

**HAPPY 150TH ANNIVERSARY
TOWNSHIP OF LONG HILL**



**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ
TOWNSHIP COMMITTEE
REGULAR SESSION AGENDA
March 23 2016
7:30 PM OPEN SESSION, Closed Session 6:45 PM**

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

STATEMENT OF ADEQUATE NOTICE

"In compliance with the Open Public Meetings Law of New Jersey, adequate notice of this meeting was electronically sent to the Echoes Sentinel and posted in the January 14, 2016 edition, and electronically sent to the Courier News and posted in the January 12, 2016 edition. The notice was posted on the bulletin board in the Municipal Building on January 5, 2016 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."

EXECUTIVE SESSION

**RESOLUTION #16-117
EXECUTIVE SESSION**

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

Property Acquisition:

- Eberle Property - update

Personnel

- Fire Official Replacement

Contract Negotiations

- Land Diversion – Central Park

BE IT FURTHER RESOLVED that the 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.

MOVED by: _____ of the Township Committee of the Township of Long Hill that Resolution #16-117 is hereby approved for Executive Session. **SECONDED** by:

ROLL CALL VOTE:

OPEN PUBLIC MEETING:

PLEDGE OF ALLEGIANCE

ROLL CALL: Clerk will call the Roll

150th Anniversary – guest speakers
Reading of the minutes from 1906

Library Trustee Appointments – Pam Klawitter and Lynette Schneider
Welcome Lyn Begraft – New Library Director

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: _____ of the Township Committee of Long Hill Township, that Resolution #16-120 through #16-130 are hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

**RESOLUTION 16-120
ACCEPTING RESIGNATION - Tencza**

BE IT RESOLVED that the Township Committee hereby accepts the resignation effective April 1, 2016 from Edward C. Tencza, Long Hill Township Fire Official. We wish Mr. Tencza the best of luck in his new venture.

**RESOLUTION 16-121
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 16-122
APPROVING SPECIAL EVENT LICENSE
[LONG HILL TOWNSHIP BASEBALL ASSOCIATION]**

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 16-06 for the event to the "Sponsor" Long Hill Township Baseball Association, for their Special Event to be held 9:00 AM on April 9, 2016. Opening Day Parade starting on Bay Street; and

BE IT FURTHER RESOLVED that the Police Department has determined that police services are not required for this event.

**RESOLUTION 16-123
APPROVE CONFERENCE REQUEST
Chief of Police**

WHEREAS, the Township Committee approved Resolution 08-375 which requires Township Committee approval of all overnight conference requests; and

WHEREAS, the Township Committee has received a request from Police Chief Michael Mazzeo to attend the Internal Association of Chiefs of Police at the San Diego Convention Center from October 15-18, 2016; and

NOW, THEREFORE, BE IT RESOLVED by, the Long Hill Township Committee hereby approves the request of the Chief of Police to attend the Internal Association of Chiefs of Police Conference as outlined in his memo.

**RESOLUTION 16-124
APPROVAL AND RELEASE OF MINUTES**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby approve and release the Township Committee Minutes of the March 9, 2016 Township Committee Meeting.

BE IT FURTHER RESOLVED that the Township Committee hereby approves the March 3, 2016 Special Executive Session Meeting Minutes and the March 9, 2016 Executive Session Meeting Minutes as redacted by the Township Attorney.

**RESOLUTION 16-125
2016 FEE SCHEDULE**

Amendment 2

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 2016 for licenses and permits for the Township of Long Hill are hereby **REMOVED** from the Township's Resolution for Fees Schedule in order to correctly place in the Board of Health fee schedule and code book:

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 31st)	Double License Fee

~~Kennel License~~ ~~\$ 35.00~~

Septic Applications

New: Plan Review	\$ 500.00
(Includes plan review and installation inspection)	
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~~ ~~\$ 100.00~~
~~Permeability Tests [witness per lot, per day]~~

**RESOLUTION 16-126
APPROVING SPECIAL EVENT LICENSE
[Watchung Mountain Chapter AACA]**

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 16-08 for the event to the “Sponsor” Watchung Mountain Chapter AACA, for their Special Event to be held April 10, 2016, at the Long Hill Community Center, from 6:30 AM – 3:00 PM.

