

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

JANUARY 17, 2024
REGULAR MEETING – 7:00 PM
MINUTES

1. CALL TO ORDER

Council President Dunham called the meeting to order at 7:00 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 **January 17, 2024** 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 4, 2024** and was posted on the bulletin board in the Municipal Building on **January 4, 2024** and has remained continuously posted as the required notices under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk. Proper notice having been given, the Township Clerk is directed to include this statement in the minutes of this meeting.

2. ROLL CALL

Ms. Reilly called the roll. All Council members were present. Also in attendance were Mayor Eric Wilsusen and Administrator Debi Millikin.

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

3. SALUTE TO THE FLAG

Council President Dunham led the flag salute.

4. SPECIAL PRESENTATIONS –

- **Police Department Awards**
-Civilian Awards

Chief Castimore presented Civilian Awards to Aiden Morris, Anthony Becker, and Sarah Franke, for their efforts in saving a life at Cap Beach last summer.

-Chief's Award

Chief Castimore presented the Officer of the Year / Chief's Achievement Award to Officer Lundrim Veliu, a five (5) year veteran of the Police Department.

- **Oath of Office – Rev. Sean McDonnell, Pastor, Our Lady Star of the Sea RC Church, Police Department Chaplain**

Mayor Wilsusen administered the Oath of Office to Father Sean McDonnell.

- **Oath of Office – Joseph Gonzales, Police Officer**

Mayor Wilsusen administered the Oath of Office to Police Officer Joseph Gonzales.

Motion made by Council Vice President Birmingham, second by Councilwoman Senatore to recess the meeting for fifteen (15) minutes, with all members in favor signifying by "Aye."

Council President Dunham reconvened the meeting at 7:41 pm.

5. PUBLIC COMMENT

Council President Dunham 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 Dunham 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 on the January 17, 2024 agenda.

7. COUNCIL AND MAYOR DISCUSSION

- **Mayor's Appointments**

Council President Dunham asked all Council members to make note of the Mayor's appointments. Ms. Reilly indicated that these appointments did not need Council advise or consent.

Morris County Community Development	Mayor/w Administrator as ALT.	1 year	12/31/2024
Land Use Board	Chief Paul Castimore - Class II	1 year	12/31/2024
	James Small - Alternate #1	2 years	12/31/2025
	Thomas Galfo - Alternate #2	2 years	12/31/2025
	Dr. Clifford Williams - Class IV	4 years	12/31/2027
	James Hine - Class IV	4 years	12/31/2027
Alternate Prosecutor (1)	Lisa Thompson, Esq.	1 year	12/31/2024
Alternate Prosecutor (2)	Camile Kassar, Esq.	1 year	12/31/2024
Alternate Prosecutor (3)	Any Morris County	1 year	12/31/2024
	Municipal Prosecutor		

Library - Board of Trustees	Mayor or Alternate		
	Carol Punturieri	1 year	12/31/2024
	Jeanne Howe, Super. Of Schools	1 year	12/31/2024
	or Alternate		
	Sheila J. Brown	5 years	12/31/2028
	Geraldine Wilpert	1 year (fill unexpired term)	12/31/2024
Alternate Prosecutor (1)	Lisa Thompson, Esq.	1 year	12/31/2024
Alternate Prosecutor (2)	Camile Kassar, Esq.	1 year	12/31/2024
Alternate Prosecutor (3)	Any Morris County	1 year	12/31/2024
	Municipal Prosecutor		
Police Matrons (3)	Elizabeth Mueller	1 year	12/31/2024
	Andrea Sherrer	1 year	12/31/2024
Recreation Advisory Committee	Brad Ferguson	3 years	12/31/2026
	Kathy Jacoby - unexpired	3 years	12/31/2026
	Jim Small - unexpired	3 years	12/31/2026
	Harold Ramirez - unexpired	3 years	12/31/2026
Recreation Advisory Secretary	Josephine Ramirez	1 year	12/31/2024
Zoning Officer	Stephanie McCormack	1 year	12/31/2024

