

JEFFERSON TOWNSHIP COUNCIL
 MEETING LOCATION: JEFFERSON TOWNSHIP HIGH SCHOOL
 1010 WELDON ROAD
 OAK RIDGE, NJ 07849
 CONTACT: 973-208-6132/33
www.jeffersontownship.net

FINAL

MAY 5, 2021
 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 **May 5, 2021** 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 8, 2021** and was posted on the bulletin board in the Municipal Building on **January 8, 2021** 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 location was noticed on **April 1, 2021**.

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, IT Director Dave Van Valer, Utility Director John Perry.

3. SALUTE TO THE FLAG – Presiding Officer

4. SPECIAL PRESENTATIONS – Presiding Officer

- Mayor’s Proclamation – 2020 Citizens of the Year – Frontline Workers
- Historical Society Portrait Presentation to the Township

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 May 5, 2021

7. COUNCIL AND MAYOR DISCUSSION – Presiding Officer

- Utility Issue: Water Usage – 2 Terry Place

8. ADMINISTRATIVE REPORTS OF MAYOR AND ADMINISTRATOR – Mayor Wilsusen

9. COUNCIL REPORTS – Presiding Officer

10. ORDINANCES – FIRST READING – Township Clerk

- None for May 5, 2021

11. NEW BUSINESS – Township Clerk

- Change of Scheduled Meeting Date – June 16th, 2021 to June 23rd, 2021

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

12. 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

***APPOINTMENTS**

- Fire Company #2 – Michael Coronado

***CONSENT AGENDA RESOLUTIONS:**

- 21-110 Resolution Authorizing the Payment of Bills
- 21-111 Resolution Authorizing the Refund of Overpayment(s) of Building Department Fees
- 21-112 Resolution Authorizing the Refund of Overpayment(s) of Taxes
- 21-113 Resolution Awarding State Contract to SHI International Corp For Providing Maintenance, Support and Updating Services For the Police Department Records Management System
- 21-114 Resolution Authorizing Change Order No. 1 and No. 2 And Approving Current Estimate No. 2 – Hanna’s Mechanical Contractors, Inc. – For New HVAC At Municipal Building – Contract No. BLD-71-1J
- 21-115 Resolution Authorizing Execution of an Agreement With the Morris County Cooperative Pricing Council (MCCPC) To Renew Membership Therein For the Period of October 1, 2021 Through September 30, 2026
- 21-116 Resolution Amending the Term of Appointment of Emergency Management Coordinator Paul Castimore
- 21-117 Resolution Authorizing the Issuance of Not Exceeding \$12,352,493 Bond Anticipation Notes of the Township of Jefferson

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

13. **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.

14. **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 High School Auditorium, 1010 Weldon Road, Oak Ridge, New Jersey**, unless otherwise noticed below or as amended during the year by a vote of the Township Council.

REGULAR MEETING SCHEDULE

- Wednesday, May 19th
- Wednesday, June 2nd
- Wednesday, June 16th
- Wednesday, July 7th
- Wednesday, August 4th
- Wednesday, September 1st
- Tuesday, September 14th
- Wednesday, October 6th
- Wednesday, October 20th
- Wednesday, November 10th
- Wednesday, December 1st
- Wednesday, December 15th
- Wednesday, January 5th, 2022 - Reorganization

CONSENT AGENDA RESOLUTION #21-110

“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 **May 5, 2021** 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 #21-111

“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
449/6 51 White Rock Blvd Oak Ridge	David Tasker	\$179.60	3

CONSENT AGENDA RESOLUTION #21-112

“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
323	11	BALA PARTNERS LLC	\$ 7,841.04	5	2021
323	11	BALA PARTNERS LLC	\$20,000.00	10	2021
559	7	WELLS FARGO	\$ 1,026.69	6	2021
			TOTAL	\$28,867.73	

CONSENT AGENDA RESOLUTION #21-113

“RESOLUTION AWARDED STATE CONTRACT TO SHI INTERNATIONAL CORP. FOR PROVIDING MAINTENANCE, SUPPORT AND UPDATING SERVICES FOR THE POLICE DEPARTMENT RECORDS MANAGEMENT SYSTEM”

