

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

6:45pm – PUBLIC SESSION

Statement of Open Public Meetings Act Compliance read by Clerk

In accordance with the Open Public Meetings Act, adequate notice of this meeting has been provided by mailing, emailing and/or faxing notice to the Daily Record and the Citizen newspapers, posting notice on the Township website and posting notice on the bulletin boards of the Municipal Building, 195 Changebridge Road, Montville, NJ 07045, and sending notice to those individuals requesting same.

We would like to remind residents that the Governor signed into law P.L. 2021, c. 317 which established various COVID-19 relief measures for residential customers of local government water, sewer and electric service. To comply with the law, Montville Township provides installment plans for a minimum 12-month duration for arrearages accruing between March 9, 2020 and March 15, 2022. Residents are encouraged to contact the Water and Sewer Department at (973) 331-3330 for more information about these COVID-19 Ratepayer Relief Payment Agreements.

Opening Prayer offered by Pastor Steve Hofmaier from Trinity Baptist Church

National Anthem performed by Claudia Colatrella

Pledge of Allegiance lead by Sheriff James Gannon

OATHS OF OFFICE

performed by Morris County Sheriff James M. Gannon

Richard Conklin

Richard Cook

Roll Call Township Committee

Present: Matthew S. Kayne, Committeeman

June Witty, Committeewoman

Rich Cook, Committeeman

Richard D. Conklin, Committeeman

Frank W. Cooney, Committeeman

Also present: June E. Hercek, Township Administrator

Nicholas Breiner, Assistant Administrator

Fred Semrau, Esq., Township Attorney

Stacy Sullivan-Gruca, Township Clerk

Margaret Shepard, Deputy Clerk

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

NOMINATION OF TEMPORARY CHAIRPERSON

Clerk opens nominations for temporary chairperson

Nomination of Rich Cook by Kayne second by Conklin

All in favor – Motion carried

NOMINATION OF MAYOR

Cook opens nominations for permanent chairperson of the 2023 Township Committee

Nomination of Kayne by Conklin second by Cooney

No additional nominations

Roll Call: Yes – Kayne, Witty, Cook, Conklin, Cooney No – 0

NOMINATION OF DEPUTY MAYOR

Kayne opens nominations for vice chairperson of the 2023 Township Committee

Nomination of Cooney by Cook second by Kayne

Nomination of Witty by Conklin second by Witty

Attorney advises that a roll call vote should be taken for the nominated members in order of nomination, majority vote will stand.

Roll call vote for Cooney:

Roll Call: Yes – Kayne, Cook, Cooney No – 0 Abstain – Witty, Conklin

Majority votes: 2023 Deputy Mayor Frank Cooney

OATH OF OFFICE FOR MAYOR / DEPUTY MAYOR

Performed by Morris County Sheriff James M. Gannon for Kayne and Cooney

MAYOR MESSAGE

Thanks Cooney for his leadership as Mayor and his ability to connect with residents in the role.

Expresses sincere thanks to other Township Committee members, friends and family – special mention of his children and wife for their support. Dr. Kayne began his service to the Township being moved by his own roles as a homeowner, taxpayer and parent of (then) school-aged children.

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

Recognizes past Mayors in attendance and recognizes the citizens of the Township as the backbone of the community. Special mention of emergency personnel and all volunteers on boards, commissions and sport program coaches.

DIGNITARIES

Recognition of dignitaries present

2023 STATE OF MONTVILLE TOWNSHIP ADDRESS

Each year the Mayor gets to deliver the State of Montville Township Address and it is an honor and privilege to deliver my first Address as Montville Township Mayor.

We make various improvements to the Township each year:

- We dedicate funds annually to resurface Township roads. Approximately 6 miles of roadway were resurfaced in 2022 according to our road repaving schedule. Other road improvements in 2022 included drainage improvements, ADA accessibility improvements to sidewalk ramps, oil & stone roadway treatment, line striping improvements and crack sealing treatment.
- Repairs to the Lake Montowac Dam were completed in 2022.
- Facility improvements in 2022 included parking lot lighting improvements at the Senior House, parking lot lighting improvements to the Chapin Road Park N Ride, lighting upgrades to the new amphitheater and pavilion, upgrades to the burglar and fire alarm system in the Public Safety Building, front door replacement at the Library and Senior House, and the installation of a new HVAC chiller system at the Municipal Building.
- We expanded our sewer system by providing ninety-six (96) residential homes currently using septic systems access to the Township's sewer system as part of the Old Lane Sewer Expansion Project.
- We satisfied our Constitutional requirement for Affordable Housing and maintain compliance with our Court approved affordable housing settlement agreement with Fair Share Housing. The Township has taken steps to extend affordable housing controls on 172 affordable housing units at Rachel Gardens which will provide credits against future development in town and, at the same time, protect the existing long-standing affordable housing units and residents in our community.
- In 2022 we were excited to announce that Montville Township residents will have a choice when it comes to internet service providers. For two and a half years, we have been advocating for our residents before the Board of Public Utilities. We petitioned our legislators and led a group of municipalities as we demanded choice and service for our residents when it comes to broadband providers. Because of this, we were able to

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE

Meeting Minutes - January 3, 2023

release a joint statement with Verizon letting the public know that Verizon is expanding their FIOS network by adding miles of fiberoptic cable throughout the Township.

- In October, we proudly announced that Montville Township had again received the coveted 'AAA' bond rating from S&P Global Ratings. The AAA rating is the finance industry's premier ranking and is only achieved by a significantly small percentage of New Jersey local governments. Montville Township has now received the AAA rating more than fifteen years in a row.

The rating reflects S&P's opinion of the Township's very strong economy, good financial management practices and policies, as well as the strength of the Township's reserves. This premier rating and the praise reflected in the report are due to the leadership and financial stewardship of our elected and appointed officials, as well as our diligent taxpayers.

- We successfully held two (2) electronics and paper shredding recycling events in the spring and fall. These events help to reduce and re-purpose our recyclable material that would otherwise end up in landfills. We are happy to be able to provide these events free of charge to our residents and business owners.
- In October we hosted Montville Day which was a resounding success. Township staff put a lot of work into planning this event and we thank the community for coming out and enjoying themselves.
- Since the onset of the pandemic, our residents have come to realize and utilize the wonderful recreation amenities in Montville Township including our first-rate parks, trails, basketball, pickleball, and volleyball courts, and fishing areas. Since the new improvements to the amphitheater at Community Park we've seen record attendance at our summer concert series. Our recreation facilities are being utilized more than ever so we continue to look for ways to expand those amenities to meet the needs of all our Township residents.
- As you know, our goal each year is to develop a budget that is both structurally sound with a minimal tax increase but also maintains the needs of the public when it comes to quality service, public safety, public health, and overall public well-being, all the while continuing to maintain our commitment to prudent fiscal management.

The 2022 Budget had a 1.5681% tax-levy increase for municipal and library resulting in an average increase of \$38.24 on the average home assessed at \$531,312. We were happy to be able to adopt a budget like this considering the past few years and all the things we've confronted.

As we put together our 2023 budget, we are looking at some challenges. The Township, just like everyone else, is not immune to inflation and higher prices, smaller quantities of available goods, and longer wait times for purchases. We're facing rising health insurance, fuel, electricity, natural gas and solid waste costs as well as the same supply chain issues that the everyday consumer is facing. We are hopeful that our many years

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE

Meeting Minutes - January 3, 2023

of conservatively budgeting and our fiscal management will allow us to face these challenges with the least strain as possible on our taxpayers.

In closing, we are excited to see what 2023 will bring and we remain committed to working together as a committee and with our fellow residents to keep Montville Township the home we have come to love!

TOWNSHIP COMMITTEE COMMENTS

All Committee members express gratitude for the coming year in service to the Township. Cook mentions Cooney's dedication as Mayor and reflects upon the helpfulness of Cooney's connection with the State on behalf of the residents. Conklin expresses the importance of running for public office out of a sense of duty, not ambition and conveys his honor of accepting the responsibilities of being a Township Committee member. Witty mentions Administration, employees and first responders in gratitude and expresses her support of Kayne as Mayor and the rest of her colleagues on the Committee. Cooney thanks fellow Committee members for kind words spoken over his three terms as Mayor and shares support of Kayne as Mayor.

BOARD AND COMMISSION RESIGNATIONS

Tim Braden, Design Review Committee, 2017-2022

Robert Bear, Dog Park Advisory Committee, 2016-2022

Kevin Rosin, Dog Park Advisory Committee, 2021-2022

Michael D. Johnson, DAC/Municipal Alliance Council, 2014-2022

Nolan Ehntholt, DAC/Municipal Alliance Council, 2019-2022

Everett B. Vreeland, Jr., Economic Development Committee, 1997-2022

Christopher Fuller, Historic Preservation Review Commission, 2021-2022

Michelle Sloane, Historic Preservation Review Commission, 2021-2022

Christopher Stols, Historic Preservation Review Commission, 2021-2022

Marcella Gencarelli, Historic Preservation Review Commission, 2021-2022

Gul Khan, Open Space, 2017-2022

Joseph Marrapodi, Recreation Commission, 2010-2022

PUBLIC PORTION

Reminder to the public to state your name and address for the record, and there is a 3-minute time limit on all public comments

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

Motion by Cook second by Cooney to open public portion

All in favor – Motion Carried

Public Comments

Dan Pagano, 11 Roome Road, Towaco

Expresses displeasure of discussion during the December 6, 2022 meeting regarding 2023 Board/Commission reappointment consideration. Requests separate meeting to be held – as in the past – to discuss these appointments to avoid politicizing appointments to boards/commissions.

Motion by Conklin second by Witty to close public portion

All in favor – Motion Carried

RESOLUTION AUTHORIZING CONSENT AGENDA NO. 2023-CA01

Resolution 2023-01 Resolution approving 2023 Township Committee meeting schedule

WHEREAS, the Open Public Meetings Act, Chapter 231 of the Laws of 1975 requires all public bodies covered by said Act at least once each year and within seven (7) days following the Annual Organization or Reorganization Meeting of such body to post and maintain posted throughout the year as set forth in the Act, a Schedule of the Regular Meetings of the public body to be held during the succeeding year.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Montville, as follows:

1. The Schedule of Regular Meetings of the Montville Township Committee as set forth in the Schedule annexed hereto be and the same is hereby adopted.

2. The Township Clerk is hereby authorized and directed to prominently post said Schedule in at least one (1) public place reserved for such announcements.

