



A draft of the Township Committee Regular Session Agenda is posted on the Township website at www.longhillnj.us on the Monday preceding the meeting.

**TOWNSHIP OF LONG HILL
REGULAR SESSION AGENDA
Wednesday, July 18, 2012
7:00 PM EXECUTIVE SESSION; 7:30 PM OPEN SESSION**

ADEQUATE NOTICE – Mayor’s Statement re: Adequate Notice of Meeting.

“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 on January 4, 2012; posted on the bulletin board in the Municipal Building on January 4, 2012 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.”

Please note: to help facilitate an orderly meeting and to permit the opportunity for anyone who wishes to be heard, speakers are asked to limit their comments to 3 minutes.

EXECUTIVE SESSION: THE TOWNSHIP COMMITTEE OF LONG HILL TOWNSHIP WILL MEET IN EXECUTIVE SESSION FROM 7:00 P.M. UNTIL 7:30 P.M.

**RESOLUTION 12-255
EXECUTIVE SESSION**

BE IT RESOLVED, pursuant to the Open Public Meetings Act, that the Township Committee of Long Hill Township meet in closed session to discuss the following matters:

Personnel:

- Township Administrator Recruitment
- Procedures
- Personnel Manual

Contract Negotiations:

- None

Attorney Client Privilege:

- Zoning Enforcement
- Karen Dietrich Drive

Pending or Anticipated Litigation:

- None

Property Acquisition:

- Open Space

Public Safety

BE IT FURTHER RESOLVED that minutes of this executive session meeting will be released to the public in a timely fashion pursuant to the Open Public Records Act and other applicable laws and regulations.

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OPEN REGULAR SESSION

CALL MEETING TO ORDER – The meeting will be called to order at ____p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

BOARD OF HEALTH MEETING

TOWNSHIP COMMITTEE LIAISON REPORTS / DEPARTMENT REPORTS:

1. Police [June]

COMMITTEE / BOARD MINUTES:

1. Historic Preservation Advisory Committee [June]
2. Shade Tree Commission [April, May]

CORRESPONDENCE:

1. June Legislative Bulletin [NJLM]
2. Resolution 12-190 – Solutions to Relieve Flooding [NJ Senate]
3. Feasibility Level Study for Passaic River [Department of Defense]
4. Commuter Tax [County of Morris]

DISCUSSION / ACTION ITEMS:

1. Stirling Fire Department Flood Insurance
2. Proposed Draft Off Site Sign Ordinance

3. Shade Tree Commission Request Regarding Building Permit Application
4. 2013 Township Committee Meeting Dates

RESOLUTIONS:

CONSENT AGENDA RESOLUTIONS

The following items are considered to be routine by the Township Committee and will be acted upon in one motion. There will be no separate discussion of these items unless a Committee member so requests. In this event, the item will be removed from the Consent Agenda and considered in the normal sequence of the Agenda.

MOVED by: _____ by the Township Committee of Long Hill Township, that Resolution #12-256 through #12-265 are hereby approved.

SECOND by: _____.

ROLL CALL VOTE

**RESOLUTION 12-256
APPROVING PAYMENT OF BILLS**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby approve the payment of the bills as presented by the Chief Financial Officer.

BE IT FURTHER RESOLVED, that the bills list be appended to the official minutes.

**RESOLUTION 12-257
APPROVAL AND RELEASE OF REGULAR SESSION MINUTES AND APPROVAL OF
EXECUTIVE SESSION MINUTES (AS REDACTED)**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby approve and release the Township Committee Minutes of the February 22, 2012, March 14, 2012, March 28, 2012, April 11, 2012, April 25, 2012 and May 2, 2012 Meeting Minutes.

BE IT FURTHER RESOLVED that the Township Committee hereby approves the February 22, 2012, March 14, 2012, March 28, 2012, April 11, 2012, April 25, 2012 and May 2, 2012 Meeting Minutes Executive Session Meeting Minutes as redacted by the Township Attorney.

**RESOLUTION 12-258
CERTIFICATION OF 2011 AUDIT**

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Audit for the year 2011 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been provided to each member of the governing body on July 3, 2012; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations"; and

WHEREAS, the members of the governing body have personally reviewed at a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations", as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Long Hill, hereby states that it has complied with N.J.A.C 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

**RESOLUTION 12-259
APPOINTING 2012 SUMMER RECREATION PERSONNEL**

BE IT RESOLVED that the Township Committee of the Township of Long Hill upon the recommendations of the Recreation Director and Summer Camp Director that the following be appointed:

Counselor Name	Hourly Wage	Effective Date
Greer Hennessy	\$7.75	July 9, 2012
David Dassinger	\$7.75	July 16, 2012
Mary "Maggie" Rugolo	\$7.50	July 16, 2012
Miranda "Mimi" Fornaro	\$7.50	July 2, 2012

Lifeguard		
Natalie Delia	\$10.50	June 2, 2012
Counselors in Training (Volunteer)		July 9, 2012
Samantha Mazzucco		

**RESOLUTION 12-260
RESOLUTION TO PROVIDE FOR THE COMPENSATION OF OFFICIALS AND EMPLOYEES
OF THE TOWNSHIP OF LONG HILL FOR THE CALENDAR YEAR 2012**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the compensation effective January 1, 2012 of the officials and employees of the Township be as follows:

POSITION	DEPARTMENT	SALARY
Township Clerk/Registrar	Admin & Exec	\$ 71,028.00
Administrative Secretary	Admin & Exec	\$ 52,451.00
Receptionist	Admin & Exec	\$ 34,936.00
Chief Financial Officer (2012)	Financial Administration	\$ 35,000.00
Accounts Payable Supervisor	Financial Administration	\$ 56,193.00
Payroll Supervisor	Financial Administration	\$ 30.72/hr
Tax Collector	Tax Collection	\$ 74,483.00
Tax Assessor	Tax Assessor –P/T	\$ 28,453.00
Planning/Zoning Admin.	Planning/Zoning	\$ 73,312.00
Code Enforcement Officer	Planning/Zoning	\$ 61,971.00
Emergency Management Coordinator	Emergency Management	\$ 11,842.00
Police Department Secretary	Police Department	\$ 49,856.00
Administrative Assistant	Police Department	\$ 47,367.00
School Crossing Guards (Hourly-PT)	Police Department	\$ 20.73/hr
Police Matron (Hourly-Part Time)	Police Department	\$13.00 –
28.00/hr		
Construction Official	Construction	\$ 36,071.00
Fire Subcode Official	Construction	\$ 24,030.00
Plumbing Subcode Official	Construction	\$ 19,916.00
Electrical Subcode Official	Construction	\$ 22,070.00
Building Subcode Official (2012)	Construction	\$ 12,000.00
Construction Technical Assistant (2012)	Construction	\$ 15.00/hr
Fire Official	Fire Official	\$ 5,305.00
Director of Public Works	Dept of Public Works	\$ 93,332.00
Superintendent/Wastewater	Div of Wastewater	\$ 79,256.00
Senior Citizen Van Driver	Senior Services	\$ 15.00-
20.00/hr		
Recreation Director	Recreation Department	\$ 26,523.00
Municipal Judge	Court	\$ 27,972.00
Court Administrator	Court	\$ 59,417.00

**RESOLUTION 12-261
CERTIFYING JUNIOR MEMBERSHIP WITH STIRLING
VOLUNTEER FIRE COMPANY [PIMENTEL]**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby certify that Patrick Joseph Pimentel is a Junior Member of the Stirling Volunteer Fire Company.

**RESOLUTION 12-262
APPROVING SPECIAL EVENT LICENSE –
FORCE / FORCE 5K**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey upon the advice of the Township Clerk, that all documents have been reviewed and are in good order, does hereby authorize the Township Clerk to approve and sign the application and approve License Number S 12-11 for the “FORCE 5K Run” to the “Sponsor” FORCE, for their Special Event to be held on October 6, 2012 at Central School and local streets; and

BE IT FURTHER RESOLVED that the Township Committee hereby authorize the street closures for FORCE on October 6, 2012 provided that the closures are acceptable to the Police Chief;

BE IT FURTHER RESOLVED that FORCE is not responsible for funding police services for this event as per Township Code 4-6.5A.

**RESOLUTION 12-263
APPROVING SPECIAL EVENT LICENSE –
NATIONAL MS SOCIETY**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, in the County of Morris, State of New Jersey upon the advice of the Township Clerk, that all documents have been reviewed and are in good order, does hereby authorize the Township Clerk to approve and sign the application and approve License Number S 12-11 for the “Bike MS” to the “Sponsor” National MS Society/NJ Metro Chapter, for their Special Event to be held on September 22nd – September 23rd, 2012 on various Long Hill Township streets; and

BE IT FURTHER RESOLVED that there will be no Long Hill Township police coverage provided at this event.

**RESOLUTION 12-264
AUTHORIZE MAYOR TO SIGN DOCUMENTS RELATING TO UNDERGROUND STORAGE
TANK CLOSURES**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill hereby authorizes the Mayor to sign documents associated with various tank closures in the Township as recommended and reviewed by the Township Engineer.

**RESOLUTION 12-265
AUTHORIZING EXECUTION OF DEVELOPER’S AGREEMENT (SEWER ONLY) WITH
OWNER OF BLOCK 13502 LOT 18 [LYONS]**

BE IT RESOLVED by the Township Committee of the Township of Long Hill in the

County of Morris, State of New Jersey as follows:

1. The Mayor and Township Clerk are hereby authorized to execute the Developers' Agreement (sewer only) for block 13502, lot 18 which shall be kept on file in the Township Clerk's office.
2. Upon compliance with the terms of the Developers' Agreement, the property owners shall be entitled to connect to the Township wastewater treatment system.

OLD BUSINESS:

1. Council on Affordable Housing Update

NEW BUSINESS

MEETING OPEN TO PUBLIC COMMENT

At this point in the meeting, the Township Committee welcomes comments from any member of the public. To help facilitate an orderly meeting and to permit the opportunity for anyone who wishes to be heard, speakers are asked to limit their comments to 3 minutes. If reading from a prepared statement, please provide a copy and email a copy to the Clerk's Office after making your comments so it may be properly reflected in the minutes.

MEETING CLOSED TO PUBLIC COMMENT

ADJOURNMENT