WHEREAS, the Township of Jefferson may by resolution and without advertising for bids, in accordance with N.J.S.A. 40A:11-11 of the Local Public Contracts Law, purchase goods or services under the State Contract; and

WHEREAS, the Township of Jefferson requires the continued maintenance, support and updating services for the Police Department Records Management System through SHI International Corp; and

WHEREAS, NJ State Contract # 89851 was awarded to SHI International Corp., 290 Davidson Avenue, Somerset, NJ 08873; and

WHEREAS, the Township of Jefferson desires to continue the maintenance, support and updating services for the Police Department Records Management System through SHI International Corp. in the amount of \$31,180.42 NJ State Contract# 89851, through this resolution and properly executed contract, which shall be subject to all the conditions applicable to the State contracts; 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 \$31,180.42.

0-01-20-140-140-236

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson that the Township Administrator is authorized to enter into a maintenance, support and updating services for the Police Department Records Management System through SHI International Corp. through NJ State Contract # 89851 in an amount \$31,180.42 from SHI, 290 Davidson Avenue, Somerset, NJ 08873.

CONSENT AGENDA RESOLUTION #21-114

“RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 AND NO. 2 AND APPROVING CURRENT ESTIMATE NO. 2 – HANNA’S MECHANICAL CONTRACTORS, INC. – FOR NEW HVAC AT MUNICIPAL BUILDING, CONTRACT NO. BLD-71-1J”

WHEREAS, a contract was awarded to Hanna’s Mechanical Contractors, Inc. for New HVAC at Municipal Building, **Contract BLD-71-1J**; and

WHEREAS, the Township Engineer has submitted and recommended **Change Order No. 1** in the amount of \$432.26 for additional connection, piping and labor necessary to supply Natural Gas to the new Police Addition; and

WHEREAS, the Township Engineer has submitted and recommended **Change Order No. 2** in the amount of \$19,254.53, for the replacement of remaining old gas piping, material and labor due to greater deterioration than initially observed and necessary before the new Municipal Roof is bid on later this year increasing the contract total to \$157,487.29 (an increase in 14.28%); 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 **\$19,686.79; and**

C-04-55-920-013-901
C-04-55-920-013-902

WHEREAS, the Township Engineer has submitted **Current Estimate No. 2** in the amount of **\$106,917.97** for work completed and accepted.

NOW, THEREFORE, BE IT RESOLVED, that the Township Council of the Township of Jefferson, County of Morris, State of New Jersey hereby **approves Change Order No. 1** and **Change Order No. 2** for the additional work as detailed.

BE IT FURTHER RESOLVED, that the Township Council of the Township of Jefferson, County of Morris, State of New Jersey hereby also **approves Current Estimate No. 2 for a payment in the amount of \$106,917.97** to Hanna's Mechanical Contractors, Inc., **44 North Main Street, Milltown, NJ 08850.**

BE IT FURTHER RESOLVED that this payment will be made pending receipt of the State of New Jersey Monthly Project Manning Report and certified payroll records.

CONSENT AGENDA RESOLUTION #21-115

“RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT WITH THE MORRIS COUNTY COOPERATIVE PRICING COUNCIL (MCCPC) TO RENEW MEMBERSHIP THEREIN FOR THE PERIOD OF OCTOBER 1, 2021 THROUGH SEPTEMBER 30, 2026”

WHEREAS, the Morris County Cooperative Pricing Council (“MCCPC”) was created in 1974 to conduct a voluntary cooperative pricing system with municipalities, boards of educations, and other public bodies located in the County of Morris and adjoining counties; and

WHEREAS, the purpose of the MCCPC is to provide substantial savings on various goods and services to its members through the cooperative public bidding process; and

WHEREAS, the Township of Jefferson desires to enter into an Agreement with the MCCPC, which is administered by Randolph Township as Lead Agency, to **renew** its membership in the MCCPC for the period of **October 1, 2021 through September 30, 2026.**

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Jefferson, County of Morris State of New Jersey as follows:

1. The Township Council of the Township of Jefferson hereby authorize the execution of an Agreement with the Morris County Cooperative Pricing Council by the Township of Randolph as Lead Agency dated October 1, 2021, pursuant to N.J.S.A. 40A:11-11(5); said Agreement is for **renewal** of membership in the MCCPC for a **five (5) year period from October 1, 2021, through September 30, 2026.**
2. The Jefferson Township Clerk is hereby directed to submit a copy of this adopted Resolution, along with an executed Agreement, to Randolph Township as Lead Agency of the MCCPC.
3. This Resolution shall take effect immediately upon final passage according to law.
4. All appropriate Township of Jefferson officials are authorized and directed to perform all required acts to affect the purpose of this Resolution.

