

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

**OCTOBER 6, 2021**  
**REGULAR MEETING – 7:00 PM**  
**AGENDA**

**TO THE  
EXTENT  
KNOWN  
AS OF  
10.01.21**

**1. CALL TO ORDER – Presiding Officer**

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of **October 6, 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 **June 11, 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, Administrator Debi Millikin, Chief Financial Officer Bill Eagen.

**3. SALUTE TO THE FLAG – Presiding Officer**

**4. SPECIAL PRESENTATIONS – Presiding Officer**

- Proclamation – Knock Out Opioid Abuse Day

**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**

**ORDINANCE #21-23 - ORDINANCE AMENDING SECTION 490-35, “CONDITIONAL USES”, OF THE TOWNSHIP OF JEFFERSON MUNICIPAL CODE BY ADDING SUBSECTION Q PROVIDING FOR THE CONDITIONAL USE OF APARTMENT UNITS ABOVE COMMERCIAL USES WITHIN THE C-1 AND C-2 DISTRICTS**

**WHEREAS**, the Jefferson Township Council has reviewed the recommendations provided in the Township Reexamination Report, adopted by the Jefferson Land Use Board on February 22, 2021, and has determined that the proposed zoning changes to the C-1 Neighborhood Business District and the C-2 Highway Business District are advisable.

**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 490-35 “Conditional uses” as follows:

**SECTION I** Section 490-35 of the Jefferson Township Municipal Code is hereby amended to add new subsection Q as follows:

§490-35 Conditional uses.

Q. Apartment units above ground floor of Commercial uses. Within the C-1 and C-2 Districts living and sleeping accommodations for households in conjunction with a permitted commercial use shall be permitted under the following conditions:

- (1) Only studio units, one-bedroom units and two-bedroom units are permitted.
- (2) The residential units shall have a separate and direct entrance via an unobstructed passageway from the ground.
- (3) The residential entrance shall provide adequate interior space for mail boxes and package deliveries.

(4) No boarders shall be permitted to occupy such apartments, nor shall any portion of the space within the apartment be sublet or rented out for any period of time.

(5) The residential use shall be incidental to the commercial use, shall be located in the principal building and shall only available above the ground floor of the permitted commercial use.

(6) Off-street parking shall be in addition to the required parking for the commercial use and shall be provided in accordance with New Jersey Residential Site Improvement Standards.

**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**

Upon introduction of this Ordinance, it shall be referred to the Township’s Planning Board for review pursuant to N.J.S.A 40:55D-26 & 64, prior to final adoption by the Township Council.

**SECTION V**

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

If adopted this Ordinance shall take effect after publication and passage as provided by law.

**PUBLIC HEARING**

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.

INTRODUCTION: SEPTEMBER 1, 2021

ADOPTION:

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

7. **COUNCIL AND MAYOR DISCUSSION – Presiding Officer**
  - Update Chapter 403, Smoking; Sale of Tobacco Products
  - Update Personnel Policy, Chapter 7:3, Performance Evaluations
  - 3<sup>rd</sup> Quarter Budget Update – CFO Bill Eagen
8. **ADMINISTRATIVE REPORTS OF MAYOR AND ADMINISTRATOR – Mayor Wilsusen**
9. **COUNCIL REPORTS – Presiding Officer**
10. **ORDINANCES – FIRST READING – Township Clerk**

**ORDINANCE #21-24 – 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 **October 20, 2021**.

INTRODUCTION:

ADOPTION:

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

**ORDINANCE #21-25 – ORDINANCE ESTABLISHING SALARY RANGES AND BENEFITS OF OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF JEFFERSON**

**WHEREAS**, the Township Council of the Township of Jefferson, Morris County, New Jersey, is required to establish by Ordinance the salary or salary ranges of officers and employees of the Township of Jefferson; and

**WHEREAS**, there is an existing Ordinance setting forth salary ranges of officers and employees of the Township; and

**WHEREAS**, the Township wishes to adopt an Ordinance, **effective January 1, 2021**, establishing the salary ranges and other benefits with reference to the officers and employees of the Township of Jefferson; and

**WHEREAS**, it is the intention that this Ordinance shall replace and repeal all other pre-existing ordinances setting forth the salary ranges of officers and employees of the Township of Jefferson.