3. Said Schedule shall be mailed, faxed, or e-mailed by the Township Clerk to the following two (2) newspapers:

- A. The Citizen
- B. The Daily Record

4. Said Schedule shall be placed on file with the Township Clerk.

5. In the event that the annexed Schedule is hereafter revised, the revised Schedule shall be posted, mailed and filed by the Township Clerk in the manner described hereinabove.

6. Special Meetings may be held as and when necessary with Notice to be given as provided for in the Act and meetings involving urgent matters may be held as provided for in

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

Section 4(b) of the Act. The Township Clerk is hereby directed to prominently post said Notices in at least one (1) public place reserved for such announcements at least forty-eight (48) hours in advance of all meetings.

7. Said Notices shall also be mailed, faxed, or e-mailed to the above newspapers at least forty-eight (48) hours in advance of the meeting.
8. Said Notices shall be placed on file with the Township Clerk.
9. The Township Clerk shall post a copy of this Resolution.

MONTVILLE TOWNSHIP COMMITTEE - SCHEDULE OF REGULAR MEETINGS 2023

Schedule of Regular Meetings: Second and Fourth Tuesdays of each month at 7 p.m. It is the intention of the Governing Body to meet in closed session after the public portion. The public portion will begin at 7 p.m. unless otherwise specified below or in a special meeting notice. Meetings are held at the Municipal Building, 195 Changebridge Road, Montville, New Jersey.

<u>2023</u>	<u>2023</u>
January 3	July 18
January 24	August 22
February 14	September 12
February 28	September 26
March 14	October 10
March 28	October 24
April 11	November 13 Monday
April 25	December 12
May 9	
May 23	
June 13	
June 27	

Resolution 2023-02 Resolution designating Official Newspapers for 2023

BE IT RESOLVED, that the Township Committee designate The Daily Record and The Citizen as the Official Newspapers for the Township of Montville for the year 2023.

BE IT FURTHER RESOLVED, that the Township Committee may provide, whenever possible, electronic notice of a meeting of the public body through the Internet to the *TAP into Montville* electronic newspaper.

Resolution 2023-03 Resolution to affirm the Township of Montville's Civil Rights Policy with respect to all officials, appointees, employees, prospective employees, volunteers, independent

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

contractors, and members of the public that come into contact with municipal employees, officials and volunteers

WHEREAS, it is the policy of the Township of Montville to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act; and

WHEREAS, the governing body of the Township of Montville has determined that certain procedures need to be established to accomplish this policy;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Montville, in the County of Morris, and State of New Jersey that:

Section 1: No official, employee, appointee or volunteer of the Township by whatever title known, or any entity that is in any way a part of the Township shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the Township's business or using the facilities or property of the Township.

Section 2: The prohibitions and requirements of this Resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Township to provide services that otherwise could be performed by the Township.

Section 3: Discrimination, harassment and civil rights shall be defined for purposes of this Resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

Section 4: The Township Administrator shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this Resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

Section 5: No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6: The Township Administrator shall establish written procedures that require all officials, employees, appointees and volunteers of the Township as well as all other entities subject to this Resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this Resolution.

Section 7: The Township Administrator shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

Section 8: At least annually, the Township Administrator shall cause a summary of this Resolution and the procedures established pursuant to this Resolution to be communicated within the Township. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this Resolution. This summary shall also be posted on the Township's web site.

Section 9: This Resolution shall take effect immediately.

Section 10: A copy of this Resolution shall be published in the official newspaper of the Township in order for the public to be made aware of this policy and the Township's commitment to the implementation and enforcement of this policy.

Resolution 2023-04 Resolution of appointments by Township Administrator

BE IT RESOLVED, that the Report of Appointments for the year 2023 by the Township Administrator, made in accordance with the Administrative Code, are hereby accepted and approved as follows:

Township Administrator – June Hercek
Assistant Township Administrator – Nicholas Breiner
Department Head of the Department of Land Use – Jane Mowles
Department Head of the Department of Engineering/Public Works – Nicola Marucci
Department Head of the Department of Finance – Katie Yanke
Department Head of the Department of Clerk – Stacy Sullivan-Gruca
Department Head of the Department of Police – Andrew Caggiano
Department Head of the Department of Construction – Patrick Calabrese
Department Head of the Department of Parks & Recreation – Donna (Lori) Dent
Department Head of the Departments of Water & Sewer – David Kirkham
Department Head of the Department of Social Services – Nancy Mertz

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

Youth Activities Coordinator, Department Head: Christopher Ziolkowski

BE IT FURTHER RESOLVED, that the persons as listed below are hereby named for Appointment as Special Police Officers, Police Matrons and School Crossing Guards for the Township of Montville for the year 2023:

Special Police Officer-Class II - Edward Rosellini

Police Matrons - Liz Johansen, Carol DaCosta

School Crossing Guards - Deborah Alberts, Susan Avrov, George Avrov, Joseph DaCunha, John Hankowski, Veronika Krofchak, Joann Labarca, Kristen Marino, John Osborne, Ingrid St. Jean, Don Welter

Substitutes – Liz Johansen

Resolution 2023-05 Resolution authorizing appointments to Boards and Commissions

RESOLVED, that the Township Committee make the following Board and Commission appointments:

BOARD OF ADJUSTMENT:

James Marinello – reappoint, 4 year term
Ray Giordano – reappoint, 4 year term
Jake Kovalcik (Alternate #1) – reappoint, 2 year term
Township Committee Liaison – Richard Cook; Alternate: Frank Cooney

BOARD OF HEALTH:

Sunil Shah – reappoint, 3 year term
Arnold Pallay – reappoint, 3 year term
Township Committee Liaison – June Witty; Alternate: Matthew S. Kayne

DESIGN REVIEW COMMITTEE:

Anthony Garrett – reappoint, 1 year term
Joseph Nadler – reappoint, 1 year term
Joseph Stellato – reappoint, 1 year term
Erik Wolfe – reappoint, 1 year term
Joseph Riccardi – appoint as full member, 1 year term
Joe Daughtry – appoint as Alternate #1, 1 year term
Victor Canning – appoint as Alternate #2, 1 year term
Township Committee Voting Member: Richard Conklin; Liaison: June Witty

DOG PARK ADVISORY COMMITTEE:

Dolores Eckert-Cook – reappoint, 1 year term
Dolores Healey – reappoint, 1 year term
Karen Kozel – reappoint, 1 year term
Christine Scott – reappoint, 1 year term

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE

Meeting Minutes - January 3, 2023

Sandra Spinelli – reappoint, 1 year term
Gladys Driscoll – reappoint, 1 year term
Tracey Bednash – reappoint, 1 year term
Judith Caggiano – appoint, 1 year term
Township Liaison – Frank Cooney; Alternate: June Witty

DRUG AWARENESS-MUNICIPAL ALLIANCE COUNCIL:

Caroline Moat – reappoint, 3 year term
Joseph Salamone – reappoint, 3 year term
Lawrence Pascual – reappoint, 3 year term
Township Committee Liaison – June Witty; Alternate: Matthew S. Kayne

ECONOMIC DEVELOPMENT COMMITTEE:

Nancy Tuckman – reappoint, 3 year term
Dennis Feeney – appoint as full member, 3 year term
Jake Kovalcik – appoint as Alternate #1, unexpired term ending 1/1/2024
Fabio Gulla – appoint as Alternate #2, unexpired term ending 1/1/2025
Township Committee Liaison – Matthew S. Kayne; Alternate: Frank Cooney

ENVIRONMENTAL COMMISSION:

Joe Daughtry – reappoint, 3 year term
Kim Arminio – reappoint, 3 year term
Sharon Faber – appoint as Alternate # 1, 2 year term
Anthony Angiolini – appoint as Alternate # 2, unexpired term ending 1/1/2024
Township Committee Liaison – June Witty; Alternate: Richard Conklin

HISTORIC PRESERVATION REVIEW COMMISSION:

Richard Gamsby – reappoint, 4 year term
Anthony Angiolini – appoint, 4 year term
Township Committee Liaison – Richard Conklin; Alternate: Richard Cook

HOUSING COMMITTEE:

Kulsum Aamer – reappoint, 3 year term
Corlas Ann Lorino – reappoint, 3 year term
Township Committee Liaison – June Witty; Alternate: Frank Cooney

LIBRARY BOARD OF TRUSTEES:

Mayor – 1 year term
Alternate to Mayor – 1 year term
Superintendent of Schools – Dr. Rene Rovtar, 1 year term
Alternate to Superintendent of Schools – Dr. Casey Shorter & David Tubbs, 1 year term

MAYOR'S APPOINTMENTS TO THE LIBRARY BOARD OF TRUSTEES:

Robert Donohue – reappoint, 5 year term

OPEN SPACE COMMITTEE:

Glenn Bott – reappoint, 1 year term
Christine Cavaliere-Friedlein – reappoint, 1 year term
Corlas Ann Lorino – reappoint, 1 year term
Ronald Luna – reappoint, 1 year term

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

John Misiewicz – reappoint, 1 year term
Daniel Pagano – reappoint, 1 year term
Steven Bennett – appoint, 1 year term
Safwan Hasan – appoint, 1 year term
Township Committee Liaison – June Witty; Alternate: Frank Cooney

PLANNING BOARD:

Mayor – 1 year term
Richard D. Conklin, Township Committee - 1 year term

MAYOR’S APPOINTMENTS TO THE PLANNING BOARD:

Russell Lipari – reappoint, 4 year term
Pane Repic, Alternate #1 – reappoint, 2 year term

RECREATION COMMISSION:

Michael Perretta – reappoint, 5 year term
Denise Gauweiler – appoint as full member, 5 year term
Lawrence Garb, Alternate #1 – reappoint, 2 year term
Township Committee Liaison - Richard Conklin; Alternate: Frank Cooney

ROCKAWAY RIVER WATERSHED CABINET:

Township Committee Liaison – June Witty; Alternate: Matthew S. Kayne

TREE REMOVAL PERMIT APPEALS BOARD:

Nick Marucci, Township Engineer; Pam Misiewicz, Environmental Commission Liaison;
Ivan Bader, Steve Olson

Resolution 2023-06 Resolution appointment tax searcher and improvement searcher

RESOLVED, that the Township Committee of the Township of Montville make the following appointments for the year 2023:

Tax Searcher – Christine Corcoran

Improvement Searcher – Stacy Sullivan-Gruca

Resolution 2023-07 Resolution appointing June Hecsek as representative of the Township of Montville to the Morris County Joint Insurance Fund and the Municipal Excess Liability Fund

WHEREAS, the Township of Montville is a member of the Morris County Joint Insurance Fund and the Municipal Excess Liability Fund; and

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

WHEREAS, the Township Committee of the Township of Montville must appoint an individual as the representative of the Township of Montville to the Joint Insurance Fund and the Municipal Excess Liability Fund;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montville, in the County of Morris and State of New Jersey, that June Hercek is hereby appointed as the representative of the Township of Montville to the Morris County Joint Insurance Fund and the Municipal Excess Liability Fund and that Nicholas Breiner is hereby appointed as the alternate to June Hercek as representative of the Township of Montville to the Morris County Joint Insurance Fund and the Municipal Excess Liability Fund.