• **Ordinance Amending Chapter 7-124 – Water Rates; Service Fees, Capacity Charges**

Council President Dunham asked Ms. Millikin if it was possible to reduce the five percent (5%) increase projected for the first year, and to distribute that increase over subsequent years. Ms. Millikin stated that fees have not been raised since 2021. She reiterated that the proposal was to raise rates five percent (5%) this year, and then 2 ½% for the next three years. She explained that there are many reasons for the requested increases, including the cost of chemicals, the cost of the lab fees, the PFOA issue, the Tier 2 DEP mailings, and general maintenance.

Council consensus was that the proposed Ordinance be placed on the February 7 meeting agenda.

• **Ordinance Amending Chapter 235-22 – Range of Recreation Fees**

Ms. Millikin explained that the Recreation fees are passed by resolution yearly, but in order to increase the camp fees, the range in the Ordinance needs to be changed. She said there were a few other changes being proposed, such as an hourly fee for facility use. In response to Council questions, she stated that there are still “early bird special” rates for camp registration, as well as a discount for Township residents.

Council consensus was that the proposed Ordinance be placed on the February 7 meeting agenda.

8. ADMINISTRATIVE REPORTS OF MAYOR AND ADMINISTRATOR

Ms. Millikin wished everyone a Happy New Year and said she was looking forward to working with everyone this year. She mentioned that December dashboard reports were sent to Council, and that the jail cell project and the turf field project at Lakeside are both progressing. She thanked the DPW, OEM, Fire Departments, First Aid Squads, and the Police Department for their efforts during the multitude of storms the Township has recently experienced.

Ms. Millikin reported attending the Milton First Aid Squad dinner. She told Council that the CFO and Finance Department closed out the 2023 year and rolled over into 2024. She said budget books will be ready for Council by the end of the month.

Ms. Millikin mentioned the budget scheduled. After much discussion, Council consensus was as follows:

Regular meeting scheduled for February 7th – start time 5 pm

Special meeting for Fire Department presentations and discussion about purchasing a ladder truck(s) – February 8th – start time 6 pm

Regular meeting scheduled for February 21st – start time 6 pm

Decision to be made on February 21st as to whether or not another special meeting on February 28th was necessary.

Mayor Wilsusen also wished everyone a Happy New Year and said he was looking forward to working with everyone. He mentioned the eighteen (18) inches of rain that the Township has recently experienced and said his office has been inundated with phone calls from residents experiencing issues with groundwater. He said that unfortunately, there is no way to control groundwater.

Mayor Wilsusen mentioned his recent personnel order and said that Ryan Tuttle has transferred from DPW to Utility due to the recent retirement of Bart Greene. He told Council that he, Ms. Millikin, and Councilman Smith attended the Hopatcong reorganization and their new Mayor has pledged her support for Lake Hopatcong.

Mayor Wilsusen reported attending the Milton First Aid Squad Dinner. He said will be at the Fire Department function at Casa Bianca this Saturday. He said the Chamber of Commerce is hosting breakfast with the Mayor on January 25th at 7:30 am at the Jefferson Diner. He mentioned that he and Ms. Millikin will be meeting with a historical architect on January 24th to discuss whether funding might be available for repairs to Camp Jefferson.

9. COUNCIL REPORTS – Presiding Officer

Councilman Kalish reported attending the Milton First Aid Squad dinner. He thanked the DPW for a job well done clearing the roads, congratulated Council President Dunham and Council Vice President Birmingham on their election, and congratulated and welcomed Father Sean.

Councilwoman Senatore also welcomed Father Sean and said having him in the chaplain role is a plus for the staff. She said she attended the Milton First Aid Squad dinner and that she appreciates being able to thank the volunteers and to hear their yearly statistics. She said that as the mother of a new driver, she is happy that the roads are safe to drive.

