

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

**TO THE
 EXTENT
 KNOWN AS OF
 11.24.21**

DECEMBER 1, 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 **December 1, 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. Frodella, Township Attorney		
Ms. Reilly, Township Clerk		

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

3. SALUTE TO THE FLAG – Presiding Officer

4. SPECIAL PRESENTATIONS – Presiding Officer

- None for December 1, 2021

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 December 1, 2021

7. COUNCIL AND MAYOR DISCUSSION – Presiding Officer

- None for December 1, 2021

8. ADMINISTRATIVE REPORTS OF MAYOR AND ADMINISTRATOR – Mayor Wilsusen

9. COUNCIL REPORTS – Presiding Officer

10. ORDINANCES – FIRST READING – Township Clerk

- None for December 1, 2021

11. NEW BUSINESS – Presiding Officer

- None for December 1, 2021

12. MINUTES – Township Clerk

November 10, 2021 - Regular

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

13. CONSENT AGENDA* – Township Clerk

*Matters listed on the Consent Agenda Resolution are considered routine and will be enacted by one motion of the Council and one roll call vote. There will be no separate discussion of these items unless a Council member requests an item be removed for consideration.

***PERMITS/LICENSES**

- Animal Care Facility License #21-06
 Lake Hopatcong Kennels
 July 1, 2021 Through June 30, 2022

***APPOINTMENTS**

- None for December 1, 2021

***CONSENT AGENDA RESOLUTIONS:**

- 21-272 Resolution Authorizing the Payment of Bills
- 21-273 Resolution Authorizing the Refund of Overpayment(s) of Taxes
- 21-274 Resolution Authorizing the Refund of Police Department Escrow Fees – NG Gilbert
- 21-275 Resolution Authorizing the Refund of Police Department Escrow Fees – Cindy Baum-Shupp

- 21-276 Resolution Approving Current Estimate No. 2 – Laumar Roofing Co, Inc. – For New Roof at Municipal Complex, Contract No. BLD-71-1K
- 21-277 Resolution Requesting Approval of Item of Revenue and Appropriation Under N.J.S.A. 40A:4-97 for the 2021 Drive Sober Or Get Pulled Over Statewide Year End Holiday Crackdown Grant in the Amount of \$7,500.00
- 21-278 Resolution Authorizing the Township Administrator to Execute a Treatment Works Application (TWA) on Behalf of the Municipality – 680 Route 15 South, Block 249 Lot 4
- 21-279 Resolution Accepting Resignation of Police Officer Mathew Saporito and Instructing the Chief of Police To Fill This Position

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

- 14. **PUBLIC COMMENT – Presiding Officer**
 Please state and spell your name and address for the record. Each speaker is limited to one (1) comment of no more than five (5) minutes and no yielding of time to another person.
- 15. **EXECUTIVE SESSION – Township Clerk**
 - None for December 1, 2021
- 16. **ADJOURNMENT AT _____ PM - Presiding Officer**

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

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

REGULAR MEETING SCHEDULE

Wednesday, December 15th
 Wednesday, January 5th, 2022 - Reorganization

CONSENT AGENDA RESOLUTION #21-272

“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 December 1, 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 #21-273

“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
397	2	US BANK CUST FOR PRO CAP 8	\$4,242.19	5	2021
397	2	US BANK CUST FOR PRO CAP 8	\$1,500.00	10	2021

391	2.05	US BANK CUST FOR PRO CAP 8	\$ 927.15	5	2021
391	2.05	US BANK CUST FOR PRO CAP 8	\$ 700.00	10	2021
250.03	137	US BANK CUST FOR PRO CAP 8	\$1,429.06	5	2021
250.03	137	US BANK CUST FOR PRO CAP 8	\$ 400.00	10	2021
453.01	1	BALA PARTNERS LLC	\$4,251.54	5	2021
453.01	1	BALA PARTNERS LLC	\$1,900.00	10	2021
321	15	BALA PARTNERS LLC	\$1,905.53	5	2021
321	15	BALA PARTNERS LLC	\$1,500.00	10	2021
473.07	4	BALA PARTNERS LLC	\$5,818.42	5	2021
473.07	4	BALA PARTNERS LLC	\$2,100.00	10	2021
128	36.01	VOLLMAR, CRISTIE	\$3,040.79	6	2021
			TOTAL	\$29,714.68	

CONSENT AGENDA RESOLUTION #21-274

“RESOLUTION AUTHORIZING THE REFUND OF POLICE DEPARTMENT ESCROW FEES – NG GILBERT”

WHEREAS, NG Gilbert, 1015 West Jackson, Munsie, Indiana, 47305, contracted with the Township of Jefferson for Police Outside Employment Services; and

WHEREAS, based on an estimate, NG Gilbert submitted an escrow check(s) for outside employment services; and

WHEREAS, an escrow balance in the amount of \$3643.23 remains; and

WHEREAS, due to anticipated future jobs, NG Gilbert has requested to leave \$2,500 in an escrow account and be refunded the balance of \$1,143.23; and

WHEREAS, the Chief of Police recommends the refund of the balance of \$1,143.23.

