

TOWNSHIP OF LONG HILL
REORGANIZATION MEETING AGENDA [revised]
Monday, JANUARY 6, 2014

CALL MEETING TO ORDER – By the Township Clerk - 6:00 p.m.

ADEQUATE NOTICE

“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 15, 2013; posted on the bulletin board in the Municipal Building on January 15, 2013 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.”

PLEDGE OF ALLEGIANCE

INVOCATION – Fr. A. Richard Carton, Pastor

OATH OF OFFICE FOR ELECTED MEMBER, Bruce Meringolo – Conducted by the Township Clerk

ROLL CALL

ELECTION OF MAYOR FOR 2014 - Conducted by the Township Clerk

Nomination for Mayor for 2014

Second(s)

Motion to Close Nominations

Second

Roll Call

Motion to Elect Mayor for 2014

Second

Roll Call

OATH OF OFFICE FOR MAYOR – Conducted by Township Clerk

Introduction of the newly elected Mayor by the Township Clerk

The Mayor will now Chair the remainder of the meeting

ELECTION OF DEPUTY MAYOR FOR 2014 – Conducted by the Mayor

Nominations for Deputy Mayor for 2014

Second

Motion to Close Nominations

Second

Roll Vote

Motion to Elect Deputy Mayor for 2014

Second

Roll Call

OATH OF OFFICE – by Township Clerk

STATE OF THE TOWNSHIP REMARKS - by Mayor

Perry Deess, #1 Alternate
Romanna Balan, #2 Alternate

December 31, 2015
December 31, 2015

Shade Tree Commission

Guy Piserchia, Township Committee Liaison

Expiration of Term
December 31, 2014

Communications Advisory Committee

Mike Smargassi
Dennis Sandow
Comm. Guy Roshto, Township Committee Liaison
Comm. Cornel Schuler Jr., Township Committee Alternate
Neil Henry, Administrator

Expiration of Term
December 31, 2016
December 31, 2016
December 31, 2014
December 31, 2014
December 31, 2014

Recreation Advisory Committee

Steve Kesselmeyer
Comm. Cornel Schuler, Township Committee Liaison

Expiration of Term
December 31, 2018
December 31, 2014

Mayoral Appointments with Approval of Township Committee

Library Trustee

Dave Kaplan
Mary Olesen
Angela Petrilli, Education Rep.
Jennie DeMizio, Mayors Rep.

Expiration of Term
December 31, 2018
December 31, 2018
December 31, 2014
December 31, 2014

Morris County Community Development Program

Comm. Bruce Meringolo
Comm. Brendan Rae, Alt.
Mayor Guy Piserchia

Expiration of Term
December 31, 2014
December 31, 2014
December 31, 2014

CONFIRMATION OF APPOINTMENTS:

On motion of _____, seconded by _____, that the above Mayoral appointments to the 2014 Boards and Committees are hereby confirmed.

ROLL CALL VOTE:

Township Committee Appointments

Board of Health

Dr. Theresa Redling

Expiration of Term
December 31, 2016

Township Archivist

Jean Kimak

Expiration of Term
December 31, 2016

Township Historian

Kelly Roshto

Expiration of Term
December 31, 2016

Board of Adjustment

Michael Pesce
Michael Pudlak 2nd Alternate

Expiration of Term
December 31, 2017
December 31, 2015

Planning Board

Comm. Guy Roshto Class III

Expiration of Term
December 31, 2014

Lounsberry Meadow Board of Trustees

Jon Caputo
Margaret (Peggy) Lunsmann
Diane Dellurificio
Diane Silvia
Comm. Brendan Rae

Expiration of Term
December 31, 2016
December 31, 2016
December 31, 2016
December 31, 2014
December 31, 2014

Open Space Advisory Committee

Frank Alansky
Comm. Brendan Rae, Township Committee Liaison

Expiration of Term
December 31, 2016
December 31, 2014

Flood Plain Advisory Committee

Ashish Moholkar
Ken Fullagar
Neil Henry, Administrator
Guy Piserchia, Township Committee Member
Comm. Bruce Meringolo, Township Committee Liaison

