

**MONTVILLE TOWNSHIP COMMITTEE  
REORGANIZATION MEETING MINUTES—January 4, 2020**

The Township Committee of the Township of Montville conducted the Annual Reorganization Meeting on Saturday, January 4, 2020, at the Montville Township Municipal Building, 195 Changebridge Road, Montville, New Jersey at 2:00 p.m.

Present: Committeewoman June Witty, Committeeman Matthew S. Kayne, Committeeman-elect Rich Cook; Committeeman-elect Richard D. Conklin, Committeeman Frank W. Cooney; Victor Canning, Township Administrator; June Hercek, Assistant Township Administrator; Fred Semrau, Esq., Township Attorney; and Leena M. Abaza, Township Clerk.

Absent: None.

The meeting was called to order at 2:00 p.m. by Township Clerk Leena Abaza and the statement of Open Public Meetings Act compliance was read into the record by Township Clerk Abaza.

Opening prayer led by Reverend Dae Ho Kim, Sandol Presbyterian Church.

Pledge of Allegiance led by Township of Montville Explorers who conducted the Presentation of Colors.

OATH OF OFFICE – Richard D. Conklin: Township Clerk Leena Abaza administered Oath of Office to Committeeman Conklin. Conklin was elected in the November 2019 General Election for a three-year term ending December 31, 2022.

OATH OF OFFICE – Rich Cook: Township Clerk Leena Abaza administered Oath of Office to Committeeman Cook. Cook was elected in the November 2019 General Election for a three-year term ending December 31, 2022.

Roll call – Kayne, present; Witty, present; Conklin, present, Cook, present; Cooney; present.

Township Clerk Leena Abaza opened nominations for Temporary Chair, Permanent Chair, and Vice-Chairpersons.

**NOMINATION OF TEMPORARY CHAIRPERSON:** Motion made by Conklin to nominate Committeewoman Witty as Temporary Chairperson. Seconded by Committeeman Cook. All in favor. Motion approved.

**NOMINATION OF PERMANENT CHAIRPERSON:** Motion made by Committeeman Conklin to nominate Deputy Mayor Cooney as Permanent Chairperson. Seconded by Committeeman Kayne. Roll call vote – all yes. Motion approved.

**NOMINATION OF VICE-CHAIRPERSON:** Motion made by Chairman Cooney to nominate Committeeman Cook as Vice-chairperson. Seconded by Committeewoman Witty. Roll call vote – all yes.

**Chairman Cooney welcomed everyone and recognized the presence of the following dignitaries:**

Morris County Sheriff James Gannon; Morris County Freeholders: Douglas Cabana; Deborah Smith; Thomas Mastrangelo. Morris County Surrogate Heather Darling, Assemblywoman Betty Lou DeCroce; Morris County Clerk Ann F. Grossi, Esq., Former Mayor James Sandham Jr.; Former Township Committeeman Russell Lipari and Montville Township Board of Education President Charles Grau.

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**Chairman Cooney Welcome Speech.**

These days around the holidays have been a great opportunity to reflect on the year that was. I know I am not the only one sitting here today feeling this year flashed by.

That said, I am proud to be a part of this Governing Body that works well as individuals and collectively, as a whole. To the past Township Committee members here today thank you for your past work in laying a solid foundation for the five of us. I continue to realize the great importance of our town's hard-working employees. Thank you to Assistant Administrator June Hercek and Township Clerk Leena Abaza for representing us well every day. Many thanks to our Township's Administration team from top to bottom. I would like to congratulate Police Chief Andrew Caggiano and the leadership at the Police Department on a solid first year. Many thanks for the job that our police officers do all year long to protect our citizens and our property. Likewise, especially in my second year on Township Committee, getting to know some of the many volunteers that serve in our Township is Fire Departments and with EMT, has been exceptionally gratifying. You are the dedication of those who preside as volunteers on our boards and commissions show daily is quite humbling to us all. Thank you for your service.

I want to thank Rich Conklin for his two years of service as Mayor. Rich, we didn't know each other two years ago. However, you have gained an admirer, appreciative of the great concern you show for our town every day.

I think it will be fascinating to see how ex-Police Chief Cook, now our Deputy Mayor, works under his ex-patrolman, Mayor Frank Cooney. Seriously, Rich and Rich, I congratulate both of you on your new positions and want you to know I have great confidence and high expectations for your work.

I sincerely look forward to the year ahead. We have handled several big and small issues this past year. We never know what will come up, but each of us will be ready and eager to do what is best for our town and our citizens.

Chairman Cooney read off the names of the Board and Commission Members who volunteered their time on various Township of Montville Boards/Committee.

