

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

**TO THE EXTENT
KNOWN AS OF
1.10.20**

**JANUARY 15, 2020
REGULAR MEETING – 7:00 PM
AGENDA**

1. CALL TO ORDER – Presiding Officer

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of **January 15, 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.

Proper notice having been given, the Township Clerk is directed to include this statement in the minutes of this meeting.

2. ROLL CALL – Township Clerk

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

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

3. SALUTE TO THE FLAG – Presiding Officer

4. SPECIAL PRESENTATIONS – Mayor Wilsusen

- Oath of Office – Chief of Fire Company #1 – Ray Cabrera
- Oath of Office – Chief of Fire Company #2 – Lou Loiacono
- Oath of Office – Chief of Milton First Aid Squad (MFAS) – Frank Parete
- Oath of Office – Chief of Jefferson Township Rescue Squad (JTRS) – Albie Garcia

5. PUBLIC COMMENT – Presiding Officer

Please state and spell your name and address for the record. Each speaker is limited to one (1) comment of no more than five (5) minutes and no yielding of time to another person.

6. ORDINANCES –PUBLIC HEARING AND VOTE FOR ADOPTION - Township Clerk

- None for January 15, 2020

7. COUNCIL AND MAYOR DISCUSSION

- Amend Chapter 235, Fees, General - Regarding A Fee for the Use of Police Vehicles
- Amend Chapter 353, Park Regulations - Regarding Prohibited Activities in Township Parks and Township Owned Properties

8. ADMINISTRATIVE REPORTS OF MAYOR AND ADMINISTRATOR – Mayor Wilsusen

POSITION	NAME	TERM	EXPIRES
Economic Advisory Board	H. Ronald Smith	1 Year	12/31/20
Economic Advisory Board	Charlie Oberman	1 Year	12/31/20
Economic Advisory Board	Steve Rush	1 Year	12/31/20
Municipal Alliance	Maria Weskott	2 Years	12/31/21
Municipal Alliance	Sue Toth	2 Years	12/31/21
Municipal Alliance	Michelle Cooper	2 Years	12/31/21
Municipal Alliance	Debi Merz	2 Years	12/31/21
Municipal Alliance	Al Salzano	2 Years	12/31/21

MAYOR’S APPOINTMENTS WITH COUNSEL ADVICE AND CONSENT

POSITION	NAME	TERM	EXPIRES
Library Board of Trustees	Christine Williams	5 Years	12/31/24
Library Board of Trustees	Rose Lange	5 Years	12/31/25
Library Board of Trustees	Frank Bagnati	5 Years	12/31/24
Library Board of Trustees	Mayor or Alternate (William Craig Senior)	1 Year	12/31/20
Library Board of Trustees	Jeanne Howe, Superintendent of Schools or Alt.	1 Year	12/31/20

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

- 9. COUNCIL REPORTS – Presiding Officer
- 10. NEW BUSINESS – Presiding Officer
- 11. ORDINANCES – FIRST READING- Township Clerk
 - None for January 15, 2020
- 12. MINUTES - Township Clerk

December 18, 2019 - Regular

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

January 2, 2020 - Regular

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

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

***PERMITS/LICENSES**

Mobile Home Park/Trailer Licenses for the Period January 1, 2020 - December 31, 2020

- 20-01 Sandy Point Park & Marina, LLC - 60 Trailer Lots
- 20-02 Alfonso Porfido/YB Properties LLC – 39 Trailer Lots
- 20-03 Milton/Oak Ridge Associates - 50 Trailer Lots

***APPOINTMENTS**

- Economic Advisory Board - Two (2) Council Representatives

***CONSENT AGENDA RESOLUTIONS:**

- 20-39 Resolution Authorizing the Payment of Bills
- 20-40 Resolution Authorizing a Transfer of Appropriations
- 20-41 Resolution Authorizing a Refund of Overpayment(s) of Taxes
- 20-42 Resolution Authorizing Contracts With Certain Approved New Jersey State Contract Vendors for Contracting Units - Chas. S. Winner, Inc, d/b/a Winner Ford
- 20-43 Resolution Authorizing the Rejection of Sealed Bids for Furnish and Construction Of 72' Diameter Domed Salt Shed and Authorizing a Rebid for Same
- 20-44 Resolution Authorizing Change Order No. 2 and Approving Current Estimate No. 3- J.A. Alexander - For Milton Road Improvements - Phase Two - RDE-17-5
- 20-45 Resolution Authorizing Contract with Metals Treatment Technologies, LLC - Range Remediation and Maintenance Project - Contract BLD-71-1F - Metals Treatment Technologies, LLC

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

- 14. PUBLIC COMMENT – Presiding Officer
 Please state and spell your name and address for the record. Each speaker is limited to one (1) comment of no more than five (5) minutes and no yielding of time to another person.
- 15. EXECUTIVE SESSION
 - None for January 15, 2020
- 16. ADJOURNMENT AT _____ PM