**NOW, THEREFORE, BE IT ORDAINED**, as follows:

**SECTION ONE:** There is hereby established the following salaries and/or rates of compensation for the officers and employees of the Township of Jefferson, **effective January 1, 2021**, as follows:

OFFICE OF THE CLERK	MINIMUM	MAXIMUM
<b>POSITION</b>		
Council President	\$3,500	\$6,732
Council Member	\$3,000	\$5,610
Township Clerk	\$37,450	\$122,267
Deputy Township Clerk	\$18,000	\$85,551
Deputy Township Clerk P/T	Prevailing minimum wage	\$24.19 per hour
Advisory Board Secretary P/T	Prevailing minimum wage	\$24.19 per hour
Assistant Municipal Clerk	\$18,000	\$56,954
OFFICE OF THE MAYOR	MINIMUM	MAXIMUM
<b>POSITION</b>		
Mayor	\$8,000	\$11,220
ADMINISTRATION	MINIMUM	MAXIMUM
<b>POSITION</b>		
Township Administrator	\$45,000	\$188,964
Administrative/Confidential Scty.	Prevailing minimum wage	\$87,550
Receptionist/Typist	\$19,890	\$45,693
Receptionist/Typist P/T	\$14.00 per hour	\$24.19 per hour
Wedding/Civil Union Services	<b>\$0 - May waive fee</b>	\$200.00 per service
Public Information Assistant	\$10,000	\$25,740
Director of I.T.	\$40,000	\$96,663
Computer Service Technician	\$40,682	\$53,914
Sr. Computer Service Technician	\$53,276	\$73,224
FINANCE DEPARTMENT	MINIMUM	MAXIMUM
<b>POSITION</b>		
Chief Financial Officer	\$45,000	\$170,512
Supervising Principal Personnel Tech	\$45,000	\$107,708
Senior Personnel Technician	\$19,000	\$73,224
Principal Payroll/Personnel Clerk	\$19,000	\$65,000

Supervisor of Account	\$17,000	\$83,755
Assistant Municipal Treasurer	\$26,000	\$92,131
Assistant Purchasing Agent	\$21,000	\$87,882
Senior Purchasing Assistant	\$21,000	\$56,865
Payroll Clerk P/T	\$1,000	\$2,574
<b>TAX ASSESSOR</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>POSITION</b>		
Tax Assessor	\$37,450	\$78,206
<b>TAX COLLECTOR</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>POSITION</b>		
Municipal Tax Collector/Cashier	\$25,000	\$119,712
Assistant Municipal Tax Collector	\$15,000	\$73,224
Senior Account Clerk	\$15,000	\$70,323
<b>MUNICIPAL COURT</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>POSITION</b>		
Judge of the Municipal Court	\$40,000	\$67,198
Municipal Court Administrator	\$25,000	\$107,708
Deputy Court Administrator	\$15,000	\$63,986
Deputy Court Administrator Bilingual English/Spanish	\$15,000	\$70,079
Assistant Court Administrator	\$15,000	\$78,206
Violations Clerk	\$15,000	\$45,693
<b>LAND USE BOARD</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>POSITION</b>		
Technical Assistant Land Use	\$15,000	\$63,986
<b>ENVIRONMENTAL COMMISSION</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>POSITION</b>		
Clerk P/T	\$15.00 per meeting	\$35.00 per meeting
<b>FIRE PREVENTION BUREAU</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>POSITION</b>		
Fire Official	\$1,000	\$107,708
Fire Inspection P/T	\$15.00 per hour	\$37.00 per hour
<b>POLICE DEPARTMENT</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>HIRED ON OR BEFORE 8/01/11</b>		
<b>POSITION</b>		
Chief of Police	\$120,229	\$214,113
Captain	\$114,504	\$182,501
Lieutenant Step 1	\$139,883	\$166,555
Lieutenant Step 2	\$146,438	\$174,361
Sergeant Step 1	\$127,363	\$151,648
Sergeant Step 2	\$133,324	\$158,745
Police Officer Step 7	\$121,401	\$144,550
<b>POLICE DEPARTMENT</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>HIRED ON OR AFTER 8/02/11</b>		
<b>POSITION</b>		
Chief of Police	\$120,229	\$214,113
Captain	\$114,504	\$182,501
Lieutenant Step 1	\$137,699	\$164,759