**PRESENTATIONS TO BOARD AND COMMISSION MEMBERS:**

*Michele Caron – Environmental Commission – 2006 - 13 years*

*Ronald Cain, Jr. – Economic Development Committee – 2005- 14 years*

*Daniel Grant – Historic Preservation Review Commission – 2012- 7 years*

*Andrew Pappachen – Environmental Commission – 2017- 2 years*

*Vincent J. Failla – Historic Preservation Review Commission – 2017- 2 years*

*Mark Wechsler – Board of Adjustment – 2018 – 1 year*

**PUBLIC PORTION:** Chairman Cooney opened the public portion. Motion by Kayne second by Cook to open public portion. Hearing no comments, Chairman Cooney closed the public portion. Motion: Kayne. Second: Cook. All in favor. Motion approved.

**RESOLUTIONS:**

**RESOLUTION # 2020-01** Appointment of Municipal Prosecutor, One-year term – Vincent J. Failla, Esq.

WHEREAS, there is a vacancy in the office of Municipal Prosecutor; and

WHEREAS pursuant to law it is necessary to appoint a Municipal Prosecutor; and

WHEREAS, Vincent J. Failla, Esq., having the necessary qualifications as set forth in law, has agreed to serve as Municipal Prosecutor.

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NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montville, in the County of Morris and State of New Jersey, that Vincent J. Failla, Esq. is hereby appointed as Municipal Prosecutor for a period of one year effective January 4, 2020.

Motion by Kayne second by Cooney to approve Resolution # 2020 – 01.

Roll Call

Yes: Kayne, Witty, Cook, Conklin, Cooney.

No: -0-

**RESOLUTION # 2020-02** Appointment of Municipal Public Defender, One-year term – David Amadio, Esq.

WHEREAS, there is a vacancy in the office of Municipal Public Defender; and

WHEREAS, pursuant to law it is necessary to appoint a Municipal Public Defender for a term of one year; and

WHEREAS, David Amadio, having the necessary qualifications as set forth in law, has agreed to serve as Municipal Public Defender.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montville, in the County of Morris and State of New Jersey, that David Amadio is hereby appointed as Municipal Public Defender for a term of one year effective January 4, 2020.

Motion by Cook second by Kayne to approve Resolution # 2020 – 02.

Roll Call

Yes: Kayne, Witty, Cook, Conklin, Cooney.

No: -0-

**RESOLUTION # 2020-03** Resolution Authorizing Professional Services Agreements:

- Attorney – Dorsey & Semrau (Fred Semrau, Esq.)
- Labor Counsel – Cleary, Giacobbe, Alfieri, Jacobs, LLC – (Matthew J. Giacobbe, Esq.)
- Auditor – Lerch, Vinci & Higgins (Gary J. Vinci, Auditor)
- Bond Counsel – McManimon & Scotland, LLC (Edward J. McManimon, III, Attorney)
- Water & Sewer Department Consulting Engineer – Anderson & Denzler Associates, Inc. (William D. Ryden, P.E.)
- Continuing Disclosure Agent – Phoenix Advisors
- Municipal Prosecutor – Vincent J. Failla, Esq.
- Municipal Public Defender – David Amadio, Esq.

WHEREAS, there exists a need for various Professional Services and it has been determined to award these contracts as a professional service without obtaining competitive bids or quotations pursuant to the provisions of NJSA 19:44A-20.5; and

WHEREAS, the anticipated term of the contract are not to exceed one year and a proposal has been submitted; and

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WHEREAS, the professionals have completed and submitted Business Entity Disclosure Certifications which certify that they have not made any reportable contributions to a political or candidate committee in the Township of Montville for the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer has certified that the funds are available for these contracts;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Montville in the County of Morris and the State of New Jersey as follows:

1. The Township of Montville hereby awards and authorizes the execution of Professional Service Contracts as follows:

Dorsey & Semrau – Fred Semrau, Esq., Township Attorney – not to exceed \$189,200.00

Encumber:

0-01-20-155-275 \$55, 200 (Tax Appeals & All other litigation Matters)  
0-01-20-155-275 \$48,200 (Extraordinary Litigation – i.e. Affordable Housing)

0-01-20-155-275 \$44,950 (Retainer)  
0-07-55-500-275 \$20,425 (Retainer)  
0-05-55-500-275 \$20,425 (Retainer)  
\$85, 800

Total: \$189,200

Lerch, Vinci & Higgins – Township Auditors – not to exceed \$48,345

Encumber:

0-01-20-135-291 \$28,700  
0-05-55-503-291 \$8,900  
0-07-55-503-291 \$8,900  
Audit total: \$46,500

0-01-20-135-291 \$345.00 Electronic Confirmation  
0-01-20-135-291 \$1,500 Continuing Disclosure Document  
Grand Total: \$48,345

McManimon, Scotland & Baumann, LLC – Edward J. McManimon, III, Bond Counsel – not to exceed \$30,000.00

Encumber:

0-01-20-155-227 \$1,500  
0-05-55-500-227 \$500  
0-07-55-500-227 \$500  
Capital \$27,500  
\$30,000