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 a refund payment as hereafter shown below:

<u>PAYEE</u>	<u>AMOUNT</u>
NG Gilbert 1015 West Jackson Munsie, Indiana, 47305	\$1,143.23

CONSENT AGENDA RESOLUTION #21-275

“RESOLUTION AUTHORIZING THE REFUND OF POLICE OUTSIDE EMPLOYMENT FEES – CINDY BAUM-SHUPP”

WHEREAS, Cindy Baum-Shupp, 1 Maple Avenue, Oak Ridge, New Jersey, 07438, contracted with the Township of Jefferson for Police Outside Employment Services; and

WHEREAS, based on an estimate, Cindy Baum-Shupp submitted an escrow check for outside employment services; and

WHEREAS, upon completion of the job, an escrow balance in the amount of \$26.01 remains; and

WHEREAS, the Chief of Police recommends the refund of the remaining balance of \$26.01.

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 a refund payment as hereafter shown below:

<u>PAYEE</u>	<u>AMOUNT</u>
Cindy Baum-Shupp 1 Maple Avenue Oak Ridge, NJ 07438	\$26.01

CONSENT AGENDA RESOLUTION #21-276

“RESOLUTION APPROVING CURRENT ESTIMATE NO. 2 – LAUMAR ROOFING CO., INC. – FOR NEW ROOF AT MUNICIPAL COMPLEX, CONTRACT NO. BLD-71-1K”

WHEREAS, a contract was awarded to Laumar Roofing Co., Inc. for New Roof at Municipal Complex, **Contract BLD-71-1K**; and

WHEREAS, the Township Engineer has submitted **Current Estimate No. 2** in the amount of \$75,460.00 for work completed and accepted; and

WHEREAS, the Chief Financial Officer has certified that funds are available for said payment.

NOW, THEREFORE, BE IT RESOLVED, that the Township Council of the Township of Jefferson, County of Morris, State of New Jersey hereby approves **Current Estimate No. 2** for a payment in the amount of \$75,460.00 to Laumar Roofing Co., Inc., **426 Gregory Avenue, Passaic, NJ 07055**.

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 #21-277

**“RESOLUTION REQUESTING APPROVAL OF ITEM OF REVENUE AND APPROPRIATION
UNDER N.J.S.A. 40A:4-87 FOR THE 2021 DRIVE SOBER OR GET PULLED OVER STATEWIDE YEAR END HOLIDAY
CRACKDOWN GRANT IN THE AMOUNT OF \$7,500.00”**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and

WHEREAS, the Township of Jefferson, has been awarded a 2021 Drive Sober or Get Pulled Over Year End Holiday Crackdown Grant in the amount of \$7,500.00 and wishes to amend its 2021 budget to include this amount as an item of revenue.

NOW THEREFORE, BE IT RESOLVED that the Township Council of the Township of Jefferson, County of Morris, State of New Jersey hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2021 in the total amount of \$7,500.00, which will be available as a revenue from:

Miscellaneous Revenues
Special Items of General Revenue Anticipated with Prior Written
Consent of the Director of Local Government Services – Public
And Private Revenues Offset with Appropriations:
2021 Drive Sober or Get Pulled Over Statewide
Year End Holiday Crackdown Grant **\$7,500.00**

BE IT FURTHER RESOLVED that a like sum of \$7,500.00 be and the same is hereby appropriated under the caption of:
General Appropriations

A. Operations – Excluded from CAPS
Public and Private Programs Offset by Revenues:
2021 Drive Sober or Get Pulled Over Statewide
Year End Holiday Crackdown Grant
Police Department: Salaries and Wages **\$7,500.00**

BE IT FURTHER RESOLVED that the Chief Financial Officer submit one copy of the Chapter 159 certification form and two copies of this resolution to the Director of the Division of Local Government Services.

CONSENT AGENDA RESOLUTION #21-278

**“RESOLUTION AUTHORIZING THE TOWNSHIP ADMINISTRATOR TO EXECUTE A
TREATMENT WORKS APPLICATION (TWA)
ON BEHALF OF THE MUNICIPALITY –
680 ROUTE 15 SOUTH, BLOCK 249 LOT 4”**

WHEREAS, Jefferson Gardens Condo Association, the owner of property known as 680 Route 15 South, Block 249 Lot 4, has made application to the NJDEP for a Treatment Works Approval (TWA) permit for the installation of a new subsurface sewage disposal system for the existing Building #1; and

WHEREAS, it is necessary that the municipality consent to the applications; and

WHEREAS, the applications have been reviewed and approved by the Township Engineer and no objections to consent of submittal of the applications have been noted.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, Morris County, New Jersey, that the Township Administrator is hereby authorized to execute the Treatment Works Application (TWA) for 680 Route 15 South, Block 249 Lot 4, signifying the consent of the Governing Body.

CONSENT AGENDA RESOLUTION #21-279

**“RESOLUTION ACCEPTING RESIGNATION OF POLICE OFFICER MATHIEW SAPARITO AND INSTRUCTING THE CHIEF OF
POLICE TO FILL THIS POSITION”**

WHEREAS, on November 23, 2021, the Chief of Police received correspondence dated November 23, 2021, from Mathew Saparito advising that he is resigning from his employment with the Township of Jefferson; and

WHEREAS, Mr. Saparito has advised that his resignation shall be effective December 27, 2021.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Council of the Township of Jefferson as follows:

- 1) The Township of Jefferson hereby accepts and relies upon the November 23, 2021 letter of resignation from Mathew Saparito.
- 2) Effective December 27, 2021, Mathew Saparito shall have resigned from his position as a police officer with the Township of Jefferson.
- 3) This resolution puts the Chief of Police on notice to process this resignation and to commence a search for a candidate to fill the position of police officer.
- 4) This resolution shall take effect immediately.