

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

FEBRUARY 15, 2023
REGULAR MEETING – 6:00 PM
MINUTES

1. CALL TO ORDER

Council President Senatore called the meeting to order at 6:01 pm and read the meeting statement as follows: This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of **February 15, 2023** 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, 2023** and was posted on the bulletin board in the Municipal Building on **January 6, 2023** 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. **The change in meeting time was noticed on January 24, 2023.**

2. ROLL CALL

Ms. Reilly called the roll. All Council members were present. Also in attendance were Mayor Wilsusen, Administrator Debi Millikin and Chief Financial Officer Bill Eagen.

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

3. SALUTE TO THE FLAG

Council President Senatore led the flag salute.

4. SPECIAL PRESENTATIONS

There were no special presentations on the agenda for February 15, 2023.

5. PUBLIC COMMENT

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

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

6. ORDINANCES –PUBLIC HEARING AND VOTE FOR ADOPTION

There were no Ordinances for Public Hearing or Vote for Adoption listed on the February 1, 2023 agenda.

7. COUNCIL AND MAYOR DISCUSSION

• Fair Housing – CDBG Resolution

Ms. Millikin told Council the Township is applying for funding through the County of Morris for the revision to the front entranceway. She said that currently, the front doors are not handicapped accessible and there is a slope issue. She said the cost has been estimated by the architect at approximately \$173,000 and the grant, if received, would amount to \$125,000. Ms. Millikin said the Township has already encumbered the money for the architect and the bidding process.

Council President Senatore asked if the revision would include a vestibule, and Ms. Millikin said the entranceway will resemble what the schools have, with double doors. She said the handicapped accessibility will be addressed with push button doors. She stated that part of the grant process is to discuss the grant proposal during a Council meeting and to pass the grant application resolution and Fair Housing resolution that are on tonight's agenda.

• Budget Overview – Water, Sewer, Garbage

Ms. Millikin passed around the Creative Playground proposal for Council to review.

Council President Senatore announced that she spoke with John Burns regarding lining the turf field and he told her that striping for field hockey use is too expensive and also there is no feeder program for that sport. Ms. Millikin said she confirmed with the company that they recycle the old turf.

Ms. Millikin said she had discussed with DPW their request for a road widener, and they feel they purchase can be put off for another year. She said they do not recommend a shared service for this piece of equipment.

Council President Senatore asked why her road is being paved and said she feels like drainage is the major issue on the street. Mayor Wilsusen said that DPW and Engineering rate the roads and they have a paving schedule. He said drainage will be addressed.

Mayor Wilsusen and Ms. Millikin addressed the road conditions on parts of Weldon Road, and said the problems are due to bad asphalt and may also be the result of lack of sunlight, which allows ice and salt to remain for a longer period of time on the surface. They said they are looking at the possibility of applying for a DOT grant next year. Council Vice President Dunham suggested cutting down some of the trees.

Mayor Wilsusen brought up the ladder truck for Fire Company #1 and said the Fire Chief keeps asking if Council will fund the \$1.9-million-dollar truck purchase. He said the current truck will not last until its scheduled replacement date of 2030. He told Council a new truck will take three (3) years to build out. Ms. Millikin said there are FEMA grants available for fire truck replacements, but the grant cycle doesn't start until August. Council and Administration discussed funding options as well as the possibility of shared services/mutual aid. Mayor Wilsusen asked if Council wanted to hold a special meeting and/or bring the Fire Company in to discuss the purchase of the truck. Council consensus was that the purchase is necessary, benefits the entire town, and that Administration should come up with options and financing scenarios and then present them to Council.

Council Vice President Dunham asked Mr. Eagen to provide the totals in the Recreation Trust Fund.

Mr. Eagen handed out changes to the operating budget. He told Council that the Township received more money from the opioid settlement. Mayor Wilsusen said this money was used for funding the Municipal Alliance. Councilman Birmingham suggested it could also be used for police drug awareness events. Mr. Eagen also handed out changes to the capital budget, which has increased by about \$500,000.

Mr. Eagen explained the Lake Swannanoa dam assessment and said the Township collects the money and pays it to the State in October and April. He said only resident who derive the benefit pay for it, and the payments to the State will end in 2032.

