

JEFFERSON TOWNSHIP COUNCIL
MUNICIPAL BUILDING
1033 WELDON ROAD
LAKE HOPATCONG, NJ 07849
973-208-6133
www.jeffersontownship.net

Regular Meeting
June 1, 2016
MINUTES

1. CALL TO ORDER

This meeting is being held in compliance with Public Law 1975, Chapter 231, Sections 4 and 13, as notice of this meeting and the agenda thereof had been reported to the official newspapers of the Township on **May 26, 2016** and posted in the municipal building.

Council President Sanchelli called the meeting to order at 7:01 pm in the municipal building.

2. ROLL CALL

	Present	Absent
Mr. Birmingham		X
Mr. Dunham	X	
Mrs. Finnegan	X	
Vice President Merz	X	
President Sanchelli	X	
Mr. Cohen, Township Attorney	X	
Ms. Reilly, Township Clerk	X	

Ms. Reilly called the roll. All Council members were present except for Councilman Birmingham, who was attending a Morris County League of Municipalities function. Also in attendance were Township Attorney Lawrence Cohen, Police Chief William Craig, Township Administrator James Leach and Mayor Felter, who arrived at 7:06 pm.

3. SALUTE TO THE FLAG

Council President Sanchelli asked everyone to rise and salute the flag.

4. SPECIAL PRESENTATIONS

- Proclaiming June 2016 as Parents Who Host, Lose the Most Month

Chief Craig read the proclamation, which was accepted on behalf of the Municipal Alliance by Council Vice President Debi Merz and Pam Mazalitis. Council Vice President Merz thanked all those who participate in this program, including the pizzerias in town that have been including "Parents Who Host" stickers on the pizza boxes. She said that this proclamation is timely with proms and graduations occurring.

- Proclamation Honoring Retiring Police Officer Ivan Rodriguez

Mayor Felter recognized the Jefferson Township Police Department and former Police Chiefs Kevin Craig and Jack Palko and then read the proclamation to Officer Rodriguez and his family. The Mayor, Administrator and Council thanked Officer Rodriguez for his leadership, his inspiration, and his focus on the youth of the community. Council Vice President Merz offered special thanks for Officer Rodriguez's dedication to the Municipal Alliance and for the time and effort he has devoted to the organization. Council President Sanchelli also thanked Officer Rodriguez's family for their support during his career. Officer Rodriguez said it had been an honor to serve the community and the department and he presented his wife and daughters with flowers.

- Swearing In Ceremony – Lieutenant James Caruso

Chief Craig read a short biography highlighting Lieutenant Caruso's career, which began when he joined the department in 1992. The Chief said that Lieutenant Caruso had worked in the patrol division and in the detective bureau, and had been the detective bureau supervisor after his promotion to Sergeant. He mentioned that Lieutenant Caruso is currently assigned as Patrol Platoon #2 Commander. He stated that Lieutenant Caruso has received numerous awards and commendations since 1992, including the Chief's Achievement Award, Honorable Service Awards, Life Saving Awards, several M.A.D.A. awards, the Jefferson Township Rotary Club Citizen of the Year Award, the Chamber of Commerce Exemplary Public Safety Award and the Knights of Columbus Shield Award. Chief Craig said that Lieutenant Caruso was a member of the Jefferson Township Fire Department Company #2 from 1992 until 2001, served as Fire Chief for two (2) years and is currently a life member.

Mayor Felter administered the Oath of Office to Lieutenant James Caruso. His son held the Bible and his daughter pinned his rank.

- Swearing In Ceremony – Police Officer Matthew Johnson

Mayor Felter administered the Oath of Office to Police Officer Matthew Johnson. His Mom, Charlann Nosal, held the Bible and his father, Sergeant Joe Johnson, pinned his badge.

At the request of the Administrator, Chief Craig discussed Resolution 16-74, regarding the acceptance of the FEMA Hazard Mitigation Grant. He said that this money would be used to purchase two (2) generators for Camp Jefferson and that having the generators would allow the Camp to be used as a shelter for emergency purposes. He said that the money would also be used to redo the police dispatch area, and he expected the cost of the project to run approximately two hundred and fifty thousand dollars (\$250,000) due to the antiquated equipment requiring replacement and also due to the IT costs.

With consent of the Council, Council President Sanchelli adjourned the meeting for a brief recess.