December 31, 2016
December 31, 2014
December 31, 2014
December 31, 2014
December 31, 2014

Promotion and Enhancement Advisory Committee

Tom Sweeney, Director of Public Works
Neil Henry, Administrator
Comm. Bruce Meringolo
Dennis Sandow
Helena Tielmann
Comm. Guy Roshto

Wastewater Management Advisory Committee

Tim Wallisch
Neil Henry, Administrator
Jim Mentone
Wayne Celeste
Comm. Cornel Schuler, Township Committee Liaison

MOTION TO APPOINTMENT:

On motion of _____, seconded by _____ that the Township Committee does hereby appoint those persons named to the 2014 Boards and Committees.

ROLL CALL VOTE

CONSENT AGENDA RESOLUTIONS

On motion of _____, seconded by _____, that Resolutions 14-001 through 14-038 and 14-040 through 14-045 are hereby approved.

ROLL CALL VOTE

**RESOLUTION 14-001
ESTABLISHING 2014 MEETING PROCEDURE**

BE IT RESOLVED that all 2014 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:

January 15 June 25
January 29 July 9

February 12	July 23
February 26	August 20
March 12	September 10
March 26	September 24
April 9	October 15
April 23	October 29
May 14	November 12
May 28	November 26
June 11	December 10
	December 31 (8:00 AM)

January 5, 2015 (Monday) – Reorganization Meeting (6:00 PM)

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 6:30 p.m., prevailing time, for Executive Session, and 7:30 p.m. for Public Session, 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 14-002
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 weekly newspaper of the Township of Long Hill for the year 2014 and the “*Courier News*” will be designated as the daily newspaper for the year of 2014.

**RESOLUTION 14-003
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 14-004
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.

RESOLUTION 14-005

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 14-006
ADOPTING 2014 HOLIDAY SCHEDULE**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that the 2014 schedule be adopted as follows:

January 1	New Years Day 2014
January 20	Martin Luther King Jr. Day
February 17	President's Day
April 18	Good Friday
May 26	Memorial Day
July 4	Independence Day
September 1	Labor Day
October 13	Columbus Day
November 11	Veterans Day
November 27	Thanksgiving Day
November 28	Day <i>After</i> Thanksgiving Day
December 24	Christmas Eve
December 25	Christmas Day
January 1	New Years Day 2015

**RESOLUTION 14-007
AUTHORIZING PREPAYMENT OF MORRIS COUNTY TAXES**

WHEREAS, Morris County taxes are due quarterly on February 15, May 15, August 15 and November 15, 2014;

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 14-008
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 14-009
AUTHORIZING 2014 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 2014 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 14-010
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 2014 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 if the 10th is on a weekend.

**RESOLUTION 14-011
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 2014 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 14-012
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 14-013
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 14-014
ESTABLISHING PETTY CASH FUND FOR THE 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 2014, Cathy Reese, 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. Cathy Reese, Township Clerk, 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 14-015
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:

1. During the year 2014, 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. Michael Mazzeo, 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 14-016
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 2014, 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 14-017
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”;

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 are paid.

**RESOLUTION 14-018
APPOINTING 2014 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 2014:

- Baldassarre Abbondandolo
- Anna Abbondandolo
- Rosemary Armenti
- Howard Bradley
- Joan Dropp
- Susan Gronske
- Wendy Ross
- Janice Rued
- Sharon Woodstock

**RESOLUTION 14-019
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 for 2014.

**RESOLUTION 14-020
ADOPTING PERSONNEL POLICY AND PROCEDURE MANUAL**

BE IT RESOLVED that the Personnel Policy and Procedure Manual for the Township of Long Hill, as amended, is hereby adopted for the year 2014 with the stipulation that the Township reserves the right to adopt further amendments to the Personnel Policy and Procedure Manual throughout the year.