Councilman Smith said he attended the Milton First Aid Squad dinner. He welcomed Father Sean, and stated that the road department does an outstanding job.

Council Vice President Birmingham reported attending the Milton First Aid Squad dinner. He thanked Father Sean for agreeing to serve as Chaplain and mentioned that he had attended Father Sean’s installation. He mentioned hearing Senator Bucco speak last night about the changes in liquor licenses, and said the ability to sell pocket licenses to surrounding towns may present some opportunities for negotiation down the road.

Council President Dunham asked if everyone had received the schedule of meetings. He asked Ms. Millikin to ask Mr. Eagen to get the budget books to Council as early as possible.

Council President Dunham said he also attended the Milton First Aid Squad dinner. He asked Ms. Millikin to pass on thanks to the DPW for their efforts. He thanked the other Council members for electing him President and for their confidence in him.

Council President Dunham mentioned his sadness at hearing about Dennis Walker’s son, and said Dennis has been a faithful and dedicated Jefferson Township Rescue Squad member.

Council President Dunham thanked the Mayor and Chief for re-initiating the police awards. He welcomed Father Sean and said it is a big responsibility to be a Police Chaplain.

10. COUNCIL BUSINESS

- Approval of Cannabis Licensing Application**

Ms. Reilly explained that she had put together a licensing packet for applicants and that it had been reviewed by Township Attorney Ursula Leo. She told Council that based on the publication date of the Ordinance adoption, cannabis licenses will be available starting January 29th.

Mr. Ryan said that the packet was very comprehensive. Councilman Kalish asked that Council be kept informed of the number of applications. Mayor Wilsusen asked that he and Ms. Millikin be kept informed as well.

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

- Council Appointment to Land Use Board; Class III Member; Term through 12/31/24
Councilwoman Senatore**

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

- Council Appointment to Community Development Revenue Sharing Advisory Committee (CDRS); Term through 12/31/24**
No Council member wished to volunteer for this position.

- Council Appointment to Economic Advisory Board; two Council representatives; Term through 12/31/24
Council Vice President Birmingham, Councilman Smith**

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

- Council Appointment to Lake Hopatcong Commission:
Neil Senatore, Member
Steven Levinson, Alternate Member
Two (2) Year Term through 12/31/25**

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

• **Draft Houseboat Ordinance Discussion**

Council President Dunham mentioned that a resident had made comments about the proposed Ordinance at the December Council meeting, and he asked if Council had any comments.

Councilwoman Senatore said that what is proposed covers everything Jefferson needs on the Lake. She suggested copies of the Ordinance, once adopted, be sent to all other towns surrounding the lake, as well as to the Lake Foundation, the Lake Commission, and the State Police.

Ms. Millikin reminded Council that the intent of the Ordinance was to prohibit houseboats under Land Use. Councilwoman Senatore said that the resident had asked that his houseboat be grandfathered, but that she was opposed to this as he is unable to properly dispose of his sewage.

• **Chapter 142:19-28, Alcoholic Beverages “Bring Your Own Bottle”**

Councilwoman Senatore said she spoke to Chief Castimore and several other officers and they advocated for a 1:00 am closing time. Councilman Smith said he wants BYOB establishments to be licensed and was concerned that without a license, the Township had no means to enforce any violations.

Mr. Ryan reminded Council that they suspended enforcement of the Ordinance, pending Council determination about a possible amendment, but that the current Ordinance restricts BYOB to restaurants. Mayor Wilsusen said Council suspended enforcement due to the comments from the business owner that said the restrictions would cause his business to fail, as well as to allow the non-profits to continue to hold fundraisers such as “paint and sips”.

Ms. Reilly asked the Mayor, who is also the Director of Public Safety, to confirm that State Law allows for enforcement of any possible violation involving alcoholic beverages, and he concurred. She explained to Council that the Township does not specifically license most businesses, and therefore does not mandate a closing time for most establishments. Council discussion ensued and the consensus was to amend the Ordinance to state that any BYOB establishment cannot allow the consumption of alcohol after 1 am. Mr. Ryan said he would draft an amendment for future Council discussion.