Mr. Eagen mentioned that the Township is in the third year of a five (5) year garbage contract. He said the contract went up about three percent (3%) this year, which amounts to approximately a \$78,000 increase. He reminded Council that there will be no increase in the fifth year. Mr. Eagen also mentioned that the State is allowing garbage costs to be taken out of the 2% spending cap for this year only. Ms. Millikin added that the Township Attorney prepared and sent a denial letter in response to Blue Diamond's request for additional funds due to Morris County's increase in tipping fees.

Council President Senatore said she was not in favor of purchasing the road opener or spending additional monies on the pickleball court. She recommended trying to tighten up the Recreation rules for that site first. Council consensus was in agreement with the Council President. Councilman Birmingham said he wondered if the health center sign was a necessity, especially if there was the possibility of eventually moving the health center to Camp Jefferson.

Mr. Eagen said he is still waiting on revenue figures and has been working on the Annual Financial Statement.

8. ADMINISTRATIVE REPORTS OF MAYOR AND ADMINISTRATOR

Ms. Millikin told Council that, prior to introduction, she wanted to change Section 369-6, #8, in the Ordinance from "Township Clerk" to "Zoning and Code Enforcement". She reported attending the Statewide Annual Reorganization Meeting with the Mayor, CFO, and Police Chief, where the Township was presented with a 2022 Loss Control Award. She said she was present for the tour of the new vet clinic and the Township is in talks to see if there is interest in becoming the Township's veterinarian.

Ms. Millikin gave an update on South Lakeside Avenue and said she, John Schultz, Pam Mancini, Troy Hackett and Jim Lutz met with the residents on site. She said the DPW will analyze the run off in the spring, and there will be another on site meeting in June. She indicated that some property owners might need to do something on their personal property to prevent runoff, and she mentioned that many of the septic systems are under the road right-of-way.

Mayor Wilsusen congratulated Chief Castimore on his 2023 New Jersey State Chiefs of Police Association accreditation award. He stated that thirty-three percent (33%) of police department in New Jersey have accredited Police Chiefs, and that the goal is to build a more professional police department. He said the Chief will be attending the March 1st meeting to give a quick overview on the accreditation process.

9. COUNCIL REPORTS – Presiding Officer

Councilman Kalish thanked everyone for all the kind wishes he had received in reference to the recent situation with his family.

Councilman Birmingham said a representative from New Jersey Natural Gas recently held a meeting for residents at the Betsey Ross Diner. He mentioned that Alstede Farms has taken over the ownership of Lindaken Farms. He asked Ms. Millikin about the plans for paving Taylor Road. Ms. Millikin replied that the section of Taylor Road from Route 15 to the bridge will be paved, and the section of Taylor Road from the bridge to Berkshire Valley Road will be cape sealed. Councilman Birmingham suggested the Administration look at the grading and drainage along parts of Taylor Road.

Councilman Smith said he attended the vet tour with the Mayor and Administrator.

Council Vice President Dunham and Council President Senatore had no report.

10. ORDINANCES – FIRST READING

ORDINANCE #23-02 – ORDINANCE REPEALING AND REPLACING CHAPTER 369 "REGISTRATION OF VACANT AND ABANDONED PROPERTIES" AND REPLACING IT WITH "REGISTRATION AND MAINTENANCE OF VACANT AND ABANDONED PROPERTIES"

WHEREAS, the Jefferson Township Council previously adopted Ordinance 18-12 which established Chapter 369 "Registration of Vacant and Abandoned Properties". The Township Council desires to replace Chapter 369 in order to address P.L. 2021, Chapter 444, including properties in foreclosure, uniform requirements for municipal vacant and abandoned property registration programs; and

NOW THEREFORE, BE IT ORDAINED, by the Township Council of the Township of Jefferson, in the County of Morris and State of New Jersey, that the amendments set forth below are made to the General Ordinances of the Township of Jefferson to repeal and replace Chapter 369 with new Chapter 369, "Registration and Maintenance of Vacant and Abandoned Properties"

Section 1. Existing Chapter 369 (§§369-1 through 369-7) is repealed in its entirety and replaced as follows:

Chapter 369. Registration and Maintenance of Vacant and Abandoned Properties"