Cleary, Giacobbe, Alfieri, Jacobs, LLC – Matthew J. Giacobbe, Esq, Labor Counsel – not to exceed \$20,000.00

Encumber:

0-01-20-155-277 \$20,000

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Anderson & Denzler Associates – William Ryden, Engineer, Water & Sewer Department – not to exceed \$5,000.00

Encumber:  
0-05-55-500-247 \$2,500  
0-07-55-500-247 \$2,500  
Total \$5,000.00

Phoenix Advisors – Continuing Disclosure Agent – not to exceed \$2,150.00

Encumber:  
0-01-20-155-227 \$850  
0-05-55-500-227 \$650  
0-07-55-500-227 \$650  
Total \$2,150.00

Vincent J. Failla, Esq. – Municipal Prosecutor – not to exceed \$24,000.00

Encumber:  
  
0-01-25-275-227 \$24,000.00

David Amadio, Esq. – Municipal Public Defender – not to exceed \$10,000.00

Encumber:  
0-01-43-495-227 \$7,000.00  
T-16-56-601-008 \$3,000.00  
Total \$10,000.00

2. These Contracts are awarded without competitive bidding as Professional Services in accordance with N.J.S.A. 40A:11-5(10)(a) of the Local Contracts Law because said Services are performed by a person(s) authorized by law to practice a recognized profession. The contracts are available for public inspection in the office of the Municipal Clerk.

3. The Business Entity Certifications and the Determination of Value be placed on file with this resolution.

4. A Notice of this Resolution shall be printed once in the Official Newspaper of the Township of Montville.

Motion by Conklin second by Kayne to approve Resolution # 2020 – 03.

Roll Call

Yes: Kayne, Witty, Cook, Conklin, Cooney.

No: -0-

**RESOLUTION # 2020-04** Appointment of Tax Searcher—Christine Corcoran; and Improvement Searcher—Leena M. Abaza

RESOLVED, that the Township Committee of the Township of Montville make the following appointments for the year 2020:

Tax Searcher – Christine Corcoran

Improvement Searcher – Leena M Abaza

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Motion by Cook second by Witty to approve Resolution # 2020 – 04.

Roll Call

Yes: Kayne, Witty, Cook, Conklin, Cooney.

No: -0-

**RESOLUTION # 2020-05**      Appointment of Public Agency Compliance Officer – June Hercek

WHEREAS, the New Jersey Department of the Treasury Division of Contract Compliance & Equal Employment Opportunity in Public Contracts requires the designation of a Public Agency Compliance Officer.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montville, in the County of Morris and State of New Jersey, that June E. Hercek is hereby designated as the Public Agency Compliance Officer of the Township of Montville.

Motion by Kayne second by Cook to approve Resolution # 2020 – 05.

Roll Call

Yes: Kayne, Witty, Cook, Conklin, Cooney.

No: -0-

**RESOLUTION # 2020-06**      Appointment of Qualified Purchasing Agent – June Hercek

WHEREAS, N.J.A.C. 5:34-5 et. seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, June Hercek possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

WHEREAS, the Township of Montville's bid and quotation thresholds are \$40,000 and \$6,000 respectively.

NOW, THEREFORE, BE IT RESOLVED that the governing body hereby appoints June E. Hercek as the Qualified Purchasing Agent authorized to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-3, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit and, as permitted by law, the Township of Montville also hereby authorizes and confirms that, with June E. Hercek as its Qualified Purchasing Agent, will take advantage of the higher bid threshold pursuant to N.J.S.A. 40A:11-3.

BE IT FURTHER RESOLVED, that June Hercek will receive a stipend in the amount of \$5,000 as the Purchasing Agent for the year 2020.

Motion by Witty second by Kayne to approve Resolution # 2020 – 06.

Roll Call

Yes: Kayne, Witty, Cook, Conklin, Cooney.

No: -0-

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**RESOLUTION # 2020-07**      Consideration of Appointments by the Township Administrator – Department Heads, Special Police Officers, Police Matrons, School Crossing Guards

BE IT RESOLVED, that the Report of Appointments for the year 2020 by the Township Administrator, made in accordance with the Administrative Code, are hereby accepted and approved as follows:

Assistant Township Administrator – June Hercek  
Department Head of the Department of Land Use – Jane Mowles  
Department Head of the Department of Engineering – Nicola Marucci  
Department Head of the Department of Finance – Katie Yanke  
Department Head of the Department of Clerk – Leena M Abaza  
Department Head of the Department of Police – Andrew Caggiano  
Department Head of the Department of Health – Aimee Puluso  
Department Head of the Department of Construction – Patrick Calabrese  
Department Head of the Department of Parks & Recreation – Donna (Lori) Dent  
Department Head of the Departments of Water & Sewer – Thomas Andes  
Department Head of the Department of Social Services – Nancy Mertz  
Youth Activities Coordinator, Department Head: Christopher Ziolkowski

BE IT FURTHER RESOLVED, that the persons as listed below are hereby named for Appointment as Special Police Officers, Police Matrons and School Crossing Guards for the Township of Montville for the year 2020:

Special Police Officer-Class II - Edward Rosellini

Police Matrons - Cheryl Henderson-Brill, Liz Johansen

School Crossing Guards - Joan Robillard, Joseph Dacunha, John Hankowski, Sylvia Walts, Susan Avrov, Veronika Krofchak, Joann Labarca, Gerald Marino, Deborah Alberts

Substitutes – Liz Johansen.