Resolution 2023-08 Resolution to adopt the Cash Management Plan – 2023

WHEREAS, N.J.S.A. 40A: 5-14 requires that every local unit adopt a Cash Management Plan, and

WHEREAS, the primary objectives of the plan are to preserve the safety of Public funds, seek investment instruments that offer liquidity and maximize interest revenue through use of authorized legal depositories and approved investment instruments, and

WHEREAS, it is necessary to re-adopt the Cash Management Plan annually;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montville that that the following Cash Management Plan for the Township of Montville be adopted.

Resolution 2023-09 Resolution to adopt the Township's Fund Balance Policy – 2023

WHEREAS, the Township's Fund balance policy was originally adopted via Resolution 2020-269 on September 22, 2020; and

WHEREAS, it was noted in Resolution 2020-269, that the policy would be adopted annually at the annual reorganization meeting; and

WHEREAS, it is necessary for Governments to maintain adequate levels of fund balance to mitigate current and future risks such as revenue shortfalls and unanticipated expenditures; and

WHEREAS, it has been particularly obvious, due to the COVID-19 Pandemic, that maintaining adequate levels of fund balance has allowed the Township to react to unexpected emergencies and revenue shortfalls; and

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

WHEREAS, The Township Committee believes that maintaining fund balance protects the long term financial integrity of the Township, is vital to the fiscal health of the Township and helps preserve the Township's AAA Bond Rating by S&P Global (Standard & Poors);

WHEREAS, the Township is committed to maintaining a prudent level of financial resources to protect against the need to reduce service levels because of temporary revenue shortfalls or unexpected expenditures; and

WHEREAS, it is recommended by the GFOA, the DLGS, auditors and rating agencies that a Township adopt a formal Fund Balance Policy;

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Montville that the following Fund Balance Policy for the Township of Montville be adopted.

Resolution 2023-10 Resolution authorizing investment of idle funds and fund transfers

WHEREAS, it is desirable that idle funds be invested in legal investment vehicles at all times, and

WHEREAS, it is occasionally necessary to transfer funds for the purpose of meeting current Township expenses or for the purpose of effecting investments,

NOW, THEREFORE, BE IT RESOLVED by the Committee of the Township of Montville, that it does hereby authorize the Chief Financial Officer to request bids and to place orders for the investment of idle funds solely in legally authorized investment vehicles, and

BE IT FURTHER RESOLVED, that the Chief Financial Officer is hereby authorized to transfer funds by wire solely for the following purposes and subject to all pertinent regulations:

- 1) To or from Township checking or savings accounts to other Township accounts.
- 2) To or from Township checking or savings accounts to or from accounts specified by banks or the State of New Jersey Cash Management Funds solely for the purpose of investing for the account.

Resolution 2023-11 Resolution designating depositories

WHEREAS, N.J.S.A. 40A:5-14 mandates that the governing body of a municipal corporation shall, by resolution passed by a majority vote of the full membership thereof, designate as a depository for its monies a bank or trust company having its place of business in the state and organized under the laws of the United States or this state;

BE IT RESOLVED, that Lakeland Bank and the New Jersey Cash Management Fund be named as Depositories for Township Funds; and

BE IT FURTHER RESOLVED, that Bank of America, Lincoln 1st Bank, TD Bank, Columbia Bank, Santander Bank, Blue Foundry Bank and Bank of New York Mellon Trust Company be named as additional Depositories for Township Funds, if the need arises; and

BE IT FURTHER RESOLVED, that the following persons shall be authorized to sign the checks: 2023 Mayor, Katie Yanke, Chief Financial Officer, and Stacy Sullivan-Gruca, Township

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

Clerk or during the absence of the Mayor, the Vice-Chairperson is hereby authorized to sign the checks.

Resolution 2023-12 Resolution authorizing cooperative purchasing

WHEREAS, in the past, the Township of Montville has availed itself of the right to purchase materials, supplies, and equipment under contracts for such materials, supplies and equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property in the Department of the Treasury pursuant to N.J.S.A. 40A:11-12, the Cooperative Pricing Council of the County of Morris, the Educational Services Commission (ESCNJ), the Passaic County Cooperative Pricing System, the Houston-Galveston Area Council (HGAC) National Cooperative Purchasing Program, the National Joint Powers Alliance (NJPA-Sourcewell) National Cooperative Purchasing Program, the National Intergovernmental Purchasing Alliance (National IPA-Omnia) National Cooperative Purchasing Program, the Bergen County Cooperative, the North Jersey Wastewater Cooperative Pricing System, the Cranford Police Cooperative and the Union County Cooperative; and

WHEREAS, it is desirable from time to time to obtain materials, supplies and equipment under Contracts for such materials, supplies and equipment entered into on behalf of the State of New Jersey by the said Division, the Morris County Cooperative, the Educational Services Commission (ESCNJ), the Passaic County Cooperative Pricing System, the Houston-Galveston Area Council (HGAC) National Cooperative Purchasing Program, the National Joint Powers Alliance (NJPA-Sourcewell) National Cooperative Purchasing Program, the National Intergovernmental Purchasing Alliance (National IPA- Omnia) National Cooperative Purchasing Program, the Bergen County Cooperative, the North Jersey Wastewater Cooperative Pricing System, the Cranford Police Cooperative and the Union County Cooperative without the necessity of advertising for bids or in the cases where no bids have been received;

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

1. That the purchases by the Township of Montville through the several Municipal Departments shall be purchased under a Contract or Contracts for such materials, supplies or equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property in the Department of the Treasury, the Cooperative Pricing Council of the County of Morris, the Educational Services Commission (ESCNJ), the Passaic County Cooperative Pricing System, the Houston-Galveston Area Council (HGAC) National Cooperative Purchasing Program, the National Joint Powers Alliance (NJPA-Sourcewell) National Cooperative Purchasing Program, the National Intergovernmental Purchasing Alliance (National IPA-Omnia) National Cooperative Purchasing Program, the Bergen County Cooperative, the North Jersey Wastewater Cooperative Pricing System, the Cranford Police Cooperative and the Union County Cooperative in those cases where it is desirable and in the best interest of the Township of Montville without the necessity of advertising for bids, soliciting quotes, and in those cases where bids have been sought by advertisement therefore and no bids were received.

2. That the above listed State and Cooperative Purchasing Contracts are only to be used by the Departments when all proper purchasing procedures and requirements are followed in accordance with NJ Local Public Contract Law and all requested purchases have been traced/tied out to the pricing and products in the Awarded Contracts.

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

3. That a copy of this Resolution be forwarded to the Township Administrator, all Department Heads of the Township of Montville, Municipal Auditor and any other party of interest.

Resolution 2023-13 Resolution authorizing contracts with certain approved Morris County Cooperative Pricing Council Contract vendors

WHEREAS, in the past, the Township of Montville has availed itself of the right to purchase materials, supplies, and equipment under contracts for such materials, supplies and equipment entered into under the Cooperative Pricing Council of the County of Morris; and

WHEREAS, it is desirable from time to time to obtain materials, supplies and equipment under Contracts for such materials, supplies and equipment entered into by the Cooperative Pricing Council of the County of Morris without the necessity of advertising for bids or in the cases where no bids have been received; and

WHEREAS, it will be necessary or desirable to obtain materials, supplies and equipment under such Contract or Contracts entered into under the County of Morris Cooperative Pricing Council with the attached list of Referenced Cooperative Vendors/Contracts;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Montville, County of Morris and State of New Jersey,

- 1) That the purchases by the Township of Montville through the several Municipal Departments shall be purchased under a Contract or Contracts for such goods or services entered into under the Cooperative Pricing Council of the County of Morris from the attached list of Referenced Cooperative Vendors/Contracts.
- 2) That these purchases can only be made from the attached reference list of vendors if and when all prices and products/services have been traced and agreed to the corresponding MCCPC Notice of Award.

Resolution 2023-14 Resolution authorizing contracts with certain approved State Contract vendors for contracting units pursuant to N.J.S.A. 40A:11-12a

WHEREAS, the Township of Montville, pursuant to N.J.S.A. 40A: 11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Township of Montville has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the Township of Montville may desire to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Montville, County of Morris and State of New Jersey,

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

- 1) That the purchases by the Township of Montville through the several Municipal Departments shall be purchased under a Contract or Contracts for such goods or services entered into under the approved State Contract from the attached list of Referenced Vendors/Contracts.
- 2) That these purchases can only be made from the attached reference list of vendors/contracts if and when all prices and products/services have been traced and agreed to the corresponding State contract, pursuant to all conditions of the individual State contract.

