

Long Hill Township Committee Minutes January 3, 2011 Reorganization Meeting

Christine Gatti, Township Clerk, called the annual reorganization meeting of the Long Hill Township Committee to order at 6:00 p.m. on Monday, January 3, 2011.

Pledge of Allegiance:

All present recited the Pledge of Allegiance.

Statement of Adequate Notice:

Ms. Gatti read the following statement:

“In compliance with the Open Public Meetings Law of New Jersey, adequate notice of this meeting was included in a list of meetings notice which was electronically sent to the Echoes Sentinel, Courier News and Daily Record and advertised in the Echoes Sentinel on January 14, 2010; posted on the bulletin board in the Municipal Building on January 5, 2010 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.”

Oath of Office for Re-Elected Member

Ms. Gatti administered the Oath of Office to Michael Mazzucco as a member of the Long Hill Township Committee, with a term expiration of December 31, 2013.

Roll Call:

Ms. Gatti called the roll as follows:

Present: Jerry Aroneo
 Nanette Harrington
 Michael Mazzucco
 Guy Piserchia
 George Vitureira

Absent: None

Also Present: John R. Pidgeon, Township Attorney; Richard Sheola, Township
 Administrator/CFO; Christine Gatti, Township Clerk

Election of Mayor for 2011

Ms. Gatti called for the nomination of Mayor for the year 2011.

Mr. Mazzucco moved to nominate Nanette Harrington as Mayor; Mr. Aroneo seconded the motion.

Ms. Gatti called for a motion to close nominations for Mayor for the year 2011. Mr. Aroneo moved to close the nomination and Mr. Piserchia seconded the motion. Vote: All Ayes

A motion was made by Mr. Vitureira and seconded by Mr. Aroneo to elect Nanette Harrington as Mayor of Long Hill Township for the year 2011. Ms. Gatti called for the vote: All Ayes

Nanette Harrington was elected as Mayor of Long Hill Township for the year 2011.

Ms. Gatti administered the Oath of Office to Mayor Harrington as the Mayor of the Long Hill Township Committee for the year 2011.

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Election of Deputy Mayor for 2011

Mayor Harrington called for the nomination of Deputy Mayor for the year 2011.

Mr. Aroneo moved to nominate Michael Mazzucco as Deputy Mayor; Mr. Piserchia seconded the motion.

Mayor Harrington called for a motion to close nominations for Deputy Mayor for the year 2011. Mr. Vitureira moved to close the nomination and Mayor Harrington seconded the motion. Vote: All Ayes

A motion was made by Mr. Piserchia and seconded by Mayor Harrington to elect Michael Mazzucco as Deputy Mayor of Long Hill Township for the year 2011. Roll Call Vote: All Ayes

Michael Mazzucco was elected as Deputy Mayor of Long Hill Township for the year 2011.

Ms. Gatti administered the Oath of Office to Michael Mazzucco as the Deputy Mayor of the Long Hill Township Committee for the year 2011.

State of the Township Remarks

Mayor Harrington presented the following remarks:

“Thank you, Christine. And thank you to my fellow Committee members. I am both honored and humbled by this appointment. I would like to welcome Mike Mazzucco back to the dais and congratulate him in his new position as Deputy Mayor. And, I would also like to take the opportunity to welcome a number of dignitaries joining us this evening - Assemblyman Jon Bramnick, Assemblywoman Nancy Munoz, Senator Tom Kean, and Freeholders Margaret Nordstrom, Bill Chegwidan, and Gene Feyl. Thank you for being here tonight. Before I continue with my remarks, I have a very special thank you for my family. My husband, Dorsey, and my daughters, Rebecca and Amelia, have always supported me over the years and have enabled me to devote the time and energy necessary to do the best job I can. While all of us sit here in the public eye, I truly believe our families are the unsung heroes. And, last, but certainly not least, I would like to thank Mayor Aroneo. You have done a remarkable job moving the discussion forward in a number of areas. And, you have done so in a fair and even-handed manner, an example I hope to emulate.

That being said, I believe we've now come to the point where we need to make decisions with regard to several critical items. I name a few items here, but I'm sure each of us could think of a few more to add to this list.

- Flood Wall: there's been much discussion over the last 10 years, pro and con. We must make a decision this year to fund and complete the project, or not. If not, we must plan and implement alternatives in anticipation of the next flood.

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- Sewer Ban: the wastewater management committee has presented a viable plan that will allow us to lift the sewer ban. We need to continue our discussions and review so that we can make a decision and move forward.
- Open Space: We are all aware that Long Hill needs more sports fields. Again, we have been discussing a variety of options for several years. At committeeman (now, Deputy Mayor) Mazzucco's suggestion, we all agreed to have a decision by April 13th; a commitment that we will do everything possible to meet.
- Master Plan: We must complete the Master Plan so we will have ordinances in place that ensure any new development is what we want it to be. We need to put ordinances in place prior to the 'Time-of-Decision' legislation going into effect in May 2011.
- BUDGET!!! As many of you know, the state legislature has passed a 2% cap on property taxes, so it promises to be an exceptionally difficult budget year. While I believe we have done a good job of positioning ourselves in financial planning, it still means that difficult decisions regarding the services the township provides must be made.

My primary goal as Mayor will be to make sure each of us gets the information we need to make these decisions.

In conclusion, gentlemen, we have our work cut out for us in 2011. I don't expect that we will reach unanimous decisions on all of the items I've just discussed. Frankly, if these decisions were that easy, they would have been made years ago. They will be difficult, controversial, and, sometimes, contentious decisions. I have every faith and confidence in this committee that we can make them in a straight-forward and professional manner.

Again, Thank you all and I look forward to a productive year. Let's get to work!"

Standing Committee Appointments for 2011:

Jerry Aroneo
Board of Health (Chair)
Community Development (Alt)
Open Space
Negotiations
Communications Advisory Committee
Flood Mitigation Committee
Emergency Management
Finance (Alt)

Nanette Harrington
Board of Education
Wastewater Management (Alt)
Long Range Planning
Admin & Executive
Financial Responsibility
Lounsberry Meadows
Planning Board
Shade Tree

Guy Piserchia
Planning Board

Michael Mazzucco
Police

George Vitoreira
Senior Citizens

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<i>Promotion & Enhancement</i>	<i>Public Works</i>	<i>Community Day</i>
<i>Community Development</i>	<i>Recreation Advisory</i>	<i>Finance</i>
<i>Long Range Planning</i>	<i>Financial Responsibility</i>	<i>Promotion & Enhancement</i>
<i>Fire</i>	<i>Finance</i>	<i>Communication Advisory Committee</i>
<i>Environmental Commission</i>	<i>Negotiations</i>	<i>Wastewater Management</i>
<i>Emergency Management</i>		<i>First Aid</i>

Mr. Piserchia stated that George Vitureira would be the liaison to First Aid for 2011.

A motion was made by Mr. Vitureira and seconded by Mr. Aroneo to approve the above Standing Committee Appointments as revised. Roll Call Vote: All Ayes

APPOINTMENTS TO BOARDS AND COMMISSIONS FOR 2011

Mayor Harrington announced that any appointments not done at this meeting will be on at the next meeting agenda on January 12th. She added that many appointments came to those who submitted Citizen Involvement Forms. She asked that all those interested in volunteering to please complete the form or contact her.

Mayor Harrington made the following Mayoral Appointments.

Mayoral Appointments

<u><i>Planning Board</i></u>		<u><i>Expiration of Term</i></u>
<i>Brendan Rae, Education Rep.</i>	<i>Class IV</i>	<i>December 31, 2013</i>
<i>Donald Butterworth</i>	<i>Class II</i>	<i>December 31, 2011</i>
<i>Nanette Harrington</i>	<i>Class I</i>	<i>December 31, 2011</i>
<i>A. J. Batista</i>	<i>1st Alternate</i>	<i>December 31, 2012</i>
<i>Thomas Vetter</i>	<i>2nd Alternate</i>	<i>December 31, 2011</i>

<u><i>Environmental Commission</i></u>		<u><i>Expiration of Term</i></u>
<i>John Walsh</i>		<i>December 31, 2013</i>
<i>Donald Butterworth</i>		<i>December 31, 2013</i>
<i>Guy Piserchia</i>		<i>December 31, 2011</i>

<u><i>Historic Preservation Advisory Committee</i></u>		<u><i>Expiration of Term</i></u>
<i>Carol Prasa</i>		<i>December 31, 2014</i>
<i>Fred Schaan</i>		<i>December 31, 2014</i>

<u><i>Shade Tree Commission</i></u>		<u><i>Expiration of Term</i></u>
<i>Susan Jeans</i>		<i>December 31, 2015</i>
<i>Walter Carell Jr.</i>		<i>December 31, 2015</i>
<i>Anthony Connor</i>		<i>December 31, 2015</i>
<i>David Welch, Arborist</i>		<i>December 31, 2011</i>
<i>Larry Petras, Alternate #1</i>		<i>December 31, 2015</i>

<u><i>Communications Advisory Committee</i></u>		<u><i>Expiration of Term</i></u>
<i>Michael Smargassi</i>		<i>December 31, 2013</i>
<i>Dennis Sandow</i>		<i>December 31, 2013</i>
<i>George Vitureira</i>		<i>December 31, 2011</i>
<i>Jerry Aroneo, Alt.</i>		<i>December 31, 2011</i>
<i>Richard Sheola</i>		<i>December 31, 2011</i>

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Recreation Advisory Committee

Melissa Marszalek
Amy Campbell - Lefkowitz
Nancy Mink
Michael Mazzucco

Expiration of Term

December 31, 2015
December 31, 2015
December 31, 2015
December 31, 2011

Morris County Community Development Program

Guy Piserchia
Jerry Aroneo
Richard Sheola

Expiration of Term

December 31, 2011
December 31, 2011
December 31, 2011

Mayoral Appointments with Approval of Township Committee

Library Trustee

Phyllis Clemson
Angela Petrilli, Education Rep.
Chris Dressing, Mayors Rep.