11. ORDINANCES – FIRST READING

There were no Ordinances for introduction / first reading listed on the agenda for January 17, 2024.

12. MINUTES

• **Regular Minutes – January 3, 2024**

Ms. Reilly said she was working on the 2023 minutes that have not been finished due to staffing issues, and told Council she should have three (3) sets completed by the next Council meeting.

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

13. 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, 2024 - December 31, 2024

- 24-01 YB Properties LLC – 39 Trailer Lots
- 24-02 Sandy Point Park & Marina, LLC – 60 Trailer Lots
- 24-03 Lozier's Court – 35 Trailer Lots

***APPOINTMENTS:**

- None for January 17, 2024

***CONSENT AGENDA RESOLUTIONS:**

- 24-48 Resolution Authorizing the Payment of Bills
- 24-49 Resolution Authorizing the Refund of Overpayment(s) of Taxes
- 24-50 Resolution Authorizing the Reduction of Taxes Due to Approved State Tax Appeals and Refund of Overpayment
- 24-51 Resolution Approving Current Estimate No. 6 – Aurora Environmental, Inc. – for a New DPW Fuel Facility, Contract No. BLD-72-1G
- 24-52 Resolution Authorizing Award of Non-Fair and Open Contract for Water & Sewer Maintenance Services to Mike’s Mobile Maintenance, LLC
- 24-53 Resolution Authorizing a Lease Agreement Between the Township of Jefferson and the County of Morris for Use of the White Schoolhouse Building (Nutrition Project)
- 24-54 Resolution Authorizing the Execution of the 2024 Subgrant Agreement Renewal with the County of Morris – Dial-A-Ride
- 24-55 Resolution Authorizing a Temporary Budget Amendment
- 24-56 Resolution Authorizing Three (3) Year Contract for Laboratory Testing for Water and Sewer to Pace Analytical Services-Fairfield

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

14. PUBLIC COMMENT

Council President Dunham 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 Dunham closed the public comment portion of the meeting.

15. EXECUTIVE SESSION

RESOLUTION #24 –57

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 Annual Performance Evaluation
- (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 **January 17, 2024 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.

Council President Dunham explained to those in attendance that Council would reconvene the public portion of the meeting in order to adjourn, and that no additional action would be taken.

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

16. ADJOURNMENT AT 9:48 PM

Motion made by Councilman Kalish, second by Council Vice President Birmingham to adjourn the meeting at 9:48 pm, with all members in favor signifying by "Aye."

January 17, 2024

 Michele Reilly, RMC, Township Clerk

 Jay Dunham, Council President

CONSENT AGENDA RESOLUTION #24-48

"RESOLUTION AUTHORIZING THE PAYMENT OF BILLS"

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the current bills, dated January 17, 2024 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 #24-49

"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. Overbilled | 4. Vets, Senior Citizen Deduction |
| 5. Third Party Lien | 6. Duplicate Payment | 7. Exempt | 8. County/State Board Appeal |
| 9. Overpayment | 10. Return of Premium | 11. Return of Recording Fee | |

BLOCK	LOT	NAME	AMOUNT	CODE	YEAR
121	25	OWNER	\$1,656.00	8	2024
473.02	1	BALA PARTNERS LLC	\$20,742.23	5	2024
473.02	1	BALA PARTNERS LLC	\$24,800.00	10	2024
		TOTAL	\$47,198.23		

CONSENT AGENDA RESOLUTION #24-50

"RESOLUTION AUTHORIZING THE REDUCTION OF TAXES DUE TO APPROVED STATE TAX APPEALS AND REFUND OF OVERPAYMENT"

WHEREAS, the Tax Collector of the Township of Jefferson has determined that action is required as a result of the 2022 and 2023 tax reductions granted by the Tax Court of New Jersey; and