Vendor	Description	State Contract #	
Tilcon	Hot Mix Asphalt	18-FLEET-00634	1/31/2023
Pitney Bowes	Mailroom Equipment	41258	4/14/2023
WB Mason	Supplies	'0000003	5/6/2023
General Sales Administration	Law Enforcement Firearms Equipment and Supplies	17-FLEET-00760	5/14/2023
Motorola Solutions	Radio Communication Equipment & Accessories	A83909	4/30/2023
Dave's Tire, LLC	M8000 Tires, Tubes & Services - Goodyear	20-FLEET-00948	3/31/2024
Dave's Tire, LLC	M8000 Tires, Tubes & Services - Bridgestone	19-FLEET-00708	3/31/2024
MPH Industries	Law Enforcement Firearms Equipment and Supplies	17-FLEET-00755	5/14/2023
SF Mobile-Vision Inc.	Law Enforcement Firearms Equipment and Supplies	17-FLEET-00731	5/14/2023
Vesta Solutions	T0109 -Radio Communication Equipment and Accessories	83925	4/30/2023
Grainger	Facilities (MORO), Lighting Products, Industrial Supplies and Tools	19-Fleet-00566 #M-0002, 00677	6/30/2023
Fastenal	Facilities (MORO), Lighting Products,	19-Fleet-00565 #M-0002, 00678	6/30/2023
Beyer Ford	OEM & Non-OEM Maintenance & Repair Services for Light/Medium Duty Vehicles	40813	3/17/2023
	OEM Automotive Parts and Accessories for Light Duty Vehicles Class 4 or Lower	19-FLEET-00913	8/4/2023
BCI Truck, Inc.	Maintenance and Repair Heavy Duty Vehicles	89268	11/20/2023
Route 23 Automall	OEM & Non-OEM Maintenance & Repair Services for Light/Medium Duty Vehicles	40812	3/17/2023
Rt. 23 Automall	Maintenance & Repair - Heavy Duty Vehicles	89262	11/20/2023
Rt. 23 Automall	Non-OEM Automotive Parts and Accessories	40813	3/17/2023
Barnwell House of Tires	M8000 Tires, Tubes & Services	20-FLEET-948	3/31/2024
Storr Tractor	Parts & Repairs for Lawn and Ground Equipment	A43038	2/16/2023
Eagle Point Gun	Law Enforcement Firearms - Equipment and Supplies	17-FLEET-00721	5/14/2023
Turn Out Uniforms	Law Enforcement Firearms - Equipment and Supplies	17-FLEET-00752, 751, 778	5/14/2023
Atlantic Tactical Inc, Safariland, LLC	Law Enforcement Firearms - Equipment and Supplies	17-FLEET-00787	5/14/2023
Ben Shaffer Recreation, Inc	Parks and Playground Equipment	16-Fleet-00135	5/30/2023
BCI Burke Company	Parks and Playground Equipment	16-Fleet-00134	5/30/2023
Home Depot	Walk-in Building Supplies	18-FLEET-00234	12/31/2026
Firefighter One	Law Enforcement Firearms - Equipment and Supplies	17-FLEET-00734	5/14/2023
	Firefighter Protective Clothing and Equipment	17-FLEET-00807	6/14/2023

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

Vendor	Description	State Contract #	
Applied Analytics	Environmental Testing Instruments	21-FOOD-01687	8/31/2024
Anixter	Cabling Products	A85153	10/9/2023
Miller Energy, Inc.	Environmental Testing Instruments, Equipment, Supplies for Air & Water Quality	22-FOOD-09931	8/31/2024
Hach Company	Environmental Testing Instruments, Equipment, Supplies for Air & Water Quality	21-FOOD-01684	8/31/2024
DELL	Computer Equipment/Servers/Hardware	19-TELE-00656	2/18/2023
	Software Reseller Services	20-TELE-01510	5/24/2026
	NASPO Valuepoint Cloud Solutions	19-COMP-00601	9/15/2026
Cliffside Body	Snow plow parts, grader & loader blades	A88268	1/19/2023
Transource Services Corp	M0483 - COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	89982	2/28/2023
Pure Storage Inc.	M0483 - COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	89981	2/28/2023
Panasonic	M0483 - COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	89980	2/28/2023
NetApp Inc	M0483 - COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	89977	2/28/2023
Howard Technology Solutions	M0483 - COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	89976	2/28/2023
HP Inc.	M0483 - COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	89974	2/28/2023
EMC Corporation	M0483 - COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	89968	2/28/2023
Ace Technology Partners LLC	M0483 - COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	89964	2/28/2023
Oracle America Inc.	M0483 - COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	42967	2/28/2023
Microsoft Corporation	M0483 - COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	40166	2/28/2023
Hewlett Packard Enterprise Company	M0483 - COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	40116	2/28/2023
IBM	M0483 - COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	40047	2/28/2023
Lenovo (United States) Inc.	M0483 - COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	21-TELE-01428	2/28/2023
Hitachi Vantara LLC	M0483 - COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	20-TELE-01200	2/28/2023
Dell Marketing L.P.	M0483 - COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	19-TELE-00656	2/28/2023
ByteSpeed LLC	M0483 - COMPUTER EQUIPMENT, PERIPHERALS & RELATED SERVICES	18-TELE-00374	2/28/2023

Resolution 2023-15 Resolution to provide for 2023 Debt Service

WHEREAS, N.J. 40a-19 provides the authority for appropriating in a Temporary Resolution the permanent Debt Service requirements for the coming fiscal year providing that such Resolution is not made earlier than December 20th of the year preceding the beginning of the fiscal year; and

WHEREAS, the Date of this Resolution is subsequent to December 19, 2022; and

WHEREAS, principal and interest will be due on various dates from January 1, 2023 to December 31, 2023 inclusive of Bonds, Loans and Notes issued and outstanding.

NOW, THEREFORE, BE IT RESOLVED, that the following appropriations be made to cover the period from January 1, 2023 to December 31, 2023, inclusive.

DEBT SERVICE-TOWNSHIP OF MONTVILLE-2023

Payment of Bonds - General	\$2,620,000
Interest on Bonds - General	\$ 474,599
Payment of Bonds – Open Space	\$ 355,000
Interest on Bonds – Open Space	\$ 13,600
Payment of Loans – Open Space:	

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

NJFIT	\$ <u>42,495</u>
	\$3,505,694

DEBT SERVICE-TOWNSHIP OF MONTVILLE WATER UTILITY-2023

Payment of Bonds	\$285,000
Interest on Bonds	\$ 52,559
Interest on Notes	\$ 73,963
Payment of Bond Anticipation Notes	<u>\$171,000</u>
	\$582,522

DEBT SERVICE-TOWNSHIP OF MONTVILLE SEWER UTILITY-2023

Payment of Bonds	\$ 685,000
Interest on Bonds	\$ 70,568
Interest on Notes	\$ 51,257
Payment of Bond Anticipation Notes	\$ 193,000
Payment of Loans:	
NJFIT	<u>\$ 115,391</u>
	\$1,115,216

Resolution 2023-16 Resolution providing for temporary appropriations for operating purposes

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 2023 Budget) Temporary Appropriations be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this Resolution is within the first thirty (30) days of 2023; and

WHEREAS, the total Appropriations in the 2022 Budget, less Appropriations made for Capital Improvement Fund, Debt Service and Relief of the Poor (Public Assistance) are as follows:

GENERAL	\$29,500,537.05
WATER	\$ 2,766,649.00
SEWER	\$ 3,805,530.00

WHEREAS, 26.25% of the total Appropriations in the 2022 Budget, less Appropriations for Capital Improvement Fund, Debt Service and Relief of the Poor (Public Assistance) is as follows:

GENERAL	\$7,743,890.98
WATER	\$ 726,245.36
SEWER	\$ 998,951.63

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Montville in the County of Morris that the Appropriations be made and that a certified copy of this Resolution be forwarded to the Chief Financial Officer for the records.

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

Resolution 2023-17 Resolution authorizing the Finance and the Water and Sewer Department to continue to maintain petty cash funds in the amount of \$500 and \$300, respectively and to reaffirm the change funds in place

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund; and

WHEREAS, said Petty Cash funds were established by resolution and received approval from the Director of Local Government Services on 5/7/1962 and 1/21/1992, respectively; and

WHEREAS, it is the desire of the governing body that said funds be continued;

NOW THEREFORE, BE IT RESOLVED, that the Chief Financial Officer be authorized to re-establish Funds for Petty Cash for the year 2023 in the amount of \$800.00 with the following

Petty Cash Custodians:

Finance – Jennifer Storey	\$500
Water - Kathleen Codella	\$150
Sewer - Kathleen Codella	<u>\$150</u>
	\$800

BE IT FURTHER RESOLVED, that the following change funds continue to be maintained for the year 2023:

Court	\$100
Tax Collector	\$100
Police	\$25
Recreation	\$10
Health Department	\$50
Animal Control	<u>\$20</u>
	\$305

Resolution 2023-18 Resolution to renew the formal policy for the Home Depot credit account store card and the Shop-Rite credit account store card

WHEREAS, the Township of Montville maintains a Home Depot Credit Account and store card for the convenience and efficiency of Township business; and

WHEREAS, the Township of Montville maintains a Shop-Rite Credit Account and store card for the convenience and efficiency of Township business; and

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

WHEREAS, the formal policy with respect to these credit accounts should be adopted on an annual basis; and

WHEREAS, upon recommendation of the Township Administrator and the CFO to re-authorize the formal store card policy annually, originally adopted by resolution on November 26, 2013;

NOW, THEREFORE, BE IT RESOLVED as follows:

- 1) The Finance Department is to keep physical possession of the Home Depot Store Card and the Shop-Rite Store Card;
- 2) Any designated user of the card must sign it out from the Finance Department using a form that states the Name, the last four digits of the Store Card, the date taken and the employee's signature when taken. That user must have a valid Purchase Order prior to picking up and using the store card, which must also be referenced on the form.
- 3) After the purchase is made, the user must return the card to the Finance Department and using the form, list the date returned including the employee's signature when returned.
- 4) After each purchase, the receipts and corresponding purchase order must be turned in to their department for verification.
- 5) Authorized users are designated by their Department Head and must possess an active employee ID card.

Resolution 2023-19 Resolution authorizing annual representatives

BE IT RESOLVED, that the following representatives be appointed for the year 2023:

North Jersey Municipal Employee Benefits Fund – Katie Yanke

Board of Education Subcommittee – Representative of Township Committee – Mayor and Deputy Mayor

Morris County League of Municipalities – Mayor and June Hercek

Morris County Community Development – Mayor, June Hercek, Nicholas Breiner

New Jersey Sustainable Energy Meeting (SEM) – June Hercek and Nicholas Breiner

Personnel Subcommittee – Mayor and Deputy Mayor

Rockaway River Watershed Cabinet – June Witty and Matthew S. Kayne

Resolution 2023-20 Resolution of the Township of Montville, County of Morris, and State of New Jersey authorizing the Administration to pay certain invoices and bills subject to formal approval by the Mayor and Township Committee

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

WHEREAS, from time to time, due to meeting schedules and inclement weather, certain reoccurring invoices become due and payable; and

WHEREAS, the services have been rendered and the invoices have been presented in a form acceptable to Township disbursement standards and the receipt and confirmation of such services have been confirmed by the appropriate department head of the Township; and

WHEREAS, in order to maintain the Township's pristine credit rating, it becomes necessary for certain vouchers and invoices to be paid prior to the presentation of a bill list to the Mayor and Township Committee; and

WHEREAS, providing that the Administration has reviewed and authorized certain re-occurring invoices for day-to-day operations such as insurance, supplies, utilities and other such type of monthly invoices for services are to the satisfaction of the Administration and providing such funds are available as authorized by the Chief Financial Officer to pay such invoices, then the Administrator shall be authorized to pay such re-occurring invoices subject to presentation and ratification by way of affirmance at the following meeting of the Mayor and Township Committee.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Montville, in the County of Morris, and State of New Jersey, that the Administration, specifically the Township Administrator, is hereby authorized, under certain circumstances set forth and embodied in this Resolution, to make payment of certain invoices subject to affirmance by the Mayor and Township Committee at the meeting following the authorization of such payment.