BE IT FURTHER RESOLVED that the Police Department has determined that police services are not required for this event and the request to use the DPW parking lot for spectator parking only is hereby granted.

**RESOLUTION 16-127
APPROVING SPECIAL EVENT
BOY SCOUT TROOP 56**

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 the license for the event to the “Sponsor” Boy Scout Troop 56, for their Special Event to be held on April 23rd, 2016 at Stirling Lake: 9:00 AM – 4:00 PM.

**RESOLUTION 16-128
AUTHORIZING A SEWER CONNECTION FOR PROPERTY LOCATED ON
MERCER STREET (BLOCK 11601, LOT 15)**

WHEREAS, the Township is currently subject to a voluntary sewer ban; and

WHEREAS, Mr. Nicolas Cocucca, the owner of property located on Main Ave and Mercer Street (Block 11601, Lot 15) has requested authorization to connect to the Township’s sanitary sewer system;

WHEREAS, the Township has adopted by reference the NJDEP sewer ban exemption criteria set forth in N.J.A.C. 7:14A-22.22; and

WHEREAS, N.J.A.C. 7:14A-22.22 provides in relevant part that:

“A sewer ban exemption may be granted for projects . . . if the proposed project will have a total projected flow of 600 gallons per day or less . . . [and] will be constructed and/or operated on a tax lot which was in existence prior to the effective date of the ban . . . and the proposed project does not require a sewer extension”; and

WHEREAS, the plans for the proposed residence which will be located at Main Ave and Mercer Street (Block 11601, Lot 15) meets those exemption criteria; and

WHEREAS, Section 22-3.1 of the Township Code ordinance requires a connection fee of \$10,120 for new construction that is due and payable to the Township prior to the Construction Official issuing any building permits for the new residence.

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 Mr. Cocucca are hereby granted permission to connect his property at Block 11601, Lot 15 to the Township wastewater treatment system upon payment of the \$10,120.00 connection fee in accordance with Section 22-3.1 of the Township Code.

**RESOLUTION 16-129
AUTHORIZING A SEWER CONNECTION FOR PROPERTY LOCATED ON
TORBERT ROAD (BLOCK 13508, LOT 12)**

WHEREAS, the Township is currently subject to a voluntary sewer ban; and

WHEREAS, Mr. Chris Hao, the owner of property located on 24 Torbert Road (Block 13508, Lot 12) has requested authorization to connect to the Township’s sanitary sewer system;

WHEREAS, the Township has adopted by reference the NJDEP sewer ban exemption criteria set forth in N.J.A.C. 7:14A-22.22; and

WHEREAS, N.J.A.C. 7:14A-22.22 provides in relevant part that:

“A sewer ban exemption may be granted for projects . . . if the proposed project will have a total projected flow of 600 gallons per day or less . . . [and] will be constructed and/or operated on a tax lot which was in existence prior to the effective date of the ban . . . and the proposed project does not require a sewer extension”; and

WHEREAS, the plans for the proposed residence which will be located at 24 Torbert Road (Block 13508, Lot 12) meets those exemption criteria; and

WHEREAS, Section 22-3.1 of the Township Code ordinance requires a connection fee of \$10,120 for new construction that is due and payable to the Township prior to the Construction Official issuing any building permits for the new residence.

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 Mr. Hao are hereby granted permission to connect his property at Block 13508, Lot 12 to the Township wastewater treatment system upon payment of the \$10,120.00 connection fee in accordance with Section 22-3.1 of the Township Code.

**RESOLUTION 16-130
AUTHORIZE EMPLOYMENT OF PART-TIME FIRE OFFICIAL FOR THE FIRE PREVENTION
OFFICE - Bellamy**

WHEREAS, due to a resignation, there exists the need to fill the position of Fire Official in the Fire Prevention Office; and

WHEREAS, a candidate has been identified in the name of Craig Bellamy who has the education, certifications and experience necessary to fulfill the position requirements; and

WHEREAS, it is the recommendation of the Township Administrator, that Craig Bellamy be appointed as the Fire Official.