5. PUBLIC COMMENT

Council President Sanchelli reconvened the meeting and opened the public comment portion of the meeting with the consent of the Council and asked speakers to state their name and address for the record.

With no one wishing to be heard, Council President Sanchelli closed the public comment portion of the meeting.

6. ORDINANCES – PUBLIC HEARING AND VOTE FOR ADOPTION

ORDINANCE 9-16 - Ordinance Providing for the Acquisition of New and Additional Equipment by the Township of Jefferson, in the County of Morris, State of New Jersey, and Appropriating \$4,500 Therefor, Constituting Proceeds of Obligations of The Township Heretofore Issued

BE IT ORDAINED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF JEFFERSON, IN THE COUNTY OF MORRIS, NEW JERSEY, AS FOLLOWS:

Section 1. The improvement described in Section 2 of this Ordinance is hereby authorized to be made or acquired by The Township of Jefferson, in the County of Morris, State of New Jersey, as a general improvement, and there is hereby appropriated therefor the sum of **\$4,500**, said sum constituting proceeds of obligations of the Township heretofore issued and not necessary for financing the purposes for which issued and now available for financing the said improvement or purpose.

Section 2. The improvement or purpose for the financing of which the appropriation is made as provided in Section 1 of this Ordinance is the acquisition of office furniture, together with all attachments and accessories necessary therefore or incidental thereto, all as shown on and in accordance with the specifications therefor on file or to be filed in the office of the Township Clerk and hereby approved.

Section 3. It is the opinion of the Township Council of the Township, as the governing body thereof, that it is in the best interest of the Township that **\$4,500**, constituting proceeds of obligations of the Township heretofore issued under Section 3 of Ordinance No. 11-15 of the Township, adopted April 22, 2015, shall be appropriated to and used to finance costs, including incidental expenses, of the improvement or purpose above described in Section 2 of this Ordinance.

Section 4. The capital budget or temporary capital budget of the Township is hereby amended to conform with the provisions of this Ordinance to the extent of any inconsistency herewith and the resolutions promulgated by the Local Finance Board showing all detail of the amended capital budget or temporary capital budget and capital program as approved by the Director, Division of Local Government Services, are on file with the Township Clerk and are available for public inspection.

Section 5. This Ordinance shall take effect after publication after final passage as provided by law

PUBLIC HEARING

Council President Sanchelli opened the public hearing with the consent of the Council and asked speakers to state their name and address for the record.

With no one wishing to be heard, Council President Sanchelli closed the public hearing.

Introduced: May 18, 2016

Adopted: June 1, 2016

Council Member	By	2 nd	Yes	No	Abstain	Absent	By	2nd	Yes	No	Abstain	Absent
Mr. Birmingham			X									X
Mr. Dunham	X		X				X		X			
Mrs. Finnegan		X	X					X	X			
Vice President Merz						X			X			
President Sanchelli			X						X			

7. COUNCIL REPORTS

Mr. Dunham reported attending the Personnel Subcommittee meeting as well as the meeting held in conjunction with the Department of Transportation (DOT) regarding the reconfiguration of Berkshire Valley Road. He said he participated in Post 423's Memorial Day ceremony along with Councilwoman Finnegan and Council Vice President Merz, and as a veteran he thanked them for attending.

Mr. Dunham told the Administration that the painting of the interior of the municipal building was a fantastic improvement. Mr. Leach recognized the Department of Public Works (DPW) for completing the painting. Mr. Dunham also referenced the new sign located at the field on Berkshire Valley Road, and said that although he hadn't been in favor of making this purchase, he was glad the money had been spent due to the many positive comments he has heard.

Mr. Dunham thanked the Police Department and DPW for their efforts in placing signage and rerouting traffic after the telephone pole was downed on Berkshire Valley Road near Legion Road.

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Mr. Dunham said he had participated in the Standard and Poor bond rating interview and discussion and was pleased to note the Township's positive rating. He thanked all who had been involved in the process and said he would like to publicize this good news. He asked Mr. Leach if it was possible to share this information with the press and also to post it on the Township's website. Mr. Leach said he would publicize the information. He also said that the process had been a successful team effort and that the team's goal was to facilitate an increase to an AA positive rating next year.

Mrs. Finnegan said she had attended Memorial Day functions at both Legions, that they were well attended, and that the speakers were impressive. She also reported attending the Camp Six community event.