Lieutenant Step 2	\$144,255	\$172,603
Sergeant Step 1	\$125,181	\$149,780
Sergeant Step 2	\$131,141	\$156,913
Academy Step	\$45,886	\$49,912
Police Officer Step 1	\$55,062	\$65,882
Police Officer Step 2	\$64,239	\$76,863
Police Officer Step 3	\$73,416	\$87,873
Police Officer Step 4	\$82,593	\$98,825
Police Officer Step 5	\$91,769	\$109,804
Police Officer Step 6	\$100,979	\$120,823
Police Officer Step 7	\$110,124	\$131,766
Police Officer Step 8	\$119,219	\$142,647
<b>POLICE DEPARTMENT</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>OUTSIDE EMPLOYMENT</b>		
<b>POSITION</b>		
Police Officer	\$85.00 per hour	\$94.00 per hour
Sergeant	\$85.00 per hour	\$94.00 per hour
Lieutenant	\$85.00 per hour	\$94.00 per hour
Captain	\$85.00 per hour	\$94.00 per hour
Deputy Chief	\$85.00 per hour	\$94.00 per hour
Chief of Police	\$85.00 per hour	\$94.00 per hour
<b>POLICE DEPARTMENT</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>CIVILIAN EMPLOYEES</b>		
<b>POSITION</b>		
Police Administrative Clerk	\$22,000	\$78,206
Special Law Enforcement Officer P/T	\$20.00 per hour	\$30.91 per hour
Senior Public Safety Telecommunicator	\$60,176	\$88,754
Public Safety Telecommunicator	\$50,345	\$76,296
Public Safety Telecommunicator P/T	\$20.80 per hour	\$25.00 per hour
Prosecutor	\$15,000	\$29,195
Prosecutor Special Sessions	\$175.00 per session	\$500.00 per session
<b>COMMUNICATIONS</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>POSITION</b>		
<i>Assistant Director of Information Technology</i>	\$35,000	\$82,500
Communications Coordinator P/T	\$1,200	\$30,000
<b>OFFICE OF EMERGENCY MANAGEMENT</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>POSITION</b>		
Office of Emergency Management Coordinator	\$2,000	\$50,000
Deputy Emergency Management Coordinator	\$2,000	\$25,000
<b>CONSTRUCTION DEPARTMENT</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>POSITION</b>		
Construction Official	\$31,000	\$188,964
Zoning Officer P/T	\$20.00 per hour	\$30.90 per hour
Technical Assistant to Construction Official	\$25,000	\$73,224
Electrical Sub-Code Official P/T	\$25.00 per hour	\$53.68 per hour
Building Inspector/ <i>Fire Subcode Official</i> P/T	\$25.00 per hour	\$73.04 per hour
Code Enforcement Officer P/T	\$20.00 per hour	\$30.90 per hour
Plumbing Sub-Code Official P/T	\$25.00 per hour	\$50.49 per hour
Plumbing Inspector P/T	\$20.00 per hour	\$38.50 per hour
<b>HEALTH &amp; WELFARE DEPARTMENT</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>

<b>POSITION</b>		
Health Officer	\$32,000	\$100,113
Director of Health	\$10,480	\$15,000
Principal R.E.H.S.	\$70,000	\$86,990
Senior R.E.H.S.	\$47,000	\$70,000
R.E.H.S. Trainee	\$47,000	\$47,000
R.E.H.S. Year 2	\$51,690	\$51,690
R.E.H.S. Year 3	\$57,330	\$57,330
R.E.H.S. Year 4	\$62,965	\$62,965
R.E.H.S. Year 5	\$68,600	\$68,600
Public Health Nurse	\$25.00 per hour	\$52.80 per hour
Keyboarding Clerk 3/Registrar Vital Statistics	\$29,571	\$58,421
Practical Nurse P/T	\$15.00 per hour	\$33.00 per hour
Clinical Nurse P/T	\$15.00 per hour	\$25.00 per hour
Environmental Health Specialist	\$500.00 per month	\$1,329 per month
<b>ANIMAL CONTROL</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>POSITION</b>		
Animal Control Officer	\$45,000	\$88,754
Animal Control Officer P/T	\$15.00 per hour	\$30.00 per hour
Animal Attendant P/T	\$15.00 per hour	\$25.00 per hour
<b>RECREATION DEPARTMENT</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>POSITION</b>		
Director of Recreation	\$38,000	\$124,641
Recreation Leader	\$36,929	\$63,986
Recreation Program Coordinator	\$16,000	\$88,754
Recreation Aides P/T	\$1,000	\$5,500
Recreation Leader P/T	\$15.00 per hour	\$23.54 per hour
Camp Director	\$25,000	\$67,198
Camp Director P/T	\$15.00 per hour	\$27.50 per hour
Assistant Camp Director	\$14.00 per hour	\$23.00 per hour
Recreation Board Secretary	\$15.00 per hour	\$25.00 per hour
Park Attendant P/T	\$15.00 per hour	\$25.00 per hour
Head Track Coach	\$2,000 per season	\$4,400 per season
Assistant Track Coach	\$500 per season	\$770 per season
Track Coach	\$2,000 per season	\$4,400 per season
Junior Counselor	Minimum Seasonal Wage	\$15.00 per hour
Senior Counselor	Minimum Seasonal Wage	\$15.00 per hour
Head Counselor	Minimum Seasonal Wage	\$16.50 per hour
Field Supervisor	Minimum Seasonal Wage	\$16.50 per hour
After Care & Before Care	Minimum Seasonal Wage	\$15.00 per hour
Lifeguard	Minimum Seasonal Wage	\$16.50 per hour
Maintenance	Minimum Seasonal Wage	\$16.50 per hour
Science Specialist	Minimum Seasonal Wage	\$15.50 per hour
Program Specialist	Minimum Seasonal Wage	\$16.50 per hour
Music Specialist	Minimum Seasonal Wage	\$15.00 per hour
After Care Supervisor	Minimum Seasonal Wage	\$20.00 per hour
Photographer	Minimum Seasonal Wage	\$15.00 per hour
Rope Specialist	Minimum Seasonal Wage	\$15.50 per hour
Bus Assistant/Counselor	Minimum Seasonal Wage	\$15.00 per hour
Vocal Specialist	Minimum Seasonal Wage	\$15.00 per hour
Before Care & After Care EMT	Minimum Seasonal Wage	\$20.00 per hour
Instrument Assistant	Minimum Seasonal Wage	\$15.00 per hour
Substitute Nurse EMT	Minimum Seasonal Wage	\$19.80 per hour
Theater Specialist	Minimum Seasonal Wage	\$16.50 per hour