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Long Hill as follows:

1. It does hereby appoint Craig Bellamy as Part-time Fire Official, without benefits in the Fire Prevention Office effective April 1, 2016 and ending December 31, 2016.
2. The Fire Official shall be compensated \$31.62 per hour for a 13 hour week for a period of 6 months.

RESOLUTIONS:

**RESOLUTION #16-131
 AUTHORIZING THE TOWNSHIP TAX ASSESSOR TO PETITION THE MORRIS COUNTY
 BOARD OF TAXATION TO APPROVE AN ANNUAL REASSESSMENT
 FOR THE 2017 TAX YEAR**

WHEREAS, the Township of Long Hill intends to implement an annual reassessment program; and

WHEREAS, this approach will allow the Township to proactively adjust property values each year based upon market conditions, which should result in a reduction of tax appeals; and

WHEREAS, the Township Committee, in accordance with the recommendation of Township Tax Assessor Brett Trout, has determined that it is in the Township’s best interests to pursue a property reassessment for the 2017 tax year to appropriately adjust property values to better reflect market values;

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 it does hereby authorize Township Tax Assessor Brett Trout to petition the Morris County Board of Taxation to approve a real property reassessment for the 2017 tax year.

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolution #16-131 is hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

**RESOLUTION #16-132
 AMENDING TOWNSHIP PARK RULES AND REGULATIONS**

WHEREAS, Township Code Section 11-2 provides that:
 “Rules and regulations applicable to Township parks and recreational facilities may be adopted by the Township Committee by resolution. Those rules and regulations are incorporated herein by reference and are enforceable pursuant to [Township Code] Section 11-3”; and

WHEREAS, Township Code Section 11-3 provides that:

“Any person who violates any provision of this chapter, including any rules and regulations adopted by the Township Committee by resolution pursuant to Section 11-2, shall be liable to the penalties stated in Chapter I, Section 1-5 of [the Township Code]; and

WHEREAS, paragraph 24 of the Rules and Regulations currently provides that:

24. *While on Township property, feeding of wildlife is prohibited.*

Stirling Lake Park

NOW, THEREFORE BE IT RESOLVED that the changes to paragraph 24 through 29 are as follows:

24. Turf Field at Matthew G. Kantor Memorial Park

The synthetic turf field is for the intended use of Long Hill Twp. residents and those individuals/groups with a valid permit. NO sports drinks, soda, coffee, or beverage other than water permitted on the field. NO glass or metal beverage containers permitted. NO food permitted on field. NO seeds, nuts, gum or chewing tobacco. NO dogs or animals permitted on field. NO tent stakes. NO sharp objects that could pierce/damage turf. NO metal cleats or muddy footwear. NO golf practice. NO grilling, open flames, pyrotechnics or fireworks permitted anywhere in park. NO bicycles, scooters, skateboards, rollerblades, hover boards, etc., permitted. NO unauthorized vehicles. ONLY authorized personnel shall move goals/field equipment.

25. While on Township property, feeding of wildlife is prohibited.

Stirling Lake Park

26. Swimming is only permitted by members of the Lake. At Stirling Lake, access to the water and swimming are only permitted when a lifeguard is on duty. In the colder months, skating is permitted at Stirling Lake by Long Hill residents only when a safety signal is displayed.

27. Dogs are not permitted at the Stirling Lake Park.

28. Fishing is only permitted in the pond (with proper license) and not in the swimming area side of Stirling Lake.

29. The Stirling Lake Pavilion cannot be reserved during regular Stirling Lake swimming hours. Use of the pavilion is intended for all members of Stirling Lake during swimming hours.

BE IT FURTHER RESOLVED by the Township Committee, pursuant to the provisions of Section 11-2 of the Township Code, as follows:

1. The Long Hill Township Recreation Department Park Rules and Regulations, which are attached hereto and incorporated herein by reference, are hereby amended as indicated, effective immediately. [Amended March 23, 2016]
2. These park rules and regulations shall remain in full force and effect until further action of the Township Committee.
3. In accordance with the provisions of Section 11-3 of the Township Code, any person who violates any of these rules and regulations shall be liable to the penalties stated in Section 1-5 of the Township Code.
4. The Township Recreation Director, in her discretion, may post copies of relevant sections of these rules and regulations at the various Township Parks and Recreation Facilities.

