLUTION 22-275  
 ACCEPTING RETIREMENT - MOCARSKI**

**BE IT RESOLVED** that the Township Committee hereby accepts the retirement of Police Department employee Christopher MocarSKI, effective January 31, 2023.

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**RESOLUTION 22-276  
 ACCEPTING RESIGNATION - TSIMBOUKIS**

**BE IT RESOLVED**, that the Township Committee of the Township of Long Hill accepts the resignation of Andrea Tsimboukis as Administrative Assistant to Chief of Police effective November 3, 2022.

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**RESOLUTION 22-277  
 AMENDING AND ADOPTING PERSONNEL POLICY AND PROCEDURE MANUAL**

**BE IT RESOLVED** that the Personnel Policy and Procedure Manual for the Township of Long Hill, as amended, is hereby adopted for the year 2022 with the stipulation that the Township reserves the right to adopt further amendments to the Personnel Policy and Procedure Manual throughout the year.

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**RESOLUTION 22-278  
 CERTIFICATION OF 2021 LOSAP PARTICIPANT LIST**

**WHEREAS**, the Mayor and Township Committee of the Township of Long Hill have authorized a Length of Service Award Program (LOSAP) for the Long Hill Volunteer First Aid Squad, Stirling Volunteer Fire Department and the Millington Volunteer Fire Department; and

**WHEREAS**, the Long Hill Volunteer First Aid Squad, the Stirling Volunteer Fire Department and the Millington Volunteer Fire Department have collectively certified 75 members eligible for a contribution based on their service during the year 2021; and

**WHEREAS**, eligible members are not required to participate in LOSAP, however if they wish to participate, a participant agreement was requested to be submitted;

**WHEREAS**, the maximum contribution for each member for the 2021 service year has been determined to be \$1,265.00.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Long Hill, as follows:

1. The attached certified list of members for each participating emergency service organization is hereby approved.
2. The approved list of active certified volunteer members has been returned to each emergency service organization to be posted for at least 30 days for review by the membership.
3. An active volunteer member whose name does not appear on the approved certification list or who is denied credit for prior service must appeal within 30 days of the posting of the list. The

appeal must be in writing and mailed to the Township Clerk. The Township Committee will then investigate the appeal, which is subject to judicial review. Once the 30 days have elapsed, and subject to holding any members being appealed, payment shall be made to the individual members' accounts in the deferred income program administered by Lincoln Financial, the LOSAP Trustee, up to the sum of \$89,083.00 per the attached list

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