Council President Sanchelli mentioned that he had attended the Lake Hopatcong Memorial Day function and had marched in the ceremony with the Mayor and Administrator. He said he was pleased to see many attendees, including the Boy Scouts and Girl Scouts.

Council President Sanchelli reported attending the Personnel Subcommittee meeting with Mr. Dunham. He also gave a shout out to his son Brett on becoming Jefferson's first NASCAR victory lane representative!

Council Vice President Merz mentioned that with graduation in the near future, she was hopeful that drivers would be conscientious about drinking and driving. She said she had attended the Memorial Day ceremony and was proud to witness the patriotism of the community and the honor and respect given to veterans by those attending.

8. ADMINISTRATIVE REPORTS OF MAYOR AND ADMINISTRATOR

Mayor Felter reported progress, and also reported that the Memorial Day ceremonies went well in spite of the fact that the speakers from the pavilion had been stolen recently. He asked anyone with any information about the crime to come forward.

Mr. Leach stated that the Statewide Insurance Grant Fund money had been used to purchase and install the electronics in the Council Room and lobby.

Mayor Felter left the meeting at 8:03 pm.

9. NEW BUSINESS

-Change In Meeting Date – September 21st to September 20th

Council President Sanchelli mentioned that the September 21st meeting date falls on the same night as the Morris County League of Municipalities meeting in Lake Hopatcong, which the Council usually attends. Motion made by Mr. Dunham, second by Council President Sanchelli, to change the September 21st meeting date to Tuesday, September 20th, with all members in favor signifying by "Aye".

-Emergency Services Discussion

The Council and Administrator discussed the purchase of two (2) new ambulances, a fire boat, and a generator to be used at the Milton First Aid Squad building. Mr. Leach said the Bond Counsel would be developing a public safety bond Ordinance and asked the Council to consider what portion of the expenses to fund. He said he believed the fire boat would cost between three hundred thousand dollars and three hundred twenty thousand dollars (\$300,000-\$320,000), the ambulances would cost approximately one hundred sixty thousand dollars (\$160,000) each, and the generator would cost twenty-five thousand dollars (\$25,000), for a total request of six hundred twenty-five thousand dollars (\$625,000).

In response to Council questions, Mr. Leach said he believed that the Council authorized funding \$135,000 of the \$145,000 cost of the previously purchased ambulances. He also said the purchase of the generator has been discussed at prior meetings but no money has yet been set aside. Due to Mr. Dunham and Mrs. Finnegan's memberships in the two First Aid Squads, Mr. Cohen recommended that the public safety bond Ordinance be split into more than one Ordinance. He said this would allow Council members to refrain from participating and voting on the Ordinances impacting the squads in which they held membership.

Council President Sanchelli stated that both First Aid Squads had met with the Emergency Management/Services Subcommittee and the Administration to present their requests. The Council consensus was that the Emergency Management/Services Subcommittee should meet with the Administrator and Chief Financial Officer prior to the next meeting to discuss funding options and whether or not the Ordinance might impact the bond rating.

Due to Mr. Birmingham's absence, the Council decided that the Emergency Services discussion would continue at the June 15th meeting.

**10. NEW BUSINESS
RESOLUTIONS – Township Clerk**

16-69 Resolution Accepting and Approving the Annual Length of Service Awards Program (LOSAP) Contribution Report and Authorizing Payment of Purchase order #16-01566

Motion made by Council Vice President Merz, second by Council President Sanchelli, to table the vote on this resolution until the June 15th meeting, with all members in favor signifying by "Aye".

• CONSENT AGENDA* – Township Clerk

***Matters listed on the Consent Agenda Resolution are considered routine and will be enacted by one motion of the Council and one roll call vote. There will be no separate discussion of these items unless a Council member requests an item be removed for consideration.**

Prior to the vote on the Consent Agenda, Mr. Dunham asked if the Liquor License Subcommittee had reviewed the liquor licenses listed for renewal. Council Vice President Merz said they had and that there had been no unusual reports or circumstances reported by the Police Department or Health Department which would have warranted the imposition of special conditions.