Motion by Cook second by Witty to approve Resolution # 2020 – 07.

Roll Call

Yes: Kayne, Witty, Cook, Conklin, Cooney.

No: -0-

**Resolution Authorizing the Passage of Consent Agenda No. 2020-CA1:** Motion: Conklin .  
Second: Kayne. Roll call vote – Kayne, yes; Witty, yes; Cook, yes; Conklin, yes; Cooney, yes.  
Resolutions adopted.

<b><u>RESOLUTION # 2020-08</u></b>	Resolution Depositories Township Funds
<b><u>RESOLUTION # 2020-09</u></b>	Resolution authorizing investments of Idle Funds and Fund Transfers
<b><u>RESOLUTION # 2020-10</u></b>	Resolution to adopt the Cash Management Plan - 2020
<b><u>RESOLUTION # 2020-11</u></b>	Resolution authorizing Contracts with certain approved Morris County Cooperative Pricing Council Contract Vendors
<b><u>RESOLUTION # 2020-12</u></b>	Resolution authorizing Contracts with certain approved State Contract Vendors for Contracting Units pursuant to N.J.S.A. 40A:11-12a
<b><u>RESOLUTION # 2020-13</u></b>	Resolution providing for Temporary Appropriations for operating purposes
<b><u>RESOLUTION # 2020-14</u></b>	Resolution to provide for 2020 Debt Service

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- RESOLUTION # 2020-15** Resolution authorizing the Finance Office and the Water and Sewer Department to continue to maintain Petty Cash Funds in the amount of \$500 and \$300, respectively and to reaffirm the Change Funds in place
- RESOLUTION # 2020-16** Resolution to Renew the Formal Policy for the Home Depot Credit Account Store Card and the Shop-Rite Credit Account Store Card
- RESOLUTION # 2020-17** Resolution authorizing Cooperative Purchasing 2020
- RESOLUTION # 2020-18** Resolution authorizing appointments to Boards and Commissions
- RESOLUTION # 2020-19** Resolution to affirm the Township of Montville’s Civil Rights Policy with respect to all Officials, Appointees, Employees, and Members of the Public that comes into contact with Municipal Employees, Officials and Volunteers
- RESOLUTION # 2020-20** **Resolutions Appointing Representatives – Annual:**  
North Jersey Municipal Employee Benefits Fund: Katie Yanke  
Board of Education Subcommittee: Mayor; Matthew S. Kayne  
Morris County League of Municipalities: Mayor; Victor Canning  
Morris County Community Development: Mayor; June Hercek; Victor Canning  
New Jersey Sustainable Energy Meeting (SEM): June Hercek; Victor Canning  
Personnel Subcommittee: Mayor and Rich Cook  
Pilgrim Pipeline Subcommittee: Mayor, Richard D. Conklin  
Rockaway River Watershed Cabinet: Mayor, June Witty.
- RESOLUTION # 2020-21** Morris County Joint Insurance Fund & Municipal Excess Liability Fund: Victor Canning; June Hercek
- RESOLUTION # 2020-22** Resolution Open Public Meetings Act – Annual Schedule and Notice of Meetings
- RESOLUTION # 2020-23** Resolution Official Newspapers – The Daily Record; The Citizen; and electronic-Montville TAP
- RESOLUTION # 2020-24** A resolution of the Township of Montville, County of Morris, and State of New Jersey Authorizing the Administration to pay certain invoices and bills subject to formal approval by the Mayor and Township Committee
- RESOLUTION # 2020-25** Resolution authorizing execution of agreement between the Township of Montville and the County of Morris for the Community Development Block Grant Program
- RESOLUTIONS:**
- RESOLUTION # 2020-26** Resolution of the Township of Montville, County of Morris and State of New Jersey authorizing the award of a contract to Edward J. Albert & Sons, Inc. for performance of Licensed Electrical Services for Township-Owned Water and Sewer Facilities
- RESOLUTION # 2020-27** Resolution authorizing the submission of a 2020 Community Development Block Grant Application to the County of Morris
- RESOLUTION # 2020-28** Resolution of the Township of Montville, County of Morris, State of New Jersey authorizing the award of a Professional Services Contract without competitive bidding to Burgis Associates, Inc. – Joseph H. Burgis PP, ACP – to provide In-House Planning Service and General Planning Services
- 2019 YEAR END RESOLUTIONS:**
- RESOLUTION** Resolution authorizing the listing of bills and signing of checks - December 31, 2019
- RESOLUTION # 2019-387** Transfer of Funds Resolution
- RESOLUTION # 2019-388** Resolution approving request from Tax Collector for refund of overpayment