§369-1. Definitions

The following terms, wherever used herein or referred to in this Code, shall have the respective meanings assigned to them unless a different meaning clearly appears from the context:

CREDITOR

A mortgagee or an agent or assignee of a mortgagee, such as the servicer, who has filed a complaint in the Superior Court seeking to foreclose upon a residential or commercial mortgage. If the entity seeking to foreclose upon the residential or commercial mortgage changes as a result of an assignment, transfer, or otherwise after the filing of the foreclosure complaint in the Superior Court, the new entity shall be deemed the Creditor for purposes of this section. For purposes of this section, a Creditor shall not include the State, a political subdivision of the State, a State, County, or local government entity, or their agent or assignee, such as the servicer.

RESPONSIBLE PARTY

The title holder of a vacant and abandoned property or a Creditor responsible for the maintenance of a property.

STREET ADDRESS

An address at which a natural person who is the Responsible Party or an authorized agent actually resides or actively uses for business purposes, and shall include a street name or rural delivery route.

VACANT AND ABANDONED PROPERTY

Any residential or commercial building which is not legally occupied by an owner, mortgagor or tenant, which is in such condition that it cannot be legally reoccupied, and two or more of the conditions in exist:

- (1) Overgrown or neglected vegetation;
- (2) The accumulation of newspapers, circulars, flyers, or mail on the property;
- (3) Disconnected gas, electric, or water utility services to the property;
- (4) The accumulation of hazardous, noxious, or unhealthy substances or materials on the property;
- (5) The accumulation of junk, litter, trash, or debris on the property;
- (6) The absence of window treatments such as blinds, curtains, or shutters;
- (7) The absence of furnishings and personal items;
- (8) Statements of neighbors, delivery persons, or government employees indicating that the property is vacant and abandoned;
- (9) Windows or entrances to the property that are boarded up or closed off, or multiple window panes that are damaged, broken, and unrepaired;
- (10) Doors to the property that are smashed through, broken off, unhinged, or continuously unlocked;
- (11) A risk to the health, safety, or welfare of the public or any adjoining or adjacent property owners due to acts of vandalism, loitering, criminal conduct, or the physical destruction or deterioration of the property;
- (12) An uncorrected violation of a municipal building, housing, or similar code during the preceding year, or an order by municipal authorities declaring the property to be unfit for occupancy and to remain vacant and unoccupied;
- (13) The mortgagee or other authorized party has secured or winterized the property due to the property being deemed vacant and unprotected or in danger of freezing;
- (14) A written statement issued by a mortgagor expressing the clear intent of all mortgagors to abandon the property; or
- (15) Any other reasonable indicia of abandonment.

§369-2 Property Registration Program

- (1) Purpose. The purpose of this section is to create a Township Property Registration Program for the purposes of identifying and monitoring vacant and abandoned residential and commercial properties within the Township.
- (2) Responsibilities. The Township Property Registration Program shall be responsible for regulating the care, maintenance, security, and upkeep of the exterior of vacant and abandoned residential and commercial on an annual basis.
- (3) Official. The Zoning Officer shall be responsible for administration of The Township Property Registration Program.

§369-3. Certificate of Registration for Vacant and Abandoned Property

- (1) The Responsible Party for a vacant and abandoned property shall file a certificate of registration with the Zoning Officer of the Township within 90 days after the property becomes vacant and abandoned or within 30 days after the Responsible Party assumes ownership of or responsibility for an already vacant and abandoned property, whichever is later.
- (2) The certificate of registration shall be filed on forms prescribed by the Zoning Officer and shall contain:
 - (1) the name, street address, and telephone number of a natural person who resides or maintains an office within the State and who is either the Responsible Party or an authorized agent designated by the Responsible Party to receive notices and complaints of property maintenance and code violations on behalf of the Responsible Party.
 - (2) the name, street address, and telephone number of the person responsible for maintaining the property, if different; and
 - (3) evidence of any liability insurance.
- (3) A Responsible Party for a vacant and abandoned property shall file an amended certificate of registration within 30 days after any change in the information required to be included thereon.
- (4) A certificate of registration shall remain valid for one year and shall be renewed on an annual basis if the property remains vacant and abandoned.
- (5) An annual fee of \$250 for a certificate of registration for a vacant and abandoned property shall be paid to the Township.
- (6) If there is an outstanding property maintenance or code violation on a vacant and abandoned property that remains unabated at the time of renewal, the Responsible Party shall pay an additional fee of \$500.
- (7) If there is an outstanding property maintenance or code violation on a vacant and abandoned property that remains unabated at the time of a subsequent renewal, the Responsible Party shall pay an additional fee of \$750.