Expiration of Term

December 31, 2015
December 31, 2011
December 31, 2011

Community Day Committee

Nanette Harrington
George Vitureira
Frank Reilly
Fred Rossi
Ken Fullagar

Expiration of Term

December 31, 2011
December 31, 2011
December 31, 2013
December 31, 2013
December 31, 2013

A motion was made by Mr. Vitureira and seconded by Mr. Aroneo to confirm the above Mayor Appointments with Approval of Township Committee appointments; vote: all eyes

Township Committee Appointments

Board of Adjustment

Sandi Raimer
Edwin F. Gerecht
Chris Collins 1st Alternate

Expiration of Term

December 31, 2014
December 31, 2014
December 31, 2012

Planning Board

Guy Piserchia Class III

Expiration of Term

December 31, 2011

Lounsberry Meadow Board of Trustees

Nanette Harrington

Expiration of Term

December 31, 2011

Open Space Advisory Committee

Richard Pfluger
Walter Carell
Joanna Askey
Frank Alansky
Michael Malloy
Jerry Aroneo

Expiration of Term

December 31, 2011
December 31, 2012
December 31, 2012
December 31, 2011
December 31, 2011
December 31, 2011

Flood Mitigation Committee

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*Peter McCoy
Larry Mamone
Walter Carell
Jennifer Lamson Romano
Felix Ruiz
Jerry Aroneo*

Promotion and Enhancement Advisory Committee

*Tom Sweeney
Richard Sheola
George Vitureira
Dennis Sandow, Chamber of Commerce Liaison
Helena Tielmann*

Financial Responsibility Advisory Committee

*Nanette Harrington
Michael Mazzucco
Peter O'Neil
Walter Sadowski
Lynne Combs
Chris Connor
Lisa Lazar
Bill Smullen*

Wastewater Management Advisory Committee

*George Vitureira
Nanette Harrington, Alt.
Don Butterworth
Richard Sheola
Arthur Lennox
Jim Mentone
Wayne Celeste*

A motion was made by Mr. Vitureira and seconded by Mr. Piserchia to confirm the above Township Committee appointments; vote: all ayes

Consent Agenda Resolutions:

Mayor Harrington opened the meeting to the public for questions or comments pertaining to the Consent Agenda Resolutions; no comments were made.

On motion of Mr. Vitureira, seconded by Mr. Aroneo, that the following Consent Agenda Resolutions were introduced and approved: Roll Call Vote: All Ayes

**RESOLUTION 11-001
ESTABLISHING 2011 MEETING PROCEDURE**

BE IT RESOLVED that all 2011 Regular meetings of the Township Committee of the Township of Long Hill be held at the Municipal Building, 915 Valley Road, Gillette, New Jersey at 7:30 p.m. prevailing time, on the following dates:

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January 12	June 22
January 26	July 20
February 9	August 17
February 23	September 7
March 9	September 21
March 23	October 12
April 13	October 26
April 27	November 9
May 11	December 14
May 25	
June 8	

January 3, 2012 (Tuesday) – Reorganization Meeting (6:00pm)

BE IT FURTHER RESOLVED that all Executive Session meetings of the Township Committee of the Township of Long Hill will be held at the Municipal Building, 915 Valley Road, Gillette, New Jersey at 7:00 p.m., prevailing time, on the same dates as listed above on an as needed basis.

BE IT FURTHER RESOLVED that the public shall not disturb any meeting of the Township Committee or any Committee thereof and any person violating the provisions of this rule may be summarily ejected from the Committee Room and from the Municipal Building by order of the Mayor or majority; also if a regular or special or other official meeting of the Township Committee shall, because of the press of business run beyond 12:00 p.m. midnight into another day, such a meeting shall be considered for all official and legal purposes as being held on the day the meeting was officially called to order by the Mayor and then roll call taken by the Municipal Clerk.

**RESOLUTION 11-002
DESIGNATING OFFICIAL NEWSPAPER**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the “*Echoes Sentinel*” shall be designated as the official newspaper of the Township of Long Hill for the year 2011.

**RESOLUTION 11-003
DESIGNATING NEWSPAPERS TO RECEIVE NOTICES**

BE IT RESOLVED by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey, that pursuant to the requirements of the “Open Public Meetings Act” that the following newspapers are hereby designated to receive all notices as required by the Act:

1. *Echoes Sentinel*
2. *Morris County Daily Record*
3. *Courier News*

**RESOLUTION 11-004
FILING SIGNATURE WITH SECRETARY OF STATE**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that pursuant to N.J.S.A. 40A:9-129 that the Municipal Clerk be directed to file with the Secretary of State facsimiles of her signature and the Mayor’s signature, an impression of the municipal seal and a statement of their terms of office, showing the commencement and expiration dates.

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**RESOLUTION 11-005
AUTHORIZING FEE FOR COPIES OF AGENDA PACKET**

BE IT RESOLVED by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey, that pursuant to the authority of Section 14 of the "Open Public Meetings Act", that the sum of \$20.00 is hereby fixed as the reasonable sum to be prepaid by any person to cover the costs of providing notice of each meeting to be mailed to such person upon request per calendar year.

**RESOLUTION 11-006
ADOPTING 2011 HOLIDAY SCHEDULE**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the 2011 schedule be adopted as follows:

<i>December 31, 2010</i>	<i>For New Years 2011</i>
January 17	Martin Luther King Jr. Day
February 21	President's Day
April 22	Good Friday
May 30	Memorial Day
July 4	Independence Day
September 5	Labor Day
October 10	Columbus Day
November 11	Veterans Day
November 24	Thanksgiving Day
November 25	Day After Thanksgiving Day
December 23	For Christmas Eve
December 26	For Christmas Day
<i>January 2, 2012</i>	<i>For New Years Day 2012</i>

**RESOLUTION 11-007
AUTHORIZING PREPAYMENT OF MORRIS COUNTY TAXES**

WHEREAS, Morris County taxes are due quarterly on February 15, May 15, August 15 and November 15, 2011;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Long Hill that the Chief Financial Officer is hereby authorized to disburse these quarterly payments.

**RESOLUTION 11-008
AUTHORIZING DISBURSEMENT OF HOSPITALIZATION AND STATE HEALTH BENEFITS**

WHEREAS, Employee Health Insurance must be paid at the time the bills are submitted thru the States Transmittal Electronic Payment System (TEPS);

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Long Hill that the Chief Financial Officer be and is hereby authorized to disburse the monies due at the time the bills are submitted and same shall be included on the current bill list with vouchers attached.

RESOLUTION 11-009

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AUTHORIZING 2011 PAY SCHEDULE AND PENSION PAYMENTS

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the Chief Financial Officer is hereby authorized to perform all matters necessary to enable the issuance of Township payroll checks in *twenty-six* installments and pension payments throughout the year 2011 without the need of further resolutions or action by the Township Committee, and

BE IT FURTHER RESOLVED that the Payroll referred to herein for Township employees is as authorized by ordinances and resolutions currently in effect.

**RESOLUTION 10-010
ESTABLISHING INTEREST RATE ON DELINQUENT TAXES**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that in accordance with R.S. 54:4-67 the interest rate on delinquent 2011 taxes shall be as follows:

1. Eight percent (8%) per annum on the first \$1,500.00 of the delinquency.
2. Eighteen (18%) per annum in any amount in excess of \$1,500.00
3. Any taxpayer with a cumulative delinquency in excess of \$10,000.00 who fails to pay the delinquency prior to the end of the calendar year shall be charged with a penalty equal to six percent (6%) of the amount of the delinquency.

BE IT FURTHER RESOLVED that no interest shall be charged until ten (10) days after the due date or the first business day after the (10) tenth calendar day.

**RESOLUTION 11-011
ESTABLISHING INTEREST RATE ON DELINQUENT SEWER USE FEES**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that in accordance with R.S. 54:4-67 the interest rate on delinquent 2011 sewer user fees shall be as follows:

1. Eight percent (8%) per annum on the first \$1,500.00 of the delinquency.
2. Eighteen (18%) per annum on any amount in excess of \$1,500.00.