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**RESOLUTION # 2020-08**          Resolution Depositories Township Funds

WHEREAS, N.J.S.A. 40A:5-14 mandates that the governing body of a municipal corporation shall, by resolution passed by a majority vote of the full membership thereof, designate as a depository for its monies a bank or trust company having its place of business in the state and organized under the laws of the United States or this state;

BE IT RESOLVED, that Lakeland Bank, Bank of America, Chase Bank, Lincoln Park Savings Bank, Kearny Federal Savings Bank, TD Bank, Atlantic Stewardship Bank, Bank of New York Mellon Trust Company, Wells Fargo, Santander Bank, Blue Foundry Bank and the New Jersey Cash Management Fund be named as Depositories for Township Funds; and

BE IT FURTHER RESOLVED, that the following persons shall be authorized to sign the checks: 2020 Mayor, Katie Yanke, Chief Financial Officer, and Leena Abaza, Township Clerk or during the absence of the Mayor, the Vice-Chairperson is hereby authorized to sign the checks.

**RESOLUTION # 2020-09**          Resolution authorizing investments of Idle Funds and Fund Transfers

WHEREAS, it is desirable that idle funds be invested in legal investment vehicles at all times, and

WHEREAS, it is occasionally necessary to transfer funds for the purpose of meeting current Township expenses or for the purpose of effecting investments,

NOW, THEREFORE, BE IT RESOLVED by the Committee of the Township of Montville, that it does hereby authorize the Chief Financial Officer to request bids and to place orders for the investment of idle funds solely in legally authorized investment vehicles, and

BE IT FURTHER RESOLVED, that the Chief Financial Officer is hereby authorized to transfer funds by wire solely for the following purposes and subject to all pertinent regulations:

- 1) To or from Township checking or savings accounts to other Township accounts.
- 2) To or from Township checking or savings accounts to or from accounts specified by banks or the State of New Jersey Cash Management Funds solely for the purpose of investing for the account.

**RESOLUTION # 2020-10**          Resolution to adopt the Cash Management Plan - 2020

WHEREAS, N.J.S.A. 40A: 5-14 requires that every local unit adopt a Cash Management Plan, and

WHEREAS, the primary objectives of the plan are to preserve the safety of Public funds, seek investment instruments that offer liquidity and maximize interest revenue through use of authorized legal depositories and approved investment instruments, and

WHEREAS, it is necessary to re-adopt the Cash Management Plan annually;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montville that that the following Cash Management Plan for the Township of Montville be adopted.

**RESOLUTION # 2020-11**          Resolution authorizing Contracts with certain approved Morris County Cooperative Pricing Council Contract Vendors

WHEREAS, in the past, the Township of Montville has availed itself of the right to purchase materials, supplies, and equipment under contracts for such materials, supplies and equipment entered into under the Cooperative Pricing Council of the County of Morris; and

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WHEREAS, it is desirable from time to time to obtain materials, supplies and equipment under Contracts for such materials, supplies and equipment entered into by the Cooperative Pricing Council of the County of Morris without the necessity of advertising for bids or in the cases where no bids have been received; and

WHEREAS, it will be necessary or desirable to obtain materials, supplies and equipment under such Contract or Contracts entered into under the County of Morris Cooperative Pricing Council with the attached Referenced Cooperative Vendors;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Montville, County of Morris and State of New Jersey, that the purchases by the Township of Montville through the several Municipal Departments shall be purchased under a Contract or Contracts for such materials, supplies or equipment entered into under the Cooperative Pricing Council of the County of Morris with the attached Referenced Cooperative Vendors.

**RESOLUTION # 2020-12** Resolution authorizing Contracts with certain approved State Contract Vendors for Contracting Units pursuant to N.J.S.A. 40A:11-12a

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

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

WHEREAS, the Township of Montville may desire to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts.

NOW, THEREFORE, BE IT RESOLVED that the Township of Montville authorized the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list, pursuant to all conditions of the individual State contracts; and

BE IT FURTHER RESOLVED, that the governing body of the Township of Montville pursuant to N.J.A.C 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer; and