§369-4. Duties of Responsible Party

- (1) Forty-five (45) days after the Township notifies the Responsible Party that the property is vacant and abandoned and until the property is reoccupied, the Responsible Party for a vacant and abandoned property, shall:
 - (1) Enclose and secure the property against unauthorized entry;
 - (2) Post a sign affixed to the inside of the property and visible to the public indicating the name, address, and telephone number of the Responsible Party, any authorized agent designated by the Responsible Party for the purpose of receiving service of process, and the person responsible for maintaining the property if different
 - (3) Acquire and otherwise maintain liability insurance by procuring a vacancy policy, covering any damage to any person or any property caused by any physical condition of the property.
- (2) This section shall not be construed to diminish any property maintenance responsibilities of property owners who are not subject to the provisions of this section.

§369-5. Residential or Commercial Foreclosures

- (1) The Creditor filing a summons and complaint in an action to foreclose shall, in addition to the notice provided to the municipality pursuant to N.J.S.A. 46:10B-51 register the residential or commercial property with the Township's Property Registration Program as a property in foreclosure.
- (2) Registration as a Property in Foreclosure. The Creditor must provide the municipality with:
 1. The information pursuant to §369-3(2);
 2. The date the summons and complaint in an action to foreclose on a mortgage was filed against the subject property, the court in which it was filed, and the docket number of the filing; and
 3. Identify whether the property is vacant and abandoned in accordance with the definition in §369-1; and
 4. If there is any change in the name, address, or telephone number for a representative, agent, or individual authorized to accept service on behalf of a Creditor required to register pursuant to the Property Registration Program following the filing of the summons and complaint, the Creditor shall update the Property Registration Program within 10 days of the change in that information; and
 5. If there is any change in the property's status, update the property registration with Township's Property Registration Program to reflect the change; and
 6. If the Creditor is located out-of-State, the information of an in-State representative or agent to act for the foreclosing Creditor.
- (3) The Creditor filing a summons and complaint in an action to foreclose shall be responsible for the care, maintenance, security, and upkeep of the exterior of the property if the property is vacant and abandoned at any time while the property is registered with the Property Registration Program.
- (4) A foreclosed property is considered vacant and abandoned if it meets the definition of §369-1.
- (5) In the case of a violation for failure to provide care, maintenance, security, and upkeep of the exterior of vacant and abandoned property, such notice shall require the person or entity to correct the violation within 30 days of receipt of the notice, or within 10 days of receipt of the notice if the violation presents an imminent threat to public health and safety.
- (6) Fees. The Creditor will pay an annual registration fee of:
 1. \$500 per property annually for any property that is required to be registered because a summons and complaint in an action to foreclose was filed by the Creditor.
 2. An additional \$2,000 per property annually if the property is vacant or abandoned when the summons and complaint in an action to foreclose is filed, or becomes vacant and abandoned pursuant to the definition in the ordinance at any time thereafter while the property is in foreclosure.
 3. The registration fee shall be due on: January
- (7) Any fines imposed pursuant to this section shall commence 31 days following receipt of the notice of violation, except if the violation presents an imminent risk to public health and safety, in which case any fines shall commence 11 days following receipt of the notice.
- (8) Penalties for Out-of-State Creditors. An out-of-State Creditor who fails to appoint an in-State representative or agent after the 10th day of the period set forth in N.J.S.A. 46:10B-51 shall be subject to a fine of \$2,500 for each day of the violation.
- (9) 20% of any money collected pursuant to this section shall be utilized by the municipality for code enforcement purposes.