WHEREAS, the Tax Collector has certified to the foregoing as well as to the amount of the tax cancellations, which are set forth along with the Name and Block and Lot of the taxpayer.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the Tax Collector be and is hereby authorized to cancel said taxes as follows:

<u>BLOCK</u>	<u>LOT</u>	<u>ADDRESS</u>	<u>TAX CANCELLATION</u>
121	25	51 Yacht Club Drive	\$ 855.00 - 2022
121	25	51 Yacht Club Drive	\$ 877.80 - 2023

CONSENT AGENDA RESOLUTION #24-51

“RESOLUTION APPROVING CURRENT ESTIMATE NO. 6 – AURORA ENVIRONMENTAL, INC. – FOR A NEW DPW FUEL FACILITY, CONTRACT NO. BLD-72-1G”

WHEREAS, a contract was awarded to Aurora Environmental, Inc. for New DPW Fuel Facility, **Contract BLD-72-1G**; and

WHEREAS, the Township Engineer has submitted **Current Estimate No. 6** in the amount of \$32,996.60 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. 6** for a payment in the amount of \$32,996.60 Aurora Environmental, Inc., **1102 Union Avenue, Union Beach, NJ 07735**.

BE IT FURTHER RESOLVED that this payment will be made subject to all the conditions and applicable to the **NJ State Contract #42274** and pending receipt of certified payroll records.

CONSENT AGENDA RESOLUTION #24-52

“RESOLUTION AUTHORIZING AWARD OF NON-FAIR AND OPEN CONTRACT FOR WATER & SEWER MAINTENANCE SERVICES TO MIKE'S MOBILE MAINTENANCE, LLC.”

WHEREAS, the Township of Jefferson has a need for Water & Sewer Maintenance services; and

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

WHEREAS, **MIKE'S MOBILE MAINTENANCE, LLC** has submitted a proposal dated indicating rates of service, expected services are not expected to exceed \$36,000.00 annually; and

WHEREAS, **MIKE'S MOBILE MAINTENANCE, 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 **MIKE'S MOBILE MAINTENANCE, 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 the services will exceed \$17,500 but will not to exceed \$36,000.00 annually; 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 \$36,000.00 annually:

3-05-55-500-000-556
4-05-55-500-000-556
4-07-55-500-000-571
C-06-55-521-011-503
C-06-55-523-011-503

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 Non-Fair and Open 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 **MIKE'S MOBILE MAINTENANCE, LLC., 257 S. Tulpehocken Street, Pine Grove, PA 17963** for **Water & Sewer Maintenance services** to the Township of Jefferson for a fee not to exceed \$36,000.00 annually.
- Section 2.** The Business Entity Disclosure Certification and the Determinations of Value be placed on file with this resolution.
- Section 3.** The term of this agreement shall be for 24 months; retroactive to January 1, 2023 to December 31, 2024.
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CONSENT AGENDA RESOLUTION #24-53

“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) maintain 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, 2024 and ending December 31, 2024;

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 #24-54

“RESOLUTION AUTHORIZING THE EXECUTION OF THE 2024 SUBGRANT AGREEMENT RENEWAL WITH THE COUNTY OF MORRIS – DIAL-A-RIDE”

WHEREAS, the County of Morris (“County”) has renewed Subgrant applications for the funding year, January 1, 2024 through December 31, 2024 and the award to the Township of Jefferson (“Township”) is a grant in the amount of \$21,450 for use for transportation of senior citizens and disabled residents of the Township; and

WHEREAS, the Township is willing to accept said Subgrant award; and

WHEREAS, the Township is desirous of entering into this Subgrant Agreement in accordance with the terms and conditions as attached hereto and made a part hereof, and as executed on behalf of the Township by the Township Administrator, Debra Millikin.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, Morris County, New Jersey, that the Township Council hereby authorizes the execution of the 2024 Subgrant Agreement for Dial-A-Ride services with the County of Morris by the Township Administrator.

