

JEFFERSON TOWNSHIP COUNCIL

Regular Meeting

September 19, 2012

Municipal Building, Council Chambers

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Roll Call

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

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

Notice of Presiding Officer

Vice President Merz said, "This Regular Council meeting for September 19, 2012, commencing at 8:00 p.m. has been properly noticed in accordance with the Open Public Meetings Act by notice to the official newspapers of the Township on September 13, 2012."

Salute to the Flag

Vice President Merz asked everyone to rise for the Pledge of Allegiance.

Proclamation Recognizing September 11, 2012 as Patriot Day and National Day of Service and Remembrance (90-A)

Councilman Dunham read the Proclamation Recognizing September 11, 2012 as Patriot Day and National Day of Service and Remembrance.

Proclamation Recognizing Citizens of the Year: Eileen M. Grady and John Focacci (90-B)

Mayor Felter called forward Eileen Grady and presented the Proclamation recognizing her as the 2012 Citizen of the Year. Felter then presented Eileen with a Plaque and flowers. Mayor Felter then called forward John Focacci and presented the Proclamation recognizing him as the 2012 Citizen of the Year. Felter then presented John with a Plaque.

Approval of Minutes of Previous Meeting

September 5, 2012 Regular Meeting All Members Present

Motion: Sanchelli, second Birmingham	
Mr. Dunham	Aye
Mr. Sanchelli	Aye
Mr. Birmingham	Aye
Vice President Merz	Aye
President Yocum	Absent

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

ORDINANCE #16-12: BOND ORDINANCE PROVIDING FOR THE IMPROVEMENT OF HOLLAND MOUNTAIN ROAD IN AND BY THE TOWNSHIP OF JEFFERSON, IN THE COUNTY OF MORRIS, NEW JERSEY, APPROPRIATING \$180,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$171,000 BONDS OR NOTES OF THE TOWNSHIP FOR FINANCING SUCH APPROPRIATION IS OFFERED FOR ADOPTION ON SECOND READING AND FINAL HEARING (**Supp. Debt Stmt.**)

Merz opened the meeting up to the public for questions or comments specific to Ordinance 16-12, seeing no one come forward, she closed the public portion of the meeting.

Motion: Sanchelli, second Dunham

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

Council Reports

Birmingham reported that the Morris County League of Municipalities meeting was held this evening. The meeting was well attended with about 60 people in attendance. The League hosted presentations on Sustainable New Jersey and the Morris County Technical Academies.

Dunham reported that he attended the Library Board meeting yesterday and the Morris County League meeting this evening.

Sanchelli had no report this evening.

Administrative Reports of Mayor and Administrator

Felter reported that the new 9/11 Memorial is almost complete. Felter said a small plaque will be put up explaining that the steel originated from the parking garage of the North Tower. Two dedication plaques will also be mounted on stone to the right of the walkway. The dedication will take place sometime in October.

Felter reported that the dedication of the Press Box to Brooke Hardy will take place on Friday, September 21 at the High School. The Memorial Service is scheduled for Saturday, September 22 at 10 am at the Gazebo.

Felter reported that Phase One of the trails on the Brady Property/Prospect Point Preserve is completed. A trails meeting will be scheduled at the site.

Felter said that some Girl Scouts who are working on their Silver Award will be holding a Animal Costume/Dog Walk on Saturday, October 20. All proceeds will go toward animal rescue and the Jefferson Township Pound. Felter reported that one of the girls will be building a dog run area at the Pound to be used for pet adoptions.

Leach reported that the Resolution for the Award of Bids for the Rescue Squad vehicle and the Fire vehicle is on the Agenda. The Fire vehicle was just on budget and the Ambulance was \$2,553 over budget. That amount is being deducted from the Township's donation.

Leach reported that preliminary numbers were received for Health Insurance under the State Health Benefits Plan for 2013. Leach said for most active employees the premium is going up 8 percent; for the employees on Medicare the premium is going up 9 percent; and the early retirees' premium is going up 14 percent. Leach explained there will be an offset with employees' contributions, however, there will be an effect on the budget.

Leach reported there is no agreement between the town and the Board of Education concerning a new athletic field. Leach said that he and the Mayor met last week with some school officials. Leach said the Mayor has given him the task of investigating the project which involves many environmental, financial, and engineering issues. Leach said this would be a long involved process and the Council would have all the information prior to beginning a local services agreement.