§369-6. Provisions Only Applicable to Commercial Properties

- (1) For the purposes of this section only, "Creditor" means a State chartered bank, savings bank, savings and loan association or credit union, any person required to be licensed under the provisions of the "New Jersey Residential Mortgage Lending Act," N.J.S.A. 17:11C-51 through N.J.S.A. 17:11C-89, and any entity acting on behalf of the Creditor named in the debt obligation including, but not limited to, servicers. For purposes of this section, a Creditor shall not include the State, a political subdivision of the State, or a State, county, or local government entity, or their agent or assignee, such as the servicer.
- (2) A Creditor serving a summons and complaint in an action to foreclose on a mortgage on commercial property shall, within 10 days of serving the summons and complaint, notify the Township Clerk and the Mayor that a summons and complaint in an action to foreclose on a mortgage has been filed against the subject property.
- (3) The notice shall contain the full name, address, and telephone number for the representative of the Creditor who is responsible for receiving complaints of property maintenance and code violations and the full name and contact information for any person or entity retained by the Creditor or a representative of the Creditor to be responsible for any care, maintenance, security, or upkeep of the property.
- (4) The notice may contain information about more than one property, and shall be provided by mail and electronic mail communication.
- (5) The Township Clerk shall forward a copy of the notice to the public officer or shall otherwise provide it to any other local official responsible for administration of any property maintenance or public nuisance code.
- (6) The notice shall also include the street address, lot, and block number of the property.
- (7) If there is any change in the name, address, or telephone number for a representative, agent, or individual authorized

11. MINUTES
 February 8, 2023 (Special)

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

12. CONSENT AGENDA*

*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

Mobile Home Park/Trailer Licenses for the Period January 1, 2023 - December 31, 2023

- 23-04 Oak Ridge Senior Community – 50 Trailer Lots
- 23-05 Lakeland Mobile Home Park – 15 Trailer Lots (Conditional 2023 License Valid Through 6/30/2023)

*APPOINTMENTS: - MAYOR'S APPOINTMENTS WITH COUNCIL ADVICE AND CONSENT

Recreation Advisory Committee	Jeff Martin	3 years	12/31/25
	Adam Radewski	3 years	12/31/25

*CONSENT AGENDA RESOLUTIONS:

- 23-74 Resolution Authorizing the Payment of Bills
- 23-75 Resolution Authorizing the Refund of Overpayment(s) of Taxes
- 23-76 Resolution Authorizing a Transfer of Appropriations
- 23-77 Resolution Authorizing a Lease Agreement Between the Township of Jefferson and the County of Morris for Use of the White Schoolhouse Building (Nutrition Project)
- 23-78 Resolution Authorizing the Refund of Overpayment(s) of Building Department Fees
- 23-79 Resolution of Municipal Council Fair Housing Resolution
- 23-80 Resolution Approving Submission of a Grant Application and the Execution of a Grant Contract with the Morris County Community Development Block Grant (CDBG) Program for Township of Jefferson Municipal Building Entry Improvements
- 23-81 Resolution Revising a Professional Services Agreement for Township Attorney Services – Laddey, Clark & Ryan, LLP

Council Vice President Dunham asked about Resolution #23-81, Resolution Revising a Professional Services Agreement for Township Attorney, and Ms. Millikin replied that this was due to revised pricing.

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

13. PUBLIC COMMENT

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

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

14. EXECUTIVE SESSION

There was no Executive Session on the agenda for February 15, 2023.

15. ADJOURNMENT AT 7:23 PM

Motion made by Council Vice President Dunham, second by Councilman Smith to adjourn the meeting at 7:23 pm, with all members in favor signifying by "Aye."

February 15, 2023

 Michele Reilly, RMC, Township Clerk

 Melissa Senatore, Council President

CONSENT AGENDA RESOLUTION #23-74

"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 February 15, 2023 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 #23-75

“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	NAME	AMOUNT	CODE	YEAR
219	38.08	OWNER	\$6.42	6	2023
232.01	15	OWNER	\$2,925.73	6&7	2023
233	14	ZWIREN TITLE	\$2,230.84	6	2023
233.02	29.13	OWNER	\$3,371.55	6&7	2023
234	3	OWNER	\$3,742.06	6	2023
299	9	BELMONT TITLE	\$2,706.79	6	2023
568	3	CORELOGIC	\$824.37	6	2023
					2023
					2023
			TOTAL	\$15,807.76	

CONSENT AGENDA RESOLUTION #23-76

“RESOLUTION AUTHORIZING A TRANSFER OF APPROPRIATIONS”