CONSENT AGENDA RESOLUTION #21-116

“RESOLUTION AMENDING THE TERM OF APPOINTMENT OF EMERGENCY MANAGEMENT COORDINATOR PAUL CASTIMORE”

WHEREAS, the Township Council passed **Resolution #21-108 on April 21, 2021** giving advice and consent to the Mayor's appointment of Paul Castimore as the Emergency Management Coordinator; and

WHEREAS, the Morris County Office of Emergency Management has advised the Township that the term of the appointment should be reflected as a **three (3) year term, May 1, 2021 through April 30, 2024.**

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that **Paul Castimore** is hereby appointed to the position of Emergency Management Coordinator for the Township of Jefferson **effective May 1, 2021 for the three (3) year term May 1, 2021 through April 30, 2024.**

BE IT FURTHER RESOLVED that a copy of this resolution be transmitted to the Morris County Office of Emergency Management.

CONSENT AGENDA RESOLUTION #21-117

“RESOLUTION AUTHORIZING THE ISSUANCE OF NOT EXCEEDING \$12,352,493 BOND ANTICIPATION NOTES OF THE TOWNSHIP OF JEFFERSON”

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

Section 1. Pursuant to a bond ordinance of The Township of Jefferson, in the County of Morris (the “Township”) entitled: “Bond ordinance providing for the construction of an addition to the municipal building in and by the Township of Jefferson, in the County of Morris, New Jersey, appropriating \$850,000 therefor and authorizing the issuance of \$809,000 bonds or notes of the Township for financing such appropriation”, finally adopted on May 16, 2018 (#06-2018), bond anticipation notes of the Township in a principal amount not exceeding \$794,000 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 2. Pursuant to a bond ordinance of the Township entitled: “Bond ordinance appropriating \$1,415,000, and authorizing the issuance of \$1,142,000 bonds or notes of the Township, for various improvements or purposes authorized to be undertaken by the Township of Jefferson, in the County of Morris, New Jersey”, finally adopted on May 16, 2018 (#09-2018), bond anticipation notes of the Township in a principal amount not exceeding \$923,200 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 3. Pursuant to a bond ordinance of the Township entitled: “Bond ordinance providing for the acquisition of two new fire trucks by the Township of Jefferson, in the County of Morris, New Jersey, appropriating \$1,225,000 therefor and authorizing the issuance of \$1,166,500 bonds or notes of the Township for financing such appropriation”, finally adopted on May 1, 2019 (#07-2019), bond anticipation notes of the Township in a principal amount not exceeding \$1,166,500 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 4. Pursuant to a bond ordinance of the Township entitled: “Bond ordinance appropriating \$1,870,000, and authorizing the issuance of \$1,780,500 bonds or notes of the Township, for various improvements or purposes authorized to be undertaken by the Township of Jefferson, in the County of Morris, New Jersey”, finally adopted on May 1, 2019 (#09-2019), bond anticipation notes of the Township in a principal amount not exceeding \$1,780,500 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 5. Pursuant to a bond ordinance of the Township entitled: “Bond ordinance providing for the improvement of the sanitary sewerage system in and by the Township of Jefferson, in the County of Morris, New Jersey, appropriating \$180,000 therefor and authorizing the issuance of \$180,000 bonds or notes of the Township for financing such appropriation”, finally adopted on April 1, 2020 (#11-2020), bond anticipation notes of the Township in a principal amount not exceeding \$180,000 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 6. Pursuant to a bond ordinance of the Township entitled: “Bond ordinance appropriating \$145,000, and authorizing the issuance of \$145,000 bonds or notes of the Township, for various improvements or purposes authorized to be undertaken by the Township of Jefferson, in the County of Morris, New Jersey, for the water supply and distribution system of the Township”, finally adopted on April 1, 2020 (#12-2020) bond anticipation notes of the Township in a principal amount not exceeding \$145,000 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 7. Pursuant to a bond ordinance of the Township entitled: “Bond ordinance appropriating \$3,201,700, and authorizing the issuance of \$3,041,700 bonds or notes of the Township, for various improvements or purposes authorized to be undertaken by the Township of