

JEFFERSON TOWNSHIP COUNCIL

Regular Meeting

July 15, 2015

Municipal Building, Council Chambers

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Roll Call

Present

Mr. Dunham
Mr. Sanchelli
Mr. Birmingham
Vice President Merz
President Yocum
Township Attorney, Lawrence Cohen
Lori Harvin, Township Clerk

Absent

Mrs. Harvin said, "Let the record show that Mayor Felter and Administrator, James Leach, are present."

Salute to the Flag

Notice of Presiding Officer

President Yocum said, "This Regular Council meeting for July 15, 2015, commencing at 7:00 p.m. has been properly noticed in accordance with the Open Public Meetings Act by notice to the official newspapers of the Township on July 9, 2015."

Appointment of Firefighter to Fire Department No. 2: Jonathan Lanier

Captain Kinsey came forward with Jonathan Lanier. Mayor Felter administered the Oath of Office and President Yocum presented Jonathan with a Certificate of Appreciation and a Township Pin and Pen.

Appointment of New Members to Jefferson Township Rescue Squad:

Jeanne C. Lanier

Tammy Marie Lanier

Albie Garcia

Harry Bisbing

Anthony Bongiovanni

Jasmine Marcial

Chief Kim Finnegan came forward with the new members of the Jefferson Township Rescue Squad.

Mayor Felter administered the Oath of Office to Tammy Marie Lanier and President Yocum presented Tammy with a Certificate of Appreciation and a Township Pin and Pen.

Mayor Felter administered the Oath of Office to Jeanne C. Lanier and President Yocum presented Jeanne with a Certificate of Appreciation and a Township Pin and Pen.

Mayor Felter administered the Oath of Office to Jasmine Marcial and President Yocum presented Jasmine with a Certificate of Appreciation and a Township Pin and Pen.

Mayor Felter administered the Oath of Office to Harry Bisbing and President Yocum presented Harry with a Certificate of Appreciation and a Township Pin and Pen.

Mayor Felter administered the Oath of Office to Anthony Bongiovanni and President Yocum presented Anthony with a Certificate of Appreciation and a Township Pin and Pen.

Mayor Felter administered the Oath of Office to Albie Garcia and President Yocum presented Albie with a Certificate of Appreciation and a Township Pin and Pen.

Mayor's Appointment

Mayor Felter announced the Appointment of William Craig as Police Chief

- Appointment of Police Chief William Craig effective August 1, 2015 with Advice and Consent of Council

Motion: Merz, second Birmingham

Mr. Dunham

Aye

Mr. Sanchelli

Aye

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Mr. Birmingham	Aye
Vice President Merz	Aye
President Yocum	Aye

Approval of Minutes of Previous Meeting

June 24, 2015	Regular	Yocum Absent
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Motion: Merz, second Sanchelli

Mr. Dunham	Aye
Mr. Sanchelli	Aye
Mr. Birmingham	Aye
Vice President Merz	Aye
President Yocum	Not Voting

Public Hearing Upon Adoption For Ordinances on Second Reading and Final Hearing:

ORDINANCE #16-15: ORDINANCE AMENDING CHAPTER 367 OF THE JEFFERSON TOWNSHIP MUNICIPAL CODE ENTITLED "PROPERTY MAINTENANCE" IS OFFERED FOR ADOPTION ON SECOND READING AND FINAL HEARING

Yocum opened the meeting up to the public for questions or comments specific to proposed Ordinance number 16-15 and seeing no one come forward, he closed the public portion of the meeting.

Motion: Merz, second Sanchelli

Mr. Dunham	Aye
Mr. Sanchelli	Aye
Mr. Birmingham	Aye
Vice President Merz	Aye
President Yocum	Aye

Council Reports

Merz reported that the Liquor License Committee held a meeting this evening with a licensee to review changes to their establishment. Merz commented that the licensee is being very forthcoming with their plans and will have the information needed to proceed with the paperwork shortly.

Merz reported that the Finance Committee also met this evening and reviewed the 2014 Audit and the comments.

Dunham reported that he attended the Finance Committee's meeting along with Merz, Eagen and Leach this evening. The Committee reviewed the Audit and General Findings. Dunham said that the Administration has a plan to adequately address what needs to be done to fix the five comments in the Findings section of the Audit.

Dunham commented that he has heard great things about this year's Jefferson Day and particularly the fireworks.

Sanchelli said that he would like to thank the Mayor who was on the phone with him daily during his recent family crisis.

Birmingham commented that Jefferson Day was great. Birmingham said that so much planning and preparation on the part of the Arts Committee goes into making the day a success.

Yocum said that he would like to agree with all of the comments of his fellow Council members about Jefferson Day. Yocum asked the Council if they are interested in stopping by during any of the upcoming Junior Police Academy days. The Council has supported this Program for years and it is a great program for the participants and the community.

Yocum announced that National Night Out is to be held on Tuesday, August 4,

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and everyone is invited up to the Municipal Grounds for a fun evening.

Miscellaneous/Public Portion

Yocum opened the meeting up to the public for questions or comments.