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***MINUTES:**
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***APPOINTMENTS:**
None

***PERMITS/LICENSES:**

- **OUTDOOR GATHERING PERMIT**
04-16 Jefferson Arts Committee-- July 11 (rain date July 12), 8:00 am – 11:00 pm
Reports: Police Chief; Health Officer; Fire Official
Fee Waiver Request - \$25.00 Application Fee and Fire Bureau Fees/Uniform Fire Safety Fees (\$42.00 Fireworks/\$42.00 Per Vendor Fee/Total Waiver not to exceed \$3,000)

***CONSENT AGENDA RESOLUTIONS:**

- 16-70 Resolution Authorizing the Approval of Bills
- 16-71 Resolution Authorizing the Township of Jefferson Tax Collector to Prepare and Mail Estimated Tax Bills in Accordance with P.L. 1994, C. 72
- 16-72 Resolution Chapter 159 – Click-it-or-Ticket
- 16-73 Resolution Chapter 159 – Clean Communities Program
- 16-74 Resolution Chapter 159 – FEMA Hazard Mitigation Grant
- 16-75 Resolution Chapter 159 – Statewide Insurance Fund (SIF) Risk Control Grant
- 16-76 Resolution Authorizing the Renewal of Liquor License: Wm H. Flatt Jr. Post 245 American Legion Liquor License Number #1414-31-003-001
- 16-77 Resolution Authorizing the Renewal of Liquor License: The Daily Planet Inc. Liquor License Number #1414-33-001-006
- 16-78 Resolution Authorizing the Renewal of Liquor License: Rockfall Inc t/a Gatwyn's II Liquor License Number #1414-33-017-005
- 16-79 Resolution Authorizing the Renewal of Liquor License: Bash & Bela Inc. (Casa Bianca) Liquor License Number #1414-33-030-007
- 16-80 Resolution Authorizing the Renewal of Liquor License: Jefferson House Corp Liquor License Number #1414-33-012-003
- 16-81 Resolution Authorizing the Renewal of Liquor License: The Whistle Stop LLC (Andei, Inc.) Liquor License Number #1414-33-013-007
- 16-82 Resolution Authorizing the Renewal of Liquor License: T&T Liquors Inc. (Liquor Factory & Lounge) Liquor License Number #1414-33-027-007
- 16-83 Resolution Authorizing the Renewal of Liquor License: Petrodata, Inc. (Cove Bar & Grille) Liquor License Number #1414-33-001-006
- 16-84 Resolution Authorizing the Renewal of Liquor License: A One Classic II LLC (Chabons Liquor & Bar II) Liquor License Number #1414-33-008-009
- 16-85 Resolution Authorizing Execution of an Agreement with the Morris County Cooperative Pricing Council To Renew Membership Therein for the Period of October 1, 2016 Through September 30, 2021
- 16-86 Resolution Authorizing Contracts with Certain Approved Education Services Commission of New Jersey (ESCNJ) Co-Op Contract Vendors for Contracting Units – Cherry Valley Tractor Sales, (1) 2016 Kubota M62TLB 4WD Tractor-Loader-Backhoe
- 16-87 Resolution Authorizing Refund of Overpayment of Recreation Fees
- 16-88 Resolution Authorizing a Refund for a Road Opening Bond – Road Opening Permit No. 16-4R, Block 567 Lot 2.08
- 16-89 Resolution Authorizing Change Order No. 2 and Approving Estimate No.4 – A.C. Shultes, Inc. for Well Redevelopment Contract No. UTL-14-3 (East Shawnee and Peak #1 Wells)
- 16-90 Resolution Authorizing the Refund of Overpayment(s) of Taxes

Council Member	By	2 nd	Yes	No	Abstain	Absent
Mr. Birmingham						X
Mr. Dunham		X	X			
Mrs. Finnegan			X			
Vice President Merz	X		X**			
President Sanchelli			X			

**Council Vice President Merz abstained from voting on the May 18th minutes.

11. PUBLIC COMMENT – Presiding Officer
Please state your name and address for the record.

Council President Sanchelli opened the public comment portion of the meeting with the consent of the Council and asked speakers to state their name and address for the record.

With no one wishing to be heard, Council President Sanchelli closed the public comment portion of the meeting.

12. ADJOURNMENT at 8:20 PM

Motion made by Mr. Dunham, second by Council Vice President Merz to adjourn the meeting at 8:20 pm, with all members in favor signifying by “Aye”.

ATTEST: June 1, 2016

Michele Reilly, Township Clerk

Michael J. Sanchelli, Council President