WHEREAS, there is a need for an appropriation transfer for 2022 Current Fund; and

WHEREAS, there are sufficient funds to meet the current needs.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, in the County of Morris and State of New Jersey that, as authorized by N.J.S.A. 40A:4-58, the Chief Financial Officer (CFO) is hereby authorized and directed to make the following transfers:

Appropriation Transfers - 2022 Budget		
02/15/2023 Council Meeting		
	WATER OPERATING	
FROM:	ACCOUNT No.	AMOUNT:
Water Op SW	05-55-500-000-500	11,506.20
		11,506.20
TO:	ACCOUNT No.	AMOUNT
Water Op OE	05-55-500-000-550	11,506.20
		11,506.20
	SEWER OPERATING	
FROM:	ACCOUNT No.	AMOUNT:
Sewer Op SW	07-55-500-000-500	10,232.38
		10,232.38
TO:	ACCOUNT No.	AMOUNT
Sewer Op OE	07-55-500-000-550	10,232.38
		10,232.38

CONSENT AGENDA RESOLUTION #23-77

“RESOLUTION AUTHORIZING A LEASE AGREEMENT BETWEEN THE TOWNSHIP OF JEFFERSON AND THE COUNTY OF MORRIS FOR USE OF THE WHITE SCHOOLHOUSE BUILDING (NUTRITION PROJECT)”

WHEREAS, the Township of Jefferson (Landlord) maintains the White Schoolhouse Building (facility) at 54 Schoolhouse Road; and

WHEREAS, the County of Morris (Tenant) wishes to utilize the facility for the purpose of operating a Nutrition Project three (3) days per week; and

WHEREAS, the Township Attorney has reviewed the Lease Agreement authorizing the Tenant (Department of Human Services) to use a portion of said facility, more specifically the approximately two thousand (2,000) square foot Community Room plus associated kitchen space and equipment, rest rooms, office space, and storage closets as may be assigned by the Landlord; and

WHEREAS, the Township is desirous of approving said Lease Agreement for the term starting January 1, 2023 and ending December 31, 2023

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey that the Lease Agreement attached hereto between the Tenant and Landlord is hereby approved, and that the Township Administrator is hereby authorized to execute this Lease Agreement on behalf of the Township.

CONSENT AGENDA RESOLUTION #23-78

“RESOLUTION AUTHORIZING THE REFUND OF OVERPAYMENT(S) OF BUILDING DEPARTMENT FEES”

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

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

WHEREAS, the Construction Official 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. Duplicate Payment	3. Project Cancelled
4. Contractor Submitted in Error		

BLOCK/LOT	NAME	AMOUNT	CODE
250.09/36 883 Walnut Place	Tesla Energy	\$225.20	3

CONSENT AGENDA RESOLUTION #23-79

“RESOLUTION OF MUNICIPAL COUNCIL FAIR HOUSING RESOLUTION”

WHEREAS, The Township of Jefferson supports Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Law) and the New Jersey Law Against Discrimination. It is the policy of the Township of Jefferson to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, religion, ancestry, sex (including pregnancy), national origin, nationality, familial status, marital or domestic partnership status, affectional or sexual orientation, atypical hereditary cellular or blood trait, genetic information, liability for military service, mental or physical disability, perceived disability, AIDS/HIV status and Lawful Income or Source of Lawful Rent Payment (Section 8). The Township of Jefferson further objects to discrimination in the sale, rental, leasing, financing of housing or land to be used for construction of housing, or in the provision of brokerage services because of race, color, religion, ancestry, sex, national origin, handicap or disability as prohibited by Title VIII of the Civil Rights Act of 1968 (Federal Fair Housing Law) and the New Jersey Law Against Discrimination. Therefore, the Municipal Council of the Township of Jefferson do hereby approve the following resolution.

BE IT RESOLVED, that within available resources, the Township of Jefferson will assist all persons who feel they have been discriminated against under one of the aforementioned categories, to seek equity under federal and state laws by filing a complaint with the New Jersey Division on Civil Rights and the U.S. Department of Housing and Urban Development, as appropriate.

BE IT FURTHER RESOLVED, that the Township of Jefferson shall publicize this resolution and through this publicity shall cause owners of real estate, developers, and builders to become aware of their respective responsibilities and rights under the Federal Fair Housing Law, the New Jersey Law Against Discrimination, and any local laws or ordinances.