**RESOLUTION 14-021
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 2014.

**RESOLUTION 14-022
APPOINTING 2014 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 2014 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
Linda Olmsted	Emergency Management Deputy Coordinator
Millington Fire Chief	Technical Services Assistant Coordinator
Stirling Fire Chief	Stirling Fire Department
Renee Rovtar	Superintendent of Public Schools
John Paul Crescenzo	Principal Saint Vincent DePaul School
Chief Mike Mazzeo	Police Services Assistant Coordinator
Lt. Ahmed Naga	Long Hill Township Police Department/PIO
Lino Gottardo	SARA Site Representative
William Hudzik	RACES/Communications Representative
Neil Henry	Public Services Assistant Coordinator
Guy Piserchia	Mayor, Long Hill Township
Denis Kelly	Editor Echoes Sentinel
Guy Roshto	Emergency Public Info Assistant Coordinator
Robert English	Long Hill First Aid Squad
Barbara Flynn	Social Services Assistance Coordinator
Thomas Sweeney	Special Services Assistant Coordinator
Rev. Thomas Peters	Clergy Representative
Mike McMenamin	United States Fish & Game-Wildlife
Jay Weisman	Citizen Corps Representative
Lucy Forgione	Bernards Health Department
Laurie Gill	American Red Cross

**RESOLUTION 14-023
APPOINTING 2014 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 2014 as the Emergency Management Operations Center Staff:

<u>Emergency Management Operations Center Staff</u>	
Township Mayor	Long Hill Township Mayor
Director Kenneth J. Fullagar	OEM Coordinator
Shayne Daly	Deputy OEM Coordinator
Raymond Clarke	Deputy OEM Coordinator
Linda Olmsted	Deputy OEM Coordinator
Lt. Ahmed Naga	Public Information Officer
Sergeant Sean Brown	Law Enforcement Annex Coordinator
Chief Michael Mazzeo	Police Services Assistant Coordinator
Administrator Neil Henry	Public Services Assistant Coordinator
Thomas Sweeney	Special Services Assistant Coordinator
Stirling Fire Chief	Technical Services Assistant Coordinator
Millington Fire Chief	Technical Services Assistant Coordinator
Guy Roshto	Long Hill Township Committee
Barbara Flynn	Social Services Assistant Coordinator
Rene Rovtar	Public Schools Annex Coordinator
Lucy Forgione	Public Health Officer
William Hudzik	Races/Communications Annex Coordinator
Robert English	Emergency Medical Annex Coordinator
Jay Weismann	Citizen Corps Programs

**RESOLUTION 14-024
2014 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 2014 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	\$ 2,088.00
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
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Video Games		\$	60.00
Soda Machines		\$	10.00
Pool Tables		\$	60.00
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 January 31st		\$	10.00
Late Fee after February 28 th		\$	20.00
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	\$	225.00
Yearly after July 1 st		\$	112.50
Stirling	Yearly	\$	275.00
Yearly after July 1 st		\$	137.50
Gillette	Yearly	\$	325.00
Yearly after July 1st		\$	162.50

Daily Replacement Permit		\$ 5.00
		\$ 5.00
<u>Parks and Recreation Facilities Use Reservation Fees</u>		
	<u>Resident</u>	<u>Non-Resident</u>
Soccer Fields, Volleyball Court, Basketball Court	\$25.00/2 Hrs	\$45.00/2 Hrs
Stirling Lake Pavilion	\$30.00/4 Hrs	\$55.00/4 Hrs
Meyersville Field	\$25.00/2 Hrs	\$45.00/2 Hrs
Commercial Use Rates (\$100.00 Deposit required and Insurance)		
Soccer Fields, Volleyball Court, Basketball Court	\$60.00/2 Hrs	\$110.00/2Hrs
Meyersville Field	\$60.00/2Hrs	\$110.00/2Hrs
Bocce Ball Courts		
Non Resident	\$40.00/2 Hrs.	
Resident Commercial	\$50.00/2 Hrs.	
Non-Resident Commercial	\$100.00/2 Hrs	
Horseshoe Pits		
Non Resident	\$40.00/2 Hrs.	
Resident Commercial	\$50.00/2 Hrs.	
Non-Resident Commercial	\$100.00/2 Hrs	
Tennis Courts		
Non Resident	\$10.00/1 Hr.	
Resident Commercial	\$15.00/1 Hr.	
Non-Resident Commercial	\$20.00/1 Hr	
Photocopies/Copies:		
Black & White copies (per copy) Letter size		\$ 0.05
Legal size		\$ 0.07
11 x 17		\$ 0.10
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		\$.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]		\$ 100.00
Mulch Pick Up for Local Garden Centers Only		\$ 6.00
		<i>Per cubic yard.</i>