Art Specialist	Minimum Seasonal Wage	\$16.50 per hour
Cooking	Minimum Seasonal Wage	\$16.50 per hour
Rock Wall Specialist	Minimum Seasonal Wage	\$15.50 per hour
Clinic Nurse	Minimum Seasonal Wage	\$27.00 per hour
Bus Driver	Minimum Seasonal Wage	\$27.00 per hour
Elective Specialist	Minimum Seasonal Wage	\$20.00 per hour
Cleaning/Maintenance	Minimum Seasonal Wage	\$16.50 per hour
Safety Monitor	Minimum Seasonal Wage	\$25.00 per hour
<b>PARKS DEPARTMENT</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>POSITION</b>		
Director of Parks	\$38,000	\$107,708
Maintenance Supervisor Grounds	\$23.35 per hour	\$42.88 per hour
Sr. Recreation Maintenance Worker	\$27.36 per hour	\$39.91 per hour
Maintenance Worker 1 Grounds	\$25.11 per hour	\$37.22 per hour
<b>DIAL-A-RIDE DEPARTMENT</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>POSITION</b>		
Supervisor Omni Bus Operator (See Clerical)	\$35,393	\$73,224
Assistant Supervisor Omni Bus Operator	\$32,175	\$63,986
Omni Bus Operator	\$29,250	\$53,914
Omni Bus Operator P/T, Occasional	\$15.00 per hour	\$21.30 per hour
Clerk Drivers P/T Occasional	\$15.00 per hour	\$21.30 per hour
<b>WATER &amp; SEWER DEPARTMENT</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>POSITION</b>		
Director of Utilities	\$3,000	\$170,512
Administrative Clerk	\$18,000	\$63,986
Water Meter Reader P/T	\$15.00 per hour	\$22.87 per hour
Senior Sewage Plant Operator and Senior Water Plant Operator	\$40.52 per hour	\$56.17 per hour
Water & Sewer Repairer	\$32.82 per hour	\$46.45 per hour
Senior Water & Sewer Repairer	\$35.82 per hour	\$49.92 per hour
<b>PUBLIC WORKS DEPARTMENT</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>POSITION</b>		
Municipal Engineer	\$50,000	\$188,964
Director of Public Works	\$47,356	\$124,759
Drafting Technician	\$40,000	\$73,224
Road Repairer Superintendent	\$47,356	\$134,747
Road Repairer Supervisor	\$38,000	\$110,311
Assistant Road Supervisor	\$38,000	\$88,414
Supervising Diesel Mechanic	\$87,036	\$97,255
Land Surveyor P/T	\$25.00 per hour	\$47.00 per hour
Senior Construction Inspector	\$38,000	\$88,414
Municipal Recycling Coordinator	\$950	\$5,000
Public Works Inspector	\$22.39 per hour	\$40.82 per hour
Heavy Equipment Operators	\$35.62 per hour	\$49.80 per hour
Mechanic	\$31.56 per hour	\$44.41 per hour
Senior Repair/Masons	\$28.56 per hour	\$41.35 per hour
Senior Mechanics	\$34.12 per hour	\$48.45 per hour
Mechanic's Helper	\$18.94 per hour	\$33.18 per hour
Truck Driver	\$28.56 per hour	\$41.35 per hour