BE IT FURTHER RESOLVED, that the municipality will at a minimum include, but not be limited to: (1) the printing and publicizing of this resolution, a fair housing public notice and other applicable fair housing information through local media, community contacts and placement on the Municipal website and in other social media; (2) distribution of posters, flyers, and any other means which will bring to the attention of those affected, the knowledge of their respective responsibilities and rights concerning equal opportunity in housing.

CONSENT AGENDA RESOLUTION #23-80

“RESOLUTION APPROVING SUBMISSION OF A GRANT APPLICATION AND THE EXECUTION OF A GRANT CONTRACT WITH THE MORRIS COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FOR TOWNSHIP OF JEFFERSON MUNICIPAL BUILDING ENTRY IMPROVEMENTS”

WHEREAS, the Township Business Administrator recommends said grant application to the Morris County Community Development Block Grant (CDBG) Program; and

WHEREAS, the Township Business Administrator asks the Governing Body that she be and is authorized to apply for said grant.

NOW, THEREFORE BE IT RESOLVED, by the Township Council of the Township of Jefferson, in the County of Morris and State of New Jersey, formally approves the grant application for the above stated project, **TOWNSHIP OF JEFFERSON MUNICIPAL BUILDING ENTRY IMPROVEMENTS**.

BE IT FURTHER RESOLVED that if the **Township of Jefferson** is awarded CDBG funds for the **TOWNSHIP OF JEFFERSON MUNICIPAL BUILDING ENTRY IMPROVEMENTS**, the Township of Jefferson shall implement the activities in a manner to ensure compliance with all applicable federal, state, and local laws and regulations.

BE IT FURTHER RESOLVED that the Mayor and Township Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Jefferson and that their signatures constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement.

CONSENT AGENDA RESOLUTION #23-81

“RESOLUTION REVISING A PROFESSIONAL SERVICES AGREEMENT FOR TOWNSHIP ATTORNEY SERVICES – LADDEY, CLARK & RYAN, LLP”

WHEREAS, the Township of Jefferson has a need for professional **Township Attorney** services; and

WHEREAS, the Township of Jefferson has decided to award the contract for this service as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township of Jefferson had previously approved Resolution #23-41 authorizing a professional service contract with **Laddey, Clark and Ryan, LLP** for Township Attorney services for an amount not to exceed **\$139,160.00**; and

WHEREAS, there is a need to revise that agreement, which will now include work related to the Open Public Records Act within the monthly retainer; and

WHEREAS, **Laddey, Clark and Ryan, LLP** will provide **Township Attorney** services for a **revised** annual fee not to exceed **\$136,160.00**, and

WHEREAS, **Laddey, Clark and Ryan, LLP** has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate, committee or employee for those positions listed on the Business Entity Disclosure Certification Form in the previous one year, and that the contract will prohibit Laddey, Clark and Ryan, LLP from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer (CFO) of the Township has determined and certified in writing that the value of each acquisition will exceed \$17,500; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that funds for said contract are available and are designated to a line item appropriations designated below and **totaling \$136,160.00**.

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3-01-20-155-155-265

NOW THEREFORE, BE IT RESOLVED, that the Township Council of the Township of Jefferson, in the County of Morris, State of New Jersey that this professional contract is hereby authorized and approved by the Township Council.

BE IT ALSO RESOLVED:

Section 1. The Mayor and Township Clerk are hereby authorized and directed to execute and agreement with **Laddey, Clark and Ryan, LLP, 60 Blue Heron Road, Suite 300, Sparta, New Jersey 07871-2608** for **Township Attorney** services to the Township of Jefferson for an annual fee **not to exceed \$136,160.00**.

Section 2. This contract is awarded 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 3. The term of the agreement shall be for one year, from **January 1, 2023 through December 31, 2023**.

Section 4. A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.

Section 5. The resolution authorizing the award of the contract for “Professional Services” and the contract itself must be available for public inspection per the requirement of the Local Public Contract Law (N.J.S.A. 40A:11-1 et seq).

Section 6. The Business Entity Disclosure Certification and the Determination of Value be placed on file with the resolution.