



**TOWNSHIP OF LONG HILL, MORRIS COUNTY, NJ
TOWNSHIP COMMITTEE
REGULAR SESSION AGENDA
Wednesday, September 13, 2023
7:30PM OPEN SESSION, 6:45PM CLOSED SESSION**

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

The September 13, 2023 Township Committee Meeting will be conducted in person at Long Hill Township Municipal Court located at 915 Valley Road, Gillette.

To participate through Zoom webinar: <https://us02web.zoom.us/j/89907351441>

Or Telephone: +1 929 436 2866

Webinar ID: 899 0735 1441 Passcode: 392233

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

To watch live on LHTV visit: Comcast channel 29, Verizon channel 38, Verizon channel 2137 (HD)

1. STATEMENT OF PRESIDING OFFICER

"In compliance with the Open Public Meetings Act of New Jersey, adequate notice of this meeting specifically, the time, date and public call in information were included in the meeting that was electronically sent to the Echoes Sentinel and Morris Daily Record and posted on the Township Website. The agenda and public handouts for this meeting can be viewed online at www.longhillnj.gov. A public comment period will be held in the order it is listed on the meeting agenda.

2. EXECUTIVE SESSION:

23-241 EXECUTIVE SESSION

- Attorney Client - Millington Station Café, Verizon
- Personnel Matter - Protocol, Assistant foreman decision
- Contract Negotiation - HR Consultant, Comcast Franchise, Labor Negotiations, Redevelopment Strategy, Shared Service

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolution 23-241 is hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

3. CALL MEETING TO ORDER:

4. PROCLAMATION / PRESENTATIONS

- HPAC Historic Sites

RESOLUTION

23-242 2023 LONG HILL TOWNSHIP HISTORIC SITE SURVEY

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolution 23-242 is hereby approved. **SECONDED** by: _____. **ROLL CALL VOTE:**

5. ORDINANCE(S):

ORDINANCE 523-23 (FIRST READING / INTRODUCTION)

SALARY AND WAGES

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, September 13, 2023 will be considered for final passage and adoption at a public hearing held at a meeting beginning at 7:30 p.m. on Wednesday, September 27, 2023 by a meeting when and where or at such time and place to which said meeting may be adjourned, all persons interested will be given an opportunity to be heard concerning said ordinance. To obtain details of the meeting please refer to September 27, 2023, public agenda, or email municipalclerk@longhillnj.gov.

MOVED by: _____, that Ordinance 523-23 be adopted. **SECONDED by:** _____,
ROLL CALL VOTE

ORDINANCE 521-23 (SECOND READING / ADOPTION)

AN ORDINANCE CONCERNING LOCAL ENFORCEMENT OF THE UNIFORM FIRE CODE AND AMENDING CHAPTER 17 OF THE TOWNSHIP CODE ENTITLED "FIRE PREVENTION"

PUBLIC HEARING

MOVED by: _____, that Ordinance 521-23 be adopted. **SECONDED by:** _____,
ROLL CALL VOTE

CAPITAL ORDINANCE 522-23 (SECOND READING / ADOPTION)

PROVIDING FOR VARIOUS IMPROVEMENTS IN AND BY THE TOWNSHIP OF LONG HILL, IN THE COUNTY OF MORRIS, NEW JERSEY, AND APPROPRIATING \$587,500.00 THEREFOR FROM THE CAPITAL IMPROVEMENT FUND OF THE TOWNSHIP

PUBLIC HEARING

MOVED by: _____, that Ordinance 522-23 be adopted. **SECONDED by:** _____,
ROLL CALL VOTE

6. CONSENT AGENDA RESOLUTIONS:

Resolution No. 23-243 – 23-250 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.

- 23-243 APPROVAL AND RELEASE OF MINUTES
- 23-244 APPROVING PAYMENT OF BILLS
- 23-245 IN GRADE ADVANCEMENT – ROBOL
- 23-246 2023 STIRLING LAKE STAFF
- 23-247 APPROVING PROMOTION TO ASSISTANT FOREMAN – URSO
- 23-248 APPROVING WAIVER REQUEST FOR A ROAD OPENING PERMIT SUBMITTED BY COPPOLA FOR 279 MORRISTOWN ROAD
- 23-249 APPROVING SPECIAL EVENT LICENSE – LONG HILL TOWNSHIP TRUNK OR TREAT
- 23-250 APPROVING SPECIAL EVENT LICENSE – KICK OFF HOLIDAY SEASON WITH COUSINS MAINE LOBSTER & STIRLING FINE WINE

MOVED by: _____ of the Township Committee of Long Hill Township, that Resolution 23-243 through 23-250 are hereby approved. **SECONDED by:** _____. **ROLL CALL VOTE:**

7. **LIAISON REPORTS:**

8. **ADMINISTRATOR'S REPORT:**

9. **DISCUSSION:**

- Holiday / meeting schedule

10. **OLD/NEW BUSINESS:**

11. **ANNOUNCEMENTS:**

12. **MEETING OPEN TO THE PUBLIC:** Remarks and Statements Pertaining to Any Matter -
Comments and remarks will be limited to 3 Minutes

13. **ADJOURNMENT**

**RESOLUTION 23-241
EXECUTIVE SESSION**

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

- Attorney Client - Millington Station Café, Verizon
- Personnel Matter – Protocol, Assistant foreman decision
- Contract Negotiation - Comcast Franchise, Labor Negotiations, Redevelopment Strategy, Shared Service

**RESOLUTION 23-242
2023 LONG HILL TOWNSHIP HISTORIC SITE SURVEY**

WHEREAS, pursuant to Ordinance 358-2015 the Historic Preservation Advisory Committee shall prepare a survey of historic sites in the Township; and

WHEREAS, the historic site survey was received by the Township Committee by email on August 23, 2023

WHEREAS, the Township Committee has reviewed and accepts the 2023 Long Hill Township Historic Site Survey; and

BE IT RESOLVED; the Township Committee asks the Township Clerk to forward the 2023 Long Hill Township Historic Site Survey to the Planning and Board of Adjustment.