Public Assembly Permit		\$ 100.00
Recreation Programs		
Basketball registration (Intramural)		\$ 65.00
Basketball registration (Traveling Team)		\$ 200.00
Basketball (Traveling Team) Out-of-Town students		\$ 300.00
Adult Basketball League [per season]:		
Long Hill Resident Adult		\$ 20.00
Out-of-Town Resident Adult		\$ 30.00
Little Explorers Summer Pre-School Camp:		
One Session:		\$ 75.00
Two Sessions:		\$ 140.00
Three Sessions:		\$ 200.00
All Four Sessions:		\$ 280.00
Field Hockey Fall Program		\$ 60.00
Field Hockey Summer Clinic		\$ 85.00
Girls Lacrosse Summer Clinic		\$ 80.00
Swim Lessons (per week)		\$ 65.00
"Learn to Swim" Lessons (per class)		\$ 15.00
Girls Volleyball		\$ 75.00
Women's Softball League	\$120 per team (season fee)	
Rutgers S.A.F.E.T.Y. Class		\$ 35.00
Summer Recreation	Per Long Hill Twp. Resident	\$ 275.00
	Per NON- Resident	\$ 540.00
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
<u>Towing Services and Storage:</u>	
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	\$250.00 per hour, 1 hour minimum
(Nights, Weekends and NJ Holidays)	
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
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 14-025
2014 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 2014 budget, temporary appropriations be made for the purposes and amounts required in the manner and time therein provided; and

Buildings & Grounds	
Other Expenses	\$ 31,700.00
Environmental Commission	
Other Expenses	\$ 250.00
Municipal Prosecutor	
Other Expenses	\$ 5,700.00
Public Defender	
Other Expenses	\$ 1,200.00
Workmen's Compensation Insurance	\$ 95,000.00
Group Insurance Plan for Employees	\$ 200,000.00
Other Insurance Premiums	\$ 105,000.00
Unemployment Disability Trust Fund	\$ 3,900.00
PUBLIC SAFETY	
Aid to Volunteer Fire Companies	\$ 45,000.00
Fire Protection	
Salaries and Wages	\$ 7,000.00
Other Expenses	\$ 41,000.00
Police	
Salaries and Wages	\$ 541,000.00
Other Expenses	\$ 18,400.00
Emergency Management	
Salaries and Wages	\$ 3,000.00
Other Expenses	\$ 5,000.00
Municipal Radio and Communications	
Other Expenses	\$ 76,600.00
First Aid Organization Contribution	\$ 9,000.00
Construction Code Official	
Salaries and Wages	\$ 28,400.00
Other Expenses	\$ 2,000.00
STREETS AND ROADS	
Road Repairs and Maintenance	
Salaries and Wages	\$ 150,700.00
Other Expenses	\$ 35,000.00
Fleet Maintenance	
Other Expenses	\$ 35,200.00
Street Lighting	\$ 26,250.00
Sanitation	
Garbage and Trash Removal Contract	\$ 81,200.00
Sanitary Land Fill Contract	\$ 78,600.00
Sewer System	

