

**JEFFERSON TOWNSHIP COUNCIL
MUNICIPAL BUILDING
1033 WELDON ROAD
LAKE HOPATCONG, NJ 07849
973-208-6100
www.jeffersontownship.net**

**JUNE 10, 2020
EXECUTIVE SESSION - 6:00 PM
REGULAR MEETING – 7:00 PM
MINUTES**

1. CALL TO ORDER

Council President Finnegan read the meeting statement as follows: this meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of **June 10, 2020** 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 3, 2020** and was posted on the bulletin board in the Municipal Building on **January 3, 2020** 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 to a meeting held via remote access only due to the Covid-19 pandemic and in response to State and Local Health Department guidelines, as well as the change in meeting time, was noticed on **June 8, 2020**.

Council President Finnegan called the meeting to order at 6:08 pm.

2. ROLL CALL

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

Ms. Reilly called the roll. All Council members and the Township Clerk were present remotely. Also in attendance remotely were Mayor Wilsusen, Administrator Debi Millikin, IT Director Dave Van Valer, Tax Assessor Raymond Tighe and Labor Attorney Adam Abramson. Members of the public were able to listen to or view the meeting via a "Zoom" link. Members of the public were able to participate in public comment and public hearings remotely either through the Zoom webinar or via phone through the "Zoom" link.

3. SALUTE TO THE FLAG

Council President Finnegan led the flag salute.

4. EXECUTIVE SESSION

RESOLUTION #20-136 - 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.

- Court Decision - Pella Realty, LLC v. Paterson
- Tort Claim - Hopkins
- Arbitration - Township of Jefferson v. Policemen's Benevolent Association Local 190

(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.

(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 **June 10, 2020** at **6:00 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.

Ms. Reilly read the resolution by title and announced that the Council would be entering into an Executive Session for the purposes as stated. She said once the Executive Session was over, the Council would enter back into Public Session at 7:00 pm.

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

5. SPECIAL PRESENTATIONS - Presiding Officer

There were no special presentations on June 10, 2020.

6. PUBLIC COMMENT

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

Robert Vander Ploegh, Jr. - 13 Crystal Road

Mr. Vander Ploegh asked if there has been any update on the rolling tax assessment and if Jefferson is going to continue to do this in town.

Mr. Ryan responded that Council and Administration are aware of the Tax Court decision in Pella vs. Paterson. He explained that the decision requires Paterson to set aside its annual reassessment practices. He said that since Jefferson's practices are comparable to Paterson's, the Township is reviewing its annual reassessment program and anticipates the need to transition back to the more traditional model.

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

7. ORDINANCES –PUBLIC HEARING AND VOTE FOR ADOPTION

There were no Ordinances for public hearing and adoption on June 10, 2020.

8. COUNCIL AND MAYOR DISCUSSION

- Police Addition Discussion**

Mayor Wilsusen turned the presentation over to Ms. Millikin and Captain Castimore, who reviewed a PowerPoint Presentation with the Council.

Captain Castimore highlighted some of the reasons for expanding the Police Department, such as the need for segregated locker rooms, as well as increased security for prisoner processing and the ability to separate victims in their own safe area. He said the goal is to obtain New Jersey Chief's Association accreditation, which helps the Township with insurance.

Ms. Millikin and Captain Castimore reviewed the history of the expansion project, which included bonding \$850,000 for the project in 2018. Ms. Millikin said \$100,000 of this money was set aside for Section 20 funds and has been used towards architectural costs. Captain Castimore said the 2018 bids were all substantially over the bid amount and therefore all bids were rejected by the Township Council. Ms. Millikin stated that Fox Architects admitted the initial estimate provided to the Township was under budget. She said the Township then hired MJA Construction Services to complete a cost estimate and that their estimate was \$1,152,520, approximately a \$300,000 increase. She also said that MJA Construction Services estimated an additional increase in costs of \$500,000 for every six (6) months.

Captain Castimore stated that in May, 2019, a presentation was given to the Township Council and a request was made for more money for the project. He said that the Administration and Police Department were given consent to meet with the architect and to revise the building plans. He said that MJA Construction Services offered a preliminary estimate of \$1,868,637 in April 2020 for an altered plan which included necessary ADA components of two (2) staircases and an elevator. Captain Castimore reviewed the altered floor plans with Council, which included some expansion of the violations area/Court Office as well as the Police Department, and thanked the Gillespie Group for their assistance in providing the drawing.

Councilman Birmingham asked if the Township could obtain grant money for the part of the project dealing with ADA compliance. Ms. Millikin said she would look into a Community Development Block Grant (CDBG) grant.

Captain Castimore mentioned that the outside view of the proposed expansion will be a stucco finish, which is more cost effective than brick, and it will match the outside view of the current municipal building. He said the new addition will fit the Police Department very well for the next twenty (20) to twenty-five (25) years.

Ms. Millikin said that Captain Castimore met with a vendor who has a State contract to cost out furniture. She stated that the estimate for furniture for the Police Department and the Court Office is \$100,000, lockers are estimated to cost \$100,000 and floors are estimated to cost \$80,000, for a total of \$280,000.00.

Ms. Millikin reported that the 2020 estimate for the total project is \$2,149,000.00. She said the Township will need to bond an additional \$1.4 million dollars, and she highlighted a slide with finance options and payment projections. She mentioned that Chief Financial Officer (CFO) Bill Eagen has estimated an interest rate of four (4) percent to be conservative; however, both she and Mr. Eagen believe the interest rate will be lower than 4%.

Councilwoman Merz asked where the prosecutor's office will be located. Captain Castimore mentioned the storage closet located outside the Police Department will no longer be needed once the addition is completed and can be used for the prosecutor. In response to Councilman Birmingham's question about the roof, Captain Castimore mentioned the roof is getting fixed this year. He also said that the new second floor of the building will be about four (4) feet smaller than the first floor in order to allow for snow load.

Council members discussed next steps. In response to Council questions, Ms. Millikin said funding needs to be determined first and she thinks a ten (10) year bond is the best option. She stated that she would like to come back to Council with more realistic numbers and then a bond Ordinance can be introduced and adopted. She said that once funding is in place, bids can be received, hopefully in the fall, with the goal of breaking ground in Spring 2021. Ms. Millikin said she would also need to finalize the plans and get a final estimate from the architect as the plans and estimate presented were preliminary. Councilman Birmingham asked about the CDBG grant and Ms. Millikin said she would like to plan on funding the entire amount of the project.

Mayor Wilsusen mentioned moving the radio tower and that this project has already been funded.

9. ADMINISTRATIVE REPORTS OF MAYOR AND ADMINISTRATOR

Mayor Wilsusen gave a COVID-19 update. He reported good news and said cases are slowing and therefore he is starting to slow down his messaging. He mentioned that the Governor lifted the stay-at-home order and has increased the number of people allowed at outdoor gathering. He said that indoor seating is now allowed up to fifty (50) people or twenty-five percent (25%) capacity.