Heavy Truck Driver	\$30.06 per hour	\$43.15 per hour
Supervising Heavy Equipment Operator	\$31.90 per hour	\$51.07 per hour
Engineering Aid	\$25,000	\$63,800
Senior Engineering Aid	\$35,000	\$88,955
Garage Attendant	\$19.18 per hour	\$29.85 per hour
Senior Recycling Operator	\$25.44 per hour	\$38.23 per hour
Equipment Operator	\$31.56 per hour	\$44.41 per hour
Road Repairer/Mason	\$23.69 per hour	\$34.97 per hour
Recycling Operator/Seasonal/P/T	\$16.76 per hour	\$30.26 per hour
Diesel Mechanic	\$28.56 per hour	\$41.35 per hour
Building Maintenance Worker P/T	\$21.89 per hour	\$34.89 per hour
Laborer 1	\$15.00 per hour	\$33.18 per hour
Maintenance Repairer	\$23.69 per hour	\$34.97 per hour
Truck Driver/Equipment Operator	\$30.06 per hour	\$43.15 per hour
Assistant Public Works Inspector	\$29.16 per hour	\$40.82 per hour
<b>CLERICAL TITLES</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>POSITION</b>		
Keyboarding Clerk 1 P/T	\$15.00 per hour	\$20.00 per hour
Keyboarding Clerk 1	\$32,745	\$45,693
Keyboarding Clerk 2	\$35,000	\$53,914
Clerk 3 and Keyboarding Clerk 3	\$40,000	\$70,323
Clerk 4	\$47,447	\$73,224
Account Clerk	\$28,000	\$66,855
Senior Account Clerk	\$46,555	\$70,323
Principal Clerk	\$46,555	\$70,323
<b>PUBLIC LIBRARY</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
<b>POSITION</b>		
Library Director	\$55,154	\$103,950
Senior Librarian	\$47,320	\$79,279
Librarian	\$20.10 per hour	\$31.46 per hour
Supervising Library Assistant	\$40,000	\$69,982
Principal Library Assistant	\$30,059	\$59,214
Senior Library Assistant	\$26,000	\$51,178
Library Assistant	\$23,385	\$42,020
Principal Account Clerk	\$11.40 per hour	\$20.13 per hour
Messenger	\$75 per week	\$165 per week
Building Maintenance Worker	\$15.00 per hour	\$22.14 per hour

In addition, individuals taking minutes for ad hoc boards, advisory boards or regular boards will be paid \$35.00 per meeting.

**SECTION TWO:** Normal pay periods for Township employees and officials will be bi-monthly provided that the Township Administrator may establish suitable pay periods as approved by Council or as noted above.

**SECTION THREE:** The actual salaries of particular officers and employees or groups thereof may have previously been set by Resolution, and it is intended that the adoption of this Ordinance shall not affect any Resolutions affixing the actual salaries or compensation of any officers and employees, provided that said salaries or compensation are within the ranges set forth above.

**SECTION FOUR:** Additional benefits affecting certain officers and employees of the Township of Jefferson are as follows:

A. The holidays for 2019 shall be as per contract presently in existence for that period.

B. Police Chief, Deputy Chief, Police Captain, and all Uniformed Officers are not entitled to longevity. All full-time Township employees not covered by a collective bargaining contract, and hired on or before November 1, 1997, shall be eligible for longevity awards in accordance with the agreement for OPEIU LOCAL 32 Blue Collar Unit, \$1,775.00, OPEIU LOCAL 32 Foremen's Unit, \$1,775.00 for OPEIU LOCAL 32 White Collar Unit, \$1,775.00 with the exception of Dispatchers which are not entitled to longevity. All eligible members shall have longevity become a part of their base salary. Longevity shall be based on each base annual wage. The first day of July is the day upon which the total number of years of service shall be measured.

Employees hired after November 1, 1997 for OPEIU LOCAL 32 White Collar Unit, November 1, 1997 for OPEIU LOCAL 32 Blue Collar Unit and April 15, 1992 for OPEIU LOCAL 32 Foremen shall not be eligible for longevity. PBA Local 190 members have no exception to longevity payment.

C. Employees in positions deemed to be unclassified by the New Jersey Civil Service Commission will earn sick, vacation, personal and holiday time in accordance with the White Collar Union. They will also be entitled to Article 7, Paragraph C in the PBA contract "Deferred Compensation Plan".