BE IT FURTHER RESOLVED that no interest shall be charged until ten (10) days after the due date.

**RESOLUTION 11-012
AUTHORIZING TAX COLLECTOR TO REFUND PROPERTY TAXES OR DELINQUENCY**

BE IT RESOLVED by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey, that in accordance with the provisions of N.J.S.A. 40A:5-17.1, that the Township Tax Collector is hereby authorized to process, without further action on the part of the governing body, any property tax or sewer use fee refund or delinquency of less than \$10.00.

RESOLUTION 11-013

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**AUTHORIZING THE CHIEF FINANCIAL OFFICER TO WIRE TRANSFER FUNDS FOR
INVESTMENT AND PAYMENT OF CAPITAL DEBT**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the Chief Financial Officer is hereby authorized to wire transfer funds for investment of surplus funds, as they become available and payment of capital debt, provided that all investments are reported to the Township Committee.

**RESOLUTION 11-014
ESTABLISHING PETTY CASH FUND FOR TOWNSHIP CLERK**

WHEREAS, NJSA 40A:5-21 authorizes the establishment of a petty cash fund for the Township Clerk's Office in the Township of Long Hill; and

WHEREAS, said petty cash fund was established by the Township Committee by resolution; and

WHEREAS, said petty cash fund received approval from the Director of Local Government Services; and

WHEREAS, it is the desire of the Township Committee that said fund be continued under the direction of the Township Clerk;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Long Hill that:

1. During the year 2011, Christine Gatti, Township Clerk, be and is hereby authorized and permitted to establish a petty cash fund in the amount not to exceed \$200.00 pursuant to the provisions of NJSA 40A:5-21. Said petty cash fund will be used by such office or department to pay claims for small miscellaneous expenses.
2. Christine Gatti, Township Clerk, having custody of the fund shall be bonded in an amount not less than \$15,000.00 and will maintain said fund in accordance with the laws and regulations governing its operation.

**RESOLUTION 11-015
ESTABLISHING PETTY CASH FUND FOR CHIEF OF POLICE**

WHEREAS, NJSA 40A:5-21 authorizes the establishment of a petty cash fund for the Chief of Police in the Township of Long Hill; and

WHEREAS, said petty cash fund was established by the Township Committee by resolution; and

WHEREAS, said petty cash fund received approval from the Director of Local Government Services; and

WHEREAS, it is the desire of the Township Committee that said fund be continued under the direction of the Chief of Police;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Long Hill that:

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1. During the year 2011, the Chief of Police, be and is hereby authorized and permitted to establish a petty cash fund in the amount not to exceed \$200.00 pursuant to the provisions of NJSA 40A:5-21. Said petty cash fund will be used by such office or department to pay claims for small miscellaneous expenses.
2. Daniel Hedden, Chief of Police, having custody of the fund shall be bonded under the Township's blanket bond and will maintain said fund in accordance with the laws and regulations governing its operation.

**RESOLUTION 11-016
ESTABLISHING PETTY CASH FUND FOR DIRECTOR OF EMERGENCY MANAGEMENT**

WHEREAS, NJSA 40A:5-21 authorizes the establishment of a petty cash fund; and

WHEREAS, the Director of Emergency Management requested that a petty cash fund be established for Emergency Management purposes;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Long Hill that a petty cash fund be established for the Office of Emergency Management in the amount of \$200.00:

1. During the year 2011, the Township of Long Hill Director of Emergency Management be and is hereby authorized and permitted to establish a petty cash fund in the amount not to exceed \$200.00 pursuant to the provisions of NJSA 40A:5-21.
2. The Director of Emergency Management having custody of the fund shall be bonded under the Township's blanket bond and will maintain said fund in accordance with the laws and regulations governing its operation.

**RESOLUTION 11-017
RETAINING 2010 LIBRARY FINES AND MONIES**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the Board of Trustees of the Free Public Library of the Township of Long Hill are hereby authorized to retain the 2010 budget monies and 2010 Library Book fines and to use the same as they see fit for library purposes.

**RESOLUTION 11-018
ADOPTING SCHEDULE FOR PREPAYMENT OF LOCAL PROPERTY TAXES**

WHEREAS, R.S. 54:4-67 provide that:

"The governing body of each municipality may by resolution fix the rate of discount to be allowed for the payment of taxes...previous to the date on which they would become delinquent. The rates affixed shall not exceed six (6%) percent per annum, shall be allowed only in case of payment on or before the thirtieth (30) day previous to the date on which the taxes or assessments would be delinquent"; and

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WHEREAS, the Township Committee wishes to adopt a discount schedule for the payment of taxes;

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 pursuant to R.S. 54:4-67 it hereby adopts the following schedule for prepayment of local property taxes:

1. A taxpayer may prepay one-quarter, two-quarters, three-quarters or their entire tax bill for the following tax year.
2. All prepayments must be received on or before 12:00 noon on the last regular business day (on which books are open) of the year prior to the year in which taxes are due.
3. The following factors shall be applied to pre-payments made in accordance with paragraph 2 of this resolution:

First quarter	.9917
Second quarter	.9802
Third quarter	.9674
Fourth quarter	.9562

4. A taxpayer may not prepay the taxes for any quarter until the taxes for all preceding quarters have been paid.

**RESOLUTION 11-019
APPOINTING 2011 SCHOOL CROSSING GUARDS**

BE IT RESOLVED that the Township Committee of the Township of Long Hill does hereby appoint the following as School Crossing Guards for the year 2011:

Baldassarre Abbondandolo.
Wendy Ross
Joan Dropp
Howard Bradley
Anna Abbondandolo
Janice Rued
Elsie Desrochers
Rosemary Armenti
Susan Gronske
Sharon Woodstock [substitute]

**RESOLUTION 11-020
ADOPTING EXPOSURE CONTROL PLAN**

BE IT RESOLVED that the Exposure Control Plan for the Township of Long Hill dated January 1, 1995 is hereby adopted by the Township Committee of the Township of Long Hill.

**RESOLUTION 11-021
ADOPTING PERSONNEL POLICY AND PROCEDURE MANUAL**

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BE IT RESOLVED that the Personnel Policy and Procedure Manual for the Township of Long Hill, as amended, is hereby adopted for the year 2011 with the stipulation that the Township reserves the right to adopt further amendments to the Personnel Policy and Procedure Manual throughout the year.

**RESOLUTION 11-022
ADOPTING THE TOWNSHIP OF LONG HILL PURCHASING PROCEDURES MANUAL**

BE IT RESOLVED that the Purchasing Manual for the Township of Long Hill is hereby adopted for the year 2011.

**RESOLUTION 11-023
APPOINTING 2011 LOCAL EMERGENCY PLANNING COMMITTEE**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the following are hereby appointed for the year 2011 as the Local Emergency Planning Committee (LEPC):

Local Emergency Planning Committee (LEPC)

Kenneth J. Fullagar	Emergency Management Coordinator
Shayne Daly	Emergency Management Deputy Coordinator
Raymond Clark	Emergency Management Deputy Coordinator
Chief Gene Starr	Millington Fire Department
Renee Rovtar	Superintendent of Public Schools
Nora DiDia	Principal Saint Vincent DePaul School
James F. Dolan	Hazardous Materials Consultant
Lt. Michael Mazzeo	Long Hill Township Police Department
Chief Daniel Hedden	Long Hill Township Police Department
Lino Gottardo	SARA Site Representative
William Hudzik	RACES/Communications Representative
Richard Sheola	Township Administrator/CFO
Nanette Harrington	Mayor Long Hill Township
Committee Person	Township Committee Representative
Denis Kelly	Editor Echoes Sentinel
Chief Alex Gallo	Stirling Fire Department
Robert English	Long Hill First Aid Squad
Pam Fischer	American Red Cross Representative
Thomas Sweeney	Director of Public Works Department
Rev. Thomas Peters	Clergy Representative
Officer Tric Tricoulis	United States Fish & Game-Wildlife
Kenneth Ruggerio	Community Emergency Response Team
Laura Pesce	Medical Corps Manager
Kenneth McGoldrick	USA On Watch Program
Lucy Forgione	Bernards Health Department
Barbara Flynn	American Red Cross – Summit

**RESOLUTION 11-024
APPOINTING 2011 EMERGENCY MANAGEMENT OPERATIONS CENTER STAFF**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the following are hereby appointed for the year 2011 as the Emergency Management Operations Center Staff:

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Emergency Management Operations Center Staff

Nanette Harrington	Long Hill Township Mayor
Director Kenneth J. Fullagar	OEM Coordinator
Shayne Daly	Deputy OEM Coordinator
Raymond Clarke	Deputy OEM Coordinator
Lt. Michael Mazzeo	Incident Command Liaison
Sergeant Sean Brown	Law Enforcement Annex Coordinator
Chief Daniel Hedden	Police Services Assistant Coordinator
Richard Sheola	Public Services Assistant Coordinator
Thomas Sweeney	Special Services Assistant Coordinator
Chief Gene Starr	Technical Services Assistant Coordinator
Chief Alex Gallo	Technical Services Assistant Coordinator
Pam Fischer	Social Services Assistant Coordinator
Rene Rovtar	Public Schools Annex Coordinator
William Hudzik	Communications Annex Coordinator
Robert English	Emergency Medical Annex Coordinator
James Dolan	Hazardous Materials Annex Coordinator

**RESOLUTION 11-025
APPROVING 2011 FEE SCHEDULE**

BE IT RESOLVED by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey, that the following fees for 2011 for licenses and permits for the Township of Long Hill are hereby approved:

Administrative Research Fee

Supervisory	\$ 30.00/hr
Clerical	\$ 25.00/hr

Alarm Systems

Permit for a private alarm which either automatically selected a telephone trunk line with the Police Department and then reproduces a prerecorded message or automatically alert a third person. Permit also required for warning device.