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

FUTURE MEETINGS (7 PM START)
 Wednesday, February 5th

Wednesday, February 19th

Wednesday, March 4th
 Wednesday, April 1st
 Wednesday, May 6th
 Wednesday, June 10th
 Wednesday, July 15th
 Wednesday, September 2nd
 Wednesday, October 7th
 Wednesday, November 11th
 Wednesday, December 16th

Wednesday, March 18th
 Wednesday, April 15th
 Wednesday, May 20th
 Wednesday, June 24th
 Wednesday, August 12th
 Tuesday, September 15th
 Wednesday, October 21st
 Wednesday, December 2nd
 Thursday, January 6th, 2021 – Reorganization

CONSENT AGENDA RESOLUTION #20-39

“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 15, 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 #20-40

“RESOLUTION AUTHORIZING A TRANSFER OF APPROPRIATIONS”

WHEREAS, there is a need for an appropriation transfer for 2019 Current Fund, Water Op and Sewer Op budgets; and

WHEREAS, there are sufficient funds to meet the current needs.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, in the County of Morris and State of New Jersey that, as authorized by N.J.S.A. 40A:4-58, the Chief Financial Officer (CFO) is hereby authorized and directed to make the following transfers:

Appropriation Transfers - 2019 Budget		01/15/2020 Council Meeting
	CURRENT FUND	
FROM:	ACCOUNT No.	AMOUNT:
Parks OE	01-28-370-371-200	80.00
TO:	ACCOUNT No.	AMOUNT
Forrestor OE	9-01-30-422-422-200	80.00
	WATER OPERATING	
FROM:	ACCOUNT No.	AMOUNT:
Water Op SW	05-55-500-000-500	14,688.03
TO:	ACCOUNT No.	AMOUNT
Water Op OE	05-55-500-000-550	14,688.03
	SEWER OPERATING	
FROM:	ACCOUNT No.	AMOUNT:
Sewer Op SW	07-55-500-000-500	11,913.29
TO:	ACCOUNT No.	AMOUNT
Sewer Op OE	07-55-500-000-550	11,913.29

CONSENT AGENDA RESOLUTION #20-41

“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
449	11	USBANK CUST TOWER DB TX 2019-1	\$15,652.73	5	2020
449	11	USBANK CUST TOWER DB TX 2019-1	\$24,100.00	10	2020
270	2.18	JR BON-D LLC	\$27,618.54	5	2020
270	2.18	JR BON-D LLC	\$4,000.00	10	2020
39	14	US BANK CUST FOR PRO CAP 8	\$2,805.58	5	2020
39	14	US BANK CUST FOR PRO CAP 8	\$400.00	10	2020
270	1	RIDGEBACK VENTURES LLC	\$2,843.55	5	2020
270	1	HERBERT T ETZOLD	\$973.91	5	2020
			TOTAL: \$78,394.31		

CONSENT AGENDA RESOLUTION #20-42

“RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS FOR CONTRACTING UNITS - CHAS S. WINNER INC. DBA WINNER FORD”

WHEREAS, the Township of Jefferson may, by resolution and without advertising for bids in accordance with N.J.S.A. 40A:11-12a and N.J.A.C.5:34-7.29 (c), purchase goods and services under the **State of New Jersey Cooperative Purchasing Program for any state contracts entered into on behalf of the State of the Division of Purchase and Property in the Department of the Treasury**; and

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

WHEREAS, **State Contract #T-02776 (A88728)** was awarded to **Chas. S. Winner Inc. dba Winner Ford, 770 Cuthbert Boulevard, Cherry Hill, New Jersey, 08034** for a 2020 Ford F-150 4x4 Crew Cab; and

WHEREAS, the Township of Jefferson passed Resolution #19-284 on December 18, 2019 to enter into contract in an amount of \$36,459.00 with **Chas. S. Winner, Inc. (d/b/a) Winner Ford** for a 2020 Ford F150 4x4 Crew Cab with options through that resolution and properly executed contract, subject to all the conditions applicable to the current New Jersey contract; and

WHEREAS, due to revisions to the previous quote, an additional amount is needed, **not to exceed \$2,000.00**; and

WHEREAS, pursuant to N.J.A.C. 5:30-5.5 (b) a certificate showing availability of funds has been provided to the Township by the Chief Financial Officer of the Township, certifying that the funds for said contract are available and are designated to a line item appropriations designated below and **totaling \$2,000.00**; and

T-15-56-860-000-853

WHEREAS, the Township of Jefferson desires to purchase **one (1) 2020 Ford F-150 4x4 Crew Cab with options in an amount not to exceed \$38,459.00** through this resolution and properly executed contract, which shall be subject to all the conditions applicable to the current **New Jersey State Cooperative Purchasing Program** contracts; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson that the Township Administrator is authorized to purchase **one (1) 2020 Ford F-150 4x4 Crew Cab with options in an amount not to exceed \$38,459.00 from Chas. S. Winner Inc. dba Winner Ford, 770 Cuthbert Boulevard, Cherry Hill, New Jersey, 08034.**