**ORDINANCE 523-23
SALARIES AND WAGES ORDINANCE**

STATEMENT OF PURPOSE: Salary and wage amendments

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

Section 1. The salaries and wages of the following employees of the Township shall be as follows:

<u>Position Title</u>	<u>Annual Salary</u>
Township Administrator	\$75,000 - \$180,000
Executive Administrative Assistant	\$52,500 - \$82,500
Municipal Clerk/Registrar	\$45,000 - \$93,500
Deputy Registrar	\$2,500 - \$10,000
Administrative Assistant	\$33,000 - \$57,750
Administrative Assistant [Part Time]	\$ 20.00 - \$ 33.00/hr.
Chief Financial Officer [Part Time]	\$1,000 - \$ 55,000
Asst. to the CFO [Part Time]	\$20,000 - \$48,000
Accts. Payable Manager	\$25,000 - \$66,000
Clerical [Part Time]	\$15.00 - \$27.00/hr.
Tax Collector [Full Time]	\$60,000-\$77,000
Tax Assessor [Part Time]	\$20,000 - \$44,000
Assistant Treasurer	\$45,000 - \$82,500
Qualified Purchasing Agent [Part Time]	\$5,000 - \$8,250

Executive Producer Long Hill TV	\$25.00 – \$38.50/hr.
Community Services Program Manager	\$25,000 - \$60,000
Board of Health	
Animal Control Officer [Part Time]	\$35.00 - \$66.00/hr.
Court	
Municipal Court Judge	\$19,000 - \$43,750
Court Administrator	\$40,000 - \$93,750
Planning and Development	
Construction Code Official [Part Time]	\$30,000 - \$49,000
Building Sub Code Official [Part Time]	\$ 35.00 - \$54.00
Fire Sub Code Official [Part Time]	\$ 35.00 - \$54.00
Fire Prevention/Fire Official [Part Time]	\$ 22.50 - \$44.00/hr.
Plumbing Sub Code Official [Part Time]	\$35.00 - \$54.00/hr.
Electrical Sub-code Official [Part Time]	\$ 35.00 - \$54.00
Technical Assistant to the Construction Official	\$50,000 - \$66,000
Planning & Zoning Coordinator/Zoning Officer	\$40,000 - \$93,500
Code/Zoning Enforcement Officer [Part Time]	\$25.00 - \$44.00/hr.
Engineer	\$115,000 - \$175,000
Recreation	
Recreation Director	\$30,000 - \$84,000
Assistant Recreation Director [Full Time]	\$35,000 - \$66,000
<u>Seasonal/ [Part Time] Positions</u>	
Summer Recreation Site Director	\$ 22.00 - \$ 38.50/hr.
Summer Recreation Site Supervisor	\$ 17.00 - \$ 29.70/hr.
Summer Recreation Assistant	\$ 15.00 - \$ 27.50/hr.
Summer Recreation Counselor	\$ 14.13 - \$ 18.50/hr.
Lake Director	\$ 20.00 - \$ 38.50/hr.
Assistant Lake Director	\$ 15.00 - \$ 27.50/hr.
Head Lifeguard	\$ 14.13 - \$ 22.00/hr.
Life Guard	\$ 14.13 - \$ 22.00/hr.
Score Keeper/Time Keeper/Referees	\$ 13.00 - \$ 16.50/hr.
Basketball Director	\$ 18.00 - \$ 33.00/hr.
Basketball Staff Supervisor	\$ 14.30 - \$ 30.00/hr.
Police Department	
Chief of Police	\$125,000 - \$216,000
Police Officers	per Collective Bargaining Contract
Special Law Enforcement Officer (SELO)	\$25.00-\$35.00
Police Department Secretary	\$ 36,000 - \$72,000
Administrative Assistant to the Chief of Police	\$ 52,500 - \$82,500
PD Administrative Assistant [Part Time]	\$ 33,000 - \$ 57,200
School Crossing Guard [Part Time]	\$ 13.00 - \$ 28.60/hr.
Police Matron	\$ 13.00 - \$ 30.80/hr.
Court Security Officer [Part Time]	\$ 20.00 - \$33.00/hr.
Office of Emergency Management	
Emergency Management Coordinator [Part Time]	\$10,000 – 12,000

Department of Public Works/Roads

Director of Public Works /Superintendent of Roads	\$85,000 - \$150,000
DPW employees	per Collective Bargaining Contract
Part Time Laborer	\$ 13.00 – 27.50/hr.

Senior Services

Senior Citizens Bus Driver	\$ 30.00 - \$ 45.00/hr.
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Mileage reimbursement based on current IRS Standard

Section 2. Any and all other ordinances or parts thereof in conflict or inconsistent with any of the terms hereof are hereby repealed to such extent as they are so in conflict or inconsistent.

