

JEFFERSON TOWNSHIP COUNCIL
 MEETING LOCATION: JEFFERSON TOWNSHIP MUNICIPAL BUILDING
 1033 WELDON ROAD
 LAKE HOPATCONG, NJ 07849
 CONTACT: 973-208-6132/33
www.jeffersontownship.net

**TO THE
 EXTENT
 KNOWN AS OF
 1.14.22**

JANUARY 19, 2022
 REGULAR MEETING – 7:00 PM
 AGENDA

1. CALL TO ORDER – Presiding Officer

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of **January 19, 2022** was included in a list of meetings notice sent to the official newspapers of the Township, the Daily Record and the Star Ledger, on **January 6, 2022** and was posted on the bulletin board in the Municipal Building on **January 6, 2022** and has remained continuously posted as the required notices under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk.

Proper notice having been given, the Township Clerk is directed to include this statement in the minutes of this meeting.

2. ROLL CALL – Township Clerk

	Present	Absent
Mr. Birmingham		
Mr. Kalish		
Mr. Smith		
Vice President Dunham		
President Senatore		
Mr. Ryan, Township Attorney		
Ms. Reilly, Township Clerk		

Let the record reflect the following members of the Administration are present: Mayor Eric Wilsusen, Administrator Debi Millikin.

3. SALUTE TO THE FLAG – Presiding Officer

4. SPECIAL PRESENTATIONS – Presiding Officer

5. PUBLIC COMMENT – Presiding Officer

Please state and spell your name and address for the record. Each speaker is limited to one (1) comment of no more than five (5) minutes and no yielding of time to another person.

6. ORDINANCES –PUBLIC HEARING AND VOTE FOR ADOPTION – Township Clerk

- None for January 19, 2022

7. COUNCIL AND MAYOR DISCUSSION – Presiding Officer

- Ordinance Establishing “Housing and Rental Property Standards – Short-Term Rental Property”
- Amend Chapter 353-1 – Park Regulations – Permit to Access Block 102, Lot 2, 57 Shore Road
- 2022 Budget Meeting Schedule

8. ADMINISTRATIVE REPORTS OF MAYOR AND ADMINISTRATOR – Mayor Wilsusen

MAYOR’S APPOINTMENTS

POSITION	NAME	TERM	EXPIRES
Land Use Board - Class IV Member	Patricia Galfo	4 Years	12/31/25
Land Use Board - Class IV Member	Robert Deutsch	4 Years	12/31/25
Land Use Board - Alternate 1	Jim Small	2 Years	12/31/23
Land Use Board - Alternate 4	Donna Macalle-Holly	1 Year	12/31/22
Morris County Community Development Revenue Sharing Committee (CDRS)	Mayor w/Administrator as Alternate	1 Year	12/31/22

MAYOR’S APPOINTMENTS WITH COUNCIL ADVICE AND CONSENT

POSITION	NAME	TERM	EXPIRES
Library Board of Trustees	Anne Augustyn	5 Years	12/31/26

Council Member	By	2 nd	Yes	No	Abstain	Absent
Mr. Birmingham						
Mr. Kalish						
Mr. Smith						
Vice President Dunham						
President Senatore						

9. COUNCIL REPORTS – Presiding Officer

10. ORDINANCES – FIRST READING – Township Clerk

ORDINANCE #22-01

ORDINANCE AMENDING CHAPTER 403, SMOKING; SALE OF TOBACCO PRODUCTS, SPECIFICALLY SECTION 403-1 ENTITLED "DEFINITIONS", SECTION 403-2 ENTITLED "PROHIBITION OF SMOKING IN PUBLIC PLACES; SIGNS TO BE POSTED," AND SECTION 403-6 ENTITLED "ENFORCEMENT"

WHEREAS, the Jefferson Township Council has reviewed the Township Code regarding smoking and has determined that revisions are necessary to include the prohibition of smoking on all Township leased or owned property and in all Township leased or owned buildings.