Administrative Reports of Mayor and Administrator

Felter asked everyone to keep Courtney Sanchelli and Sammie Rhinesmith in their prayers at this time. Felter asked that the Citizens of the Year Proclamation be moved to the August meeting. Felter commented that Jefferson Day was a success and he thanked the Arts Committee. The fireworks were great. Forest Fire Service was on the field to help watch the new turf field and Felter thanked them along with both Fire Departments and Rescue Services.

Leach announced that DPW employee, Troy Hackett now has his Certification as a Public Works Manager. The Department now has three employees with this Certification, Jeff Elam, John Schultz, and Troy Hackett. Leach said that the Township would like to congratulate Troy.

Leach reported that in the County Park this year, there will be no rifle or shot gun deer hunt. But Monday to Saturday from September 12 – January 30 there will be bow hunting. Yocum asked if this will be posted and Leach said yes.

Dunham thanked Yocum for obtaining a banner for the Milton First Aid.

Dunham asked the Administration about the procurement of a program for Camp Jefferson for tracking finances and scheduling camp programs. Leach explained that there were issues with the security of a proposed program because it was web-based. Leach said the IT Supervisor would prefer a program that is hosted on the Township's server. Leach said that the Camp has been asked to locate a server-based program and the Directors have attended the annual conference. Leach said he will follow up on this issue.

Merz asked Leach about the issue with renovations to liquor license establishments. Leach said that he has instructed the Building Department to add the Clerk's Office to the check off sheet when a licensed premise comes in for permits to their establishment. This will enable the establishment's owners to come before the Council's Liquor License Committee for approval.

New Business

- **Request: Ordinance Amendment Ch. 138: Alarm Systems Unintentional/False 911 Calls**

Captain Wilsusen came forward with the request for an amendment to encompass the instances of false 911 calls made to the dispatch. Wilsusen explained that the mistaken calls mainly occur with businesses that have phone systems that require an access code to be dialed, such as a 9. Wilsusen said that the policy of the Department is to respond to every 911 call. Wilsusen said that at this time the Department is looking for an addition to the Alarm Ordinance for those calls that do not fall within the criminal statute. The Council reviewed the sample ordinance that was provided. Cohen commented that the structure should follow the same penalties that are set out in the Township's False Alarm Ordinance, Chapter 138-13. First there is a verbal warning, then a written warning, third (within a 180 period) is subject to summons with a fine with a minimum fine of \$100 up to a maximum of \$500.

Merz asked Wilsusen if the False Alarm Policy has ever been enforced. Wilsusen said that the last resort is to write a summons with fines, however, there are a few cases where there is no compliance. There are fewer than 10 summonses written in a year. Wilsusen said that all alarms and 911 calls are tracked.

- **Outdoor Gathering Permit: Lake Hopatcong Marine Wake School - Wakeboard Competition to be held at Lake Forest Yacht Club on August 8, 2015 from 8:00 a.m. to 6:00 p.m.**

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Conditioned Upon Approval from Lake Hopatcong Marine Police
Reports: Fire Official, Police Chief, Health Official

Motion: Sanchelli, second Birmingham

Mr. Dunham	Aye
Mr. Sanchelli	Aye
Mr. Birmingham	Aye
Vice President Merz	Aye
President Yocum	Aye

- **Discussion: Creation of Division of Emergency Medical Services within Department of Public Safety (Article VIII)**

Leach explained that the Fire Departments and two rescue squads are non-profit organizations. There have been some insurance problems and the insurance carrier has recommended that these non-profit organizations become departments under the Department of Safety and the Chiefs report to the Mayor. Leach commented that the Fire and Rescue would remain non-profits. As part of this reorganization, leases would be drawn up for the various buildings to enable the Township to insure the buildings and the contents and vehicles. Cohen raised questions about bringing volunteer personnel under the Municipal Government. Cohen said that he would research the issues and consult with Leach prior to moving forward.

- **Lake Swannanoa Properties: Assessment for Benefits**

Yocum announced that the Council has received the Tax Assessor's Report for the Assessment for Benefit for the Lake Swannanoa Properties. Yocum recommended that the Council members take the time to review the approximately 600 pages in the report. Yocum recommended that all questions be addressed at the upcoming Public Hearing. Sanchelli asked if any meeting will be held prior to the Public Hearing and Yocum said that he recommends that all questions be addressed at that meeting. Yocum said that Council can accept this report, recommend amendments or ignore this report. Merz said that any emails she receives regarding this report, she will send to the Clerk. The Council agreed that all email inquiries will be forwarded to the Clerk's Office for information to attend the Public Hearing.

Yocum left the meeting at 8:16 p.m.

Cohen said that he does not recommend a meeting prior to the Public Hearing. The public will have access to the Report. Cohen said that the information that will be used to make a decision will be contained in this report. Cohen recommended that this report be placed on the Township website as soon as is practical after this meeting. Cohen said that Notice must be placed in the Township newspaper and Notice must be given to each property owner that is listed in the Report.

Yocum returned at 8:19 p.m.