Felter commented that with regard to the PSE&G Powerline Project, there is a misconception that the Township has taken money to "okay" the project. The project was approved by the BPU. The money is for remediation on the access roadways. Leach said the Township has entered into an Agreement for remediation of any expenses incurred as a result of the work on the powerlines.

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Miscellaneous/Public Portion

No one came forward.

Old Business

- State Septic Regulations Update

Leach reported that a conference call was held with the Administration; Health Department Director, Cindee DeGennaro; Councilman Jay Dunham; and the DEP regarding the recent State Septic Regulation Amendments. Leach reported on the DEP Amendments:

- DEP is very firm on their requirement to have an engineer design every repair of a sewage disposal area
- It is not mandatory to have an engineer on site for all stages of a septic installation for every inspection, design only
- Tank tightness test is required because of damage during shipment
- Requirement of labeling inside septic tank because Health Departments may lose records
- Health Departments not required to see that effluent filters are being cleaned, only that filters are present
- New Septic System must be installed if "substantial rebuilding" of a structure is done as defined by Uniform Construction Code but not if "reconstruction"
- Health Department must respond to a notice of a failing septic system within 10 business days but may be a written response

Cohen suggested the Council and Administration consider adopting a Resolution to send to the Governor's Office. Cohen said he can work on a Resolution with DeGennaro and Birmingham can forward the Resolution to other towns through the Morris County League of Municipalities. Cohen commented that if septic systems are failing at the time of sale and homeowners are already in a position where they cannot get enough for their homes, a \$25,000 to \$30,000 repair leads to further foreclosures.

New Business

- Discussion: Best Practice Inventory

Eagen said this is the third year that the Best Practice Inventory is in place. Based upon the preliminary answers, the Township is in the 90th percentile for the 50 questions and no State Aid will be withheld.

4. QPA retired in 2012, Eagen explained that a process is being established with the Township Attorney's Office whereby contracts are reviewed.
5. Township uses State Pay to Play Statutory Requirements. Cohen said the Township could do a Pay to Play Ordinance, however, it will not affect the current procedure.

Leach said that he and Eagen would like to see the Township's Budget Subcommittee meet with the Administration and Eagen to discuss this and report back to the Council.

7. Require elected officials to attend basic course offered by Rutgers (ethics, municipal finance, labor relations, shared services). Eagen said this has not been formally required. The Council commented that this could be added as a Policy.
10. 11. 14. Concern internal accounting. Eagen said that 14 concerns the Corrective Action Plan and this is discussed with the Council and at the least the Budget Sub-Committee.
18. Grants are reviewed and this will be made more systematic.
20. Policy regarding surplus and forecasting in a 5-year trend. Eagen said that he will be preparing a policy. Eagen explained that

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anything budgeting as surplus revenue this year should be regenerated in the subsequent year so there is no structural imbalance.

29. Municipality will conduct monthly review of employees covered by health benefits to ensure everyone is eligible.
47. Addresses longevity awards for non-union employees; however non-union employees follow the contracts.

Eagen said that based on this worksheet the Township is at 92 percent, 46 yes answers. Merz commented that this list will be posted on the website. Eagen said the completed list will be sent to the Council and filed with the State. It is required to be on the website. The charts will also be on the website; trend analysis of tax collection rate, surplus, appropriation reserves.

Resolution

Resolution #12-78: Resolution Confirming Sale of Municipally Owned Properties **(93-A)**

Motion: Sanchelli, second Dunham

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

Resolution #12-79: Approval of Bills **(93-B)**

Motion: Sanchelli, second Birmingham

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

Resolution #12-80: Authorize Passage of Consent Agenda **(93-C)**

Motion: Birmingham, second Dunham

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

Resolution #12-81: Annual Renewal of Liquor License **(93-D)**

Motion: Sanchelli, second Dunham

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

Miscellaneous/Public Portion

Merz opened the meeting up to the public for questions and comments.

Anne Augustyn of 41 Paderewski Road came forward and asked for an explanation of the Best Practices Inventory. Leach explained that every year the State creates a list of questions based upon Best Practices in areas of municipal government such as Finance, Purchasing, Ethics, Records Management. Local Governments must answer the Inventory of Questions and receive a score. State Aid may be withheld based upon the Municipality's score.

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Merz closed the public portion of the meeting.

Adjournment at 9:11 p.m.

Motion: Sanchelli, second Dunham

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

Dated: September 19, 2012

Attested:

Approved:

Lori Harvin, Township Clerk

Richard W. Yocum, Council President