NOW THEREFORE, BE IT ORDAINED, by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the Jefferson Township Municipal Code is hereby amended to revise Section 403-1 "Definitions", Section 403-2 "Prohibition of Smoking in Public Places; Signs To Be Posted." and Section 403-6 "Enforcement," as follows:

SECTION I

Section 403-1 of the Jefferson Township Municipal Code is hereby amended by adding the following definitions:

Township Properties.

All lands and grounds leased or owned by Jefferson Township, including but not limited to all recreation fields, parking areas and grounds adjacent to the buildings leased or owned by Jefferson Township.

Section 403-2 of the Jefferson Township Municipal Code is hereby amended as follows:

- A. Smoking in Public Buildings, on Township properties, on recreation properties and on Board of Education properties as herein defined within the Township of Jefferson is prohibited.
- B. "No Smoking" signs or the international no smoking symbol (consisting of a pictorial representation of a burning cigarette enclosed in a red circle with a diagonal red line through its cross-section) shall be posted at each public building entrance and within said building, as well as at conspicuous locations on Township properties, on recreation properties and Board of Education properties, in a number and in a manner determined by the administrator in charge of each such building or on such Township property, Board of Education property or recreation property to be sufficient to inform the public that there is no smoking allowed within the public buildings or on any such Township, Board of Education or recreation properties. The signs may contain a warning that smoking within the building or on any such property is subject to a fine. The failure to post any such sign shall not be a defense to a violation of this chapter.

Section 403-6 of the Jefferson Township Municipal Code is hereby amended as follows:

The enforcement authorities of this chapter shall be the police officers of the Township of Jefferson, the Health Officer of the Township of Jefferson, and the Township Code Enforcement Officer, and their respective designees.

SECTION II

All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistencies.

SECTION III

If any article, chapter, subchapter, paragraphs, phrase or sentence is, for any reason, held to be unconstitutional or invalid, said article, chapter, subchapter, paragraph, phrase or sentence shall be deemed severable.

SECTION IV

This Ordinance shall take effect immediately upon final publication as provided by law.

Following introduction, the above Ordinance will be published in accordance with the law and a Public hearing will be held on **February 2, 2022**.

INTRODUCED:

ADOPTED:

Council Member	By	2 nd	Yes	No	Abstain	Absent	By	2 nd	Yes	No	Abstain	Absent
Mr. Birmingham												
Mr. Kalish												
Mr. Smith												
Vice President Dunham												
President Senatore												

11. NEW BUSINESS – Presiding Officer

12. MINUTES – Township Clerk

January 5, 2022 - Regular

Council Member	By	2 nd	Yes	No	Abstain	Absent
Mr. Birmingham						
Mr. Kalish						
Mr. Smith						
Vice President Dunham						
President Senatore						

13. **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.

***PERMITS/LICENSES**

- None for January 19, 2022

***APPOINTMENTS**

- None for January 19, 2022

***CONSENT AGENDA RESOLUTIONS:**

- 22-38 Resolution Authorizing the Payment of Bills
- 22-39 Resolution Authorizing the Refund of Overpayment(s) of Taxes
- 22-40 Resolution Authorizing Assignment of a Tax Sale Certificate – Certificate of Sale #19-00003, Block 52, Lot 27
- 22-41 Resolution Authorizing Assignment of a Tax Sale Certificate – Certificate of Sale #19-00031, Block 473, Lot 5.02
- 22-42 Resolution Appointing a Member to Serve on the Community Development Revenue Sharing Committee
- 22-43 Resolution Authorizing the Establishment of a Street Light Installation Policy
- 22-44 Resolution Authorizing the Establishment of a Memorial Policy
- 22-45 Resolution Authorizing the Establishment of a Commemorative Organizational Display Policy
- 22-46 Resolution Approving Per Diem Mutual Aid Agreement for Water Emergency Standbys with Morris County Fire Coordinator and the Township of Jefferson, County of Morris, State of New Jersey
- 22-47 Resolution Appointing a Commissioner and Alternate Commissioner to the North Jersey Municipal Employee Benefits Fund

Council Member	By	2 nd	Yes	No	Abstain	Absent
Mr. Birmingham						
Mr. Kalish						
Mr. Smith						
Vice President Dunham						
President Senatore						

14. **PUBLIC COMMENT – Presiding Officer**

Please state and spell your name and address for the record. Each speaker is limited to one (1) comment of no more than five (5) minutes and no yielding of time to another person.