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<u>Vendor</u>	<u>Description</u>	<u>State Contract #</u>	
Atlantic Salt	Rock Salt	A40199	4/30/2020
Tilcon	Road & Highway Materials Hot Mix Asphalt	A87740 18-FLEET-00634	6/30/2020 1/31/2022
Eastern Concrete, Stavola	Road & Highway Materials	87732	6/30/2020
Pitney Bowes	Mail Equipment	41258	4/14/2020
WB Mason	Supplies	3	5/6/2020
General Sales Administration	Law Enforcement Firearms Equipment and Supplies	17-FLEET-00760	5/14/2023
Motorola Solutions	Radio Communication Equipment & Accessories	A83909	4/30/2020
Dave's Tire, LLC	M8000 Tires, Tubes & Services - Goodyear	20-FLEET-948	3/31/2024
Dave's Tire, LLC	M8000 Tires, Tubes & Services - Bridgestone	19-FLEET-00708	3/31/2024
MPH Industries	Law Enforcement Firearms Equipment and Supplies	17-FLEET-0755	5/14/2023
SF Mobile-Vision Inc.	Law Enforcement Firearms Equipment and Supplies	17-FLEET-000731	5/14/2023
Carousel Industries	T0109 -Radio Communication Equipment and Accessories	83925	4/30/2020
Granger	Facilities (MORO), Lighting Products, Industrial Supplies and Tools	19-Fleet-00566 #M-0002, 00677	6/30/2023
Fastenal Rt. 23 Automall	Facilities (MORO), Lighting Products, Automotive Parts for Heavy Duty Vehicles	19-Fleet-00567 #M-0002, 00678 A42073	6/30/2023 8/9/2020
Beyer Ford	OEM & Non-OEM Maintenance & Repair Services for Light/Medium Duty Vehicles	40813	3/17/2020
	OEM Automotive Parts and Accessories for Light Duty Vehicles Class 4 or Lower	19-FLEET-00913	8/4/2022
SF Mobile-Vision Inc.	Law Enforcement Firearms Equipment and Supplies	17-FLEET-00731	5/14/2023
Route 23 Automall	OEM & Non-OEM Maintenance & Repair Services for Light/Medium Duty Vehicles	40812	3/17/2020
Storr Tractor	Agricultural Equipment	A43038	
Eagle Point Gun	Law Enforcement Firearms - Equipment and Supplies	A81296	5/14/2023
Turn Out Uniforms	Law Enforcement Firearms - Equipment and Supplies	A81360	5/14/2023
Ben Shaffer Recreation, Inc	Parks and Playground Equipment	16-Fleet-135	5/30/2020
BCI Burke Company	Parks and Playground Equipment	16-Fleet-134	5/30/2020
Home Depot	Walk-in Building Supplies	18-FLEET-00234	12/31/2021
Firefighter One	Law Enforcement Firearms - Equipment and Supplies	17-FLEET-00734	5/14/2023
Applied Analytics	Environmental Testing Instruments	A85089	5/31/2020
Anixter	Cabling Products	A85153	10/9/2020

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<u>Vendor</u>	<u>Description</u>	<u>State Contract #</u>	
ARF Rental Service Inc.	Portable Sanitation Units	A86580	1/31/2020
Wayne Auto Supply	Non-OEM Automotive Parts and Accessories	A85998	2/25/2020
Rt. 23 Automall	Non-OEM Automotive Parts and Accessories	A86007	2/25/2020
DELL	Computer Equipment/Servers/Hardware	19-TELE-00656	3/31/2020
	Software	A89850	6/30/2020
	Data Communications Equip	A88796	5/31/2020
SHI International	Software - Backup and Recovery, Licenses and Related Services	A89851	6/30/2020
Cliffside Body	Snow plow parts, grader & loader blades	A88268	1/19/2020
CDW Government	Software License & Related Services	A89849	6/30/2020
Xerox Corporation	GSA/FSS Reprographics Schedule Uses	A51145	12/31/2020
Dover Brake and Clutch	Automotive Parts for Heavy Duty Vehicles	A42094	8/9/2020
PCMG, Inc.	Software License, Maintenance and Support M0003	A89854	6/30/2020
Bucks County	Automotive Parts for Heavy Duty Vehicles	A42080	8/9/2020
Michael's Carpet and Flooring (Shaw Distributor)	Floor Covering: Carpet and Padding	A81754	6/30/2020
Vendors Authorized by the State under the WSCA		See Attached for Contract Numbers	
Computer Contract – M0483	Computer Equipment, Peripherals & Related Services		3/31/2020

**RESOLUTION # 2020-13** Resolution providing for Temporary Appropriations for operating purposes

WHEREAS, 40A:4-19 Local Budget Act provides that (where any Contracts, Commitments or payments are to be made prior to the final adoption of the 2020 Budget) Temporary Appropriations be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this Resolution is within the first thirty (30) days of 2020; and

WHEREAS, the total Appropriations in the 2019 Budget, less Appropriations made for Capital Improvement Fund, Debt Service and Relief of the Poor (Public Assistance) are as follows:

GENERAL	\$26,100,012
WATER	\$ 1,866,168
SEWER	\$ 3,415,021

WHEREAS, 26.25% of the total Appropriations in the 2019 Budget, less Appropriations for Capital Improvement Fund, Debt Service and Relief of the Poor (Public Assistance) is as follows:

GENERAL	\$6,851,253
WATER	\$ 489,869
SEWER	\$ 896,443

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Montville in the County of Morris that the Appropriations be made and that a certified copy of this Resolution be forwarded to the Chief Financial Officer for the records.