Annual Permit Fee	\$ 50.00
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Alcoholic Beverage Control License

Plenary Retail Consumption	\$ 2,500.00
Plenary Retail Distribution	\$ 1,740.00
Limited Retail Distribution	\$ 63.00
Club	\$ 188.00

Season Retail Consumption - annual fee is seventy-five percent (75%) of annual renewal fee for retail consumption licenses

Amusement Devices

Juke Box	\$ 30.00
Video Games	\$ 60.00
Soda Machines	\$ 10.00
Pool Tables	\$ 60.00

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Pinball Machines		\$ 60.00
Building Materials - Township Dumpster		
Car		\$ 15.00
Station Wagon		\$ 50.00
Mini Van		\$ 75.00
Small Pick-up truck		\$110.00
Pick-up truck or van		\$150.00
Extra for overload		\$ 40.00
Canvassers, Solicitors and Peddlers Permit		\$ 20.00
Solicitor Digital Photograph		\$ 2.00
Charitable Clothing Bin Application [Yearly]		\$ 25.00
Dog Licenses		
Spayed/Neutered		\$ 17.50
Non-Spayed/Neutered		\$ 20.50
Late Fee after February 1 st		\$ 10.00
Replacement (first one free, thereafter \$5.00)		
Fill/Soil Removal Permit		\$ 50.00
Food and Drink License		
Pharmacy		\$ 65.00
Retail Food Establishment (under 2,000 sq. feet)		\$ 100.00
Retail Food Establishment (2,000 – 5,000 sq. feet)		\$ 135.00
Retail Food Establishment (5,000 – 10,000 sq. feet)		\$ 165.00
Retail Food Establishment (over 10,000 sq. feet)		\$ 400.00
Mobile Retail Food Establishment		\$ 110.00
Temporary Retail Food Establishment	\$ 30.00	
Farmers Market		\$ 20.00
Catering		\$ 110.00
Re-Inspection Fee		\$ 100.00
Late Fee (renewals only – after January 31 st)	Double License Fee	
Handgun Permit		\$ 2.00
Handgun Identification Card		\$ 5.00
Kennel License		\$ 35.00
Limousine License		\$ 50.00
Parking Permit:		
Millington	Yearly	\$210.00
Yearly after July 1 st		\$105.00
Stirling		\$260.00
Yearly after July 1 st		\$130.00
Gillette	Yearly	\$300.00
Yearly after July 1 st		\$150.00
Daily		\$ 5.00

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Replacement Permit		\$ 5.00
Parks and Recreation Facilities Use Reservation Fees	Resident	Non-Resident
Soccer Fields, Volleyball Court, Basketball Court	\$ 20.00/2 Hrs.	\$ 40.00/2 Hrs.
Stirling Lake Pavilion	\$ 25.00/4 Hrs.	\$ 50.00/4 Hrs.
Meyersville Field	\$ 20.00/2 Hrs.	\$ 40.00/2 Hrs.
Commercial Use Rates (\$100.00 Deposit required and Insurance)		
Soccer Fields, Volleyball Court, Basketball Court	\$ 50.00/2 Hrs	\$100.00/2 Hrs.
Meyersville Field	\$ 50.00/2 Hrs	\$100.00/2 Hrs.
Photocopies/Copies:		
Black & White copies (per copy)		\$ 0.05
Color copies (per copy)		\$ 0.15
[Copies include sizes 8 ½ x 11, 8 ½ x 14 and 11 x 17]		
Large Format Prints	\$5.00/page for 24" X 36"	
	\$1.00/linear foot over initial 2 feet	
DVD ROM		\$ 3.00
CD		\$ 0.50
CD of Full Tax Map (total includes mailing and postage)		\$ 25.00
Land Use Ordinances		\$ 35.00
Zoning Map		\$ 5.00
Master Plan		\$ 35.00
Duplicate Copy of Tax Bill		\$5.00/first dup. \$25.00 for each additional duplicate copy
Duplicate Tax Sale Certificate		\$100.00
Mulch, Composted Leaves or Wood Chip Delivery [per load]		\$50.00
Public Assembly Permit		\$100.00
Recreation Programs		
Basketball registration (Intramural)		\$ 60.00
Basketball registration (Traveling Team)		\$195.00
Summer Recreation Program		\$150.00
Field Hockey/Lacrosse Camp	One camp-\$60.00/Both camps-	\$100.00
Traveling Lacrosse Program - Boys		\$100.00
Traveling Lacrosse Program – Girls		\$ 75.00
Fall Lacrosse Clinic		\$ 85.00
Girls Lacrosse		\$ 60.00
Field Hockey		\$ 60.00
Yoga	One Night-	\$ 72.00
Yoga	Two Nights -	\$ 125.00

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Return Check Fee [per N.J.S.A. 40:5-18(c)]	\$ 20.00
Septic Applications	
New: Plan Review (Includes plan review and installation inspection)	\$ 500.00
Repair: Replacing existing components as is. (No Engineer required)	\$ 75.00
Alteration: Changing components on an existing system. (Engineer required)	\$ 350.00
PERC/Soil Log:	
Permit to Conduct One Group of Soil Logs and Permeability Tests [witness per lot, per day]	\$ 100.00
Sewer Connection Fee	
Existing Homes Prior to December 28, 1983	\$ 630.00
New Homes	\$10,120.00
Dry Line Connection	\$10,120.00
Sewer Connection Agreement Fee	\$30,000.00
Street/Road Opening Permit	\$ 100.00
Swimming and Bath Establishments	\$ 200.00
Tax Lien Redemption Calculation Fee [For 3 rd request in a calendar year]	\$ 50.00
Tire Permits	\$ 2.00
Tree Removal Permit	\$ 25.00
Towing Services and Storage:	
Basic towing of private passenger automobiles and motorcycles:	
Automobile (days between 8:00 a.m. and 4:30 p.m.)	
First mile or less	\$ 65.00
Each additional loaded mile	\$ 3.50
Automobile (nights, weekends and New Jersey State Holidays)	
First mile or less	\$ 85.00
Each additional loaded mile	\$ 3.50
Basic towing for other than private automobiles: (Days between 8:00 a.m. and 4:40 p.m. Monday-Friday)	
Light Duty (vehicles up to 6,999 lb. GVWR)	\$100.00 per hour, 1 hour minimum
Medium Duty (vehicles up to 20,000 lb. GVWR)	\$150.00 per hour, 1 hour minimum
Heavy Duty (Nights, Weekends and NJ Holidays)	\$250.00 per hour, 1 hour minimum
Light Duty (vehicles up to 6,999 lb. GVWR)	\$150.00 per hour, 1 hour minimum
Medium Duty (vehicles up to 20,000 lb. GVWR)	\$200.00 per hour, 1 hour minimum
Heavy Duty	\$300.00 per hour, 1 hour minimum

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Outside Secure Storage Facility	
Private Passenger Automobiles	\$25.00 per day
	\$35.00 (inside storage)
Trucks up to 24,000 GVWR	\$50.00 per day
Tractor Trailers (Tractor)	\$50.00 per day
Tractor Trailers (Trailer)	\$75.00 per day
Yard Tow (automobile only)	\$ 40.00
Vital Statistics:	
Certified Copies of Birth, Marriage, Death, Domestic Partnership	\$ 10.00
Corrections of Birth, Marriage, Death, Domestic Partnership	\$ 15.00

**RESOLUTION 11-026
2011 TEMPORARY BUDGET**

WHEREAS, 40A:4-19 Local Budget Act provides that where any contracts, commitments, or payments are to be made prior to the final adoption of the 2011 budget, temporary appropriations be made for the purposes and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty (30) days of 2011; and

WHEREAS, the total appropriations in the 2010 budget, less appropriations made for Capital Improvement Fund, Debt services and relief of the poor are as follows:

General - Total General Appropriation \$12,182,169

WHEREAS, 26.25% of the total appropriations in the 2010 Budget less appropriations made for Capital Improvement Fund, Debt services and relief of the poor are as follows:

General - \$ 3,197,820.00

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 the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his/her records:

GENERAL GOVERNMENT

Administrative and Executive	
Salaries and Wages	\$ 68,500.00
Other Expenses	\$ 15,300.00
Financial Administration	
Salary and Wages	\$ 41,460.00
Other Expenses	\$ 5,000.00
Assessment of Taxes	
Salaries and Wages	\$ 11,500.00
Other Expenses	\$ 760.00

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Collection of Taxes	
Salaries and Wages	\$ 19,100.00
Other Expenses	\$ 3,745.00
Legal Services and Costs	
Other Expenses	\$ 25,000.00
Municipal Court	
Salaries and Wages	\$ 25,800.00
Other Expenses	\$ 1,580.00
Planning Board	
Salaries and Wages	\$ 8,640.00
Other Expenses	\$ 5,435.00
Board of Adjustment	
Salaries and Wages	\$ 8,640.00
Other Expenses	\$ 2,500.00
Zoning Enforcement	
Salaries and Wages	\$ 14,600.00
Other Expenses	\$ 200.00
Engineering	
Other Expenses	\$ 14,000.00
Buildings & Grounds	
Other Expenses	\$ 35,000.00
Environmental Commission	
Other Expenses	\$ 250.00
Municipal Prosecutor	
Other Expenses	\$ 5,050.00
Public Defender	
Other Expenses	\$ 1,125.00
Workmen's Compensation Insurance	\$ 91,000.00
Group Insurance Plan for Employees	\$ 301,000.00
Other Insurance Premiums	\$ 95,600.00
Unemployment Disability Trust Fund	\$ 5,000.00
PUBLIC SAFETY	
Fire Hydrant Service	\$ 40,000.00
Aid to Volunteer Fire Companies	\$ 20,000.00
Fire Prevention Inspection	

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Salaries and Wages	\$ 18,000.00
Other Expenses	\$ 22,750.00
Police	
Salaries and Wages	\$ 640,000.00
Other Expenses	\$ 30,850.00
Emergency Management	
Salaries and Wages	\$ 3,000.00
Other Expenses	\$ 1,150.00
Municipal Radio and Communications	
Other Expenses	\$ 117,600.00
First Aid Organization Contribution	\$ 8,500.00
Construction Code Official	
Salaries and Wages	\$ 35,000.00
Other Expenses	\$ 3,000.00
STREETS AND ROADS	
Road Repairs and Maintenance	
Salaries and Wages	\$155,000.00
Other Expenses	\$ 50,000.00
Fleet Maintenance	
Other Expenses	\$ 20,000.00
Street Lighting	\$ 27,500.00
Sanitation	
Garbage and Trash Removal Contract	\$102,800.00
Sanitary Land Fill Contract	\$ 70,000.00
Sewer System	
Salaries and Wages	\$ 95,000.00
Other Expenses	\$ 75,000.00
HEALTH AND WELFARE	
Board of Health	
Other Expenses	\$ 760.00
Health Officer	
Other Expenses	\$ 13,000.00
Service of Visiting Nurse	\$ 2,150.00

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RECREATION AND EDUCATION

Parks/Recreation	
Salaries and Wages	\$ 20,000.00
Other Expenses	\$ 13,130.00
Stirling Lake	
Other Expenses	\$ 5,000.00
Senior Citizen Transportation	
Salaries and Wages	\$ 2,500.00
Other Expenses	\$ 4,770.00
Maintenance of Free Public Library (R.S. 40:54-8)	\$149,000.00

UTILITIES

Telephone	\$ 13,500.00
Heating Oil	\$ 5,000.00
Electricity	\$ 94,000.00
Gasoline	\$ 25,000.00
Natural Gas	\$ 12,500.00
Water	\$ 7,500.00
Management Information Systems Other Expenses	\$ 10,000.00

UNCLASSIFIED

Social Security System (O.A.S.I.)	\$ 96,000.00
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***TOTAL OPERATIONS* \$2,809,745.00**

Parking Lot Enterprise \$3,000.00

DEBT SERVICE

Principal & Interest	\$900,000.00
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***TOTAL DEBT SERVICE* \$ 900,000.00**

**RESOLUTION 11-027
CONFIRMING APPOINTMENT OF 2011 OFFICIALS AND EMPLOYEES**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that Officers and Employees for the year 2011 are hereby appointed by said Committee and that they be and are the same as follows:

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Township Administrator	Richard J. Sheola
Chief Financial Officer	
Joint Insurance Fund Commissioner	
Affordable Housing Coordinator	
Qualified Purchasing Agent	
Public Agency Compliance Officer	
Deputy Municipal Clerk	
Planning Board Certification Officer	
<i>Original Appointment: 2007; Reappointed CFO: December 15, 2010</i>	
<i>Term Expiration for Chief Financial Officer: January 1, 2015</i>	
Township Clerk	Christine A. Gatti
Registrar of Vital Statistics	
Board of Health Secretary	
Assessment Search Officer	
<i>Original Appointment: 2008</i>	
<i>Term Expiration for Township Clerk: January 13, 2012</i>	
Deputy Registrar of Vital Statistics	Andrea Tsimboukis
Certifying Agent - Pension Funds	Laurie Spinelli
Public Defender	Michelle Welsh
Township Engineer	Paul Ferriero
<i>Original Appointment: 2009</i>	
<i>Term Expiration: March 8, 2012</i>	
Public Works Manager	Thomas Sweeney
<i>Original Appointment: 2009</i>	
<i>Term Expiration: April 21, 2014</i>	
Construction Code Official	Gerald Hoffman
Building Subcode Official	
<i>Original Appointment: 2009</i>	
<i>Term Expiration: July 12, 2013</i>	
Plumbing Sub-Code Official	Vincent Franchino
<i>Term Expiration: April 29, 2011</i>	
Electrical Sub-Code Official	Robert Gingerelli
<i>Original Appointment: 2002</i>	
<i>Term Expiration: February 26, 2014</i>	
Township Attorney	John R. Pidgeon, Esq.
Director of Recreation	Michael Sabatella
Tax Collector	Joan Donat
Tax Search Officer	
Sewer Collector	

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Tax Assessor <i>Term Expiration: June 30, 2011</i>	Brett Trout
Board of Health	Jerry Aroneo Nanette Harrington Michael Mazzucco Guy Piserchia George Vitureira Brett Trout Theresa M. Redling, D.O.
Zoning Enforcement Officer Code Enforcement Officer Zoning Official	Thomas Delia
Municipal Court Judge <i>Term Expiration: May 3, 2012</i>	James Bride
Court Administrator	Ann Naylor
Deputy Court Administrator	Donna Ruggiero
Fire Protection Sub Code Official Fire Protection Inspector Fire Official	Louis Aroneo
Fire Inspector (Fire Prevention Bureau)	Gerald Hoffman
Township Fire Chief (switches each year)	Chief of Millington Fire Company
Township Deputy Fire Chief	Chief of Stirling Fire Company
Safety Delegate	Michael Mauro

**RESOLUTION 11-028
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR LEGAL
SERVICES – HAWKINS DELAFIELD & WOOD LLP**

WHEREAS, the Township of Long Hill requires professional legal services for bond related matters, which shall include but not limited to drafting and reviewing correspondence, attendance at meetings and providing advice as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township Administrator serving as the Purchasing Agent has determined and certified in writing that the value of the amount of the contract may exceed (\$17,500) seventeen thousand five hundred dollars; and

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

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WHEREAS, the Law Firm of Hawkins Delafield & Wood, One Gateway Center, 24th Floor, Newark, New Jersey 07102, is appointed to serve as Bond Counsel for Long Hill Township for the year 2011; and

WHEREAS, the Law Firm of Hawkins Delafield & Wood, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that the Law Firm of Hawkins Delafield & Wood, 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 Law Firm of Hawkins Delafield & Wood, LLC from making any reportable contributions through 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 the maximum amount of the 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. A professional services contract with the Law Firm of Hawkins Delafield & Wood, LLC, One Gateway Center, 24th Floor, Newark, New Jersey 07102 is hereby authorized
2. The Mayor and Clerk are authorized to sign a professional service contract with Law Firm of Hawkins Delafield & Wood, in accordance with the following terms and conditions:
 - A. Term: A period of not to exceed 12 months
 - B. Rate: Written quote for services to be performed dated November 19, 2010.
 - C. Services: The firm shall provide professional legal services related to financing.
3. 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.
4. The Township Clerk 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 amount will be usually charged to the debt being authorized. But shall supply a written hourly rate for such services. The certification of available funds by the Township Chief Financial Officer shall be made if such fees are not charged to the debt being authorized.
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.