Jefferson, in the County of Morris, New Jersey”, finally adopted on April 1, 2020 (#13-2020), bond anticipation notes of the Township in a principal amount not exceeding \$3,041,700 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 8. Pursuant to a bond ordinance of the Township entitled: “Bond ordinance making a supplemental appropriation of \$1,632,000 for the construction of an addition to the Municipal Building in and by the Township heretofore authorized to be undertaken by the Township of Jefferson, in the County of Morris, New Jersey, and authorizing the issuance of \$1,550,400 bonds or notes of the Township for financing such supplemental appropriation” finally adopted on January 20, 2021 (01-2021), bond anticipation notes of the Township in a principal amount not exceeding \$800,400 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 9. Pursuant to a bond ordinance of the Township entitled: “Bond ordinance appropriating \$530,000, and authorizing the issuance of \$530,000 bonds or notes of the Township, for various improvements or purposes authorized to be undertaken by the Township of Jefferson, in the County of Morris, New Jersey for the sanitary sewerage system of the Township”, finally adopted on April 21, 2021 (12-2021), . bond anticipation notes of the Township in a principal amount not exceeding \$530,000 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 10. Pursuant to a bond ordinance of the Township entitled: “Bond ordinance appropriating \$3,780,203, and authorizing the issuance of \$3,591,193 bonds or notes of the Township, for various improvements or purposes authorized to be undertaken by the Township of Jefferson, in the County of Morris, New Jersey”, finally adopted on April 21, 2021 (13-2021), bond anticipation notes of the Township in a principal amount not exceeding \$2,991,193 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 11. All bond anticipation notes (the "notes") issued hereunder shall mature at such times as may be determined by the treasurer, the chief financial officer or the acting chief financial officer of the Township (the "Chief Financial Officer"), provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer and shall be signed and sealed by officials and officers of the Township in any manner permitted by N.J.S.A. §40A:2-25. The Chief Financial Officer shall determine all matters in connection with the notes issued hereunder, and the Chief Financial Officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. §40A:2-8. The Chief Financial Officer is hereby authorized to sell part or all of the notes at not less than par from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price. The Chief Financial Officer is directed to report in writing to the governing body of the Township at the meeting next succeeding the date when any sale or delivery of the notes hereunder is made. Such report must include the principal amount, interest rate and maturities of the notes sold, the price obtained and the name of the purchaser.

Section 12. Any note issued pursuant to this resolution shall be a general obligation of the Township, and the Township's faith and credit are hereby pledged to the punctual payment of the principal of and interest on the notes and, unless otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 13. The Chief Financial Officer is hereby authorized and directed to do all other matters necessary, useful, convenient or desirable to accomplish the delivery of the notes to the purchasers thereof as promptly as possible, including (i) the preparation, execution and dissemination of a Preliminary Official Statement and Final Official Statement with respect to the notes, (ii) preparation, distribution and publication, if necessary, of a Notice of Sale with respect to the notes, (iii) execution of a Continuing Disclosure Undertaking, with respect to the notes in accordance with Rule 15c2-12 promulgated by the Securities and Exchange Commission and (iv) execution of an arbitrage and use of proceeds certificate certifying that, among other things, the Township, to the extent it is empowered and allowed under applicable law, will do and perform all acts and things necessary or desirable to assure that interest paid on the notes is not included in gross income under Section 103 of the Internal Revenue Code of 1986, as amended.

Section 14. All action heretofore taken by Township officials and professionals with regard to the sale and award of the notes is hereby ratified, confirmed, adopted and approved.

Section 15. This resolution shall take effect immediately.