Salaries and Wages	\$ 47,600.00
Other Expenses	\$ 60,900.00
HEALTH AND WELFARE	
Board of Health	
Other Expenses	\$ 650.00
Health Officer	
Other Expenses	\$ 15,100.00
Service of Visiting Nurse	\$ 2,300.00
RECREATION AND EDUCATION	
Parks/Recreation	
Salaries and Wages	\$ 11,800.00
Other Expenses	\$ 8,600.00
Stirling Lake	
Other Expenses	\$ 5,000.00
Senior Citizen Transportation	
Salaries and Wages	\$ 2,600.00
Other Expenses	\$ 4,400.00
Celebration of Public Events	\$ 5,000.00
Municipal Services Act (Condo Reimb)	\$ 32,000.00
Maintenance of Free Public Library (R.S. 40:54-8)	\$ 149,400.00
UTILITIES	
Telephone	\$ 15,700.00
Heating Oil	\$ 10,000.00
Electricity	\$ 50,000.00
Gasoline	\$ 33,700.00
Natural Gas	\$ 8,500.00
Water	\$ 9,100.00
Management Information Systems	
Other Expenses	\$ 21,500.00
UNCLASSIFIED	
Public Employees Retirement (PERS)	\$ 255,152.00
Police Fire Retirement (PFRS)	\$ 556,167.00
Social Security System (O.A.S.I.)	\$ 101,300.00
TOTAL OPERATIONS	\$3,297,879.00
Parking Lot Enterprise	
Parking – Salaries & Wages	\$ 2,000.00
Parking – Other Expenses	\$ 3,000.00
TOTAL PARKING	\$ 5,000.00

DEBT SERVICE

Principal & Interest

\$ 700,000.00

TOTAL DEBT SERVICE

\$ 700,000.00

**RESOLUTION 14-026
CONFIRMING APPOINTMENT OF 2014 OFFICIALS AND EMPLOYEES**

BE IT RESOLVED by the Township Committee of the Township of Long Hill that Officers and Employees for the year 2014 are hereby appointed by said Committee and that they be and are the same as follows:

- | | |
|----------------------------------------------------------------------------|-----------------------|
| Public Agency Compliance Officer
[1 year term—N.J.A.C. 17:27-3.3] | James Mangin |
| Joint Insurance Fund Commissioner
[1 year term-JIF Bylaws Article III] | Andrea Tsimboukis |
| Assessment Search Officer
[Indeterminate term-N.J.S.A. 54:5-18.1] | Joan Donat |
| Certifying Agent - Pension Funds
[Indeterminate term-N.J.S.A. 43:3C-15] | Laurie Spinelli |
| Township Attorney
[1 year term-N.J.S.A. 40A:9-139] | John R. Pidgeon, Esq. |
| Safety Delegate | Michael Mauro |

Please note that this resolution includes only those positions to which appointments are being made at this re-organization meeting. A list of all township officials for 2014 is attached.

**RESOLUTION 14-027
AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR LEGAL SERVICES –
PIDGEON & PIDGEON, PC**

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 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, PC., 600 Alexander Road, Princeton, New Jersey 08540, is appointed to serve as Township Attorney for Long Hill Township for the year of 2014; and

WHEREAS, the Law Firm of Pidgeon & Pidgeon, PC., has completed and submitted a Business Entity Disclosure Certification which certifies that the Law Firm of Pidgeon & Pidgeon, PC., 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, PC. 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, PC, Attorneys 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.
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 3-01-20-155-155-201. 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 14-028
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

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 2014; 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: from January 1, 2014 – December 31, 2014
 - B. Rate: As per proposal dated November 15, 2012
 - 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.

RESOLUTION 14-029
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, contact 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
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: \$145 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 4-01-20-155-155-201. 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. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.

RESOLUTION 14-030

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

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 2014; 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.