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**RESOLUTION 11-029
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR LEGAL
SERVICES – PIDGEON & PIDGEON**

WHEREAS, the Township of Long Hill requires professional legal services which shall include but not limited to review of contracts, drafting correspondence, representation on legal matters, attendance at meetings and providing advice as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township Administrator serving as the Purchasing Agent has determined and certified in writing that the value of the amount of the contract will exceed (\$17,500) seventeen thousand five hundred dollars; and

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

WHEREAS, the Law Firm of Pidgeon & Pidgeon, 600 Alexander Road, Princeton, New Jersey 08540, is appointed to serve as Township Attorney for Long Hill Township for the year of 2011; and

WHEREAS, the Law Firm of Pidgeon & Pidgeon has completed and submitted a Business Entity Disclosure Certification which certifies that the Law Firm of Pidgeon & Pidgeon 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 Law Firm of Pidgeon & Pidgeon from making any reportable contributions through 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 the maximum amount of the 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. A professional services contract with Pidgeon & Pidgeon, Attorney at Law, 600 Alexander Road, Princeton, New Jersey 08540 is hereby authorized
2. The Mayor and Clerk are authorized to sign a professional service contract with Pidgeon & Pidgeon, in accordance with the following terms and conditions:
 - A. Term: A period of not to exceed 12 months
 - B. Rate: \$150 per hour
 - C. Services: The firm shall provide professional legal services
3. 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.

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4. The Township Clerk 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 1-01-20-155-155-201. The certification of available funds by the Township Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the Township Clerk.
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution

**RESOLUTION 11-030
APPOINTING MUNICIPAL PROSECUTOR - LISA CHADWICK THOMPSON**

WHEREAS, N.J.S.A. 2B:25-4 provides that “each municipal court . . . shall have at least one municipal prosecutor appointed by the governing body”; and

WHEREAS, N.J.S.A. 2B:25-4 further provides that “Municipal prosecutors shall be compensated either on an hourly, per diem, annual or other basis as the . . . municipality provides”; and

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

WHEREAS, Lisa Chadwick Thompson has submitted a proposal to serve as municipal prosecutor during 2011 for an annual fee of \$20,783.00 as per schedule established by the Municipal Court; and

WHEREAS, the Lisa Chadwick Thompson has completed and submitted a Business Entity Disclosure Certification which certifies that neither she nor the firm of Nuzzi & Mason, LLC has 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 her and her law firm from making any reportable contributions through 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 the maximum amount of the 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. Lisa Chadwick Thompson is hereby appointed Long Hill Township Municipal Prosecutor for a term effective January 1, 2011.
2. A professional services contract with Lisa Chadwick Thompson, Esq. to serve as Municipal Prosecutor is hereby authorized. Ms. Thompson shall be an independent contractor and not an employee of the Township.
3. The Mayor and Clerk are authorized to sign a professional services contract with Lisa

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Chadwick Thompson in accordance with the following terms and conditions:

- A. Term: A period of not to exceed 366 days
 - B. Rate: \$20,783.00 as per schedule established by the Municipal Court .
 - C. Services: Lisa Chadwick Thompson shall serve as Municipal Prosecutor
3. 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.
4. The Township Clerk 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 1-01-20-155-155-201. The certification of available funds by the Township Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the Township Clerk.
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.

**RESOLUTION 11-031
APPOINTING MUNICIPAL PUBLIC DEFENDER – MICHELLE WELSH**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that Michelle Welsh is hereby appointed Municipal Public Defender for 2011 in accordance with the provisions of Township Code Section 2-28B and N.J.S.A. 2B-24, and shall be paid \$1,158.25 quarterly. In addition, the Public Defender shall be paid at the same hourly rate as the Township Attorney for interlocutory appeals to the Superior Court.

**RESOLUTION 11-032
AWARD OF A NON-FAIR AND OPEN CONTRACT FOR ENGINEERING SERVICES –
FERRIERO ENGINEERING, INC.**

WHEREAS, the Township of Long Hill requires professional engineering services which shall include but not limited to design of projects, reviewing plans, planning capital projects, attendance at meetings and providing advice as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Paul Ferriero of Ferriero Engineering, Inc. was appointed Township Engineer on March 9, 2009;

WHEREAS, the Township Administrator serving as the Purchasing Agent has determined and certified in writing that the value of the amount of the contract will exceed (\$17,500) seventeen thousand five hundred dollars; and

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

WHEREAS, the Engineering Firm of Ferriero Engineering, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that the Engineering Firm of Ferriero Engineering, Inc. 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

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Engineering Firm of Ferriero Engineering, Inc. from making any reportable contributions through 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 the maximum amount of the 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. A professional services contract with Ferriero Engineering, Inc. 180 Main Street, Chester, NJ 07930 is hereby authorized
2. The Mayor and Clerk are authorized to sign a professional service contract with Ferriero Engineering, Inc., in accordance with the following terms and conditions:
 - A. Term: A period of not to exceed 12 months
 - B. Rate: \$120 per hour – Principal [as per proposal dated January 1, 2011].
 - C. Services: The firm shall provide professional engineering services
3. 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.
4. The Township Clerk 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 1-01-20-165-165-277. The certification of available funds by the Township Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the Township Clerk.
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.

**RESOLUTION 11-033
AUTHORIZING THE AWARD OF AN EXTRAORDINARY UNSPECIFIED SERVICE
CONTRACT FOR RISK MANAGEMENT SERVICES – JOHN MOORE OF WILLIS OF NEW
JERSEY, INC.**

WHEREAS, the Township of Long Hill is a member of the Morris County Joint Insurance Fund (MCJIF); and

WHEREAS, the Township of Long Hill requires professional Risk Management Services for insurance related matters, which shall include but not limited to reviewing and recommending appropriate insurance coverage's for the Township of Long Hill; and

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WHEREAS, the bylaws of said Fund requires that each Governing Body appoint a Risk Management Consultant to perform various professional services as detailed in the by-laws; and

WHEREAS, the Board of fund Commissioners established a fee equal to six percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Governing Body; and

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical;

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

WHEREAS, John Moore of the firm Willis of New Jersey, Inc., 14 Commerce Drive, Cranford, NJ 07106 is appointed to serve as Risk Management consultant for Long Hill Township for the year 2011; and

WHEREAS, the firm of Willis of New Jersey, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of Willis of New Jersey, Inc., 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 Willis HRH from making any reportable contributions through 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

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. A Risk Management services contract with John Moore of the firm of Willis of New Jersey, Inc., 14 Commerce Drive, Cranford, NJ 07106 is hereby authorized
2. The Mayor and Clerk are authorized to sign a professional service contract with John Moore of the firm of Willis of New Jersey, Inc., in accordance with the following terms and conditions:
 - A. Term: A period of not to exceed 12 months
 - B. Rate: To be paid by MCJIF
 - C. Services: The firm shall provide professional risk management services
3. 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.
4. The Township Clerk 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. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.

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RESOLUTION 11-034

**AUTHORIZING THE APPOINTMENT AND AWARD OF A NON-FAIR AND OPEN CONTRACT
FOR PROFESSIONAL PLANNING SERVICES – SHAMROCK ENTERPRISES/KEVIN
O'BRIEN**

WHEREAS, the Township of Long Hill requires professional planning services for planning related matters, which shall include but not limited to drafting and reviewing correspondence, attendance at meetings and providing advice as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township Administrator serving as the Purchasing Agent has determined and certified in writing that the value of the amount of the contract may exceed (\$17,500) seventeen thousand five hundred dollars; and

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

WHEREAS, the Planning Firm of Shamrock Enterprises/Kevin O'Brien, 866 Madison Avenue, Rahway, NJ 07065 is appointed to serve as Professional Planner for Long Hill Township for the year 2011; and

WHEREAS, the Planning Firm of Shamrock Enterprises, LTD/Kevin O'Brien 866 Madison Avenue, Rahway, NJ 07065 has completed and submitted a Business Entity Disclosure Certification which certifies that the Planning Firm of Shamrock Enterprises/Kevin O'Brien, 866 Madison Avenue, Rahway, NJ 07065 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 Planning Firm of Shamrock Enterprises LTD/Kevin O'Brien 866 Madison Avenue, Rahway, NJ 07065 making any reportable contributions through 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 the maximum amount of the 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. A professional services contract with the Planning Firm of Shamrock Enterprises, LTD/Kevin O'Brien, 866 Madison Avenue, Rahway, NJ 07065 is hereby authorized
2. The Mayor and Clerk are authorized to sign a professional service contract with Planning Firm of Shamrock Enterprises/Kevin O'Brien, 866 Madison Avenue, Rahway, NJ 07065 in accordance with the following terms and conditions:
 - A. Term: A period of not to exceed 12 months
 - B. Rate: Written quote for services to be performed dated October 28, 2010.
 - C. Services: The firm shall provide professional planning services

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3. 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.
4. The Township Clerk 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 1-01-20-155-155-201. The certification of available funds by the Township Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the Township Clerk.\
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.