D. All specific salaries, holidays, vacation, longevity and other allotments of benefits to be granted to the individual members of OPEIU LOCAL 32, International Union of Production, Clerical, and Public Employees, White Collar Unit, OPEIU LOCAL 32 Blue Collar Unit, New Jersey Civil Service Association OPEIU LOCAL 32 Foremen's Unit, P.B.A. Local 190, and Professional Staff Employees with certain agreements affecting the Municipal Corporation of the State of New Jersey, through their bargaining agents, or direct contract to the governing body.

**SECTION FIVE:** Nothing herein shall be intended to amend or in any way change any Collective Bargaining Agreements with reference to those officers or employees who are members of the collective bargaining unit, and to the extent that there is a discrepancy between any Collective Bargaining Agreement and the range of salaries or benefits set forth herein, the terms of the Collective Bargaining Agreement shall prevail.

Following introduction, the above Ordinance will be published in accordance with the law and a Public hearing will be held on **October 20, 2021**.

**INTRODUCTION:**

**ADOPTION:**

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

**11. NEW BUSINESS – Presiding Officer**

**RESOLUTION #21-239**  
**“RESOLUTION OF THE GOVERNING BODY CERTIFYING THE ANNUAL AUDIT”**

**WHEREAS**, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

**WHEREAS**, the Annual Report of Audit for the year **2020** has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the Township Council of the Township of Jefferson; and

**WHEREAS**, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

**WHEREAS**, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, at a minimum, the sections of the annual audit entitled “Comments and Recommendations”; and

**WHEREAS**, the members of the Township Council of the Township of Jefferson have personally reviewed at a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled “Comments and Recommendations”, as evidenced by the Group Affidavit Form of the governing body attached hereto; and

**WHEREAS**, such resolution of certification shall be adopted by the governing body no later than **forty-five days** after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

**WHEREAS**, all members of the Township Council of the Township of Jefferson have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

**WHEREAS**, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

**R.S. 52:27BB-52:**

A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the Director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

**NOW, THEREFORE BE IT RESOLVED**, that the Township Council of the Township of Jefferson, County of Morris, State of New Jersey hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

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

12. MINUTES – Township Clerk

September 14, 2021 – Regular

Council Member	By	2 <sup>nd</sup>	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

- Animal Care Facility License #21-03  
 Canine County Club of the Lake  
 July 1, 2021 Through June 30, 2022

\*APPOINTMENTS

- Daniel C. Reina – Fire Company #1

\*CONSENT AGENDA RESOLUTIONS:

- 21-240 Resolution Authorizing the Payment of Bills
- 21-241 Resolution Authorizing the Refund of Overpayment(s) of Taxes
- 21-242 Resolution Authorizing the Refund of Overpayment(s) of Utility Fees
- 21-243 Resolution Authorizing the Solicitation of Qualifications for Professional Services Pursuant to N.J.S.A. 19:44A-20.4, 20.5 et seq. Pursuant To A "Fair and Open Process" For A Township Planner
- 21-244 Resolution Authorizing an Extraordinary Unspecifiable Good and Services Agreement for North Jersey Pump & Controls, LLC – For Period Ending December 31, 2021
- 21-245 Resolution Authorizing a Professional Services Agreement for Tree Removal & Trimming Services – JP Tree Works, Inc. – For Period Ending December 31, 2021
- 21-246 Resolution Authorizing Contract With Certain Approved Morris County Cooperative Purchasing Vendor – Road Safety Systems, LLC

Council Member	By	2 <sup>nd</sup>	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

**RESOLUTION #21-247 - RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12**

**WHEREAS**, the Township Council of the Township of Jefferson is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq.; and

**WHEREAS**, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

**WHEREAS**, it is necessary for the Township Council of the Township of Jefferson to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

- (1) Matters Required by Law to be Confidential: Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.
- (2) Matters Where the Release of Information Would Impair the Right to Receive Funds: Any matter in which the release of information would impair a right to receive funds from the Government of the United States.

- (3) Matters Involving Individual Privacy: Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.
- (4) Matters Relating to Collective Bargaining Agreements: Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.
- (5) Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds: Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.
- (6) Matters Relating to Public Safety and Property: Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations of possible violations of the law.
- (7) Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege: Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.
- (8) Matters Relating to the Employment Relationship: Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose right could be adversely affected request in writing that such matter or matters be discussed at a public meeting.
  - Township Clerk
  - Deputy Township Clerk
- (9) Matters Relating to the Potential Imposition of a Penalty: Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party bears responsibility.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Jefferson, in the County of Morris and State of New Jersey, assembled in public session on **October 6, 2021 at 7:00 P.M.** in the Township Municipal Building, 1033 Weldon Road, Lake Hopatcong, New Jersey, that the Township Council shall meet in Executive Session, from which the public shall be excluded, for the discussion of matters relating to the specific items designated above.