Mayor Wilsusen said Jefferson had a protest last week, the first he could remember in town, although he said he preferred to call it a "teach-in". He said all speakers and organizers did a wonderful job and that the Township worked with the organizers to ensure a successful event. Mayor Wilsusen commended the Captain and Chief and OEM for their efforts and thanked the Morris County Sheriff's office for lending a hand. He gave kudos to the Jefferson residents who attended and listened.

Mayor Wilsusen reported that although Jefferson Fest has been cancelled, the Township still has a fireworks contract. He said that although the vendor said they would hold the deposit until 2021, he wanted to try to hold the fireworks this year as it is a popular town event. He stated that the new date is September 12th, weather permitting, at the same location, with a rain date of the 13th.

Mayor Wilsusen mentioned he would be meeting tomorrow with business in the community regarding the Executive Orders and restrictions. He said people are looking for answers and he has been doing everything in his power to help the struggling business community. He said that business owner Patty Fallon from Gatwyn's had asked for the meeting and he would be bringing the Administrator, Captain Castimore, OEM Coordinator Ed Mangold, Tom Mahoney from Building, Pam Mancini from Health, and two (2) representatives from Council.

Mayor Wilsusen said that in anticipation of the Executive Order to allow outdoor dining the Township had decided to temporarily waive site plan approvals. He said the Executive Order will allow outdoor dining beginning on June 15th. He mentioned that he knew Ms. Reilly was working with liquor license holders on their temporary permits, and the procedure is they must obtain zoning approval first from Mr. Mahoney.

Mayor Wilsusen reported attending a Zoom meeting about local government with the Stanlick School fourth graders. He also reported attending a prayer service for front linen workers and those affected by COVID-19 at Lake Winona sponsored by Grace Evangelical Church.

Mayor Wilsusen told Council that McDonalds received approval from the Land Use Board to do a complete renovation, including removing the playground and adding a second drive through, as seventy percent (70%) of their business is takeout.

Mayor Wilsusen commented that the Memorial Day ceremony went well. He said that due to the change in Executive Order allowing gatherings up to twenty-five (25) people, the Lake Hopatcong American Legion was able to hold its ceremony at the bridge with a limited crowd. He mentioned that the Rotary's flag display, which has been up for a few weeks, will be coming down this weekend.

Mayor Wilsusen said the Recreation Department is beginning to do some programs. He reminded Council that summer camp had been cancelled and said it was the right decision as it would be a nightmare to run camp based on the new guidelines.

Mayor Wilsusen said Councilwoman Merz had asked him to take care of something and then he showed on his screen the new street signs honoring deceased service members which had been put up in town

Ms. Millikin said Township employees have been back to work, full staff, for the past few weeks. She said the municipal building is still by appointment only. She mentioned that there is a sign in front of the building listing the phone numbers of the various departments. Ms. Millikin said residents who appear without an appointment can call the numbers and provided an employee is available, they can be helped in the lobby at the new workstation. She mentioned a buzzer had been installed for the receptionist so the front door can be opened from the desk. She stated that she thinks employees feel pretty safe with that set up.

Ms. Millikin reported milling and paving began today and would continue, with possible interruptions for inclement weather.

Ms. Millikin explained the two-part process of cape sealing and said she is still waiting for a commencement date. She said she expects to hold a pre-construction meeting with the contractor, the Police Department, Engineering, and Emergency Management. She mentioned that the contractor will notice residents prior to both parts of the process and the Township website will have a frequently asked questions section.

Ms. Millikin said some employees of the Department of Public Works will be attending a "biochar" training sponsored by the Lake Hopatcong Commission and she would also be attending.

Ms. Millikin reported the completion of the gun range remediation and said she is working with Mr. Ryan's office on shared services agreements with the various agencies who utilize the range. She said the agreements will contain a small fee as the range will have to be remediated every six to ten (6-10) years.

Councilman Dunham thanked Ms. Millikin for addressing some of the issues that Council, specifically he, Councilman Birmingham and Councilwoman Merz, had been asking about for years.

Mayor Wilsusen said biochar is a filtration system for storm drains and reminded Council he sits on the Commission.

10. COUNCIL REPORTS

Councilman Birmingham indicated he had spoken with Township Engineer Ed Haack about the recent projects in the Milton Section, and he said Ed reported that things have never been smoother, the projects are under budget and ahead of schedule. He thanked Ms. Millikin for informing residents prior to projects taking place in their area. Ms. Millikin said a RAVE alert will be sent and resident will be notified

Councilman Birmingham said he was not able to attend the teach-in but knows a number of people that were there. He said the event was not an "us versus them" situation and he was told everyone was very respectful. He said it's a testimony to the Township and that we aren't against each other but in this together.

Councilman Birmingham mentioned the High School graduation that is taking place in Warwick, New York. He said he felt the lack of ability to hold a normal ceremony is sad, especially as the parent of a daughter graduating from college, but that maybe the students could think of this as the beginning of something and not the end.

Councilman Dunham thanked the administration and Township Clerk for being so open minded and helping the business community as everyone faces these new challenges.

Councilman Dunham reported that Mayor Fran Slayton is permanently residing at Regency Care in Dover.

Councilman Dunham commended the dispatcher, who he believes is Liz Mueller, as well as Ed Mangold with Emergency Management, for their handling of a multiple of events which occurred on June 4, including a boat which sank in the lake, a few medical calls, a multi car accident, and twenty-nine (29) 9-1-1- calls.

Councilman Dunham said he has been checking the web page and finds it very informative. He thanked the Mayor and Administrator for doing a great job on something Council has been asking to have updated.

Councilman Dunham reported attending last night's town gathering and thanked the Mayor, Administrator and the various agencies for their time and effort in preparing for the event. He said it was a peaceful gathering of several hundred people.

Councilman Dunham said he does not believe COVID-19 is over and thanked the Mayor for continuing to put out information and for reminding residents, particularly seniors, to continue to be cautious.

Councilwoman Merz asked the Mayor if the Chamber of Commerce would be at the meeting with the town businesses. Mayor Wilsusen said they were invited. He mentioned that he had spoken with the President, Brett Hartman, who cannot attend, but Mayor Wilsusen said he believes the Chamber will be represented.

Councilwoman Merz asked if the Mayor or the Council representative to the Economic Advisory Board would continue to keep the Council informed as to the Board's progress. Mayor Wilsusen said he would keep Council updated but that the group hasn't met since February.

Councilwoman Merz thanked the Mayor for the street signs, something she said had been promised to Council many years ago.

Councilwoman Merz echoed Councilman Dunham's concerns about COVID-19. She said she had been concerned about how the protest might work with people gathering and the restrictions the Governor has put in place; however, she said it is important for people to speak their mind and was happy to hear how the event turned into a learning experience. She thanked the Mayor and Administrator for handling the event, along with the Police Department, OEM and the County, and said we are all in this together.

Councilwoman Merz mentioned that during her many years on Council, when she has a question she tries to ask it through the administration and not directly to the department heads. She said she hopes this method meets with the approval of the rest of Council and by asking questions of administration, the rest of the Council is able to stay informed.