15. **EXECUTIVE SESSION – Township Clerk**

- None for January 19, 2022

16. **ADJOURNMENT AT _____ PM - Presiding Officer**

Michele Reilly, RMC, CMR
 Township Clerk
 973-208-6133 mreilly@jeffersontownship.net

FUTURE MEETINGS will begin at 7:00 p.m. on each of the dates set forth below, at the Jefferson Township Municipal Building, 1033 Weldon Road, Lake Hopatcong, New Jersey, unless otherwise noticed below or as amended during the year by a vote of the Township Council.

REGULAR MEETING SCHEDULE

- Wednesday, February 2
- Wednesday, February 16
- Wednesday, March 2
- Wednesday, March 16
- Wednesday, April 6
- Wednesday, April 20
- Wednesday, May 4
- Wednesday, May 18
- Wednesday, June 15
- Wednesday, June 29
- Wednesday, July 13
- Wednesday, August 10
- Wednesday, September 7
- Tuesday, September 20
- Wednesday, October 5
- Wednesday, October 19
- Wednesday, November 2
- Wednesday, November 30
- Wednesday, December 14
- Wednesday, January 4, 2023 - Reorganization

CONSENT AGENDA RESOLUTION #22-38

“RESOLUTION AUTHORIZING THE PAYMENT OF BILLS”

WHEREAS, the Business Administrator has reviewed and approved purchase orders requested by the Township Department Heads; and

WHEREAS, the Finance Office has certified that funds are available in the proper account; and

WHEREAS, the Finance Office has approved payment, upon certification from the Township Department Heads that the goods and/or services have been rendered to the Township; and

WHEREAS, purchases under State Contract or under Morris County Cooperative Purchasing Agreement were made where applicable.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the current bills, dated January 19, 2022 and on file and available for public inspection in the Office of the Treasurer and approved by him/her for payment, be paid.

CONSENT AGENDA RESOLUTION #22-39

“RESOLUTION AUTHORIZING THE REFUND OF OVERPAYMENT(S) OF TAXES”

WHEREAS, there appears on the tax records overpayment(s) as shown below; and

WHEREAS, said overpayment(s) were created by the reasons indicated; and

WHEREAS, the Collector of Taxes recommends the refund(s) of such overpayment(s).

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the proper officers are hereby authorized and directed to issue checks to refund such overpayment(s) as hereafter shown below:

CODE OF REASONS

- | | | | | |
|-----------------------|-----------------------------|------------------------------|------------------------------------|---------------------|
| 1. Incorrect Payment | 2. Adjustment of Assessment | 3. Homestead Rebate | 4. Overbilled | 5. Third Party Lien |
| 6. Duplicate Payment | 7. Exempt | 8. County/State Board Appeal | 9. Overpayment | |
| 10. Return of Premium | 11. New Jersey Saver | 12. Return of Recording Fee | 13. Vets, Senior Citizen Deduction | |

BLOCK	LOT	TAX SALE CERTIFICATE	AMOUNT	CODE	YEAR
77	8	20-00003	\$ 8,667.89	5	2022
456	29	19-00029	\$57,036.02	5	2022
456	29	19-00029	\$40,900.00	10	2022
			TOTAL	\$106,603.91	

CONSENT AGENDA RESOLUTION #22-40

**“RESOLUTION AUTHORIZING ASSIGNMENT OF A TAX SALE CERTIFICATE –
 CERTIFICATE OF SALE #19-00003, BLOCK 52, LOT 27”**

WHEREAS, N.J.S.A. 54:5-113 authorizes assignment by a municipality of tax sale certificates for the full amount of the certificate, including all subsequent municipal taxes and other municipal charges; and

WHEREAS, NJSL 301, LLC has presented an offer to purchase, by assignment, Certificate of Sale #19-00003 which was issued to the Municipality of Jefferson Township at a tax sale held October 24, 2019, on Block 52 Lot 27, known as 34 Iowa Ave, Lake Hopatcong, NJ, in the amount of \$21,102.63, being the full amount of the certificate, including all subsequent municipal taxes and other municipal charges.