BE IT FURTHER RESOLVED, that the invoices should be re-occurring for monthly services as set forth and presented in an order acceptable and verified by the Administration prior to rendering payment.

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be provided to the Township Administrator and Chief Financial Officer for future reference.

This Resolution will take effect immediately.

[Resolution 2023-21](#) Resolution approving municipal towing services 2023

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

WHEREAS, pursuant to Montville Township Code Chapter 358, application is made to the Township of Montville for approval to provide towing services when called by the police; and

WHEREAS, applications were made and inspections were conducted by the police, criminal and driving histories were reviewed, and insurance certificates as required were provided.

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

Section 1. The following applicants are approved for light duty towing services for 2023 contingent upon the execution of contracts, which include hold harmless agreements, and payment of the contract fee:

1. Ajaco Towing, 1029 Edwards Road, Parsippany, NJ 07054
2. C & L Towing Services, 38 DeForest Avenue, East Hanover, NJ 07936
3. Eagle Truck Services, 811 Route 46, Parsippany, NJ 07054
4. M.J. Corigliano Towing, Inc., 27 Intervale Road, Boonton, NJ 07005

Section 2. The following applicants are approved for heavy duty towing services for 2023 contingent upon the execution of contracts, which include hold harmless agreements, and payment of the contract fee:

1. Ajaco Towing, 1029 Edwards Road, Parsippany, NJ 07054
2. C & L Towing Services, 38 DeForest Avenue Avenue, East Hanover, NJ 07936
3. Eagle Truck Services, 811 Route 46, Parsippany, NJ 07054
4. M.J. Corigliano Towing, Inc., 27 Intervale Road, Boonton, NJ 07005

[Resolution 2023-22](#) Resolution authorizing the issuance of a Tourist Accommodation License for the year 2023

(on January 24, 2022 agenda for consideration)

[Resolution 2023-23](#) Resolution of the Township of Montville, County of Morris, State of New Jersey authorizing June E. Hercek as Housing Director and Jane Mowles as Municipal Housing

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

Liaison to designate a Municipal Official or Officials to perform habitability inspections as they relate to the current affordable housing regulations

WHEREAS, the Township of Montville determined that the Affordable Housing Agreements and certificates extending the controls on several affordable housing units in the Township were not completely compliant with Affordable Housing regulations; and

WHEREAS, the Township sent letters to the affected residents who were asked to execute a Township approved "Declaration of Extension of Restrictive Covenants and Conditions" which amends and updates their Affordable Housing Agreement, such that the affordability controls on the unit can be extended; and

WHEREAS, as part of executing the "Declaration of Extension of Restrictive Covenants and Conditions," residents agree to undergo a habitability inspection to confirm their unit is in full compliance with the current Affordable Housing regulations; and

WHEREAS, the Township wishes to authorize June E. Hercek as Housing Director and Jane Mowles as Municipal Housing Liaison to designate a municipal official or officials to perform the habitability inspections for purposes of issuing a certificate of habitability.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Montville, in the County of Morris and State of New Jersey, authorizes June E. Hercek as Housing Director and Jane Mowles as Municipal Housing Liaison to designate a municipal official or officials to perform habitability inspections for purposes of issuing a certificate of habitability as they relate to the current Affordable Housing regulations in the Township of Montville.

This Resolution shall take effect immediately.

[Resolution 2023-24](#) Resolution of the Township of Montville, County of Morris and State of New Jersey authorizing the appointment of Jane Mowles as Municipal Housing Liaison effective January 1, 2023

WHEREAS, the Township of Montville adopted Chapter 73: Affordable Housing as part of its Municipal Code; and

WHEREAS, Article II: Municipal Housing Liaison which is part of Chapter 73 on Affordable Housing describes the position of Municipal Housing Liaison; and

WHEREAS, the purpose of Article II: Municipal Housing Liaison is to create the administrative mechanisms needed for the execution of the Township of Montville's responsibility to assist in the provision of affordable housing pursuant to the Fair Housing Act of 1985; and

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

WHEREAS, the Township wishes to appoint Jane Mowles to the position of Municipal Housing Liaison as Ms. Mowles has the appropriate certifications for this position; and

WHEREAS, there is no additional salary compensation for this position.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montville, in the County of Morris, and State of New Jersey, that the appointment of Jane Mowles as Municipal Housing Liaison of the Township of Montville as described hereinabove be and is hereby authorized.

This Resolution will take effect immediately upon its passage.

Resolution 2023-25 Resolution of the Township of Montville, County of Morris and State of New Jersey authorizing the appointment of June E. Hercek as Housing Director and Nicholas G. Breiner as Housing Director in the absence of June E. Hercek effective January 1, 2023

WHEREAS, the Township of Montville adopted Chapter 73: Affordable Housing as part of its Municipal Code; and

WHEREAS, the Municipal Code requires the Township Committee or Township Administrator appoint an employee of the Township of Montville to the position of Housing Director; and

WHEREAS, the Township Committee wishes to appoint June E. Hercek to the position of Housing Director; and

WHEREAS, the Township Committee wishes to appoint Nicholas G. Breiner to the position of Housing Director in the absence of June E. Hercek; and

WHEREAS, there is no additional salary compensation for this title.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montville, in the County of Morris, and State of New Jersey, that the appointment of June E. Hercek as Housing Director of the Township of Montville and Nicholas G. Breiner as Housing Director of the Township of Montville in the absence of June E. Hercek as described hereinabove be and is hereby authorized.

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

This Resolution will take effect immediately upon its passage.

Resolution 2023-26 Resolution of the Township of Montville, County of Morris and State of New Jersey authorizing the appointment of Jane Mowles as Administrative Agent effective January 1, 2023

WHEREAS, the Township of Montville adopted Chapter 73: Affordable Housing as part of its Municipal Code; and

WHEREAS, Article II: Municipal Housing Liaison which is part of Chapter 73 on Affordable Housing describes the role of Administrative Agent; and

WHEREAS, the Township wishes to appoint Jane Mowles to the role of Administrative Agent; and

WHEREAS, there is no additional salary compensation for this position.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montville, in the County of Morris, and State of New Jersey, that the appointment of Jane Mowles as Administrative Agent of the Township of Montville as described hereinabove be and is hereby authorized.

This Resolution will take effect immediately upon its passage.

Resolution 2023-27 Resolution of the Township of Montville, County of Morris and State of New Jersey authorizing the Township to extend a leave of absence for employees with a permanent title in New Jersey Civil Service but who have left the title for a different appointment

WHEREAS, the Township of Montville is a New Jersey Civil Service ("Civil Service") jurisdiction and Civil Service law establishes procedures for hiring and promoting government employees; and

WHEREAS, according to Civil Service, an employee with permanent status in a career service title may, from time to time, leave that permanent title for a different appointment; and

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

WHEREAS, that employee has rights “to a position in the permanent title in the same organizational unit” when she or he is returned to that position based on guidelines established by Civil Service; and

WHEREAS, Civil Service requires a jurisdiction to annually designate those employees who have permanent status, but have left the position for a different appointment, by coding the transaction in the CAMPS system as follows – Leave Without Pay, 013: To Accept Unclassified Appointment; and

WHEREAS, the Township wishes to modify the Civil Service CAMPS system as follows:

NAME	ON LEAVE FROM	TITLE CODE
Christine Corcoran	Administrative Clerk	00020
Maryann J. Horan	Administrative Clerk	00020
Helen Imbert	Account Clerk	00001
Jane Mowles	Administrative Clerk	00020
Stacy Sullivan-Gruca	Account Clerk	00001

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montville, in the County of Morris and State of New Jersey, that the Township is hereby authorized to designate those employees in the New Jersey Civil Service CAMPS system who have a permanent title and have left the title for a different appointment, as Leave Without Pay, 013: To Accept Unclassified Appointment for the year 2023.

This Resolution shall take effect immediately.

Resolution 2023-28 Resolution of the Township of Montville, County of Morris, State of New Jersey authorizing the Township to go out to bid for licensed electrical services for outdoor Recreation fields, facilities and equipment

WHEREAS, the Township of Montville has a need for a licensed and qualified electrical services contractor to assist in the maintenance and/or repair services of outdoor recreation fields, facilities and equipment; and

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

WHEREAS, these services may exceed the bid threshold.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montville, in the County of Morris and State of New Jersey, that the Township is hereby authorized to move forward with procuring a qualified contractor to provide licensed electrical services for outdoor recreation fields, facilities and equipment.

This Resolution shall take effect immediately.

Resolution 2023-29 Resolution appointing various Township Officials to Administrative Positions in the Township of Montville

BE IT RESOLVED, that the Governing Body of the Township of Montville, County of Morris, State of New Jersey, does hereby authorize the appointment of:

June E. Hercek to the position of Chief Administrative Officer for the Township of Montville effective January 1, 2023.

Nicholas G. Breiner to the position of Alternate Chief Administrative Officer for the Township of Montville effective January 1, 2023.

June E. Hercek to the position of Affirmative Action Officer for the Township of Montville effective January 1, 2023.

Nicholas G. Breiner to the position of Alternate Affirmative Action Officer for the Township of Montville effective January 1, 2023.

Maryann Joyce Horan to the position of Human Resources Officer for the Township of Montville effective January 1, 2023.

Nicholas G. Breiner to the position of Alternate Human Resources Officer for the Township of Montville effective January 1, 2023.

Nicholas G. Breiner to the position of Designated Employer Representative (DER) for the Township of Montville effective January 1, 2023.

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

June E. Hercek to the position of Alternate Designated Employer Representative (DER) for the Township of Montville effective January 1, 2023.

WHEREAS, there is no additional salary compensation for these positions.