Council Vice President Senatore said she attended the event last night and thought the speakers were excellent. She said one of the biggest things she took away from the event was the age range, and said there were young children in attendance as well as seniors.

Council Vice President Senatore mentioned that she doesn't think everyone knows that Council has no authority over the School Board, and she said she has received a lot of flak about the Council not exercising control over the schools and graduation. She stated that although the Council works well with the School Board, they make their own decisions.

Council Vice President Senatore said that the Recreation Director had sent information out to the various sports boards regarding summer sports. She said the purpose of the packet is to ensure the safety of children during the summer sports season.

Council Vice President Senatore mentioned the car parade held a few weeks ago to honor essential workers and said she hopes they do it every year. She said the lake and beaches have been packed and it is nice to see people out and about and utilizing what Jefferson offers.

Council Vice President Senatore asked for a White Rock update. Mr. Ryan said he had made limited and preliminary contact with the Association but was not able to report much progress. He said he will continue to try to move the agenda forward.

Council Vice President Senatore also asked if there would be a list of all equipment and vehicles owned presented to Council prior to the next budget. Ms. Millikin said she would make sure Council had the information.

Council Vice President Senatore stated that next week is the last day of school and wished everyone a safe summer.

Council President Finnegan said that even though the ceremony is different this year, it's wonderful that the High School is having a graduation. She said she was proud of the kids and offered congratulations.

Council President Finnegan thanked the administration for all the reports and the open door policy.

Council President Finnegan stated that the Rotary's flag display is very moving and beautiful and encouraged all residents to view it and visit the site before it is taken down.

Council President Finnegan mentioned that she would be at the meeting with the town businesses tomorrow. She said she wanted to thank the administration and Township Clerk and all departments involved for their efforts to help the businesses. She stated that she has heard from a lot of the businesses and has received many compliments.

Council President Finnegan said that Will from the Economic Advisory Board is trying to put together a Zoom meeting so the group doesn't lose momentum.

Council President Finnegan referenced last night's town event and said it was one of the most moving events she has been to in Jefferson, with all different age groups attending. She said there was no "we/them" but a promotion that there is an "us". She mentioned Keith Peters as one of the many great speakers and said she hopes this is the beginning of a step forward for everyone in Jefferson.

11. ORDINANCES – FIRST READING

- **ORDINANCE #20-16 - 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, 2020**, 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, 2020**, as follows:

OFFICE OF THE CLERK	MINIMUM	MAXIMUM
POSITION		
Council President	\$3,500	\$6,600
Council Member	\$3,000	\$5,500
Township Clerk	\$37,450	\$101,208
Deputy Township Clerk	\$18,000	\$60,500
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
POSITION		
Mayor	\$8,000	\$11,000

ADMINISTRATION	MINIMUM	MAXIMUM
POSITION		
Township Administrator	\$45,000	\$157,080
Administrative/Confidential Scty.	\$45,000	\$89,301
Receptionist/Typist	\$19,890	\$37,450
Receptionist/Typist P/T	\$14.00 per hour	\$19.00 per hour
Wedding/Civil Union Services	\$0 - May waive fee	\$200.00 per service
Public Information Assistant	\$10,000	\$25,740

FINANCE DEPARTMENT	MINIMUM	MAXIMUM
POSITION		
Chief Financial Officer	\$45,000	\$149,584
Supervising Principal Personnel Tech	\$45,000	\$90,520
Senior Personnel Technician	\$19,000	\$84,520
Principal Payroll/Personnel Clerk	\$19,000	\$65,000
Supervisor of Account	\$17,000	\$51,143
Assistant Municipal Treasurer	\$26,000	\$63,569
Assistant Purchasing Agent	\$21,000	\$72,747

Senior Purchasing Assistant	\$21,000	\$46,374
Payroll Clerk P/T	\$1,000	\$2,574

TAX ASSESSOR	MINIMUM	MAXIMUM
POSITION		
Tax Assessor	\$37,450	\$66,000

TAX COLLECTOR	MINIMUM	MAXIMUM
POSITION		
Municipal Tax Collector/Cashier	\$15,000	\$101,208
Assistant Municipal Tax Collector	\$15,000	\$66,000
Senior Account Clerk	\$15,000	\$60,434

MUNICIPAL COURT	MINIMUM	MAXIMUM
POSITION		
Judge of the Municipal Court	\$40,000	\$57,540
Municipal Court Administrator	\$25,000	\$98,310
Deputy Court Administrator	\$15,000	\$56,494
Deputy Court Administrator Bilingual English/Spanish	\$15,000	\$63,708
Assistant Court Administrator	\$15,000	\$64,000
Violations Clerk	\$15,000	\$41,220

LAND USE BOARD	MINIMUM	MAXIMUM
POSITION		
Technical Assistant Land Use	\$15,000	\$53,708

ENVIRONMENTAL COMMISSION	MINIMUM	MAXIMUM
POSITION		
Clerk P/T	\$15.00 per meeting	\$35.00 per meeting

FIRE PREVENTION BUREAU	MINIMUM	MAXIMUM
POSITION		
Fire Official	\$1,000	\$93,438
Fire Inspection P/T	Prevailing Minimum Wage	\$33.00 per hour

POLICE DEPARTMENT HIRED ON OR BEFORE 8/01/11	MINIMUM	MAXIMUM
POSITION		
Chief of Police	\$120,229	\$201,207
Captain	\$114,504	\$185,279
Lieutenant Step 1	\$120,152	\$150,854
Lieutenant Step 2	\$125,784	\$157,924
Sergeant Step 1	\$109,400	\$137,353
Sergeant Step 2	\$114,520	\$143,781
Police Officer Step 7	\$104,279	\$130,923

POLICE DEPARTMENT HIRED ON OR AFTER 8/02/11	MINIMUM	MAXIMUM
POSITION		
Chief of Police	\$120,229	\$213,444
Captain	\$114,504	\$185,279
Lieutenant Step 1	\$118,277	\$148,499
Lieutenant Step 2	\$123,909	\$155,569
Sergeant Step 1	\$107,525	\$134,999
Sergeant Step 2	\$112,645	\$141,427
Academy Step	\$39,413	\$49,484
Police Officer Step 1	\$47,295	\$59,380
Police Officer Step 2	\$55,178	\$69,277
Police Officer Step 3	\$63,061	\$79,174

Police Officer Step 4	\$70,944	\$89,071
Police Officer Step 5	\$78,826	\$98,967
Police Officer Step 6	\$86,709	\$108,899
Police Officer Step 7	\$94,591	\$118,761
Police Officer Step 8	\$102,404	\$128,569

POLICE DEPARTMENT	MINIMUM	MAXIMUM
OUTSIDE EMPLOYMENT		
POSITION		
Police Officer	\$85.00 per hour	\$93.50 per hour
Sergeant	\$85.00 per hour	\$93.50 per hour
Lieutenant	\$85.00 per hour	\$93.50 per hour
Captain	\$85.00 per hour	\$93.50 per hour
Chief of Police	\$85.00 per hour	\$93.50 per hour