NOW THEREFORE, BE IT RESOLVED, that the Township Council of the Township of Jefferson, County of Morris, State of New Jersey hereby authorizes the Mayor and Municipal Clerk to execute the necessary assignment document to effect assignment of the above referenced Certificate of Sale.

BE IT FURTHER RESOLVED that a copy of this resolution is and shall be forwarded to the Tax Collector.

CONSENT AGENDA RESOLUTION #22-41

**“RESOLUTION AUTHORIZING ASSIGNMENT OF A TAX SALE CERTIFICATE –
CERTIFICATE OF SALE #19-00031, BLOCK 473, LOT 5.02”**

WHEREAS, N.J.S.A. 54:5-113 authorizes assignment by a municipality of tax sale certificates for the full amount of the certificate, including all subsequent municipal taxes and other municipal charges; and

WHEREAS, NJSL 301, LLC has presented an offer to purchase, by assignment, **Certificate of Sale #19-00031** which was issued to the Municipality of Jefferson Township at a tax sale held October 24, 2019, on **Block 473 Lot 5.02, known as 9 S Reilly Rd, Oak Ridge, NJ**, in the amount of **\$15,567.45**, being the full amount of the certificate, including all subsequent municipal taxes and other municipal charges.

NOW THEREFORE, BE IT RESOLVED, that the Township Council of the Township of Jefferson, County of Morris, State of New Jersey hereby authorizes the Mayor and Municipal Clerk to execute the necessary assignment document to effect assignment of the above referenced Certificate of Sale.

BE IT FURTHER RESOLVED that a copy of this resolution is and shall be forwarded to the Tax Collector.

CONSENT AGENDA RESOLUTION #22-42

**“RESOLUTION APPOINTING A MEMBER
TO SERVE ON THE COMMUNITY DEVELOPMENT REVENUE SHARING COMMITTEE”**

WHEREAS, the bylaws of the Morris County Community Development Program and the Cooperation Agreement the Township has entered into with the County require that the Township Council appoint, on an annual basis, one member to serve on the Community Development Revenue Sharing Committee.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that **Robert Birmingham** be and is appointed as Member to serve on the Community Development Revenue Sharing Committee for the **year 2022**.

CONSENT AGENDA RESOLUTION #22-43

“RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A STREET LIGHT INSTALLATION POLICY”

WHEREAS, the Township of Jefferson has a need to establish a street light installation policy governing the establishment of street lights on Township owned property; and

WHEREAS, the purpose of this policy is to establish a consistent and standardized process to be used by the Township of Jefferson to determine the placement of street lights; and

WHEREAS, the policy is intended to provide a procedure for review and approval/denial of street light requests, and to provide an ongoing system of prioritizing the need for future installation of street lights; and

WHEREAS, a Street Light Installation Policy has been presented to the Township Council and the Township Council has agreed this policy should be put into effect and reviewed on an annual basis each year through the reorganization meeting or shortly thereafter.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey, approve the Street Light Installation Policy which is attached hereto and made a part hereof.

BE IT ALSO RESOLVED that this Resolution shall take effect immediately and that a copy of this Resolution shall be placed on file with the Clerk of the Township.

BE IT ALSO RESOLVED if any section, subsection, sentence, clause or phrase in this resolution is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this resolution.

CONSENT AGENDA RESOLUTION #22-44

“RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A MEMORIAL POLICY”

WHEREAS, the Township of Jefferson has a need to establish a memorial policy governing the establishment of memorials on Township owned property; and

WHEREAS, the purpose of this policy is to establish standards and a process for naming parks, public buildings, structures, facilities, and streets in the Township of Jefferson; and

WHEREAS, a sound policy can add meaning and significance to such actions that embody the value and heritage of this community; and

WHEREAS, a Memorial Policy has been presented to the Township Council and the Township Council has agreed this policy should be put into effect and reviewed on an annual basis each year through the reorganization meeting or shortly thereafter.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey, approve the Memorial Policy which is attached hereto and made a part hereof.