CONSENT AGENDA RESOLUTION #20-43

“RESOLUTION AUTHORIZING THE REJECTION OF SEALED BIDS FOR FURNISH AND CONSTRUCTION OF 72' DIAMETER DOMED SALT SHED AND AUTHORIZING A REBID FOR SAME”

WHEREAS, the Administrator of the Township of Jefferson caused a notice to be published in the Daily Record inviting the submission to the Jefferson Township Purchasing Office at the **Municipal Building on December 10, 2019** of sealed bids for **“Furnish and Construction of 72' Diameter Domed Salt Shed”**; and

WHEREAS, one bid was received from **Bulk Storage, Inc., in the amount of \$238, 420.00**; and

WHEREAS, upon review of the bid package it was determined that the bidder's New Jersey Public Works Contractor Registration Certificate had expired; and

WHEREAS, due to the bidder not having a valid Public Works Registration Certificate at the time of bid, the Township Attorney recommended the bid be rejected and the project be rebid.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the bid is hereby rejected.

BE IT FURTHER RESOLVED that the Administrator is hereby authorized to re-advertise for the receipt of sealed bids for "Furnish and Construction of 72' Diameter Domed Salt Shed" for the Township of Jefferson.

CONSENT AGENDA RESOLUTION #20-44

**"RESOLUTION AUTHORIZING CHANGE ORDER NO. 2 AND APPROVING CURRENT ESTIMATE NO. 3 (FINAL)–
J.A. ALEXANDER, INC. - FOR MILTON ROAD IMPROVEMENTS – PHASE 2
CONTRACT NO. RDE-17-5"**

WHEREAS, a contract was awarded to J.A. Alexander, Inc. for Milton Road Improvements – Phase 2, Contract No. RDE-17-5; and

WHEREAS, the Township Engineer has submitted and recommended **Change Order No. 2 dated 1/06/2020** in the amount of **-\$2,200.01 to reflect an adjusted price for a change in as-built quantities, a payment for repairs due to damage by the contractor, the addition of superpave and drainage pipe, and the cost of police traffic directors**, decreasing the contract total to **\$168,678.10 (an overall adjustment of +8.08% to the original contract amount)**; and

WHEREAS, the Township Engineer has submitted **Current Estimate No. 3 - Final** in the amount of **\$5,801.01** 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. 2 in the amount of -\$2,200.01 and Current Estimate No. 3 - Final for a payment in the amount of \$5,801.01 to J.A. Alexander, Inc., 130-158 John F. Kennedy Drive North, Bloomfield, New Jersey, 07003.**

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 #20-45

**"RESOLUTION AUTHORIZING CONTRACT FOR THE RANGE REMEDIATION AND MAINTENANCE PROJECT
CONTRACT BLD-71-1F - METALS TREATMENT TECHNOLOGIES, LLC"**

WHEREAS, the Township of Jefferson received bids for **the Range Remediation and Maintenance Project, Contract BLD-71-1F, on December 10, 2019 at 10:00 a.m.**; and

WHEREAS, three (3) bids were received as listed; and

<u>BIDDER</u>	<u>BASE BID AMOUNT</u>
ERC Environmental	\$55,706.00
Metals Treatment Technologies, LLC	\$66,092.50
Enterprise Network Resolutions (ENRC)	\$86,250.00

WHEREAS, **ERC Environmental of Sparta, New Jersey** was the lowest responsible bidder with a bid of **\$55,706.00**; and

WHEREAS, upon review of the bid package it was determined that the low bidder failed to initial the changes made on the Proposal submitted as required under the "Information to Bidders" section of the contract specifications (Page 100-2, No. 5A); and

WHEREAS, due to the deficiencies in the bid package, the Township Attorney recommended the rejection of the bid submitted by ERC Environmental of Sparta, New Jersey; and

WHEREAS, **Metal Treatment Technologies, LLC of Arvada, Colorado** had the second lowest responsible bid of **\$66,092.50**; and

WHEREAS, the Township Attorney has reviewed and accepted the bid package submitted by **Metal Treatment Technologies, LLC**; 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 \$66,092.50.**

C-04-55-916-004-911
C-04-55-912-012-906
C-04-55-912-012-907
C-04-55-912-012-908
0-01-25-240-240-218

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, rejects the bid submitted by ERC Environmental of Sparta, New Jersey, due to deficiencies in the bid package.

BE IT ALSO RESOLVED that the Township Council hereby awards the contract for **the Range Remediation and Maintenance Project, Contract BLD-71-1F to Metals Treatment Technologies, LLC, 14045 West 66th Avenue, Arvada, Colorado, 80004 in the amount of \$66,092.50.**

BE IT ALSO RESOLVED that the Mayor and Clerk of this Township be and are hereby authorized and directed to execute the contract and other necessary documents in order to effectuate the purpose of this resolution and that the Certificate of Availability of Funds supplied by the Chief Financial Officer (CFO) of this Township shall be attached to the original copy of this resolution.