POLICE DEPARTMENT	MINIMUM	MAXIMUM
CIVILIAN EMPLOYEES		
POSITION		
Police Administrative Clerk	\$22,000	\$65,035
Special Law Enforcement Officer P/T	\$20.00 per hour	\$30.29 per hour
Senior Public Safety Telecommunicator	\$60,176	\$80,576
Public Safety Telecommunicator	\$50,345	\$66,194
Public Safety Telecommunicator P/T	\$20.80 per hour	\$27.50 per hour
Prosecutor	\$15,000	\$24,206
Prosecutor Special Sessions	\$175.00 per session	\$500.00 per session

COMMUNICATIONS	MINIMUM	MAXIMUM
POSITION		
Director of Information Technology	\$75,000	\$100,000
Assistant Director of Information Technology	\$55,000	\$75,000
Computer Operator	\$40,000	\$51,928
Communications Coordinator P/T	\$1,200	\$30,000

OFFICE OF EMERGENCY MANAGEMENT	MINIMUM	MAXIMUM
POSITION		
Office of Emergency Management Coordinator	\$2,000	\$33,000
Deputy Emergency Management Coordinator	\$2,000	\$7,700

CONSTRUCTION DEPARTMENT	MINIMUM	MAXIMUM
POSITION		
Construction Official	\$31,000	\$159,805
Zoning Officer P/T	\$2,000	\$8,415
Technical Assistant to Construction Official	\$25,000	\$60,434
Electrical Sub-Code Official P/T	\$25.00 per hour	\$52.63 per hour
Building Inspector/Fire Subcode Official P/T	\$25.00 per hour	\$71.60 per hour
Code Enforcement Officer P/T	\$20.00 per hour	\$30.29 per hour
Plumbing Sub-Code Official P/T	\$25.00 per hour	\$37.06 per hour
Plumbing Inspector P/T	\$20.00 per hour	\$32.91 per hour

HEALTH & WELFARE DEPARTMENT	MINIMUM	MAXIMUM
POSITION		
Health Officer	\$32,000	\$100,113
Director of Health	\$10,480	\$16,500
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	\$37.95 per hour
Keyboarding Clerk 3/Registrar Vital Statistics	\$29,571	\$53,708
Practical Nurse P/T	\$15.00 per hour	\$28.50 per hour
Clinical Nurse P/T	\$15.00 per hour	\$24.68 per hour
Environmental Health Specialist	\$500.00 per month	\$1,329 per month

ANIMAL CONTROL	MINIMUM	MAXIMUM
POSITION		
Animal Control Officer	\$45,000	\$70,335
Animal Control Officer P/T	Prevailing Minimum Wage	\$30.00 per hour
Animal Attendant P/T	Prevailing Minimum Wage	\$25.00 per hour

RECREATION DEPARTMENT	MINIMUM	MAXIMUM
POSITION		
Director of Recreation	\$38,000	\$105,408
Recreation Leader	\$36,929	\$55,550
Recreation Program Coordinator	\$16,000	\$75,241
Recreation Aides P/T	\$1,000	\$5,500
Recreation Leader P/T	\$15.00 per hour	\$23.54 per hour
Camp Director	\$25,000	\$54,622
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 Wage Seasonal Rate	\$15.00 per hour
Senior Counselor	Minimum Wage Seasonal Rate	\$15.00 per hour
Head Counselor	Minimum Wage Seasonal Rate	\$16.50 per hour
Field Supervisor	Minimum Wage Seasonal Rate	\$16.50 per hour
After Care & Before Care	Minimum Wage Seasonal Rate	\$15.00 per hour
Lifeguard	Minimum Wage Seasonal Rate	\$16.50 per hour
Maintenance	Minimum Wage Seasonal Rate	\$16.50 per hour
Science Specialist	Minimum Wage Seasonal Rate	\$15.50 per hour
Program Specialist	Minimum Wage Seasonal Rate	\$16.50 per hour
Music Specialist	Minimum Wage Seasonal Rate	\$15.00 per hour
After Care Supervisor	Minimum Wage Seasonal Rate	\$20.00 per hour
Photographer	Minimum Wage Seasonal Rate	\$15.00 per hour
Rope Specialist	Minimum Wage Seasonal Rate	\$15.50 per hour
Bus Assistant/Counselor	Minimum Wage Seasonal Rate	\$15.00 per hour
Vocal Specialist	Minimum Wage Seasonal Rate	\$15.00 per hour
Before Care & After Care EMT	Minimum Wage Seasonal Rate	\$20.00 per hour
Instrument Assistant	Minimum Wage Seasonal Rate	\$15.00 per hour
Substitute Nurse EMT	Minimum Wage Seasonal Rate	\$19.80 per hour
Theater Specialist	Minimum Wage Seasonal Rate	\$16.50 per hour
Art Specialist	Minimum Wage Seasonal Rate	\$16.50 per hour
Cooking	Minimum Wage Seasonal Rate	\$16.50 per hour
Rock Wall Specialist	Minimum Wage Seasonal Rate	\$15.50 per hour
Clinic Nurse	Minimum Wage Seasonal Rate	\$27.00 per hour
Bus Driver	Minimum Wage Seasonal Rate	\$27.00 per hour
Elective Specialist	Minimum Wage Seasonal Rate	\$20.00 per hour
Cleaning/Maintenance	Minimum Wage Seasonal Rate	\$16.50 per hour
Safety Monitor	Minimum Wage Seasonal Rate	\$25.00 per hour

PARKS DEPARTMENT	MINIMUM	MAXIMUM
POSITION		
Director of Parks	\$38,000	\$89,949
Maintenance Supervisor Grounds	\$23.35 per hour	\$39.30 per hour

Maintenance Worker 1 Grounds	\$21.43 per hour	\$34.22 per hour
------------------------------	------------------	------------------

DIAL-A-RIDE DEPARTMENT	MINIMUM	MAXIMUM
POSITION		
Supervisor Omni Bus Operator (See Clerical)	\$35,393	\$56,494
Assistant Supervisor Omni Bus Operator	\$32,175	\$49,367
Omni Bus Operator	\$29,250	\$44,618
Omni Bus Operator P/T, Occasional	\$15.00 per hour	\$21.73 per hour
Clerk Drivers P/T Occasional	\$15.00 per hour	\$21.73 per hour

WATER & SEWER DEPARTMENT	MINIMUM	MAXIMUM
POSITION		
Director of Utilities	\$3,000	\$141,372
Administrative Clerk - See Clerical	\$18,000	\$52,767
Water Meter Reader P/T	\$15.00 per hour	\$21.02 per hour
Senior Sewage Plant Operator	\$34.59 per hour	\$51.64 per hour
Water & Sewer Operator	\$32.33 per hour	\$51.64 per hour
Water & Sewer Repairer 1	\$28.01 per hour	\$42.70 per hour
Water & Sewer Repairer 2	\$33.09 per hour	\$46.00 per hour