**BE IT FURTHER RESOLVED** that it is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Township Council that the public interest will no longer be served by such confidentiality.

16. **ADJOURNMENT AT \_\_\_\_\_ PM - Presiding Officer**

**Michele Reilly, RMC, CMR**  
Township Clerk  
973-208-6133 [mreilly@jeffersontownship.net](mailto: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, October 20th  
Wednesday, November 10th  
Wednesday, December 1st  
Wednesday, December 15th  
Wednesday, January 5th, 2022 - Reorganization

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**CONSENT AGENDA RESOLUTION #21-240**

**“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 **October 6, 2021** and on file and available for public inspection in the Office of the Treasurer and approved by him/her for payment, be paid.

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**CONSENT AGENDA RESOLUTION #21-241**

**“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
148	6	NJSL 301 LLC	\$ 2,304.47	5	2021
148	6	NJSL 301 LLC	\$ 100.00	10	2021
490	21	USBANK CUST TOWER DB IX 2019-1	\$26,515.80	5	2021
490	21	USBANK CUST TOWER DB IX 2019-1	\$15,100.00	10	2021
316	54	IRAEL MALAVE, JR	\$ 5,493.43	5	2021
			<b>TOTAL</b>	<b>\$49,513.70</b>	

**CONSENT AGENDA RESOLUTION #21-242**

**“RESOLUTION AUTHORIZING THE REFUND OF OVERPAYMENT(S) OF UTILITY FEES”**

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

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

WHEREAS, the Director of Utility 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. Overpayment at Closing	2. High Billing Estimates	3. Meter Reading Error
4. Credit X-Rate	5. Overpayment	6. Meter/Remote Discrepancy
7. Stuck Remote	8. Remote Reading Error	9. Account Reset Error
10. Meter Error	11. Reading Input Error	12. New Construction/Service Off
13. Inadvertent payment JTMU	14. Bill Code Error	15. Reimbursement for Repairs/Usage/Conn

BLOCK/LOT	NAME	AMOUNT	YEAR	CODE
453/4.01	Berkshire Ridge Homeowners Ass'n C/O WILKIN MANAGEMENT GROUP 1630 MILITARY CUTOFF RD STE 214 WILMINGTON, NC 28403	\$6,801.32	2021/Q1	3
		<b>TOTAL:</b>	<b>\$6,801.32</b>	

**CONSENT AGENDA RESOLUTION #21-243**

**“RESOLUTION AUTHORIZING THE SOLICITATION OF QUALIFICATIONS FOR PROFESSIONAL SERVICES PURSUANT TO N.J.S.A. 19:44A-20.4, 20.5 et seq. PURSUANT TO A “FAIR AND OPEN PROCESS” FOR A TOWNSHIP PLANNER**

WHEREAS, N.J.S.A. 19:44A-20.4, 20.5 et seq. went into effect January 1, 2006, and determined new procedures for awarding contracts in excess of \$17,500.00 for good and services, including professional services, which are not subject to bidding requirements under the Local Public Contracts Law; and

WHEREAS, the aforesaid State Statute address two types of contract processes, one known as the “Non-Fair and Open” process of contract awards and the “Fair and Open” process of contract awards; and

WHEREAS, the Township of Jefferson (“Township”) desires to undertake a “Fair and Open” process in awarding a contract from all professionals for a Township Planner to be filled by the Township pursuant to N.J.S.A. 19:44A-20.4, 20.5 et seq. on an annual basis, or when needed.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the Township Administrator is authorized to publicly advertise in the newspaper named as the official newspaper of the Township of Jefferson and publicly solicit qualifications which will be established as the basis for an award of professional contracts for the above listed Township Professional position sought by the Mayor and Council.

CONSENT AGENDA RESOLUTION #21-244

“RESOLUTION AUTHORIZING AN EXTRAORDINARY UNSPECIFIABLE GOOD AND SERVICES AGREEMENT  
FOR NORTH JERSEY PUMP & CONTROLS, LLC. - FOR PERIOD ENDING DECEMBER 31, 2021”

WHEREAS, the Township of Jefferson has a need for **Water & Sewer Pumps and related control accessories**; 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, **North Jersey Pumps & Controls, LLC**, has submitted a proposal for **Water & Sewer Pumps and related control accessories** will be provided; and

WHEREAS, an annual fee for **\$40,000.00 per year**; shall not be exceeded; and

WHEREAS, **North Jersey Pumps & Controls, LLC** 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 **North Jersey Pumps & Controls, LLC** 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 **not exceed \$40,000.00**; 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 \$40,000.00**.