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolution #16-132 is hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

ORDINANCES:

ORDINANCE INTRODUCTION:

**ORDINANCE #382-16
REFUNDING BOND ORDINANCE AUTHORIZING THE ISSUANCE OF \$4,250,000
REFUNDING BONDS OF THE TOWNSHIP OF LONG HILL, IN THE COUNTY OF MORRIS,
NEW JERSEY**

**BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF LONG HILL, IN THE COUNTY OF MORRIS, NEW JERSEY** (not less than two-thirds of all the members thereof affirmatively concurring), **AS FOLLOWS:**

Section 1. For the purposes stated in Section 2 of this refunding bond ordinance, negotiable bonds of The Township of Long Hill, in the County of Morris, New Jersey (the “Township”), each to be known as “Refunding Bond” (with such other words incorporated in the title as may hereafter be determined), are hereby authorized to be issued, in one or more series, in the aggregate principal amount of \$4,250,000 pursuant to Section 40A:2-51 et seq., of the Local Bond Law of the State of New Jersey (the “Local Bond Law”).

Section 2. The purposes for which said bonds are authorized are as follows:

(a) To pay, fund or refund (i) \$3,925,000 aggregate principal amount of General Bonds of 2007 of the Township, dated February 15, 2007, and maturing on February 15 in each of the years 2018 to 2027, inclusive, and such other bonds of such issue as may be desirable, (ii) interest payable on said bonds to be refunded, if any, until the date or dates said bonds to be refunded mature or are to be redeemed and (iii) redemption premium, if any, payable on said bonds to be refunded.

(b) To pay the costs of issuance of such refunding bonds, including printing, advertising, accounting, financial (including underwriters’ discount, original issue discount, bond insurance premium, escrow agent, verification agent and rating agency expenses) and legal expenses, not exceeding \$100,000 (any excess thereof after application to such costs to be applied either to payment of the amounts referred

to in section 2(a) hereof or to the payment of debt service on any bonds issued pursuant to this refunding bond ordinance).

Section 3. The following matters are hereby determined, declared, recited and stated:

(a) Further provisions as to the refunding bonds authorized by this refunding bond ordinance shall be determined by subsequent resolution of the governing body of the Township, or the determination thereof shall be delegated by such resolution to the Chief Financial Officer or other official of the Township.

(b) The supplemental debt statement required by the Local Bond Law has been duly made and filed in the office of the Township Clerk and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey (the "Director"), and such statement shows that, while the net debt of the Township determined as provided in the Local Bond Law is reduced by the amount of bonds to be paid, funded or refunded by the bonds authorized by this refunding bond ordinance (i.e., \$3,925,000), the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds provided for in this refunding bond ordinance by \$4,250,000, and the said obligations authorized by this refunding bond ordinance will be within all debt limitations prescribed by the Local Bond Law.

Section 4. Said bonds shall recite that they are issued pursuant to the Local Bond Law, constituting Chapter 2 of Title 40A, Municipalities and Counties, of the New Jersey Statutes.

Section 5. The Chief Financial Officer of the Township is hereby authorized and directed to file with the Director, within ten (10) days after the issuance of the said bonds, the documents required by the provisions of N.J.A.C. 5:30 - 2.5(b).

Section 6. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and interest on the said obligations authorized by this refunding bond ordinance. Said obligations shall be direct, unlimited obligations of the Township, and the Township

shall be obligated to levy ad valorem taxes upon all the taxable property within the Township for the payment of said obligations and interest thereon without limitation of rate or amount.

Section 7. This refunding bond ordinance shall take effect twenty (20) days after the first publication hereof after final passage.