PUBLIC WORKS DEPARTMENT	MINIMUM	MAXIMUM
POSITION		
Municipal Engineer	\$100,000	\$110,000
Assistant Municipal Engineer	\$50,000	\$95,000
Contract Administrator	\$47,500	\$71,500
Director of Public Works	\$47,356	\$124,759
Road Repairer Superintendent	\$47,356	\$123,878
Road Repairer Supervisor	\$38,000	\$101,803
Assistant Road Supervisor	\$38,000	\$96,818
Supervising Diesel Mechanic	\$87,036	\$99,200
Supervising Heavy Equipment Operator	\$87,036	\$99,200
Land Surveyor P/T	\$25.00 per hour	\$47.65 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	\$30.40 per hour	\$45.78 per hour
Mechanic	\$26.94 per hour	\$40.82 per hour
Senior Repairmen/Masons	\$24.38 per hour	\$35.12 per hour
Senior Mechanics	\$29.12 per hour	\$44.54 per hour
Mechanic's Helper	\$18.94 per hour	\$30.50 per hour
Truck Driver	\$24.38 per hour	\$38.01 per hour
Heavy Truck Driver	\$25.66 per hour	\$39.67 per hour
Supervising Heavy Equipment Operator	\$31.90 per hour	\$48.05 per hour
Engineering Aid	\$25,000	\$63,800
Senior Engineering Aid	\$35,000	\$88,955
Garage Attendant	\$17.72 per hour	\$25.55 per hour
Senior Recycling Operator	\$25.44 per hour	\$38.23 per hour
Equipment Operator	\$29.16 per hour	\$40.82 per hour
Road Repairer/Mason	\$21.89 per hour	\$32.15 per hour
Recycling Operator/Seasonal/P/T	\$16.76 per hour	\$30.26 per hour
Diesel Mechanic	\$24.37 per hour	\$40.99 per hour
Building Maintenance Worker P/T	\$21.89 per hour	\$32.15 per hour
Laborer 1	\$21.50 per hour	\$30.50 per hour
Maintenance Repairer	\$21.89 per hour	\$32.15 per hour
Senior Road Supervisor	\$26.38 per hour	\$34.56 per hour
Truck Driver/Equipment Operator	\$27.77 per hour	\$39.67 per hour
Assistant Public Works Inspector	\$29.16 per hour	\$40.82 per hour

CLERICAL TITLES	MINIMUM	MAXIMUM
POSITION		

- **ORDINANCE #20-17 - ORDINANCE AMENDING CHAPTER 456 OF THE JEFFERSON TOWNSHIP MUNICIPAL CODE ENTITLED "TOWING", SPECIFICALLY SECTIONS 456-1, "ROTATION LIST; TOW OPERATORS REQUIREMENTS" AND SECTION 456-2, "FEES: HEAVY VEHICLE RECOVERY; YARD CHARGES**

NOW, THEREFORE, BE IT ORDAINED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that Chapter 456 of the Jefferson Township Municipal Code is hereby amended as follows:

SECTION I

§456-1, Rotation List; Tow Operators Requirements is amended as follows:

1. Section §456-1.C(8) is repealed and replaced as follows:

Towing operator's base of service. Any individual or entity that is placed on the rotation list by the Jefferson Township Police Department and maintains its principal place of operation within the Township, shall comply with this subsection. The principal place of operation shall conform to a legally approved zoning and/or site plan and shall fully comply with all of the Township's zoning, land use and property maintenance codes. Failure to comply may result in the towing operator being suspended from the rotational duty service list upon request to the Chief of Police made by the Township's Construction Official, Zoning Officer, Code Enforcement Officer or Property Maintenance Officer, subject to the towing operator's right of appeal under Section §456-3A of the Code.

2. Section §456-1.C(10) is repealed and replaced as follows:

The towing operator shall either have a storage facility within the corporate boundaries of the Township of Jefferson, which can accommodate a minimum of ten (10) medium size vehicles, or maintain a similar size storage facility outside of the Township of Jefferson and within twenty (20) minutes of the Jefferson Township Police Department's location. The storage facility must be lighted and secured by a fence that is at least six (6) feet high.

SECTION II

§456-2, Fees: Heavy Vehicle Recovery; Yard Charges is hereby repealed in its entirety and is replaced as follows:

§456-2(A). The following is the fee schedule for basic automobile services:

- | | | |
|----|--------------------------------------|------------------------------|
| 1. | Cars: | \$125.00 per hour plus parts |
| 2. | Trucks: | \$175.00 per hour plus parts |
| 3. | Motorcycle and motorized bikes rate: | \$70.00 |

§456-2(B). Basic Towing Services:

- | | | |
|----|--|-------------------|
| 1. | Light Duty up to 10,000 lbs.: | Hook-up \$150.00 |
| 2. | Medium Duty 10,001 – 16,000 lbs.: | \$250.00 per hour |
| 3. | Heavy Duty 16,001 and above: | \$500.00 per hour |
| 4. | Decoupling Fee (if the tow is not performed) | ½ of basic rate |

§456-2(C). On-Hook Mileage:

- | | | |
|----|--------------|-------------------------|
| 1. | Light Duty: | \$6.00/per loaded miles |
| 2. | Medium Duty: | N/A |
| 3. | Heavy Duty: | N/A |

§456-2(D). Recovery/Winching (in addition to towing-per tuck including driver)

- | | | |
|----|-------------------------------------|--|
| 1. | Light/Medium 10,0001 – 16,000 lbs.: | \$350.00 per hour charged in 1 hour
Increments of \$175.00 per ½ hour |
| 2. | Heavy Duty 16,001 and above: | \$600.00 per hour |

§456-2(E). Specialized Recovery Equipment:

- | | | |
|-----|---|-----------------------------------|
| 1. | Rotator/Case Recovery Unit: | \$1,200.00 per hour |
| 2. | Tractor with Landoll Trailer or Detached Trailer: | \$ 450.00 per hour |
| 3. | Tractor/Transport Hauler only: | \$ 250.00 per hour |
| 4. | Refrigerated Trailer w/Tractor: | \$ 450.00 per hour |
| 5. | Box Trailer w/Tractor: | \$ 400.00 per hour |
| 6. | Air Cushion Unit: | \$1,000.00 per hour |
| 7. | Light Tower: | \$ 250.00 per hour |
| 8. | Pallet Jack: | \$ 200.00 flat rate |
| 9. | Rollers: | \$ 200.00 flat rate |
| 10. | Any other Specialized Equipment: | \$ 250.00 per hour |
| 11. | Loader/Backhoe/Bulldozer/Bobcat/Telescopic: | \$ 300.00 per hour each |
| 12. | Forklift: | \$ 300.00 per hour |
| 13. | Dump Truck/Dump Trailer w/Tractor: | \$ 350.00 per hour |
| 14. | Roll-Off with Container: | \$ 350.00 per hour plus disposal |
| 15. | Recovery Supervisor Vehicle: | \$ 150.00 per hour |
| 16. | Scene Safety Equipment: | \$ 250.00 per hour each type used |
| 17. | Recovery Support Vehicle/Trailer: | \$ 350.00 per hour |