Resolution 2023-30 Resolution recognizing Township Events and Township Endorsed Events

WHEREAS, the Township of Montville sponsors certain events throughout the year and endorses other privately held events for which it lends specified assistance; and

WHEREAS, the Township Committee has adopted a policy whereby it will recognize Township and Township endorsed events by Resolution to be considered on an annual basis.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montville, in the County of Morris and State of New Jersey, that there shall be two categories of events run or endorsed by the Township:

Township Events – Events that are run by the Township (including Board of Education Events).

Township Endorsed Events – Privately held events that the Township will lend specified assistance to.

BE IT FURTHER RESOLVED that the Township events and Township endorsed events for the year 2023 shall be as follows:

Township Events	Township Endorsed Events
Senior Picnic	Michelle Sullivan Fund Softball Tournament
Fishing Derby	Women’s Club Town-Wide Garage Sale
Montville Day	Towaco Civic Association Picnic
4 th of July	Towaco Civic Association Music & Arts Festival
Clean Communities Programs	Lacrosse Club Alumni Picnic

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

Holiday Celebrations	VFW Social Events
Egg Hunt	Pet Parents Events
Pathways/Archway Events	Rotary Club Pancake Breakfast
Concerts	Truck Day – Pine Brook Jewish Center
Halloween	Soccer Association Day
Historical Society Events	Montville Baseball Softball Association Parade
Drug Awareness Events	Kiwanis Events
Fire Department Events	Chamber of Commerce Events (Sr. Seminar)
September 11 Remembrance	Relay for Life Event
VFW Memorial Events	Key Club Volleyball Marathon
First Aid Squad Events	Cali Foundation
	Towaco Civic Association Shop Hop
	MTHS Mustang Association Color Run
	OneMontville

BE IT FURTHER RESOLVED that the Township endorsed events must meet the following criteria:

Definitions:

A. Impact Review - Administration will conduct a review of the resources, equipment, facilities and personnel required for a second Endorsed Event request to determine if said request will create a hardship on the Township requiring commensurate compensation to cover said impact.

1. The event must be sponsored by a private non-profit organization located within the Township.
2. The event must be open to all Township residents.
3. Each organization shall be limited to one (1) Endorsed Event; however, a second Endorsed Event may be authorized after Administration completes an Impact Review of second request or any succeeding requests.
4. Organizations utilizing Township resources, equipment, facilities and personnel must be in compliance with Montville Township Code Chapter 271, Sections 1-5, Municipal Code Chapter 169 (Fee Schedule), Board of Health regulations, Fire Department regulations, and all other pertinent Montville Township Ordinances.

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE

Meeting Minutes - January 3, 2023

5. Organizations sponsoring events where temporary food licenses are required may request a waiver of the food license fee. Requests must be made in writing to the Health Officer upon submission of the temporary food license application. The fee may be waived by the Township Committee upon a favorable recommendation from the Health Officer.
6. Each Organization is required to inform the Township's Department of Administration in writing the date of the event at least thirty (30) days prior to the event. The written notice must also include the request for Township resources, equipment, facilities and personnel, i.e., Department of Public Works (DPW), Recreation Department, Police Department, etc. Sign request(s) must be submitted in writing to the Zoning Officer at least thirty (30) days prior to the event.
7. The following assistance from the Township will be available for each Endorsed Event:
 - a. DPW assistance for a total of eight (8) man-hours, if Endorsed Event is held during a normal workweek.
 - b. DPW assistance for a total of four (4) man-hours during a normal workweek for preliminary set up and four (4) man-hours if the Endorsed Event is held during the weekend.*
 - c. Police Department assistance for a total of eight (8) hours the date of the event.
 - d. Forms regarding the event (Publicity and/or Applications) may be made available in the Town Hall Lobby.

* Administration may, as a result of manpower shortage, storm related events, or an unplanned emergency deny the use of Township Personnel.
8. The Township has the right to withdraw an authorized Endorsed Event assistance at any time.

[Resolution 2023-31](#) Resolution of the Township of Montville, County of Morris and State of New Jersey authorizing and extending temporary outdoor dining

WHEREAS, a worldwide pandemic has occurred involving a novel Coronavirus more commonly known as COVID-19 which continues to impact the State of New Jersey; and

WHEREAS, on June 3, 2020, Governor Murphy issued Executive Order 150 which allows outdoor dining at food or beverage establishments in New Jersey starting on Monday, June 15, 2020, provided that establishments follow a number of COVID-19 health and safety protocols issued by the New Jersey Department of Health; and

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

WHEREAS, Executive Order 150 further notes that Municipal Governments are permitted to use their existing authority to allow food or beverage establishments to expand their footprint to outdoor areas, both within their property and among municipally-governed areas, including but not limited to sidewalks, streets, or parks; and

WHEREAS, the Township Committee recognizes the significant financial loss and hardship incurred by our food establishment community due to the COVID-19 pandemic; and

WHEREAS, in response, the Township adopted a Temporary Dining Permit Application which allows for a streamlined review process to applicants wishing to offer outdoor dining.

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

1. The Township Administrator has authorized and approved Temporary Outdoor Dining applications and the Township Zoning Officer has issued zoning permits upon approval of completed submissions.
2. The authority subject to this Resolution shall be extended for as long as the Governor's declared state of emergency, and continued concerns by the CDC and State Department of Health as to the spread of the virus, remain.
3. All outdoor dining areas shall comply with the Uniform Fire Code of New Jersey, including, but not limited to, Section 603.4.2 related to portable outdoor gas-fired heating appliances, and Section 3103.2 related to approval of temporary tents.
4. The authority established by this Resolution shall expire as of December 31, 2023, or upon the Governor's rescinding of the State of Emergency related to the COVID-19 pandemic, and may be renewed thereafter by the Committee through adoption of a subsequent Resolution.
5. This Resolution shall take effect immediately.

[Resolution 2023-32](#) Resolution authorizing the issuance of Limousine Business License – United Limo2GoLux, LLC

WHEREAS, Revised General Ordinance Chapter 342 requires the issuance of a license by the Township of Montville for Limousine Services; and

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

WHEREAS, United Limo2GoLux, LLC. has filed an application and all necessary fees for the renewal of a limousine business license for the year 2023:

United Limo2GoLux, LLC, 72 Bloomfield Avenue, Pine Brook

Parking Location: 72 Bloomfield Avenue, Pine Brook

2013 Chevrolet Suburban VIN 1GNSKJE77DR344318

; and

WHEREAS, the application conforms to the requirements of the Township Ordinance and the Police Department has approved the application;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montville, in the County of Morris, and State of New Jersey, that a limousine business license be issued to United Limo2GoLux, LLC for the year 2023.

[Resolution 2023-33](#) Resolution authorizing the issuance of Limousine Business License – Changebridge Sedan Service, LLC

WHEREAS, Revised General Ordinance Chapter 342 requires the issuance of a license by the Township of Montville for Limousine Services; and

WHEREAS, Changebridge Sedan Service, LLC. has filed an application and all necessary fees for the renewal of a limousine business license for the year 2023:

Changebridge Sedan Service, LLC, 34 Ridge Drive, Montville

Parking Location: 34 Ridge Drive, Montville

2022 Lincoln Aviator Vin # 5LM5J0XC4NGL00067

; and

WHEREAS, the application conforms to the requirements of the Township Ordinance and the Police Department has approved the application;

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montville, in the County of Morris, and State of New Jersey, that a limousine business license be issued to Changebridge Sedan Service, LLC for the year 2023.

Witty suggests removal of Resolution 2023-22 from consent agenda, Township Committee agrees to move to January 24, 2023 agenda

Motion by Cook second by Cooney to adopt consent agenda resolutions, Resolution 2023-01 through Resolution 2023-21 and Resolution 2023-23 through Resolution 2023-33

Roll Call: Yes - Cooney, Witty, Cook, Conklin, Kayne No – 0

RESOLUTIONS

Resolution 2023-34 Resolution appointing June E. Hercek as Qualified Purchasing Agent

WHEREAS, N.J.A.C. 5:34-5 et. seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, June Hercek possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

WHEREAS, the Township of Montville's bid and quotation thresholds are \$44,000 and \$6,600 respectively.

NOW, THEREFORE, BE IT RESOLVED that the governing body hereby appoints June E. Hercek as the Qualified Purchasing Agent authorized to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-3, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit and, as permitted by law, the Township of Montville also hereby authorizes and confirms that, with June E. Hercek as its Qualified Purchasing Agent, will take advantage of the higher bid threshold pursuant to N.J.S.A. 40A:11-3.

BE IT FURTHER RESOLVED, that June Hercek will receive a stipend in the amount of \$5,000 as the Purchasing Agent for the year 2023.

Motion by Conklin second by Cook to adopt Resolution 2023-34

Roll Call: Yes - Cooney, Witty, Cook, Conklin, Kayne No – 0

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

Resolution 2023-35 Resolution appointing Stacy Sullivan-Gruca as the Montville Township Public Agency Compliance Officer

WHEREAS, the New Jersey Department of the Treasury Division of Contract Compliance & Equal Employment Opportunity in Public Contracts requires the designation of a Public Agency Compliance Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montville, in the County of Morris and State of New Jersey, that Stacy Sullivan-Gruca is hereby designated as the Public Agency Compliance Officer of the Township of Montville.

BE IT FURTHER RESOLVED, that Stacy Sullivan-Gruca will receive a stipend in the amount of \$5,000 as the Public Agency Compliance Officer for the year 2023.

Motion by Cook second by Witty to adopt Resolution 2023-35

Roll Call: Yes - Cooney, Witty, Cook, Conklin, Kayne No – 0

Resolution 2023-36 Resolution of the Township of Montville, County of Morris and State of New Jersey authorizing the payment of a stipend for a Construction Department staff member

WHEREAS, the Township of Montville and the Township of Boonton have entered into a shared services agreement for construction department services effective January 1, 2023; and

WHEREAS, pursuant to the shared services agreement, the Township of Montville Construction Department staff shall undertake certain services for the Township of Boonton; and

WHEREAS, as a result of the additional services, the Township wishes to provide certain Construction Department staff members with a stipend for performance of the additional duties; and

WHEREAS, Maureen Lavery shall receive an annual stipend of \$2,000; and

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

WHEREAS, the annual stipends shall only be provided to these specific employees while performing additional services under the shared services agreement for construction department services between the Township of Montville and the Township of Boonton; and

WHEREAS, said annual stipends shall be provided to these employees only so long as the shared services agreement for construction department services between the Township of Montville and the Township of Boonton is in effect.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Montville, in the County of Morris, and State of New Jersey that the Township Committee authorizes payment of stipend to Maureen Laverty as set forth above.