**RESOLUTION #14-031
APPOINTING TOWNSHIP PLANNER**

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

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

WHEREAS, the contractor has completed and submitted a Business Entity Disclosure Certification which certifies that the business entity has not made any reportable contributions to a political or candidate committee in the Township in the previous one year that would render it ineligible under the terms of N.J.S.A. 19:44A - 20.5 or subsection 2-23.1 of the Township Code; and

WHEREAS, the Township Chief Financial Officer in accordance with N.J.A.C. 5:34-5.1 has certified in writing to the Township Committee the availability of adequate funds to pay the maximum amount of this contract;

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

1. The Mayor and Clerk are authorized to sign a professional services agreement with Shamrock Enterprises, Ltd., for Kevin O'Brien, P.P., to provide professional planning services to the Township, subject to the following terms and conditions:

- A. Term: January 1, 2014 to February 12, 2014
- B. Compensation: Same hourly rate as 2013
- C. Miscellaneous: The contractor shall provide professional planning services as requested by the Township Administrator

2. The Township Clerk in accordance with the provisions of N.J.S.A. 40A:11-5(1)(a)(I), is directed to publish a notice once in the Echoes-Sentinel stating the nature, duration, service and amount of this contract.

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

4. This contract shall be charged to budget line item 4-01-20-155-155-201. The certification of available funds by the Township Chief Financial Officer shall be attached to the original of this resolution and shall be maintained in the files of the Township Clerk.

**RESOLUTION 14-032
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 2014 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, 2014.
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 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
4. 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.
5. 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.
6. This contract shall be charged to 4-01-20-155-155-201. 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.
7. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.

**RESOLUTION 14-033
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 2014 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 14-034
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 2014 and checking accounts as indicated, shall be maintained as follows:

investors Savings

Current Account and Other Trust

Unemployment Trust

Capital Account
Bond and Interest Account
Public Assistance Trust Fund Account
Public Parking Enterprise Account Trust
Law Enforcement Trust

Federal/State Grant
Recycling Trust
Payroll

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 2014:

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.
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 14-035
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:

Township of Long Hill - Payroll Account

Neil Henry, Administrator and Laurie Spinelli, Payroll Supervisor

Accounts Payable

Mayor, James Mangin, Chief Financial Officer and Cathy Reese, Township Clerk

Alternate Signatories:

Andrea Tsimboukis, Exec. Administrative Assistant [for Administrator]
Theresa Kielblock, Finance Clerk [for Payroll Supervisor]
Deputy Mayor [for Mayor]
Theresa Kielblock, Finance Clerk [for CFO]
Andrea Tsimboukis, Exec. Administrative Assistant [for Township Clerk]

Township of Long Hill - Magistrate Account

James Bride, Judge and Ann Naylor, Court Administrator

Township of Long Hill - Bail Account

James Bride, Judge and Ann Naylor, Court Administrator

**RESOLUTION 14-036
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 2013 Current Account to the 2014 Current Account.

BE IT FURTHER RESOLVED that the said Bank honor all outstanding checks against the 2013 Current Account when presented for payment.

**RESOLUTION 14-037
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 14-038
APPOINTING DEPUTY RECORDS CUSTODIANS**

WHEREAS, because the Open Public Records Act, NJSA 47:1A-1, et seq., has designated the Township Clerk as the custodian of all municipal records, it has become necessary to appoint deputy records custodians to assist in complying with responses to records requests;

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

1. The Police Department Secretary is hereby appointed as the deputy records custodian for Police Department Records.
2. The Tax Collector is hereby appointed deputy records custodian for all tax records.
3. The Planning Board/Board of Adjustment administrator is hereby appointed deputy records custodian for the Zoning/Planning and land use records.
4. The Technical Assistant to the Construction Official is hereby appointed deputy records custodian for the Building Dept.
5. The designated deputy records custodians shall report to the Township Clerk all requests for records and shall follow any instructions given by the Clerk regarding the handling of such records.

**RESOLUTION 14-040
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 14-041
2014 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

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 invoice the "Library" for the salaries and deductions so paid through the payroll service, and for the employer contribution to FICA. The Library will separately reimburse the Township for additional payroll-related costs such as employer pension contribution, health insurance premiums, payroll taxes 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. Invoices shall be on an "as needed basis" but not more frequently than monthly.

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 14-042

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

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.

RESOLUTION 14-043

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 14-044
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

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.

RESOLUTION 14-045
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.

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

MOTION TO ADJOURN