456-2(F). Labor-All Labor a minimum of One (1) Hour

- | | | |
|----|---|---|
| 1. | Accidental Minor Clean-up and Disposal of Debris: | \$ 75.00 per hour minimum plus material used |
| 2. | Recovery Supervisor and/or
Level III Recovery Specialist | \$ 225.00 per hour*
*charges limited to one per incident |
| 3. | Certified Towing Operator: | \$ 125.00 per hour per man |
| 4. | Manual Laborers: | \$ 100.00 per hour per man |

12. NEW BUSINESS

• **Request by Rockfall, Inc. to Amend Retail Consumption Liquor License 1414-33-017-005**

Ms. Reilly explained that the current license (Gatwyn's) includes a patio area that is part of the licensed premise; however, there is a condition that the premise is to be utilized for consumption only. She referenced a diagram of the licensed area which states "for smokers only." She said the license holder has requested Council remove the condition to allow for permanent service and consumption on the patio. Ms. Reilly said she spoke with the Township Attorney and also the Division of Alcoholic Beverage Control (ABC) and was advised an expansion of premises is not required and Council can remove the condition if they are so inclined. She said if Council consensus is to move forward, a resolution can be placed on the next meeting agenda.

Ms. Reilly stated that the license holder had been informed that Council could give consent to removing the condition and allowing service on the patio; however, Council could not approve any permanent seating. She said the license holder would need to obtain site plan approval from the Land Use Board and consult with health Department regarding the septic capacity.

Councilman Dunham asked if there have been any negative comments about the liquor license. Council President Finnegan said she had not heard of any and asked Ms. Reilly. Ms. Reilly said she had not received any negative comments and Mayor Wilsusen said neither had administration. Mr. Ryan stated that is Council consensus is to move forward a resolution will be prepared for next the meeting. Council was in agreement to move forward with removing the "consumption only" condition.

Councilman Dunham thanked Ms. Reilly for being flexible with the license holders and Council President Finnegan mentioned that there was a lot of research done on this issue by the Clerk.

• **Resolution #20-150 - Resolution Approving the Milling and Paving Agreement Between the Township of Jefferson and The Jefferson Township Rescue Squad, Inc.**

WHEREAS, the Jefferson Township Rescue Squad, Inc. ("Rescue Squad") has a long history of service to the community with dedicated individuals that pledge to provide a commitment to emergency medical assistance along with a commitment to service and professionalism; and

WHEREAS, the Mayor and Council of the Township of Jefferson are committed to recognizing and supporting the contributions of the Township's emergency services volunteers; and

WHEREAS, the Rescue Squad is the owner of the property located at 827 State Route 15 South, Jefferson Township, New Jersey (Tax Block 273, Lots 9 and 9.01) including the designated parking lot; and

WHEREAS, Jefferson Township desires to enter into a Milling and Paving Agreement (the "Agreement") with the Rescue Squad; and

WHEREAS, the Rescue Squad parking lot will be paved in conjunction with other paving projects being completed for the Township of Jefferson by Riverview Paving, Inc.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson that the Mayor and the Clerk are authorized to sign the Agreement with the Jefferson Township Rescue Squad, Inc. to facilitate the milling and paving of the parking lot at 827 State Route 15 South.

If any section, subsection, sentence, clause or phrase in this resolution is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this resolution.

Mayor Wilsusen stated that the Milton First Aid Squad and the Jefferson Township Rescue Squad are both non-profit corporations which serve the community. He said they own their buildings and property and the Township owns the equipment, in addition to providing a contribution/donation each year. Mayor Wilsusen said the Rescue Squad approached administration last year and asked that the apron be paved as it was in really bad shape. He said Township Engineer Ed Haack and John Schultz from the Department of Public Works visited the site and recommended paving the entire lot to ensure appropriate pitch. Mayor Wilsusen stated that he wanted to obtain formal Council approval.

Councilman Birmingham said that the Township was able to pave a little section of the Milton First Aid Squad las year.

Ms. Millikin said that in addition to the resolution, there is an agreement to hold the Township harmless. Mr. Ryan also mentioned the agreement, which will be signed by both parties and contain a hold harmless clause.

Council President Finnegan thanked the Mayor for helping the organization and said she would be abstaining from voting as she is a squad member.

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

13. MINUTES
 May 20, 2020 (Regular)

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

14. 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**

- None

***APPOINTMENTS**

- William C. Pugsley - Fire Company #1

***CONSENT AGENDA RESOLUTIONS:**

- 20-137 Resolution Authorizing the Payment of Bills
- 20-138 Resolution Authorizing the Refund of Overpayment(s) of Taxes
- 20-139 Resolution Authorizing the Refund of Overpayment(s) of Recreation Fees
- 20-140 Resolution Authorizing Assignment of a Tax Sale Certificate - Certificate Of Sale #12-00023, Block 187, Lot 16
- 20-141 Resolution Requesting Approval of Item of Revenue and Appropriation Under N.J.S.A. 40A:4-87 For The 2020 Municipal Court Alcohol Education Rehabilitation And Enforcement Fund Grant In The Amount of \$4,417.76
- 20-142 Resolution Requesting Approval of Item of Revenue and Appropriation Under N.J.S.A. 40A:4-87 For The 2020 SIF Risk Control Grant In The Amount of \$5,750.00
- 20-144 Resolution Authorizing the Township Administrator To Execute A Treatment Works Application (TWA) On Behalf Of The Municipality - 757 Route 15 South, Block 273.03, Lot 1
- 20-145 Resolution Authorizing Change Order No. 1 and Approving Current Estimate No. 2 - Bulk Storage, Inc. - For 72' Diameter Domed Salt Shed (Re-Bid) - Contract No. BLD-72-1H
- 20-146 Resolution Authorizing the Purchase Of a Stepp Asphalt Pothole Patcher From W.E. Timmerman & Co., Inc. Under The Houston-Galveston Area National Cooperative
- 20-147 Resolution Authorizing Contracts With Certain Approved ESCNJ Contract Vendors For Contracting Units - Hoover Truck Centers - (2) 2020 Western Star 4x2 Cab and Chassis - DPW
- 20-148 Resolution Authorizing Contracts With Certain Approved ESCNJ Contract Vendors For Contracting Units - Hoover Truck Centers - (1) 2021 Western Star 4700 6x4 Cab and Chassis - DPW
- 20-149 Resolution Authorizing Contracts With Certain Approved ESCNJ Contract Vendors For Contracting Units - Tony Sanchez Ltd - (2) Dump Body With Snow Plow & Salt Spreader - DPW

Prior to the vote on the Consent Agenda, Councilman Dunham asked that Resolution #20-143, "Resolution Requesting Permission for the 'Dedication By Rider' To The Budget Of The Township Of Jefferson, County of Morris, For Donations Related To Veterans Programs Pursuant To N.J.S.A. 40A:5-29 Et Seq.", be removed for separate consideration and vote.