This Resolution will take effect immediately.

Motion by Cooney second by Cook to adopt Resolution 2023-36

Roll Call: Yes - Cooney, Witty, Cook, Conklin, Kayne No – 0

[Resolution 2023-37](#) Resolution of the Township of Montville, County of Morris and State of New Jersey authorizing the payment of a stipend for a Construction Department staff member

WHEREAS, the Township of Montville and the Township of Boonton have entered into a shared services agreement for construction department services effective January 1, 2023; and

WHEREAS, pursuant to the shared services agreement, the Township of Montville Construction Department staff shall undertake certain services for the Township of Boonton; and

WHEREAS, as a result of the additional services, the Township wishes to provide a certain Construction Department staff member with a stipend for performance of the additional duties; and

WHEREAS, Patrick Calabrese shall receive an annual stipend of \$12,000; and

WHEREAS, the annual stipend shall only be provided to this specific employee while performing additional services under the shared services agreement for construction department services between the Township of Montville and the Township of Boonton; and

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

WHEREAS, said annual stipend shall be provided to this employee only so long as the shared services agreement for construction department services between the Township of Montville and the Township of Boonton is in effect.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Montville, in the County of Morris, and State of New Jersey that the Township Committee authorizes payment of a stipend to Patrick Calabrese as set forth above.

This Resolution will take effect immediately.

Motion by Conklin second by Cook to adopt Resolution 2023-37

Roll Call: Yes - Cooney, Witty, Cook, Conklin, Kayne No – 0

Resolution 2023-38 Resolution of the Township Committee of the Township of Montville, County of Morris and State of New Jersey authorizing the Administration to resolve certain tax appeal matters

WHEREAS, the Township of Montville has certain tax appeal matters that are in litigation where the Township's interests are defended by the Municipal Tax Assessor and the Municipal Attorney; and

WHEREAS, the status and updates regarding these appeals are provided to the Township Administrator; and

WHEREAS, for those appeals where the refund of taxes is less than \$3,000, the governing body hereby delegates and authorizes the Administrator, as long as there is a recommendation on file from the Municipal Tax Assessor and Municipal Attorney which justifies and documents the basis for such settlement, to approve settlement decisions regarding said appeals; and

WHEREAS, for all other tax appeals whereby the refund of taxes exceeds \$3,000, then such appeals or settlements must be reviewed and approved by the Mayor and Township Committee.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montville, in the County of Morris, and State of New Jersey that the Township Administrator,

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

with the conditions set forth herein, has limited authorization to approve those tax appeals whereby the amount of refund for a year under appeal is \$3,000.

BE IT FURTHER RESOLVED, that a copy of this Resolution be provided to the Municipal Tax Assessor for his file.

This Resolution will take effect immediately.

Motion by Cook second by Witty to adopt Resolution 2023-38

Roll Call: Yes - Cooney, Witty, Cook, Conklin, Kayne No – 0

Resolution 2023-39 Resolution of the Township of Montville, County of Morris and State of New Jersey, authorizing the award of a Professional Services Contract without competitive bidding to Suburban Consulting Engineers, Inc. to provide professional engineering services for Montville Township

WHEREAS, there exists a need for professional engineering services in connection with general water and sewer needs in Montville Township; and

WHEREAS, the Township wishes to retain Suburban Consulting Engineers, Inc. to perform such services; and

WHEREAS, the maximum amount for the general water and sewer needs under this contract shall not exceed \$75,000; and

WHEREAS, funds are available for this purpose; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. §40A:11-1 *et seq.*) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself be available for public inspection.

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

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

Section 1. The contract with Suburban Consulting Engineers, Inc. is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. §40A:11-5(1)(a) of the Local Public Contracts Law because the contract is for a service performed by a person(s) authorized by law to practice a recognized profession that is regulated by law.

Section 2. Suburban Consulting Engineers, Inc. shall provide professional engineering services to the Township as set forth in its proposal of December 13, 2022.

Section 3. A notice of this action shall be printed once in the legal newspaper of the Township of Montville as required by law.

Section 4. A copy of this Resolution shall be provided to Katie Yanke, Chief Financial Officer, and to Suburban Consulting Engineers, Inc., 96 U.S. Highway 206, Suite 101, Flanders, New Jersey 07836, for their information and guidance.

Section 5. The accounts to be used for these services are as follows:

3-05-55-500-247 Water Operating – Engineering Operating,	\$35,000.00
3-07-55-500-247 Sewer Operating – Engineering Operating,	<u>\$40,000.00</u>
	\$75,000.00

This Resolution shall take effect immediately.

Motion by Conklin second by Witty to adopt Resolution 2023-39

Roll Call: Yes - Cooney, Witty, Cook, Conklin, Kayne No – 0

Resolution 2023-40 Resolution authorizing the award of contracts for Professional Services

WHEREAS, there exists a need for various Professional Services and it has been determined to award these contracts as a professional service without obtaining competitive bids or quotations pursuant to the provisions of NJSA 19:44A-20.5; and

WHEREAS, the anticipated term of the contract are not to exceed one year and a proposal has been submitted; and

WHEREAS, the professionals have completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to a political or candidate committee in the Township of Montville for the previous one year, and

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer has certified that the funds are available for these contracts.

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

1. The Township of Montville hereby awards and authorizes the execution of Professional Service Contracts as follows:

Dorsey & Semrau – Fred Semrau, Esq., Township Attorney – not to exceed \$202,400
 Encumber:

3-01-20-155-275	\$111,600 (Tax Appeals/All Other Litigation Matters/Extraordinary Litigation)
3-01-20-155-275	\$ 5,000 (Incidentals – Reimburse for Out of Pocket Costs)
	&
3-01-20-155-275	\$44,950 (Retainer)
3-07-55-500-275	\$20,425 (Retainer – Sewer)
3-05-55-500-275	<u>\$20,425 (Retainer - Water)</u>
	\$85,800
Total:	\$202,400

Lerch, Vinci & Bliss – Township Auditors – not to exceed \$58,400
 Encumber:

3-01-20-135-291	\$ 30,500
3-05-55-503-291	\$ 9,650
3-07-55-503-291	<u>\$ 9,650</u>
Audit total:	\$ 49,800
3-01-20-135-291	\$ 600 Electronic Confirmation Reimb.
3-01-20-135-291	\$ 1,500 Continuing Disclosure Document
3-01-20-135-291	\$ 5,000 Est. – Additional for Single Audit – ARPA
3-01-20-155-227	<u>\$ 1,500 Misc. Professional Svcs-Bdgt Review, etc.</u>
Total:	\$ 58,400

McManimon, Scotland & Baumann, LLC – Edward J. McManimon, III, Bond Counsel –
 not to exceed \$30,000.00
 Encumber:

3-01-20-155-227	\$ 1,500
3-05-55-500-227	\$ 500
3-07-55-500-227	\$ 500
Capital – Various	<u>\$ 27,500</u>
	\$ 30,000

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

Cleary, Giacobbe, Alfieri, Jacobs, LLC – Matthew J. Giacobbe, Esq, Labor Counsel –

not to exceed \$35,000

Encumber:

3-01-20-155-277 \$35,000

Anderson & Denzler Associates – William Ryden, Engineer, Water & Sewer
Department – not to exceed \$20,000

Encumber:

3-05-55-500-247 \$10,000

3-07-55-500-247 \$10,000

Total \$20,000

Phoenix Advisors – Continuing Disclosure Agent & Independent
Registered Municipal Advisor – not to exceed \$3,250

Encumber:

3-01-20-155-227 \$ 1,250

3-05-55-500-227 \$ 1,000

3-07-55-500-227 \$ 1,000

Total \$ 3,250

Horan & Aronowitz, LLP – John Horan, Esq. – Municipal Prosecutor
– not to exceed \$24,000

Encumber:

3-01-25-275-227 \$24,000

David Amadio, Esq. – Municipal Public Defender – not to exceed \$10,250

Encumber:

3-01-43-495-227 \$9,250.00

T-16-56-601-008 \$1,000.00

Total \$10,250

2. These Contracts are awarded without competitive bidding as Professional

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

Services in accordance with N.J.S.A. 40A:11-5(10)(a) of the Local Contracts Law because said Services are performed by a person(s) authorized by law to practice a recognized profession. The contracts are available for public inspection in the office of the Municipal Clerk.

3. The Business Entity Certifications and the Determination of Value be placed on file with this resolution.

4. A Notice of this Resolution shall be printed once in the Official Newspaper of the Township of Montville.

Motion by Cooney second by Cook to adopt Resolution 2023-40

Roll Call: Yes - Cooney, Witty, Cook, Conklin, Kayne No – 0

Resolution 2023-41 Resolution of the Township of Montville, County of Morris, State of New Jersey authorizing the award of a Professional Services Contract without competitive bidding to Burgis Associates, Inc. – Joseph H. Burgis, PP, ACP – to provide in-house planning services and general planning services

WHEREAS, there exists a need for in-house planning services and general planning services for the Township of Montville and it has been determined to award this contract as a professional service without obtaining competitive bids or quotations pursuant to the provisions of NJSA 19:44A-205; and

WHEREAS, the Township wishes to retain the services of Joseph H. Burgis, PP, ACP of Burgis Associates, Inc. to provide such services as identified in its proposals dated November 29, 2022; and

WHEREAS, funds are available for this purpose; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.) requires that the resolution authorizing the award of a contract for professional service without competitive bidding, and the contract itself, be available for public inspection.

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

1. The Township of Montville hereby awards and authorizes the Mayor and Township Clerk to execute an agreement with Burgis Associates, Inc. - Joseph H. Burgis, PP, ACP - to conduct in-house planning services at a rate of \$110.00 per hour as per his proposal dated November 29, 2022 and general planning services at a rate of \$160.00 per hour as per his proposal dated November 29, 2022; and
2. The CFO has certified the following funds are available:
 - Burgis Associates, Inc. – not to exceed \$10,000 for in-house planning services
 - 3-01-21-180-221 (Planning Consultant)
 - Burgis Associates, Inc. – not to exceed \$5,000 for general planning services
 - 3-01-20-155-227 (Professional Fees)

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

3. This contract is awarded without competitive bidding as a professional service in accordance with the provisions of the Local Public Contracts Law because said services are performed by a person licensed under law to practice a recognized profession.
4. The total fee authorized for this contract shall not exceed \$15,000 without the prior written approval of the Township Committee.
5. Notice of this action shall be published once in the Township's official newspaper as required by law.
6. A copy of this resolution shall be provided to the Township's Chief Financial Officer and to Joseph H. Burgis, PP, ACP, Burgis Associates, Inc., 25 Westwood Avenue, Westwood, New Jersey 07675 for their information and guidance.