The Council discussed the timeline for Notice and dates of the Public Hearing. The Clerk will clear dates for the use of the High School Auditorium and then follow up with scheduling the Hearing for September.

Ordinance For First Reading

ORDINANCE 17-15: ORDINANCE AMENDING CHAPTER 7 OF THE JEFFERSON TOWNSHIP MUNICIPAL CODE ENTITLED "ADMINISTRATION OF GOVERNMENT" AND MORE PARTICULARLY SUBSECTION 7-119 ENTITLED "SEWER BILLS" IS OFFERED FOR ADOPTION ON FIRST READING WITH SECOND READING AND FINAL HEARING SCHEDULED FOR AUGUST 12, 2015

Motion: Sanchelli, second Merz

Mr. Dunham	Aye
Mr. Sanchelli	Aye
Mr. Birmingham	Aye
Vice President Merz	Aye

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President Yocum

Aye

Lake Swannanoa Properties: Assessment for Benefits (Continued)

Cohen commented that Hopkins should be at the Public Hearing for the Swannanoa Assessment. Yocum said that this is a Council decision and Hopkins is there as a reference only for any points to be clarified on the report. Birmingham asked about questions that may arise on the report or from residents. Yocum said that questions should be left to the Public Hearing and should not be handled prior to the Public Hearing. Cohen said that no information should be taken in prior to the Hearing and Hopkins should also not be addressing questions prior to the Hearing. Cohen said that at the Public Hearing everyone will be given the chance to have questions addressed. Yocum asked that email questions to be forwarded to the Clerk's Office. A response should be formatted with information about the Public Hearing. Yocum said that even at the Public Hearing all questions will not be able to be answered. Yocum said that the Council members may ask Hopkins questions prior to the meeting in order to understand the Report. Cohen said that the public has to understand that this is not being voluntarily done by the Council, according to State Law, this is a legal requirement that has been imposed upon the Council.

Resolutions

Resolution #15-57: Annual Renewal of Liquor Licenses 2015-16 Term **(75-A)**

Motion: Sanchelli, second Dunham

Mr. Dunham	Aye
Mr. Sanchelli	Aye
Mr. Birmingham	Aye
Vice President Merz	Aye
President Yocum	Aye

Resolution #15-58: Resolution Accepting Administration's Personnel Policy And Procedures for Jefferson Township, Chapters 4, 5 and 6 **(75-B)**

Motion: Merz, second Sanchelli

Mr. Dunham	Aye
Mr. Sanchelli	Aye
Mr. Birmingham	Aye
Vice President Merz	Aye
President Yocum	Aye

Resolution #15-59: Approval of Bills **(75-C)**

Sanchelli asked about the Property Maintenance Bill for the Lake Hopatcong property. Cohen said when the property is sold, the lien will be paid. Leach said this is the first property that is being done. Cohen said the Town has priority for a Tax Lien. Leach said another lien could be filed but it is not necessary. Leach said the Lien is for violations. Yocum asked if it is a lien based on violations. Yocum asked if these are going to be done, can the Council be contacted prior to the work being authorized. Felter commented that the Council had issues with property maintenance being handled. Yocum said the Council wants to see how it is being handled.

Motion: Yocum, second Sanchelli

Mr. Dunham	Aye
Mr. Sanchelli	Aye
Mr. Birmingham	Aye
Vice President Merz	Aye
President Yocum	Aye

Motion:

P O No. 15-01834 Jefferson Arts Committee - \$150.00

Motion: Birmingham, second Yocum

Mr. Dunham	Aye
Mr. Sanchelli	Aye
Mr. Birmingham	Aye
Vice President Merz	Not Voting

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President Yocum Aye

Motion:

P O No. 15-00316 Headley Lumber Co. - \$67.96

P O No. 15-01776 Headley Lumber Co. - \$54.24

P O No. 15-00499 Headley Lumber Co. - \$95.00

Motion: Yocum, second Sanchelli

Mr. Dunham Not Voting

Mr. Sanchelli Aye

Mr. Birmingham Aye

Vice President Merz Aye

President Yocum Aye

Resolution #15-60: Authorize Passage of Consent Agenda

(76-A)

Motion: Merz, second Sanchelli

Mr. Dunham Aye

Mr. Sanchelli Aye

Mr. Birmingham Aye

Vice President Merz Aye

President Yocum Aye

Resolution #15-61: Governing Body's Certification of Annual Audit

(76-B)

Motion: Merz, second Birmingham

Mr. Dunham Aye

Mr. Sanchelli Aye

Mr. Birmingham Aye

Vice President Merz Aye

President Yocum Aye

Felter left the meeting at 8:44 p.m.

Miscellaneous/Public Portion

No one came forward.

Adjournment at 8:45 p.m.

Motion: Merz, second Sanchelli

Mr. Dunham Aye

Mr. Sanchelli Aye

Mr. Birmingham Aye

Vice President Merz Aye

President Yocum Aye

Dated: July 15, 2015

Attested:

Approved:

Lori Harvin, Township Clerk

Richard W. Yocum, Council President