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

Resolution #20-143

Resolution Requesting Permission for the 'Dedication By Rider' To The Budget Of The Township Of Jefferson, County of Morris, For Donations Related To Veterans Programs Pursuant To N.J.S.A. 40A:5-29 Et Seq.

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

14. PUBLIC COMMENT

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

Robert Vander Ploegh, Jr. - 13 Crystal Road

Mr. Vander Ploegh thanked the Mayor and everyone who works in Town Hall. He said he was working on a project and that he had not had any delays in getting inspections and permits and just wanted to express his thanks. Council thanked him for his comments.

Keith Peters - 192 Schoolhouse Road

Mr. Peters said he wanted to thank everybody for last night. He said it was a pleasure speaking with the Mayor and complimented Captain Castimore on the police officers who attended. He stated that he has never been involved in anything like that in his life and it was amazing to be able to speak and to have people listen. He mentioned that the q & a was emotional and moving. Mr. Peters said the event was really something special and he wanted to thank everyone involved and thank the town for its support.

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

15. ADJOURNMENT AT 8:33 PM

Motion made by Councilman Dunham, second by Council Vice President Senatore to adjourn the meeting at 8:33 pm, with all members in favor signifying by "Aye".

June 10, 2020

Michele Reilly, Township Clerk

Kim Finnegan, Council President

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

CONSENT AGENDA RESOLUTION #20-137

“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 **June 10, 2020** 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 #20-138

“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	3	PC 6, LLC	\$1,911.64	5	2020
			TOTAL	\$1,911.64	

CONSENT AGENDA RESOLUTION #20-139

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

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

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

WHEREAS, the Recreation Department 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 and refund such overpayment(s) as hereafter shown below:

CODE OF REASONS

- | | | |
|----------------------|-------------------------|----------------------------|
| 1. Incorrect Payment | 2. Duplicate Payment | 3. Withdrawal from Program |
| 4. Program Cancelled | 5. Expelled Participant | |

PAYEE	PROGRAM	AMOUNT	CODE
Kim Walter 5A Kelly Way Lake Hopatcong, NJ 07849	2020 Camp Jefferson	\$60.00	4
William Carroll 34 West Lakeview Trail Wharton, NJ 07885	2020 Camp Jefferson	\$376.25	4
	TOTAL RECREATION REFUNDS	\$436.25	

CONSENT AGENDA RESOLUTION #20-140

**“RESOLUTION AUTHORIZING ASSIGNMENT OF A TAX SALE CERTIFICATE –
CERTIFICATE OF SALE#12-00023, BLOCK 187, LOT 16”**

WHEREAS, N.J.S.A. 54:5-113 authorizes assignment by a municipality of tax sale certificates for the full amount of the certificate, including all subsequent municipal taxes and other municipal charges; and

WHEREAS, Kathleen Wentink has presented an offer to purchase, by assignment, **Certificate of Sale #12-00023** which was issued to the Municipality of Jefferson Township at a tax sale held October 3, 2012, on **Block 187 Lot 16**, known as 13 Pershing Ave, Lake Hopatcong, NJ, and assessed to Sylvia Lockette, in the amount of **\$9,896.72**, being the full amount of the certificate, including all subsequent municipal taxes and other municipal charges.

NOW, THEREFORE, BE IT RESOLVED, that the Township Council of the Township of Jefferson, County of Morris, State of New Jersey hereby authorizes the Mayor and Municipal Clerk to execute the necessary assignment document to effect assignment of the above referenced Certificate of Sale.

BE IT FURTHER RESOLVED that a copy of this resolution is and shall be forwarded to the Tax Collector.

CONSENT AGENDA RESOLUTION #20-141

**“RESOLUTION REQUESTING APPROVAL OF ITEM OF REVENUE AND APPROPRIATION
UNDER N.J.S.A. 40A:4-87 FOR THE 2020 MUNICIPAL COURT ALCOHOL EDUCATION REHABILITATION AND ENFORCEMENT
FUND GRANT IN THE AMOUNT OF \$4,417.76”**

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 **2020 Municipal Court Alcohol Education Rehabilitation and Enforcement Fund Grant** in the amount of **\$4,417.76** and wishes to amend its **2020** 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 **2020** in the total amount of **\$4,417.76**, 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:	
<u>2020 Municipal Court Alcohol Education Rehabilitation and Enforcement Fund Grant</u>	<u>\$4,417.76</u>

BE IT FURTHER RESOLVED that a like sum of **\$4,417.76** 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:	
<u>2020 Municipal Court Alcohol Education Rehabilitation and Enforcement Fund Grant</u>	
Municipal Court: Salaries and Wages	<u>\$4,417.76</u>

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 #20-142

**“RESOLUTION REQUESTING APPROVAL OF ITEM OF REVENUE AND APPROPRIATION
UNDER N.J.S.A. 40A:4-87 FOR THE 2020 SIF RISK CONTROLGRANT IN THE AMOUNT OF \$5,750.00”**

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 **2020 SIF Risk Control Grant** in the amount of **\$5,750.00** and wishes to amend its **2020** 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 **2020** in the total amount of **\$5,750.00**, 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:

2020 SIF Risk Control Grant **\$5,750.00**

BE IT FURTHER RESOLVED that a like sum of **\$5,750.00** 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:
2020 SIF Risk Control Grant **\$5,750.00**

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 #20-143

**"RESOLUTION REQUESTING PERMISSION FOR THE 'DEDICATION BY RIDER'
TO THE BUDGET OF THE TOWNSHIP OF JEFFERSON, COUNTY OF MORRIS,
FOR DONATIONS RELATED TO VETERANS PROGRAMS PURSUANT TO N.J.S.A. 40A:5-29 ET SEQ."**

WHEREAS, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonably accurate estimates in advance; and

WHEREAS, N.J.S.A. 40A:5-29 provides for receipt of Donations – Acceptance of Bequests and Gifts by the municipality to provide for the operating costs to administer this act; and

WHEREAS, N.J.S.A. 40A:4-39 provides the dedicated revenues anticipated from Donations Related To Veterans Programs are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirement:

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

1. The Governing Body does hereby request permission of the Director of the Division of Local Government Services to pay expenditures for Veterans Programs pursuant to, N.J.S.A. 40A:5-29 and N.J.S.A. 40A:4-39; and
2. The Municipal Clerk is hereby directed to forward two certified copies of this Resolution to the Director of the Division of Local Government Services.

CONSENT AGENDA RESOLUTION #20-144

**"RESOLUTION AUTHORIZING THE TOWNSHIP ADMINISTRATOR TO EXECUTE A
TREATMENT WORKS APPLICATION (TWA)
ON BEHALF OF THE MUNICIPALITY –
757 ROUTE 15 SOUTH, BLOCK 273.03, LOT 1**

WHEREAS, Jefferson North Condominium the owner of property known as **757 Route 15 South, Block 273.03, Lot 1**, has made application to the NJDEP for a Treatment Works Approval (TWA) permit for permission to convey additional waste to the onsite treatment facility which also treats waste from an onsite Medical Center; 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 **757 Route 15 South, Block 273.03, Lot 1**, signifying the consent of the Governing Body.