CONSENT AGENDA RESOLUTION #24-55

“RESOLUTION AUTHORIZING A TEMPORARY BUDGET AMENDMENT”

WHEREAS, N.J.S.A. 40A:4-19, Local Budget Law, provides that temporary appropriations may be made prior to the adoption of the 2023 Budget for the purposes and amounts required in the manner therein provided; and

WHEREAS, the Township Council approved temporary budget appropriations (Resolution #24-46) on January 3, 2024; and

WHEREAS, the Chief Financial Officer (CFO) recommends the approval of additional appropriations for various accounts; and

Account Id	Description	2023 Budget	2024 Temp Budget
3-01-20-110-110-000	ADMINISTRATION		
3-01-20-110-110-200	ADMINISTRATION OTHER EXPENSE	274,885.00	72,157.31
3-01-20-110-112-000	TWP. COUNCIL		
3-01-20-110-112-200	TWP. COUNCIL OTHER EXPENSE	8,734.00	2,292.68
3-01-20-140-140-000	INFORMATION TECHONOLOGY		
3-01-20-140-140-200	INFORMATION TECHONOLOGY OTHER EXPENSE	148,103.00	38,877.04
3-01-20-175-175-000	HISTORICAL SOCIETY		
3-01-20-175-175-200	HISTORICAL SOC. Other Expense	8,390.00	6,187.63
3-01-25-240-240-000	POLICE		
3-01-25-240-240-200	POLICE OTHER EXPENSE	426,900.00	224,122.50
3-01-25-252-252-000	EMERGENCY MGT.		
3-01-25-252-252-200	EMERGENCY MGT.Other Expense	11,290.00	5,927.25
3-01-26-260-292-000	ROADS - SNOW REMOVAL		
3-01-26-260-292-100	SNOW REMOVAL - SNOW O/T S & W	190,000.00	99,750.00
3-01-26-260-292-200	SNOW REMOVAL Other Expense	400,000.00	210,000.00
3-01-26-310-310-000	BDLGS & GROUNDS		
3-01-26-310-310-000	BDLGS & GROUNDS Other Expenses	91,700.00	24,071.25
3-01-28-370-372-000	SENIOR CITIZENS - LAKELAND		
3-01-28-370-372-200	LAKELAND SENIORS OE	7,500.00	5,531.25
3-01-28-370-375-000	SENIOR CITIZENS - MILTON		
3-01-28-370-375-200	MILTON GOLDEN AGE OE	7,500.00	5,531.25

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, Morris County, that the following temporary appropriations be made and a copy of this shall be transmitted to the Chief Financial Officer for his/her records.

CONSENT AGENDA RESOLUTION #24-56

“RESOLUTION AUTHORIZING THREE (3) YEAR CONTRACT FOR LABORATORY TESTING FOR WATER AND SEWER TO PACE ANALYTICAL SERVICES-FAIRFIELD”

WHEREAS, the Township of Jefferson has, in accordance with the Local Public Contracts Law of the State of New Jersey, received bids for **Laboratory Testing for Water and Sewer on December 12, 2023**; and

WHEREAS, one (4) bids were received; and

WHEREAS, **Pace Analytical Services-Fairfield, New Jersey** is the lowest responsible bidder; and

WHEREAS, the Administrator, Debra Millikin recommends awarding the contract to **Pace Analytical Services- Fairfield, New Jersey**; 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 funds for said contract are available and are designated to a line item appropriations designated below and totaling **\$46,736.00 for 2024**.

4-05-55-500-000-571

4-07-55-500-000-569

4-01-27-330-330-263

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, hereby awards the contract for **Laboratory Testing for Water and Sewer to Pace Analytical Services- Fairfield, 1275 Bloomfield Avenue, Building #6, Fairfield, New Jersey, 07004 in an amount not to exceed \$46,736.00 for 2024**.

BE IT ALSO RESOLVED that the Mayor and Municipal Clerk are authorized to sign the contracts for **Laboratory Testing for Water and Sewer**.