NOTICE OF PENDING REFUNDING BOND ORDINANCE

The refunding bond ordinance published herewith was introduced and passed upon first reading at a regular meeting of the Township Committee of the Township of Long Hill, in the County of Morris, New Jersey, held on March 23, 2016. It will be considered for final passage, after public hearing thereon, at a meeting of said Township Committee to be held in the Municipal Building in said Township on April 13, 2016 at 7:00 o'clock p.m., and during the week prior to and up to and including the date of such meeting, copies of said ordinance will be made available at the offices of the Township Clerk in said Municipal Building to the members of the general public who shall request same.

Cathy Reese, RMC, CMR
Township Clerk

MOVED by: _____ of the Township Committee of Long Hill Township, that Ordinance 382-16 is approved on first reading with the Public Hearing and final adoption scheduled for April 13, 2016. **SECONDED** by: _____. **ROLL CALL VOTE:**

ORDINANCE PUBLIC HEARING/CONSIDERATION OF ADOPTION

ORDINANCE # 378 -16

**AN ORDINANCE ADOPTING AMENDMENTS TO THE TOWNSHIP LAND USE
ORDINANCE AS RECOMMENDED BY THE PLANNING BOARD (DRAFT CHECKLIST/FEE
AND ESCROW REVISIONS)**

STATEMENT OF PURPOSE: Make minor corrections in the current Land Use Ordinance concerning the Land Use Application Checklist and the Schedule of Fee and Escrow Deposits.

WHEREAS, the Planning Board has recommended certain changes to the Township Land Use Ordinance as outlined in a December 30, 2015 memorandum from Planning Board Planner, Kevin O'Brien, which will make minor technical corrections and remove some inconsistencies in the current Ordinance language;

NOW THEREFORE BE IT ORDAINED by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey that various sections of the Township Land Use Ordinance are hereby supplemented and amended as follows¹:

Section 1. Section 167 entitled "Land Use Application Checklist" is supplemented and amended by adding a signature legend for "Certificate of Occupancy" to the other signature legends that are currently at the end of the checklist which is attached to Section 167 as Exhibit "A". (This is one of the legends required to be on plans (see checklist item #19).

¹Additions in text indicated by underline; deletions by strikeouts.

Section 2. Items 21, 22 and 23 in Section 182 entitled “Schedule of Fee and Escrow Deposits” are amended to read as follows:

Item 21 “Each Use Variance: One and two family residential” should be “Use Variance: One and two family residential. One fee and escrow for all variances.”

Item 22 “~~Each~~ Use Variance: Three and more residential” should be “Use Variance: Three and more residential. One fee and escrow for all variances.”

Item 23 “~~Each~~ Use Variance: Nonresidential” should be “Use Variance: Nonresidential. One fee and escrow for all variances.”

Section 3. Any and all other ordinances or parts thereof in conflict or inconsistent with any of the terms hereof are hereby repealed to such extent as they are so in conflict or inconsistent.

Section 4. In case any article, section or provision of this ordinance shall be held invalid in any court of competent jurisdiction, the same shall not affect any other article, section or provision of this ordinance except insofar as the article, section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

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

NOTICE

The foregoing ordinance having been introduced and passed on first reading by the Township Committee of the Township of Long Hill, in the County of Morris on Wednesday, February 10, 2016, will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:00 p.m. on **Wednesday, March 23rd, 2016** at the Municipal Building, 915 Valley Road, Gillette, New Jersey when and where or at such time and place to which said meeting may be adjourned, all persons interested will be given an opportunity to be heard concerning said ordinance.

Cathy Reese, RMC, CMR
Township Clerk

Open Public Meeting
Close Public Meeting

MOVED by: _____ of the Township Committee of Long Hill Township, that Ordinance 378-16 is hereby adopted on final hearing. **SECONDED** by: _____. **ROLL CALL VOTE:**

COMMITTEE LIAISON REPORTS:

DISCUSSION / ACTION ITEMS:

- Tree Protection Ordinance
- Fair Housing Plan from the Planning Board – *possible resolution adoption*

OLD BUSINESS:

NEW BUSINESS:

Announcements/Correspondence:

DRAFT 3-21-2016

MEETING OPEN TO THE PUBLIC:

- Remarks and Statements Pertaining to Any Matter
- Comments and remarks will be limited to 3 Minutes

ADJOURNMENT