Section 3. This ordinance shall take effect immediately upon final passage and publication as required by law, unless the effective date is delayed pursuant to the provisions of *N.J.S.A. 40A:9-165*.

ORDINANCE 521-23

AN ORDINANCE CONCERNING LOCAL ENFORCEMENT OF THE UNIFORM FIRE CODE AND AMENDING CHAPTER 17 OF THE TOWNSHIP CODE ENTITLED “FIRE PREVENTION”

WHEREAS, Chapter 17 of the Township Code entitled, “Fire Prevention” has not been updated since 2002; and

WHEREAS, Township Fire Official Don Huber has totally rewritten Sections 17-1 through 17-3 of Chapter 17;

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Long Hill in the County of Morris, New Jersey that Chapter 17 of the Township Code entitled “Fire Prevention” is hereby supplemented and amended as follows:

Section 1. Section 17-1 entitled, “Local Enforcement of Uniform Fire Code”, Section 17-2 entitled, “Bureau of Fire Prevention”, and Section 17-3 entitled “Local Regulations” are hereby repealed and replaced with a new Section 17-1 entitled, “Local Enforcement of Uniform Fire Code” , a new section 17-2 entitled, “Bureau of Fire Prevention; Local Regulations” and a new section 17-3 entitled, “Bureau of Fire Prevention: General Provisions” as set forth on the attached ordinance which is incorporated herein by reference, are hereby adopted.

Section 2. Any and all other ordinances or parts thereof in conflict or inconsistent with any of the terms hereof are hereby repealed to such extent as they are so in conflict or inconsistent.

Section 3. In case any article, section or provision of this ordinance shall be held invalid in any court of competent jurisdiction, the same shall not affect any other article, section or provision of this ordinance except insofar as the article, section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

Section 4. This ordinance shall take effect immediately upon final passage and publication as required by law.

CHAPTER XVII FIRE PREVENTION

17-1 LOCAL ENFORCEMENT OF UNIFORM FIRE CODE.

17-1.1 **Definitions.**

As used in this Chapter:

Act shall mean the Uniform Fire Safety Act. (N.J.S.A. 52:27D-192 et seq.).

Code shall mean the Uniform Fire Code adopted as N.J.A.C. 5:70.

Department of Community Affairs shall mean the State Department authorized by law to regulate the enforcement of the Uniform Fire Code.

Division of Fire Safety shall mean the State agency within the Department of Community Affairs responsible to oversee the statewide implementation and management of the Uniform Fire Code.

Local Enforcing Agency shall mean the Bureau of Fire Prevention established in Section 17-1.2 of this Chapter.

Fire Official shall mean a person certified by the Commissioner of the Department of Community Affairs and appointed or designated to direct the enforcement of the Code by the appointing authority of a local enforcing agency pursuant to N.J.A.C. 5:71-3.2. Pursuant to the provisions of N.J.A.C. 5:71-1.4 entitled "Definitions" (Chapter 71 of the Code entitled "Fire Code Enforcement") the term "fire official" used in this Chapter and throughout the Township Code shall be synonymous with the term "fire marshal".]

Chief Administrative Official shall mean the Township Administrator.

Fire Inspector shall mean a person working under the direction of the Fire Official who is certified by the Commissioner of the Department of Community Affairs and appointed or designated to enforce the Code by the Township Committee.

Fire Subcode Official shall mean the official appointed pursuant to the New Jersey Uniform Construction Code to enforce the Fire Protection Subcode.

Life hazard use shall mean any life hazard use designated by the Code as defined in N.J.A.C. 5:70-1.5.

Owner shall mean a person who owns, purports to own, manages, rents, leases, or exercises control over a building, structure, premises or use or any portion thereof.

(Ord. No. 19-85; 1967 Code § 34-29; Ord. No. 103-02 § 2)

False/Nuisance Alarm shall mean an active "no-cause" security, fire, smoke, carbon monoxide, or sprinkler system alarm/detector determined to be accidental, malfunctioning, nuisance, or purposefully false in nature and for which an alarm activation originating from a property within the Township of Long Hill is transmitted with the intention to be received by the Long Hill Police and/or Fire Department.

Rapid Access Key Box a.k.a. Knox Box shall mean an approved, small, wall-mounted safe that holds building keys and information for rapid, non-destructive entry into an occupancy by Township Police, Fire Department and/or Fire Official.

Connection Security Caps shall mean approved metal or plastic caps or plugs used to cover the inlets (to prevent debris from accumulating inside the inlets) on a Fire Department Connection (FDC) on the exterior or interior of a building that typically supplies a sprinkler or standpipe system to which the local fire department connects their fire hoses to during a fire, training exercise or other official action.

Fire Department shall mean the central local emergency response agency also known as the “Long Hill Township Fire Department” composed of the Millington Volunteer Fire Company and the Stirling Volunteer Fire Company and any other fire personnel, fire company or companies that may hereafter be incorporated into the Township Fire Department by approval of the Township Committee and established by the Township Committee for the purpose of providing fire suppression, rescue, ventilation, overhaul, salvage and other services that may include but not be limited to hazardous material response, fire prevention activities, providing fire mutual aid, assisting local Police, Public Works, Rescue Squad and other local agencies and special services as needed.

17-1.1 Enforcement.