**RESOLUTION 11-035
AUTHORIZING THE AWARD OF A CONTRACT FOR ANIMAL CONTROL SERVICES –
ASSOCIATED HUMANE SOCIETIES**

WHEREAS, the Township of Long Hill requires professional animal control services which shall include patrol of Long Hill Township; and

WHEREAS, the Township Administrator serving as the Purchasing Agent has determined and certified in writing that the value of the amount of the contract will not exceed (\$17,500) seventeen thousand five hundred dollars; and

WHEREAS, the anticipated term of this contract is (1) one year; 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 the 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. Professional services contract with the Associated Humane Societies is hereby authorized.
2. The Mayor and Clerk are authorized to sign a contract with the Associated Humane Societies in accordance with the following terms and conditions:
 - A. Term: A period of not to exceed 12 months.
 - B. Rate: on call service rate, as per contract
 - C. Services: The organization shall provide professional animal control services.
3. The Township Clerk shall make copies of this resolution available for public inspection at the Municipal Building, 915 Valley Road, Gillette, New Jersey during regular business hours.
4. This contract shall be charged to the Animal Trust Fund. The certification of available funds by the Township Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the Township Clerk.

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RESOLUTION 11-036

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR THE SUPPORT OR MAINTENANCE OF PROPRIETARY COMPUTER HARDWARE AND SOFTWARE – ATON COMPUTING

WHEREAS, the Township of Long Hill requires services for the support or maintenance of proprietary computer hardware and software; and

WHEREAS, the Township Administrator serving as the Purchasing Agent has determined and certified in writing that the value of the amount of the contract will exceed (\$17,500) seventeen thousand five hundred dollars; and

WHEREAS, this contract was awarded on July 14, 2010; and

WHEREAS, ATON Computing has submitted a proposal to provide information technology support for an hourly rate of (\$115) one hundred and fifteen; and

WHEREAS, ATON Computing has completed and submitted a Business Entity Disclosure Certification which certifies that ATON Computing 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 ATON Computing from making any reportable contributions through the term of the contract; and

WHEREAS, in addition, this contract is for services for the support or maintenance of proprietary computer hardware and software and may be awarded without public bidding pursuant to N.J.S.A. 40A:11-5(1)(ii)(dd); and

WHEREAS, the Township Chief Financial Officer in accordance with N.J.A.C. 5:30-5.4 has certified in writing to the Township Committee the availability of adequate funds to pay the maximum amount of the 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. A contract is hereby awarded to ATON Computing, to provide Information Technology Services for the Long Hill Township Administrative Offices and the Police Department.
2. The Mayor and Clerk are authorized to sign an extraordinary specifiable service contract with ATON computing, in accordance with the following terms and conditions:

- | | |
|--------------|---|
| A. Term: | As specified in the Bid in July 2010 |
| B. Rate: | \$115 per hour |
| C. Services: | Support or maintenance of proprietary computer hardware and software. |

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

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4. This contract shall be charged to 1-01-20-140-140-201. The certification of available funds by the Township Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the Township Clerk.
5. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution

RESOLUTION 11-037

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR ACCOUNTING (MUNICIPAL AUDITOR) SERVICES – NISIVOCIA & COMPANY

WHEREAS, the Township of Long Hill requires professional auditing services which shall include the annual audit for Long Hill Township as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township Administrator serving as the Purchasing Agent has determined and certified in writing that the value of the amount of the contract will exceed (\$17,500) seventeen thousand five hundred dollars; and

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

WHEREAS, the Accounting Firm of Nisivoccia & Company, has completed and submitted a Business Entity Disclosure Certification which certifies that the Accounting Firm of Nisivoccia & Company 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 Accounting Firm of Nisivoccia and Company from making any reportable contributions through 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 the maximum amount of the 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. A professional services contract with the Accounting Firm of Nisivoccia & Company, 200 Valley Road – Suite 300, Mt. Arlington, NJ 07856 is hereby authorized per proposal dated January 1, 2011;
2. The Mayor and Clerk are authorized to sign a contract with the Accounting Firm of Nisivoccia & Company in accordance with the following terms and conditions:
 - A. Term: A period of not to exceed 12 months.
 - B. Rate: per proposal dated January 1, 2011.
 - C. Services: The firm shall provide professional accounting (auditing) services.

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3. 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.
4. The Township Clerk 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 11-01-20-130-130-212. The certification of available funds by the Township Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the Township Clerk.
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.

**RESOLUTION 11-038
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR LABOR
ATTORNEY SERVICES – CLEARY, GIACOBBE, ARFIERI, JACOBS LLC**

WHEREAS, the Township of Long Hill requires professional legal services which shall include matter related to labor relations, contract negotiations and providing advice as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township Administrator serving as the Purchasing Agent has determined and certified in writing that the value of the amount of the contract may exceed (\$17,500) seventeen thousand five hundred dollars; and

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

WHEREAS, Cleary, Giacobbe, Alfieri, Jacobs LLC has submitted a proposal indicating they will provide the legal services for an hourly rate of (\$150) one hundred fifty dollars; and

WHEREAS, Cleary, Giacobbe, Alfieri, Jacobs LLC [Matthew Giacobbe, Esq.] has completed and submitted a Business Entity Disclosure Certification which certifies that Cleary, Giacobbe, Alfieri, Jacobs 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 Cleary, Giacobbe, Alfieri, Jacobs LLC from making any reportable contributions through 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 the maximum amount of the 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. A professional services contract with Cleary, Giacobbe, Alfieri, Jacobs LLC, 7 James Street, Florham Park, NJ 07832 is hereby authorized

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2. The Mayor and Clerk are authorized to sign a professional service contract with Cleary, Giacobbe, Alfieri, Jacobs LLC [Matthew Giacobbe, Esq.], in accordance with the following terms and conditions:
 - A. Term: A period of not to exceed 12 months
 - B. Rate: \$150 per hour
 - C. Services: The firm shall provide professional legal services for labor matters only
3. 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.
4. The Township Clerk 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 11-01-20-155-155-201. The certification of available funds by the Township Chief Financial Officer shall be attached to the original resolution and shall be maintained in the files of the Township Clerk.
6. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.

**RESOLUTION 11-039
DESIGNATING THE OFFICIAL DEPOSITORIES**

BE IT RESOLVED by the Township Committee of the Township of Long that the following banks are hereby designated as depositories for funds for the Township of Long Hill for 2011 and checking accounts as indicated, shall be maintained as follows:

Investors Savings

Current Account and Other Trust	Unemployment Trust
Capital Account	Federal/State Grant
Bond and Interest Account	Recycling Trust
Public Assistance Trust Fund Account	Payroll
Public Parking Enterprise Account	Trust
Law Enforcement Trust	

BE IT FURTHER RESOLVED by the Township Committee that the following banks are hereby designated as depositories for saving funds and escrow accounts for the Township of Long Hill for the year 2011:

Millington Savings Bank, Millington, N.J.
Chase Bank, Stirling, N.J.
Bank of America, Stirling, N.J.
New Jersey Cash Management Plan, Trenton, N.J.
United National Bank, Bridgewater, N.J.
PNC Bank, Stirling, N.J.
Peapack Gladstone Bank, Warren, N.J.
Investors Savings Bank, Stirling, N.J.

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Sovereign Bank, Stirling, N.J.
Hudson United Bank, Gillette, NJ
TD Bank, Warren, N.J.

BE IT FURTHER RESOLVED by the Township Committee that Investors Savings, Stirling, NJ is hereby designated as the depository for the Public Employees Unemployment Benefits Trust Account, an interest bearing account.

BE IT FURTHER RESOLVED that all withdrawals against the foregoing accounts shall bear the signatures of the following officials of said Township: Mayor, Chief Financial Officer, and Municipal Clerk. In the absence of the Mayor, Chief Financial Officer or Municipal Clerk, the Deputy Mayor, Finance Clerk or Deputy Clerk may sign.

BE IT FURTHER RESOLVED that in the event of illness or absence of the Clerk, Mayor, Chief Financial Officer, Deputy Mayor, Deputy Clerk or Finance Clerk that two (2) of the required signatures will be sufficient for a ten (10) day period upon due notification to said banks.

**RESOLUTION 11-040
DESIGNATING AUTHORIZED SIGNATURES ON BANK ACCOUNTS**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the following Township Officials are hereby authorized and directed to maintain accounts and to sign withdrawals against same without co-signers in Investors Savings Bank, Long Hill Branch, Stirling, New Jersey, the title of which shall be as follows:

Richard J. Sheola, *"Township of Long Hill - Payroll Account"*
Administrator/ Chief Financial Officer
and Laurie Spinelli, Payroll Supervisor

Mayor *"Accounts Payable"*
Richard J. Sheola Administrator/Chief Financial Officer
Christine Gatti, Township Clerk

Alternate Signatories:
Deputy Mayor [for Mayor]
Laurie Spinelli, Payroll Supervisor [for Administrator/CFO]
Richard Sheola, Deputy Clerk
or Andrea Tsimboukis, Assistant to Administrator [for Township Clerk]

James Bride, Judge *"Township of Long Hill - Magistrate
and Ann Naylor, Court Administrator Account"*

James Bride, Judge *"Township of Long Hill - Bail Account"*
and Ann Naylor, Court Administrator

**RESOLUTION 11-041
AUTHORIZING AND DIRECTING OF TRANSFER OF ACCOUNTS**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that Investors Savings Bank, Long Hill Township Branch, Stirling, New Jersey, be and the same is hereby authorized and directed to transfer all funds in the 2010 Current Account to the 2011 Current Account.