**MONTVILLE TOWNSHIP COMMITTEE  
REORGANIZATION MEETING MINUTES—January 4, 2020**

**RESOLUTION # 2020-14** Resolution to provide for 2020 Debt Service

WHEREAS, N.J. 40a-19 provides the authority for appropriating in a Temporary Resolution the permanent Debt Service requirements for the coming fiscal year providing that such Resolution is not made earlier than December 20<sup>th</sup> of the year preceding the beginning of the fiscal year; and

WHEREAS, the Date of this Resolution is subsequent to December 19, 2019; and

WHEREAS, principal and interest will be due on various dates from January 1, 2020 to December 31, 2020 inclusive of Sundry Bonds and Notes issued and outstanding.

NOW, THEREFORE, BE IT RESOLVED, that the following appropriations be made to cover the period from January 1, 2020 to December 31, 2020, inclusive.

**DEBT SERVICE-TOWNSHIP OF MONTVILLE-2020**

Payment of Bonds - General	\$2,385,000
Interest on Bonds - General	\$ 411,420
Payment of Bonds – Open Space	\$ 825,000
Interest on Bonds – Open Space	\$ 114,825
Interest on Notes	\$ 75,260
Payment of Bond Anticipation Notes	\$ 247,000
Payment of Loans – Open Space:	
Green Acres	\$ 37,124
NJFIT	<u>\$ 151,641</u>
	\$4,247,270

**DEBT SERVICE-TOWNSHIP OF MONTVILLE WATER UTILITY-2020**

Payment of Bonds	\$450,000
Interest on Bonds	\$ 41,000
Interest on Notes	\$ 15,747
Payment of Bond Anticipation Notes	<u>\$192,545</u>
	\$699,292

**DEBT SERVICE-TOWNSHIP OF MONTVILLE SEWER UTILITY-2020**

Payment of Bonds	\$685,000
Interest on Bonds	\$137,943
Interest on Notes	\$ 15,000
Payment of Bond Anticipation Notes	\$ -0-
Payment of Loans:	
NJFIT	<u>\$113,591</u>
	\$951,534

**RESOLUTION # 2020-15** Resolution authorizing the Finance Office and the Water and Sewer Department to continue to maintain Petty Cash Funds in the amount of \$500 and \$300, respectively and to reaffirm the Change Funds in place

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund; and

WHEREAS, said Petty Cash funds were established by resolution and received approval from the Director of Local Government Services on 5/7/1962 and 1/21/1992, respectively; and

WHEREAS, it is the desire of the governing body that said funds be continued;

**MONTVILLE TOWNSHIP COMMITTEE  
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NOW THEREFORE, BE IT RESOLVED, that the Director of Finance be authorized to re-establish Funds for Petty Cash for the year 2020 in the amount of \$800.00 with the following Petty Cash Custodians:

Finance – Jennifer Storey	\$500
Water - Kathleen Codella	\$150
Sewer - Kathleen Codella	<u>\$150</u>
	\$800

BE IT FURTHER RESOLVED, that the following change funds continue to be maintained for the year 2019:

Court	\$100
Tax Collector	\$100
Police	\$25
Recreation	\$10
Health Department	\$50
Animal Control	<u>\$20</u>
	\$305

**RESOLUTION # 2020-16** Resolution to Renew the Formal Policy for the Home Depot Credit Account Store Card and the Shop-Rite Credit Account Store Card

WHEREAS, the Township of Montville maintains a Home Depot Credit Account and store card for the convenience and efficiency of Township business; and

WHEREAS, the Township of Montville maintains a Shop-Rite Credit Account and store card for the convenience and efficiency of Township business; and

WHEREAS, the formal policy with respect to these credit accounts should be adopted on an annual basis; and

WHEREAS, upon recommendation of the Township Administrator and the CFO to re-authorize the formal store card policy annually, originally adopted by resolution on November 26, 2013;

NOW, THEREFORE, BE IT RESOLVED as follows:

- 1) The Finance Department is to keep physical possession of the Home Depot Store Card and the Shop-Rite Store Card;
- 2) Any designated user of the card must sign it out from the Finance Department using a form that states the Name, the last four digits of the Store Card, the date taken and the employee's signature when taken. That user must have a valid Purchase Order prior to picking up and using the store card.
- 3) After the purchase is made, the user must return the card to the Finance Department and using the form, list the date returned including the employee's signature when returned.
- 4) After each purchase, the receipts and corresponding purchase order must be turned in to their department for verification.

**MONTVILLE TOWNSHIP COMMITTEE  
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- 5) Authorized users are designated by their Department Head and must possess an active employee ID card.