Pursuant to the Uniform Fire Safety Act (N.J.S.A. 52:27D-202), the New Jersey Uniform Fire Code (N.J.A.C. 5:70) shall be locally enforced in the Township. (Ord. No. 19-85; 1967 Code § 34-29; Ord. No. 103-02 § 2).

17-1.2 Creation.

Pursuant to N.J.A.C. 5:71-2.3, there is hereby created the Long Hill Township Bureau of Fire Prevention which shall serve as the local enforcing agency. (Ord. No. 103-02 § 2).

17-1.3 Composition.

The Bureau of Fire Prevention shall consist of the Fire Official a.k.a. Fire Marshal, who shall be responsible for reporting directly to the Chief Administrative Official or designee. The Bureau may also be supported by how ever many fire inspectors and/or staff personnel as may be duly appointed by the Township Committee.

17-1.4 Life Hazard Uses.

The local enforcing agency shall carry out the periodic inspections of life hazard uses required by the Code on behalf of the Commissioner of Community Affairs. (Ord. No. 19-85; 1967 Code § 34-29; Ord. No. 103-02 § 2)

17-1.4A Non-Life Hazard Uses.

In addition to the registrations required by the Uniform Fire Code, the following non-life hazard uses shall register with the Bureau of Fire Prevention. These uses shall be inspected periodically and pay an annual fee. The fee is not to be applied for life hazard uses as defined in the Uniform Fire Code.

a. Assembly.

A-1	Eating establishment under 50	\$50.00
A-2	Take-out food service (no seating)	\$50.00

A-3	Church or synagogue	\$25.00
A-4	Recreation centers, multi-purpose rooms, etc. fewer than 50	\$50.00
A-5	Courtrooms, libraries, fraternal organizations, condominium centers fewer than 50	\$50.00
A-6	Senior citizen centers fewer than 50	\$50.00

b. *Business/Professional.*

B-1	Professional use 1 & 2 story less than 5,000 sq. ft. per floor	\$50.00
B-2	1 & 2 story more than 5,000 sq. ft. less than 10,000 sq. ft. per floor	\$50.00
B-3	1 & 2 story more than 10,000 sq. ft.	\$75.00
B-4	3 to 5 story less than 5,000 sq. ft. per floor	\$100.00
B-5	3 to 5 story more than 5,000 sq. ft. less than 10,000 sq. ft. per floor	\$150.00
B-6	3 to 5 story over 10,000 sq. ft. per floor	\$200.00

c. *Retail (mercantile).*

M-1	1 & 2 story less than 5,000 sq. ft. per floor	\$125.00
M-2	1 & 2 story more than 5,000 sq. ft. less than 10,000 sq. ft.	\$150.00
M-3	1 & 2 story more than 10,000 sq. ft. per floor	\$175.00

M-4	3 to 5 story less than 5,000 sq. ft. per floor	\$200.00
M-5	3 to 5 story more than 5,000 sq. ft. less than 10,000 sq. ft.	\$225.00
M-6	3 to 5 story over 10,000 sq. ft.	\$250.00
M with the exception of hardware store 3,000 sq. ft., retail store over 12,000 sq. ft. are life hazard uses.		

d. *Manufacturing (factory)*

F-1	1 & 2 story less than 5,000 sq. ft. per floor	\$75.00
F-2	1 & 2 story more than 5,000 sq. ft. less than 10,000 sq. ft. per floor	\$100.00
F-3	1 & 2 story more than 10,000 sq. ft.	\$150.00
F-4	3 to 5 story less than 5,000 sq. ft. per floor	\$175.00
F-5	3 to 5 story more than 5,000 sq. ft. less than 10,000 sq. ft.	\$200.00
F-6	3 to 5 story over 10,000 sq. ft.	\$250.00
F exception life hazard uses.		

e. *Storage S-1 (moderate hazard S-1, low hazard S-2)*

S-1	1 & 2 story less than 5,000 sq. ft. per floor	\$50.00
S-2	1 & 2 story more than 5,000 sq. ft. less than 10,000 sq. ft. per floor	\$100.00
S-3	1 & 2 story more than 10,000 sq. ft.	\$150.00

S-4	3 to 5 story less than 5,000 sq. ft. per floor	\$175.00
S-5	3 to 5 story more than 5,000 sq. ft. less than 10,000 sq. ft.	\$200.00
S-6	3 to 5 story over 10,000 sq. ft.	\$250.00
S exception life hazard uses.		

f. *Residential (LEA listed with multi-family) BHI*

Fee is for each building

Res-1	1 to 6 units	\$25.00
Res-2	7 to 12 units	\$50.00
Res-3	13 to 20 units	\$75.00
Res-4	21 to 50 units	\$100.00
Res-5	for each additional unit	\$2.00

(Ord. No. 192-06 § 1; Ord. No. 335-2014; Ord. No. 339-2014)

17-1.5 Fire Official.

a. *Appointment.* At its annual reorganizational meeting, the Township Committee shall appoint a certified Fire Official to serve as the chief administrator of the Bureau of Fire Prevention.

b. *Certification.* No person shall be appointed as Fire Official unless that person is certified pursuant to the provisions of N.J.A.C. 5:71-4.3.

c. *Salary.* The salary of the Fire Official shall be set by the Township Committee by ordinance.

d. *Term.* The Fire Official shall serve for a term of one (1) year or until the appointment of a qualified successor.