This Resolution shall take effect immediately.

Motion by Conklin second by Witty to adopt Resolution 2023-41

Roll Call: Yes - Cooney, Witty, Cook, Conklin, Kayne No – 0

Resolution 2023-42 Resolution of the Township of Montville, County of Morris and State of New Jersey authorizing the award of a contract to Aton Computing, Inc. for management information systems support under the Passaic County Cooperative Pricing Council

WHEREAS, a Passaic County Cooperative Pricing Council contract is available for Management Information Systems Support (Contract #RFP-19-016 Management Systems Support); and

WHEREAS, the Township of Montville has a need for the provision of Management Systems Support; and

WHEREAS, the Township of Montville wishes to award the contract for the provision of Management Information Systems Support to ATON Computing, Inc. under the Passaic County Cooperative Pricing Council at the following rate:

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

Term	Hourly Rate	Not to exceed amount
01/01/2023 through 03/31/2023	\$122.04	\$20,000.00
TOTAL		\$20,000.00

to be charged to: Information Systems and Technology OE, Professional Fees,
3-01-20-140-227, not to exceed \$20,000.00.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Montville, in the County of Morris, and State of New Jersey, that ATON Computing, Inc. is hereby awarded the Contract for the provision of Management Information Systems Support under the Passaic County Cooperative Pricing System, Contract #RFP-19-016 Management Information Systems Support.

This Resolution will take effect immediately upon its passage.

Motion by Cook second by Cooney to adopt Resolution 2023-42

Roll Call: Yes - Cooney, Witty, Cook, Conklin, Kayne No – 0

Resolution 2023-43 Resolution of the Township of Montville, County of Morris and State of New Jersey authorizing the extension of a contract with Horn Electrical Contracting, Inc. for the performance of electrical services for Township-owned facilities

WHEREAS, pursuant to authorization by the Mayor and Township Committee of the Township of Montville, the Township received sealed competitive bids for electrical services for Township owned facilities; and

WHEREAS, five (5) sealed bids were received and opened on March 9, 2022, in accordance with the bid specifications:

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

Company	Base Rate	Overtime Rate	Sunday/Holiday Rate	Markup
Magic Touch Construction Company, Inc.	\$99.45 per hour	\$149.18 per hour	\$198.90 per hour	8%
Horn Electrical Contracting, Inc.	\$108.00 per hour	\$162.00 per hour	\$216.00 per our	15%
Vanore Electric, Inc.	\$110.52 per hour	\$165.78 per hour	\$221.04 per hour	0%
Edward J. Albert & Son, Inc.	\$125.00 per hour	\$187.50 per hour	\$250.00 per hour	10%
Star-Lo Electric, Inc.	\$143.23 per hour	\$214.95 per hour	\$286.46 per hour	20%

WHEREAS, the apparent lowest bid received from Magic Touch Construction, Inc. was found to be out of compliance with the bid specification requirement that the company be within 30 miles of the Township Municipal Building; therefore, Magic Touch Construction Company, Inc. was not a responsible, qualified bidder; and

WHEREAS, the Township awarded a contract to Horn Electrical Contracting, Inc. in accordance with the Local Public Contracts Law by adoption of Resolution 2022-110; and

WHEREAS, the contract between Horn Electrical Contracting, Inc. and the Township of Montville included the option for renewal of the contract for the same services at the same rates as bid; and

WHEREAS, the Township wishes to exercise this option and extend the contract with Horn Electrical Contracting, Inc. for one year, for a term from January 1, 2023 through December 31, 2023; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available for this purchase.

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

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

1. The Township Committee hereby authorizes the extension of the contract with Horn Electrical Contracting, Inc., 272 A Myrtle Avenue, Boonton, New Jersey 07005 for the performance of Electrical Services for Township-owned facilities in accordance with the initial contract at the pricing set forth in the contract at a total price not to exceed \$20,000.

2. The Mayor and Township Clerk are hereby authorized and directed to execute a contract with Horn Electrical Contracting, Inc. in accordance with its bid and the original contract.

3. The Township's Chief Financial Officer has certified the availability of funds for this contract extension.

4. This resolution and contract shall be available for public inspection in the office of the Township Clerk.

5. The accounts to be used for these services are as follows:

Facilities Management: Repairs/Replacements, 3-01-26-311-213 \$20,000

This Resolution will take effect immediately.

Motion by Witty second by Conklin to adopt Resolution 2023-43

Roll Call: Yes - Cooney, Witty, Cook, Conklin, Kayne No – 0

Resolution 2023-44 Resolution of the Township of Montville, County of Morris and State of New Jersey authorizing the extension of a contract with Edward J. Albert & Son, Inc. for the performance of electrical services for Township owned Water and Sewer facilities

WHEREAS, pursuant to authorization by the Mayor and Township Committee of the Township of Montville, the Township received sealed competitive bids for electrical services for Township owned water and sewer facilities; and

WHEREAS, two (2) sealed bid was received and opened on March 10, 2022, in accordance with the bid specifications:

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

Company	Base Rate	Overtime Rate	Sunday/Holiday Rate	Markup
Magic Touch Construction Company, Inc.	\$99.45 per hour	\$149.18 per hour	\$198.90 per hour	8%
Edward J. Albert & Son, Inc.	\$125.00 per hour	\$187.50 per hour	\$250.00 per hour	10%

; and

WHEREAS, the apparent lowest bid received from Magic Touch Construction Company, Inc. was found to be out of compliance with the bid specification requirement that the company be within 15 miles of the Township Municipal Building; therefore, Magic Touch Construction Company, Inc. was not a responsible, qualified bidder; and

WHEREAS, the Township awarded a contract to Edward J. Albert & Son, Inc. in accordance with the Local Public Contracts Law by adoption of Resolution 2022-108; and

WHEREAS, the contract between Edward J. Albert & Son, Inc. and the Township of Montville included the option for renewal of the contract for the same services at the same rates as bid; and

WHEREAS, the Township wishes to exercise this option and extend the contract with Edward J. Albert & Son, Inc. for one year, for a term from January 1, 2023 through December 31, 2023; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available for this contract award.

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

1. The Township Committee hereby authorizes the extension of a contract with Edward J. Albert & Son, Inc., 20 Wilson Avenue, East Hanover, New Jersey 07936, for the performance of electrical services for Township owned water and sewer facilities in accordance

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

with the initial contract at the pricing set forth in the contract at a total price not to exceed \$68,445.

2. The Mayor and Township Clerk are hereby authorized and directed to execute a contract with Edward J. Albert & Son, Inc. in accordance with its bid the original contract.

3. The Township's Chief Financial Officer has certified the availability of funds for this contract extension.

4. This resolution and contract shall be available for public inspection in the office of the Township Clerk.

5. The accounts to be used for these services are as follows:

Water Operating, Service Contracts, 3-05-55-500-209	\$ 20,000
Sewer Operating, Service Contracts, 3-07-55-500-209	\$ 20,000
C-06-55-567-504, 2017-22 Leak Detection System	\$ 4,620
C-06-55-571-501, 2020-11 Pumps,drives,controls,meters etc	\$ 6,650
C-06-55-572-507, 2021-17 Wtr Facilities Improvements	\$ 3,000
C-08-55-568-501, 2020-12 Pumps, Comminutors, meters, etc	\$ 10,175
C-08-55-570-507, 2021-18 Swr Facilities Improvements	<u>\$ 4,000</u>
	\$ 68,445

This Resolution will take effect immediately.

Motion by Cook second by Cooney to adopt Resolution 2023-44

Roll Call: Yes - Cooney, Witty, Cook, Conklin, Kayne No – 0

Resolution 2023-45 Resolution of the Township of Montville, County of Morris, State of New Jersey, authorizing adoption of the 2023 Recreation Park/Facility Use Fees and Program Fee Schedule

WHEREAS, pursuant to Section 169-6 of the Township Code, the Recreation Department sets the fees for its programs, services and use of its facilities; and

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

WHEREAS, a list of the Recreation fees for 2023 is attached to this Resolution as the proposed Park/Facility Use Fees (Exhibit A); and

WHEREAS, a list of the Recreation fees for 2023 is attached to this Resolution as the proposed Recreation Program Fee Schedule (Exhibit B); and

WHEREAS, the Park/Facility Use Fees and Recreation Program Fee Schedule shall be retroactive to January 1, 2023; and

WHEREAS, the Township Administration and Committee have reviewed the fees and approved of same.

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

1. The Township of Montville hereby adopts the 2023 Recreation Department Park/Facility Use Fees as set forth in the attached.
2. The Township of Montville hereby adopts the 2023 Recreation Department Program Fee Schedule as set forth in the attached.
3. Copies of the use fees and fee schedule shall be retained by the Township Clerk and the Recreation Department.

This Resolution shall take effect immediately.

Motion by Witty second by Cook to adopt Resolution 2023-45

Roll Call: Yes - Cooney, Witty, Cook, Conklin, Kayne No – 0

REVIEW OF MEETING ACTION ITEMS

Review of Resolution 2023-22 – Tourist Accommodation License for January 24, 2023 agenda

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE
Meeting Minutes - January 3, 2023

Announcement of House Decorating and Business Decorating Winners

Winter House Decorating Winners

1st Place	19 Stiles Lane, Pine Brook, NJ 07058
2nd Place	31 Mary Drive, Towaco, NJ 07082
3rd Place	15 Cambray Rd, Montville, NJ 07045
Honorable Mention	100 Windsor Drive, Pine Brook, NJ 07058

Business Decorating Winners

1st Place	Century 21
2nd Place	Above & Beyond Plumbing
3rd Place	Skfit
Honorable Mention	Jules Fine Jewelry

Motion by Witty second by Cook to adjourn

All in favor – Motion carried

ADJOURNMENT at 7:35pm

Approved:
Montville Township Committee

Stacy Sullivan-Gruca, Township Clerk

Matthew S. Kayne, Mayor

Budget Workshop Meeting: January 7, 2023, 8:30am

Regular Meeting: January 24, 2023, 7pm