CONSENT AGENDA RESOLUTION #20-145

**"RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 AND APPROVING CURRENT ESTIMATE NO. 2–
BULK STORAGE, INC. - FOR 72' DIAMETER DOMED SALT SHED (RE-BID)-
CONTRACT NO. BLD-72-1H"**

WHEREAS, a contract was awarded to **Bulk Storage, Inc. for 72' Diameter Domed Salt Shed (Re-Bid), Contract No. BLD-72-1H**; and

WHEREAS, the Township Engineer has submitted and recommended **Change Order No. 1** dated **5/20/2020** in the amount of **\$27,032.05** to reflect an adjusted price for furnishing and installing a 16' wide x 18' high coiling overhead door, increasing the contract total to **\$265,452.05 (an overall adjustment of +11.34% to the original contract amount)**; and

WHEREAS, the Township Engineer has submitted **Current Estimate No. 2** in the amount of **\$113,321.03** 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 **Change Order No. 1 in the amount of \$27,032.05 and Current Estimate No. 1 for a payment in the amount of \$113,321.03 to Bulk Storage, Inc., 28101 South Yates Avenue, Beecher, Illinois, 60401.**

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#20-146

"RESOLUTION AUTHORIZING THE PURCHASE OF A STEPP ASPHALT POTHOLE PATCHER FROM W.E. TIMMERMAN & CO., INC. UNDER THE HOUSTON-GALVESTON AREA COUNCIL NATIONAL COOPERATIVE"

WHEREAS, pursuant to P.L.2011, c.139 all contracting units are permitted to use contracts awarded by national or regional cooperatives that were already competitively bid without competitively bidding the goods or services themselves; and

WHEREAS, on July 20, 2016, the Township Council authorized the Township to enter into an agreement with the Houston-Galveston Area Council (H-GAC) National Cooperative to purchase goods and/or services in order to make the procurement process more efficient and to provide cost savings to the Township; and

WHEREAS, the H-GAC awarded **Contract #SM10-18A for Street Maintenance Equipment to W.E. Timmerman & Co., Inc., P.O. Box 71, Whitehouse, New Jersey, 08888;** and

WHEREAS, W.E. Timmerman & Co., Inc. is an authorized STEPP dealer under **Contract # SM10-18A;** and

WHEREAS, the Township of Jefferson wishes to purchase **one (1) STEPP Asphalt Pothole Patcher (H-GAC Product Code No. SM444C)** in an amount not to exceed **\$43,675.00;** and

WHEREAS, the Township is in receipt of the requisite documentation required in order to award this contract through the H-GAC National Cooperative contract; and

WHEREAS, the use of the H-GAC National Cooperative shall result in cost savings, after all factors, including charges for service, material and delivery, have been considered; and

WHEREAS, the H-GAC National Cooperative's bidding process for contractors meets the requirements of the "fair & open" definition required by N.J.S.A. 19:44A-20.7; and

WHEREAS, the determination by the Township to award this contract under this national cooperative was previously advertised both in the official newspaper of the Township and on the Township website; 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 as designated below and **totaling \$43,675.00:**

C-04-55-920-013-912 \$43,675.00

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 purchase **one (1) STEPP Asphalt Pothole Patcher in an amount not to exceed \$43,675.00 from W.E. Timmerman & Co., Inc., P.O. Box 71, Whitehouse, New Jersey, 08888.**

CONSENT AGENDA RESOLUTION #20-147

"RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED ESCNJ CONTRACT VENDORS FOR CONTRACTING UNITS – HOOVER TRUCK CENTERS"

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 **New Jersey State Approved Educational Services Commission of New Jersey (ESCNJ) Co-op (#65MCECCPS) contracts entered into on behalf of said Commission;** and

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

WHEREAS, **ESCNJ Contract 17/18-30** was awarded to **Hoover Truck and Bus Center, 149 Gold Mine Road, P.O. Box 719, Flanders, New Jersey, 07836 for 2020 Western Star 4X2 Cab and Chassis;** and

WHEREAS, the Township of Jefferson desires to purchase **two (2) 2020 Western Star 4x2 Cab and Chassis in an amount not to exceed \$223,011.94** through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current **the ESCNJ contracts;** and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that the funds for said contract are available and are designated to a line item appropriations designated below and totaling **\$223,011.94.**

C-04-55-920-013-910

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 purchase **two (2) 2020 Western Star 4x2 Cab and Chassis in an amount not to exceed \$223,011.94 from Hoover Truck and Bus Center, 149 Gold Mine Road, P.O. Box 719, Flanders, New Jersey, 07836.**

CONSENT AGENDA RESOLUTION #20-148

**“RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED
ESCNJ CONTRACT VENDORS FOR CONTRACTING UNITS – HOOVER TRUCK CENTERS”**

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 **New Jersey State Approved Educational Services Commission of New Jersey (ESCNJ) Co-op (#65MCECCPS) contracts entered into on behalf of said Commission**; and

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

WHEREAS, ESCNJ Contract 17/18-30 was awarded to Hoover Truck and Bus Center, 149 Gold Mine Road, P.O. Box 719, Flanders, New Jersey, 07836 for 2021 Western Star 4700 6x4 Cab and Chassis; and

WHEREAS, the Township of Jefferson desires to purchase one (1) 2021 Western Star 4700 6x4 Cab and Chassis in an amount not to exceed \$139,549.00 through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current **the ESCNJ contracts**; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that the funds for said contract are available and are designated to a line item appropriations designated below and totaling \$139,549.00.

C-04-55-919-011-903

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 purchase one (1) 2021 Western Star 4700 6x4 Cab and Chassis in an amount not to exceed \$139,549.00 from Hoover Truck and Bus Center, 149 Gold Mine Road, P.O. Box 719, Flanders, New Jersey, 07836

CONSENT AGENDA RESOLUTION #20-149

**“RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED
ESCNJ CONTRACT VENDORS FOR CONTRACTING UNITS – TONY SANCHEZ LTD.”**

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 **New Jersey State Approved Educational Services Commission of New Jersey (ESCNJ) Co-op (#65MCECCPS) contracts entered into on behalf of said Commission**; and

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

WHEREAS, ESCNJ Contract 17/18-30 was awarded to Tony Sanchez Ltd., P.O. Box 649, Stanhope, New Jersey, 07874 for Dump Body with Snow Plow & Salt Spreader; and

WHEREAS, the Township of Jefferson desires to purchase two (2) Dump Body with Snow Plow & Salt Spreader in an amount not to exceed \$136,953.02 through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current **the ESCNJ contracts**; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that the funds for said contract are available and are designated to a line item appropriations designated below and totaling \$136,953.02.

C-04-55-920-013-910

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 purchase two (2) Dump Body with Snow Plow & Salt Spreader in an amount not to exceed \$136,953.02 from Tony Sanchez Ltd., P.O. Box 649, Stanhope, New Jersey, 07874.