e. *Duties.* The Fire Official shall serve as the chief administrator of the agency and shall establish the day-to-day operating routines of the agency and shall coordinate the activities of any inspectors or other staff. The Fire Official shall perform those duties set forth in N.J.A.C. 5:71-3.3(a) and (b) as follows:

1. The Fire Official shall enforce the Code and the regulations and shall:
 - (a) Maintain certification with the Division of Fire Safety pursuant to N.J.A.C. 5:71-4;
 - (b) Ensure that notices of violations are served whenever inspections reveal violations;

- (c) Provide that permit applications are available and assist the public on preparing them when necessary;
- (d) Review all permit applications for completeness as to form;
- (e) Ensure that the inspection required for the issuance of a permit is performed in a timely manner;
- (f) Ensure that no activity or use which requires a permit is carried out without one;
- (g) Ensure that all life hazard uses are registered;
- (h) Assist the Division of Fire Safety when requested, with any registration survey;
- (i) Coordinate with the fire subcode official where work to be done to comply with the Fire Code requires a construction permit;
- (j) Collect all fees and penalties due the local enforcing agency and ensure that they are properly accounted for;
- (k) Ensure that all requests for variances are properly prepared, documented and approved or denied in a timely manner;
- (l) Ensure that all appeals are promptly referred to the Construction Code Board of Appeals;
- (m) Record all notices of violation and determine the amount of all penalties for noncompliance;
- (n) Ensure that a report of every inspection is completed and properly filed;
- (o) Take reasonable measures to determine when imminent hazards exist and enforce the law as provided for by the Code;
- (p) File such reports as the Division of Fire Safety may from time to time require;
- (q) Supervise the work of any assigned inspectors or enforcement personnel to ensure compliance with the Code, completeness and accuracy;
- (r) Ensure that any agency staff members requiring certification have been certified;
- (s) Ensure that the procedures of the local enforcing agency conform to the requirements of the Code and the regulations;
- (t) Prepare and obtain reports required by the regulations;
- (u) Attend meetings and hearings as required by the Code and the regulations;
- (v) Coordinate the activities of the local enforcing agency with other Code enforcement agencies and State agencies having a related interest or responsibility;
- (w) Carry out such other functions as are necessary and appropriate to the position of fire officials;
- (x) Respond to and cause to be investigated any complaints brought under the State Fire Code;
- (y) Investigate, or cause to be investigated, every reported fire or explosion occurring within the jurisdiction that involves the loss of life or serious injury or causes destruction or damage to property. Such investigation shall be initiated immediately upon the occurrence of such fire or explosion; and if it appears that such an occurrence is of a suspicious nature, the fire official shall

take charge immediately of the physical evidence, and in order to preserve any physical evidence relating to the cause or origin of such fire or explosion, take means to prevent access by any person or persons to such building, structure or premises until such persons designated by law to pursue investigations into such matters become involved and shall further cooperate with such authorities in the collection of evidence and prosecution of the case.

2. Whenever a fire death occurs within the jurisdiction of a local enforcing agency, the Fire Official shall notify the Division of Fire Safety via telephone within forty-eight (48) hours of the death. A Fire Incident and Casualty report shall be forwarded to the Division of Fire Safety within thirty (30) days.

(N.J.A.C. 5:18A-3.3; 1967 Code § 34-34; Ord. No. 19-85; Ord. No. 103-02 § 2)

17-1.6 Fire Inspectors.

a. *Appointment.* At its annual reorganizational meeting, the Township Committee may appoint a certified person to serve as a Fire Inspector.

b. *Certification.* No person shall be appointed as Fire Inspector unless that person is certified pursuant to the provisions of N.J.A.C. 5:71-4.

c. *Salary.* The salary of the Fire Inspector shall be set by the Township Committee by ordinance.

d. *Term.* The Fire Inspector shall serve for a term of one (1) year or until the appointment of a qualified successor.

e. *Duties.* The Fire Inspector shall enforce the Code and the regulations under the direction of the Fire Official and shall:

1. Maintain certification with the Division of Fire Safety pursuant to N.J.A.C. 5:71-4;
2. Conduct field surveys to identify and register life hazard uses;
3. Conduct fire inspections to ensure compliance with the Code;
4. Where authorized to do so by the Fire Official, prepare violation notices and orders to abate and serve to the public;
5. Witness the testing of installed detection and protection systems as required by the Code;
6. Read, interpret and apply codes, standards and regulations, including issuing permits;
7. Meet with owners and occupants to explain violations and hazards; and
8. Carry out such other functions as are necessary and appropriate to the position of Fire Inspector.

(Ord. No. 103-02 § 2)

17-1.7 Fees.

a. *Uniform Fire Code Fees.* Permit fees shall be determined pursuant to 5:70-2.9 of the Uniform Fire Code and shall be amended to be as follows:

- Type 1 \$54.00
- Type 2 \$214.00
- Type 3 \$427.00
- Type 4 \$641.00

b. *Fees for Inspection and Certificate of Smoke Alarm and Carbon Monoxide Alarm and Portable Fire Extinguisher Compliance.* The application fee for a certificate of smoke alarm, carbon monoxide alarm and portable fire extinguisher compliance (CSACMAPFEC), as required by N.J.A.C. 5:70-2.3, shall be based upon the amount of time remaining before the change of occupant is expected, as follows:

- | | | |
|----|---|--------------------------------------|
| 1. | Requests for a CSACMAPFEC
received more than 10 business days prior to the change of occupant:
Reinspection fee | \$100.00
\$25.00 each |
| 2. | Requests for a CSACMAPFEC
received 4 to 10 business days prior to the change of occupant:
Reinspection fee | \$140.00
\$50.00 each |
| 3. | Requests for a CSACMAPFEC
received fewer than 4 business days prior to the change of occupant:
Reinspection fee
No-Show Reinspection Fee | \$211.00
\$100.00 each
\$50.00 |
- c. *Fees for Carnival Registrations.* The annual application fee for a carnival registration fee shall be as follows:
- | | | |
|----|----------------------------|----------|
| 1. | For 10 or fewer locations: | \$77.00 |
| 2. | For 11 to 25 locations: | \$116.00 |
| 3. | For 26 or more locations: | \$155.00 |
- d. *Additional Fees for Weekend and Holiday Inspections.* In addition to the fees set forth above, there shall be an additional fee of forty (\$40.00) dollars per hour or any part thereof for any inspections conducted outside of normal business hours or on any Saturday, Sunday or Township holiday.

(Ord. No. 19-85; Ord. No. 26-91 § 1; 1967 Code § 34-36; Ord. No. 62-00 § 1; Ord. No. 103-02 § 2; Ord. No. 130-03 § 1; Ord. No. 139-03 § 1; Ord. No. 334-2014); Ord. No. 407-2017)

17-2 BUREAU OF FIRE PREVENTION: LOCAL REGULATIONS

17-2.1 Blocking Fire Hydrants and Connections Unlawful.

a. It shall be unlawful to obscure from view, damage, deface, obstruct or restrict the access to any fire hydrant or any Fire Department connection for the pressurization of fire suppression systems, including fire hydrants and Fire Department connections that are located on public or private streets and access lanes or on private property.

b. If, upon the expiration of the time mentioned in a Notice of Violation, obstructions or encroachments are not removed, the Fire Official shall proceed to remove the same. Cost incurred in the performance of necessary work shall be paid from the municipal treasury on certificate of the Fire Official and with the approval of the Chief Administrative Official; and the legal authority of the municipality shall institute appropriate action for the recovery of such costs.

(Ord. No. 77-20; 1967 Code § 34-18)

17-2.2 Permit Required for Use of Hydrant; Exception.

A person shall not use or operate any fire hydrant intended for use of the Fire Department for fire suppression purposes unless such person first secures a permit for such use from the Fire Official and the water company having jurisdiction. This subsection shall not apply to the use of such hydrants by a person employed by and authorized to make such use by the water company having jurisdiction. (Ord. No. 77-20; 1967 Code § 34-19)

17-2.3 Public Water Supply.

In consultation with the local Volunteer Fire Chiefs, the local Subcode Official and the serving water utility, the Fire Official shall recommend to the Chief Administrative Official of the municipality the location or relocation of new or existing fire hydrants and the placement or replacement of inadequate water mains located upon public property and deemed necessary to provide an adequate fire flow and distribution

pattern. A fire hydrant shall not be placed into or removed from service until approved by the Fire Official. (Ord. No. 77-20; 1967 Code § 34-20)

17-2.4 Yard Systems.

All new and existing shipyards, oil storage plants, lumberyards, amusement or exhibition parks and educational or institutional complexes and similar occupancies and uses involving high fire or life hazards and which are located more than one hundred fifty feet (150') from a public street or which require quantities of water beyond the capabilities of the public water distribution system shall be provided with properly placed fire hydrants. Such fire hydrants shall be capable of supplying fire flows as required by the Fire Official and shall be connected to a water system in accordance with accepted engineering practices. The Fire Official shall designate and approve the number and location of fire hydrants. The Fire Official may require the installation of sufficient fire hose and equipment housed in accordance with the approved rules and may require the establishment of a trained fire brigade when the hazard involved requires such measures. Private hydrants shall not be placed into or removed from service until approved by the Fire Official. (Ord. No. 20-77; 1967 Code § 34-21)

17-2.5 Maintenance of Fire Appliances.

A person shall not obstruct, remove, tamper with or otherwise disturb any fire hydrant or fire appliance required to be installed or maintained under the provisions of the Fire Prevention Code, pursuant to the Uniform Construction Code and/or maintained pursuant to the Uniform Fire Code, except for the purpose of extinguishing fire, training or testing purposes, recharging or making necessary repairs or when permitted by the Fire Official. Whenever a fire appliance is removed as herein permitted, it shall be replaced or reinstalled as soon as the purpose for which it was removed has been accomplished. Defective and non-approved fire appliances or equipment shall be replaced or repaired as directed by the Fire Official. (Ord. No. 20-77; 1967 Code § 34-22)

17-2.6 Sale of Defective Fire Extinguishers.

A person shall not sell, trade, loan or give away any form, type or kind of fire extinguisher which is not approved by the Fire Official or which is not in proper working order or the contents of which do not meet the requirements of the Fire Official. The requirements of this section shall not apply to the sale, trade or exchange of obsolete or damaged equipment for junk, and these units are to be permanently disfigured or marked with a permanent sign identifying the unit as junk. (Ord. No. 20-77; 1967 Code § 34-23)

17-2.7 Mandatory Rapid Access Key Boxes for Fire Suppression and Standpipe Systems.

When a building within the Township is protected by an automatic fire suppression or standpipe system it shall be equipped with a rapid access key box. The key box shall be at a location approved by the Fire Subcode Official and/or Fire Official. The key box shall be a UL type and size approved by the Fire Subcode Official and/or Fire Official. (Ord. No. 231-08 § 1)

17-2.7A Discretionary Rapid Access Key Boxes for Automatic Alarm Systems.