1-05-55-500-000-556  
1-07-55-500-000-571  
C-06-55-521-011-503  
C-08-55-521-012-503

NOW, THEREFORE, BE IT RESOLVED by 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 an agreement with **North Jersey Pumps & Controls, LLC , 77 Yawpo Avenue, Oakland, NJ 07436** for **Water & Sewer Pumps and related control accessories** to the Township of Jefferson for an annual fee **not to exceed \$40,000.00 per year**.
- Section 2.** This is awarded as an Extraordinary Unspecifiable goods and services contract in accordance with N.J.S.A. 40A:11-6.1(b) of the Local Public Contracts Law.
- Section 3.** The term of this agreement shall be for one year, from **January 1, 2021 through December 31, 2021**.
- Section 4.** A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.
- Section 6.** The resolution authorizing the award of contract for “Extraordinary Unspecifiable goods and services” and the contract itself must be available for public inspection per the requirement of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)
- Section 7.** The Business Entity Disclosure Certification and the Determinations of Value be placed on file with this resolution.

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CONSENT AGENDA RESOLUTION #21-245

“RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT  
FOR TREE REMOVAL & TRIMMING SERVICES – JP TREE WORKS, INC., – FOR PERIOD ENDING DECEMBER 31, 2021”

WHEREAS, the Township of Jefferson has a need for professional **Tree Removal & Trimming** 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, **JP Tree Works, Inc.** has submitted a proposal for **Tree Removal & Trimming** services will be provided; and

WHEREAS, an annual fee for **\$25,000.00 per year**; shall not be exceeded; and

WHEREAS, there is a need for additional Tree Removal & Trimming services that will go over the initial resolution dated June 23, 2021, and;

WHEREAS, the estimated additional amount needed is **\$15,000.00**; and

WHEREAS, **JP Tree Works, Inc.** 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 **JP Tree Works, Inc.** 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 additional services will **not exceed \$15,000.00**; 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 the additional funds for said contract are available and are designated to a line item appropriations designated below and **totaling \$40,000.00.**

1-01-26-260-291-271

**NOW, THEREFORE, BE IT RESOLVED** by 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 an agreement with **JP Tree Works, Inc., 46 B Sanford Street, Dover, New Jersey, 07801** for **Tree Removal & Trimming** services to the Township of Jefferson for an annual fee **not to exceed \$40,000.00 per year.**
- 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 this agreement shall be for one year, from **January 1, 2021 through December 31, 2021.**
- Section 4.** A notice of this action shall be printed once in the legal newspaper of the Township of Jefferson.
- Section 6.** The resolution authorizing the award of contract for "Professional Services" and the contract itself must be available for public inspection per the requirement of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)
- Section 7.** The Business Entity Disclosure Certification and the Determinations of Value be placed on file with this resolution.

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**CONSENT AGENDA RESOLUTION #21-246**

**"RESOLUTION AUTHORIZING CONTRACT WITH CERTAIN APPROVED MORRIS COUNTY COOPERATIVE PURCHASING VENDOR, ROAD SAFETY SYSTEMS, LLC."**

**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 Morris County COOP; and

**WHEREAS**, the Township of Jefferson has the need on a timely basis to purchase goods or services utilizing County contracts; and

**WHEREAS**, the Township of Jefferson passed a resolution on September 1st, 2021, resolution #21-228 to enter into contract in an amount of \$131,782.50 using the MCCPC #26 which was awarded to **Road Safety Systems, LLC, 12 Park Drive, Shamong, NJ 08088** for guiderail for various roads through that resolution and properly executed contract, which shall be subject to all the conditions applicable to the **MCCPC Contract**; and

**WHEREAS**, since the passing of that resolution there will be additional purchases from said contract vendor for an **additional amount not to exceed \$50,000.00** through this resolution and properly executed contract, which shall be subject to all the conditions applicable to the current **MCCPC #26**; 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 the additional funds for said contract are available and are designated to a line item appropriations designated below and totaling **\$60,000.00.**

C-04-55-920-013-917

C-04-55-921-013-911

C-04-55-921-013-913

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Jefferson that the Township Administrator is authorized to purchase additional guiderail for various roads **from the approved MCCPC #26 contract for the total amount not to exceed \$181,782.50 from Road Safety Systems, LLC, 12 Park Drive, Shamong, NJ 08088.**