BE IT ALSO RESOLVED that this Resolution shall take effect immediately and that a copy of this Resolution shall be placed on file with the Clerk of the Township.

BE IT ALSO RESOLVED if any section, subsection, sentence, clause or phrase in this resolution is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this resolution.

CONSENT AGENDA RESOLUTION #22-45

“RESOLUTION AUTHORIZING THE ESTABLISHMENT OF A COMMEMORATIVE/ORGANIZATIONAL DISPLAY POLICY”

WHEREAS, the Township of Jefferson wishes to establish guidelines regarding the display of commemorative or organizational flags or banners on any Township flag poles, facilities or structures located on any Township owned or Township maintained property; and

WHEREAS, a Commemorative/Organizational Display Policy has been presented to the Township Council and the Township Council has agreed this policy should be put into effect and reviewed on an annual basis each year through the reorganization meeting or shortly thereafter.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey, approve the Commemorative/Organizational Display Policy which is attached hereto and made a part hereof.

BE IT ALSO RESOLVED that this Resolution shall take effect immediately and that a copy of this Resolution shall be placed on file with the Clerk of the Township.

BE IT ALSO RESOLVED if any section, subsection, sentence, clause or phrase in this resolution is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this resolution.

CONSENT AGENDA RESOLUTION #22-46

“RESOLUTION APPROVING PER DIEM MUTUAL AID AGREEMENT FOR WATER EMERGENCY STANDBYS WITH MORRIS COUNTY FIRE COORDINATOR AND THE TOWNSHIP OF JEFFERSON, COUNTY OF MORRIS, STATE OF NEW JERSEY”

WHEREAS, the Township of Jefferson provides fire protection resources for ordinary emergency response requirements within its jurisdiction; and

WHEREAS the Fire Departments in Morris County have a day-to-day responsibility to provide for the safety and security of lives and property; and

WHEREAS, local resources can become exhausted during the small percentage of large magnitude fire or disaster occurrences; and

WHEREAS, mutual aid is the most cost-effective method of providing sufficient resources to a local jurisdiction for those extraordinary occurrences including water emergency standby; and

WHEREAS, it is of mutual benefit for fire agencies located within the County of Morris to provide supplemental resources to each other in the event of a local emergency or disaster; and

WHEREAS, the Morris County Fire Coordinator is requesting a Per Diem Mutual Aid Agreement for Water Emergency Standbys will provide a uniform procedure for the coordination of the requesting, dispatching, and utilization of fire department personnel and equipment whenever a local fire agency requires mutual aid assistance from any other jurisdiction, both contiguous and non-contiguous, in the event of a fire or emergency; and

WHEREAS, it is the desire of the Governing Body of the Township of Jefferson to participate in the Morris County Fire Coordinator Per Diem Mutual Aid Agreement for Water Emergency Standbys in accordance with the agreement as plan as submitted by the Morris County Fire Coordinator.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Jefferson, Morris County, New Jersey, the Mayor and Township Clerk are hereby authorized to execute the Per Diem Mutual Aid Agreement for Water Emergency Standbys on behalf of the Township of Jefferson.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Morris County Fire Coordinator.

CONSENT AGENDA RESOLUTION #22-47

“RESOLUTION APPOINTING A COMMISSIONER AND ALTERNATE COMMISSIONER TO THE NORTH JERSEY MUNICIPAL EMPLOYEE BENEFITS FUND”

BE IT RESOLVED by the Council of the Township of Jefferson in the County of Morris in the State of New Jersey that Debra Millikin is hereby appointed as the **2022 Township Commissioner** to the North Jersey Municipal Employee Benefits Fund.

BE IT FURTHER RESOLVED that Bill Eagen be and is appointed as **2022 Alternate Township Commissioner** to the North Jersey Municipal Employee Benefits Fund.