When a building is protected by an automatic alarm system and/or access to or within a building, or an area within that building, is unduly difficult because of secured openings, and where immediate access is necessary for life saving or firefighting purposes, the Fire Subcode Official and/or Fire Official may require a rapid access key box to be installed at a location approved by the Fire Subcode Official and/or Fire Official. The key box shall be a UL type and size approved by the Fire Subcode Official and/or Fire Official. (Ord. No. 231-08 § 1)

17-2.7B Contents of Rapid Access Key Boxes.

The rapid access key boxes shall contain the following:

- a. Keys to locked points of egress, whether in interior or exterior of such buildings;
- b. Keys to the locked mechanical rooms;
- c. Keys to the locked elevator rooms;
- d. Keys to the elevator controls;
- e. Keys to any fence or secured areas;
- f. Keys to any other area that may be required by the Police Department, Fire

- Department, Fire Official, or other emergency response personnel;
- g. A card containing the key legend, emergency contact people and phone numbers for such persons.

In addition, a floor plan of the rooms within the building may be required.
(Ord. No. 231-08 § 1)

17-2.7C Security Padlock Key Boxes.

When a property is protected by a locked fence or gate and where immediate access to the property is necessary for life saving or firefighting purposes, the Fire Subcode Official and/or Fire Official may require a security padlock key box to be installed at a location approved by the Fire Subcode Official and/or Fire Official. The padlock key box shall be UL type and size approved by the Fire Subcode Official and/or Fire Official. (Ord. No. 231-08 § 2)

17-2.7D Key Box Tamper Switch.

The Fire Subcode Official and/or Fire Official may require a key box tamper switch connected to the building's fire/security alarm system. (Ord. No. 231-08 § 2)

17-2.7E Connection Security Caps.

When a building is protected by an automatic sprinkler system or standpipe system and the Fire Department connection is exposed to undue vandalism the Fire Subcode Official and/or Fire Official may require that a Fire Department connection security cap(s) be installed. The Fire Department connection security cap(s) shall be a type approved by the Fire Subcode Official and/or Fire Official. (Ord. No. 231-08 § 1)

17-2.7F Non-applicability to Certain Dwellings.

The term "building" used herein means any building or structure located in the Township, whether privately or publicly owned, including, without limitation, any building owned by the Township of Long Hill, the Long Hill Board of Education, or any other public, quasi-public, or private entity or person provided however that this section shall not apply to owner occupied one- and two-family dwellings. (Ord. No. 231-08 § 1)

17-2.7G Time for Compliance.

All affected existing buildings shall comply with this section within six (6) months from its effective date. All newly constructed affected buildings, not yet occupied or buildings currently under construction and all affected buildings or businesses applying for a certificate of occupancy, shall comply immediately. (Ord. No. 231-08 § 1)

17-2.8 False/Nuisance Alarm Conditions.

In the event the Long Hill Police, Fire Department or Fire Official responds to an active "no-cause" security, fire, smoke, carbon monoxide, or sprinkler system alarm/detector within the Township limits that is determined to be accidental, malfunctioning, nuisance, or purposefully false in nature, the responsible party shall be subject to a service fee to be paid to the Township of Long Hill by the person, persons, corporation, owner, lessee or entity responsible for the occupancy or property in which an alarm/detector system has been installed and by which the false alarm signal has been transmitted from said property in the Township of Long Hill intended to alert the Long Hill Police, Fire Department or Fire Official.

There will be no penalty for the first and second false alarm in a calendar year (January 1 to December 31). For all subsequent false alarms in that same calendar year, the owner of the property at which the device is located or at which the false alarms otherwise occur, shall pay a penalty in accordance with the following schedule:

	RESIDENTIAL	COMMERCIAL & INSTITUTIONAL
3 rd false alarm	\$100.00	\$100.00
4 th & succeeding	\$250.00	\$500.00

Nothing contained in this section shall limit or restrict the Fire Official's authority to cite additional Violation Notices, Orders to Correct, and issue penalties in accordance to the tenets of the Uniform Fire Code and the Municipal Code of the Township of Long Hill.

17-3 BUREAU OF FIRE PREVENTION: GENERAL PROVISIONS

17-3.1 Penalty.

Any individual, individuals, corporations, owners, lessees or other responsible parties who violate the terms of this section may be subject to fines and penalties in accordance with the penalties set out in the Uniform Fire Code and the regulations promulgated by the Department of Community Affairs. In addition, any individual, corporation or other entity who violates the terms of this section shall upon conviction be liable to the penalties stated in Chapter I, Section 1-5 of this Code. (Ord. No. 231-08 § 1)

17-3.2 Appeals.

Pursuant to N.J.S.A. 52:27D-206 and 208 and N.J.A.C. 5:70-2.19, any person who feels aggrieved by any order of the local enforcement agency shall have the right to appeal to the Construction Board of Appeals of Morris County. (Ord. No. 19-85; 1967 Code § 34-35; Ord. No. 103-02 § 2)

17-3.3 Separation Clause.

In the event any portion of this Chapter is determined unlawful by an appropriate legal authority having jurisdiction, that provision shall either be removed or made legally compliant and binding. In any such case, the remaining sections of this Chapter shall remain in force and unaffected by a finding of this nature.