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BE IT FURTHER RESOLVED that the said Bank honor all outstanding checks against the 2010 Current Account when presented for payment.

**RESOLUTION 11-042
APPROVE HAZARDOUS MATERIAL FEE SCHEDULE**

WHEREAS, pursuant to Section 2-36.5(c) et. seq. of the Township of Long Hill Code, a fee schedule may be established to reimburse the various volunteer emergency service agencies with the costs associated with hazardous material incidents; and

WHEREAS, a fee schedule has been developed by the Office of Emergency Management in conjunction with the various Emergency Service agencies within the Township of Long Hill; and

NOW, THEREFORE BE IT RESOLVED the attached Fee Schedule is hereby approved until modified or amended by the Township Committee upon advice of the Office of Emergency Management.

**RESOLUTION 11-043
APPROVAL OF 2010 TOWNSHIP TOW SERVICE OPERATORS**

BE IT RESOLVED that the Township Committee of the Township of Long Hill upon the advice and recommendation of the Chief of Police that the following towing contractors be utilized by the Police Department on a rotating basis subject to meeting all the requirements of Township Code 24-2 and receipt of a Hold Harmless Agreement and Certificate of Insurance which shall be submitted to the Township Clerk:

BENHAM'S TOWING SERVICE
414 Springfield Ave., Berkeley Heights, NJ

BERKELEY COLLISION REPAIR, INC.
609 Springfield Ave., Berkeley Heights, NJ 07922

BARDY FARMS TOWING & RECOVERY
19 Washington Valley Road, Warren, NJ 07059

DEFALCO'S INSTANT TOWING
26 Commerce Street, Chatham, NJ 07928

BASKING RIDGE TOWING
29 Warren Street, North Plainfield, NJ 07060

SOMERSET HILLS TOWING
35-B Old Quarry Road, Bernardsville, NJ 07924

**RESOLUTION 11-044
APPROVING CASH MANAGEMENT PLAN FOR THE TOWNSHIP OF LONG HILL**

BE IT RESOLVED that the Township Committee of the Township of Long Hill upon the advice of Richard Sheola, Township Administrator/CFO and Deputy Treasurer James Mangin and the

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recommendation of the auditing firm of Nisivoccia & Company, the attached Cash Management Plan for the Township of Long Hill be approved.

**RESOLUTION 11-045
AFFIRMING THE CONTINUATION & AUTHORITY OF THE LONG HILL TOWNSHIP POLICE
EXPLORERS UNDER THE AUTHORITY OF THE LONG HILL TOWNSHIP POLICE
DEPARTMENT**

WHEREAS, the Township Committee of Long Hill Township, County of Morris, State of New Jersey, hereby affirms the continuation of the Long Hill Township Police Explorer Program; and

WHEREAS, the Long Hill Township Police Department shall sponsor an explorer post, which shall be called the “**LONG HILL TOWNSHIP EXPLORERS POST #264**”. Police explorers are not sworn officers. The purpose of this program is to expose those individuals interested in the police role and function; and

WHEREAS, the Police Explorer program is for young men and women ages 14 to 20 years of age and is organized under Venturing with the Boy Scouts of America (BSA). The Cadet program is a program within the Police Explorers for young men and women ages 12 to 14 years of age and is organized under the Schools Program of the Boy Scouts of America (BSA); and

WHEREAS, the program focuses on Law Enforcement and Community Service and provides the Police Explorer the unique experience of becoming part of the daily operations of a police department; and

WHEREAS, the Long Hill Township Police Explorers will be issued official Township Photo Identification Badges and will be offered training through the Long Hill Township Police Department; and

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

1. Continuation of the Long Hill Township Police Explorer Program sponsored by the Long Hill Township Police Department.
2. Police Explorers consists of Boys and Girls between the ages of 12 and 20 years who are interested in the field of Law Enforcement and Community Service.
3. The Police Explorer program will consist of law enforcement training and community service.
4. Police Explorers will be issued official Township Photo Identification Badges and will be offered training through the Long Hill Township Police Department.

**RESOLUTION 11-046
PAYROLL AGREEMENT WITH LONG HILL PUBLIC LIBRARY**

WHEREAS, as a cost saving measure, the Long Hill Public Library has requested the Township of Long Hill to process the payroll of the various Library employees; and

WHEREAS, it is more efficient and cost effective for the Township and the Library to have both of their payrolls handled by the same outside payroll service; and

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WHEREAS, the Township has performed this function for the Library for several years, and the procedures are well-established and satisfactory to both parties,

NOW THEREFORE, it is agreed by and between the Long Hill Township Free Public Library and the Township of Long Hill, as follows:

1. The Library and the Township hereby agree that the Township will make available its contracted outside payroll service to pay the salaries of employees of the Library, and to arrange and forward any and all properly authorized deductions from the paychecks of the employees. The Township's payroll service will prepare all required reports, including, for example, the annual W-2 form, for Library employees. The Township will arrange health insurance for Library Employees under the Township's current contract, and pay the premiums as they fall due.

2. The Township shall debit the "Library Maintenance" account in its budget for the salaries and deductions so paid through the payroll service, and for the employer contribution to FICA, prior to forwarding the net payment to the Library on a schedule agreed administratively. The Library will separately reimburse the Township for additional payroll-related costs such as employer pension contribution, health insurance premiums and a pro-rate share of the payroll service processing fee, along with the pro-rata share of utilities on receipt of an invoice from the Township.

3. Library employees shall not be considered Township employees and are employees of the Library Board of Trustees and subject exclusively to the Library's personnel policies and other work rules.

RESOLUTION 11-047

DESIGNATION OF THE NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) FOR THE TOWNSHIP OF LONG HILL, AS THE BASIS FOR ALL INCIDENT MANAGEMENT WITHIN THE TOWNSHIP OF LONG HILL

WHEREAS, the President of the United States in Homeland Security Directive (HSPD)-5, directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS, which would provide a consistent nationwide approach to Federal, State, local and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity; and

WHEREAS, to facilitate the most efficient and effective incident management it is critical that Federal, State, local and tribal governments utilize standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualification standards, uniform standards for planning, training and exercising, comprehensive resource management and designated facilities during emergencies or disasters; and

WHEREAS, it is necessary and desirable that all Township of Long Hill departments and personnel coordinate their efforts to effectively and efficiently provide the highest levels of incident management; and

WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the Township of Long Hill's ability to utilize federal funding to enhance local readiness, maintain first responder safety and streamline incident management processes; and

WHEREAS, the Incident Command System components of NIMS are already an integral part of the various incident management activities throughout the Township of Long Hill; and

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BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby mandate the National Incident management System (NIMS) as the standard for incident management within the Township of Long Hill, New Jersey.

**ESOLUTION 11-048
AFFIRMING THE CONTINUATION & AUTHORITY OF THE COMMUNITY EMERGENCY
RESPONSE TEAM UNDER THE AUTHORITY OF THE OFFICE OF EMERGENCY
MANAGEMENT**

WHEREAS, the Township Committee of Long Hill Township, County of Morris, State of New Jersey, hereby affirms the continuation of the Community Emergency Response Team (CERT); and

WHEREAS, CERT members are volunteers that shall only be activated under the authority of the Office of Emergency Management (OEM) and;

WHEREAS, CERT members are trained in various fields of emergency response through the OEM and

WHEREAS, CERT members possess official Township Identification and will be continued to be offered training through OEM; and

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

1. Continuation of the CERT program.
2. CERT members are volunteers that maybe activated under the authority of the Office of Emergency Management.
3. CERT members contain official Township identification.
4. CERT members are trained and provided continuing education opportunities through the OEM.

**RESOLUTION 11-049
AFFIRMING THE CONTINUATION & AUTHORITY OF THE MEDICAL RESERVE CORPS
UNDER THE AUTHORITY OF THE OFFICE OF EMERGENCY MANAGEMENT**

WHEREAS, the Township Committee of Long Hill Township, County of Morris, State of New Jersey, hereby affirms the continuation of the medical Reserve Corps (MRC); and

WHEREAS, MRC members are volunteers that shall only be activated under the authority of the Office of Emergency Management (OEM) and;

WHEREAS, MRC members are trained in various fields of emergency response through the OEM and

WHEREAS, MRC members possess official Township Identification and will be continued to be offered training through OEM; and

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

1. Continuation of the MRC program.
2. MRC members are volunteers that maybe activated under the authority of the Office of Emergency Management.
3. MRC members contain official Township identification.
4. MRC members are trained and provided continuing education opportunities through the OEM.

Meeting Open to the Public

No members of the public wished to be heard.

Invocation

Reverenced Barbara Aspinall of Meyersville Presbyterian Church delivered the invocation.

Adjournment

There being no further business, a motion was made by Mr. Vitoreira and seconded by Mr. Aroneo to adjourn the meeting at 6:25 p.m. Vote: All Ayes

Respectfully submitted,

Christine A. Gatti
Township Clerk

Approved: February 23, 2011