17-3.4 Effective Date and Supersession.

The provisions of this Chapter shall be effective immediately upon approval and final adoption by the Township Committee and shall supersede any previously standing portions of the Municipal Code with regard to Fire Prevention services that are found to be inconsistent with the provisions of this Chapter.

**CAPITAL ORDINANCE 522-23
PROVIDING FOR VARIOUS IMPROVEMENTS IN AND BY THE TOWNSHIP OF LONG HILL, IN THE
COUNTY OF MORRIS, NEW JERSEY, AND APPROPRIATING \$587,500.00 THEREFOR FROM THE
CAPITAL IMPROVEMENT FUND OF THE TOWNSHIP**

BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF LONG HILL, IN THE COUNTY OF MORRIS, NEW JERSEY AS FOLLOWS:

Section 1 The improvement described in Section 2 of this ordinance is hereby authorized as a general improvement to be made or acquired by the Township of Long Hill, in the County of Morris, in the State of New Jersey. For the said improvement or purpose stated in said Section 2, there is hereby appropriated the sum of \$587,500.00 from the Capital Improvement Fund.

Section 2 The improvement hereby authorized and the several purposes for the financing of which the appropriation is made as provided in Section 1 of this Ordinance are as follows: (a) Police Equipment to include Drone purchase, computer server and facility cameras: (b) Equipment and apparatus for the Stirling and Millington Fire Companies to include turn out gear, Communications equipment and MDT Replacement: (c) Recreation improvements to do Engineering work for Tennis Court repairs in Kantor Park and replace retaining wall in Kantor Park: (d) Public Works equipment and Improvements to include a Wash Recycler at DPW building, replace wood chipper and demolition of structure on Township property. All work shall be performed according to plans and specifications therefor on file or to be filed in the office of the Township Clerk and hereby approved.

Section 3 The capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith and the resolutions promulgated by the Local Finance Board showing all detail of the amended capital budget or temporary capital budget and capital program as approved by the Director, Division of Local Government Services, are on file with the Township Clerk and are available for public inspection.

Section 4 This ordinance shall take effect after final adoption, as provided by law.

**RESOLUTION 23-243
APPROVAL AND RELEASE OF MINUTES**

BE IT RESOLVED, that the Township Committee of the Township of Long Hill does hereby approved and release the Township Committee Minutes of August 16, 2023.

BE IT FURTHER RESOLVED that the Township Committee hereby approves August 16, 2023, Executive Session Meeting Minutes as redacted by the Township Attorney.

**RESOLUTION 23-244
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 23-245
IN GRADE ADVANCEMENT - ROBOL**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey upon the advice and recommendation of Officer In Charge, Lt. Alexis Ciambriello, does hereby approve the grade advancement of Officer John Robol to Officer Grade VIII, effective September 25, 2023, at an annual salary of \$73,514.00

BE IT FURTHER RESOLVED, that this advancement is consistent with the current PBA 322 Collective Bargaining Agreement.

**RESOLUTION 23-246
2023 STIRLING LAKE STAFF**

BE IT RESOLVED that the Township Committee of the Township of Long Hill upon the recommendations of the Recreation Director, that the following be promoted from lifeguard to head lifeguard effective August 9, 2023:

2023 Stirling Lake Employees	Position	Hourly Rate
Peigin Han (Hannah)	Head Lifeguard	\$19.00
Demetrios Gianakis	Head Lifeguard	\$18.00

**RESOLUTION 23-247
APPROVING PROMOTION TO ASSISTANT FOREMAN - URSO**

BE IT RESOLVED, by the Township Committee of the Township of Long Hill upon the advice and recommendation of Al Gallo, Director of Public Works, and Randy Bahr, Township Administrator that Dominic Urso be promoted to Assistant DPW Foreman at an hourly rate of \$35.10 per hour, effective August 14, 2023.

**RESOLUTION 23-248
APPROVING WAIVER REQUEST FOR A ROAD OPENING PERMIT SUBMITTED BY COPPOLA FOR
279 MORRISTOWN ROAD**

WHEREAS, the Township of Long Hill, County of Morris, State of New Jersey, has received a request from Coppola for a road opening permit for 279 Morristown Road, Gillette New Jersey (the “property”); and

WHEREAS, the Township Committee has reviewed the application request from the applicant; and

WHEREAS, the Township finds that the request of the applicant under these circumstances is reasonable and appropriate; and

NOW, THEREFORE, BE IT RESOLVED, the Township Committee of the Township of Long Hill, County of Morris, State of New Jersey, approves the road opening permit subject to the terms and conditions of Ordinance #470-21.

**RESOLUTION 23-249
APPROVING SPECIAL EVENT LICENSE – LONG HILL TOWNSHIP TRUNK OR TREAT**

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, Office in Charge and Director of DPW, 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 S-23-17 for the “Sponsor” Long Hill First Aid Squad for their Special Event to be held on October 28, 2023 from 1:30 PM – 3:30 PM

**RESOLUTION 23-250
APPROVING SPECIAL EVENT LICENSE – KICK OFF HOLIDAY SEASON WITH COUSINS MAINE
LOBSTER & STIRLING FINE WINE**

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, Office in Charge and Director of DPW, 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 S-23-18 for the “Sponsor” Cousins Maine Lobster & Stirling Fine Wines for their Special Event to be held on November 10, 2023 from 11:30 AM – 7:00 PM