**RESOLUTION # 2020-17**      Resolution authorizing Cooperative Purchasing 2020

WHEREAS, in the past, the Township of Montville has availed itself of the right to purchase materials, supplies, and equipment under contracts for such materials, supplies and equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property in the Department of the Treasury pursuant to N.J.S.A. 40A:11-12, the Cooperative Pricing Council of the County of Morris, the Educational Services Commission (ESCNJ), the Passaic County Cooperative Pricing System, the Houston-Galveston Area Council (HGAC) National Cooperative Purchasing Program, the National Joint Powers Alliance (NJPA) National Cooperative Purchasing Program, the National Intergovernmental Purchasing Alliance (National IPA) National Cooperative Purchasing Program, the Bergen County Cooperative, the North Jersey Wastewater Cooperative Pricing System and the Cranford Police Cooperative; and

WHEREAS, it is desirable from time to time to obtain materials, supplies and equipment under Contracts for such materials, supplies and equipment entered into on behalf of the State of New Jersey by the said Division, the Morris County Cooperative, the Educational Services Commission (ESCNJ), the Passaic County Cooperative Pricing System, the Houston-Galveston Area Council (HGAC) National Cooperative Purchasing Program, the National Joint Powers Alliance (NJPA) National Cooperative Purchasing Program, the National Intergovernmental Purchasing Alliance (National IPA) National Cooperative Purchasing Program, the Bergen County Cooperative, the North Jersey Wastewater Cooperative Pricing System and the Cranford Police Cooperative without the necessity of advertising for bids or in the cases where no bids have been received;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Montville, County of Morris and State of New Jersey as follows:

1. That the purchases by the Township of Montville through the several Municipal Departments shall be purchased under a Contract or Contracts for such materials, supplies or equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property in the Department of the Treasury, the Cooperative Pricing Council of the County of Morris, the Educational Services Commission (ESCNJ), the Passaic County Cooperative Pricing System, the Houston-Galveston Area Council (HGAC) National Cooperative Purchasing Program, the National Joint Powers Alliance (NJPA) National Cooperative Purchasing Program, the National Intergovernmental Purchasing Alliance (National IPA) National Cooperative Purchasing Program, the Bergen County Cooperative, the North Jersey Wastewater Cooperative Pricing System and the Cranford Police Cooperative in those cases where it is desirable and in the best interest of the Township of Montville without the necessity of advertising for bids, soliciting quotes, and in those cases where bids have been sought by advertisement therefore and no bids were received.

2. That a copy of this Resolution be forwarded to the Township Administrator, all Department Heads of the Township of Montville, Municipal Auditor and any other party of interest.

**RESOLUTION # 2020-18**      Resolution authorizing appointments to Boards and Commissions

RESOLVED, that the Township Committee make the following Board and Commission appointments:

**BOARD OF ADJUSTMENT:**

Richard Moore – 4-year term

Owen T. Weaver, Alternate #1 – 1 year term 01/01/21

Township Committee Liaison – Richard Cook; Matthew S. Kayne, Alternate

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**BOARD OF HEALTH:**

Sunil Shah, MD. – 3 year term  
Arnold I. Pallay, MD. – 3 year term  
Township Committee Liaison – Matthew S. Kayne; June Witty, Alternate

**DESIGN REVIEW COMMITTEE:**

Michael Kopas – 1 year term  
Joseph H. Nadler – 1 year term  
Erik S. Wolfe – 1 year term  
Thomas L. Burns – 1 year term  
Anthony Garrett – 1 year term  
Tim Braden – 1 year term  
Joseph Stellato – 1 year term  
Township Committee Liaison – Richard D. Conklin; Frank W. Cooney, Alternate

**DOG PARK ADVISORY COMMITTEE:**

Jonathan Hallett – 1 year term  
Robert Bear – 1 year term  
Dolores Eckert-Cook – 1 year term  
Dolores Healey – 1 year term  
Karen Kozel – 1 year term  
Christine Scott – 1 year term  
Melissa McCutchon – 1 year term  
Sandra Spinelli – 1 year term  
Robert Greenfield – 1 year term  
Township Liaisons – Administrator/Assistant Administrator, Health Officer  
Township Committee Liaison – Frank W. Cooney, June Witty, Alternate

**DRUG AWARENESS-MUNICIPAL ALLIANCE COUNCIL:**

Michael D. Johnson – 3 year term  
Caroline Moat – 3 year term  
Joseph Salamone – 3 year term  
Angela Flora – 2 year term  
Dominick Danzi – Police Liaison – 1 year term  
Nancy Mertz - Social Services Liaison – 1 year term  
Township Committee Liaison – June Witty; Frank W. Cooney, Alternate

**ECONOMIC DEVELOPMENT COMMITTEE:**

Everett B. Vreeland – 3 year term  
Hemlata Dalal – 3 year term  
Margaret Miller-Sanders, Chamber of Commerce Liaison - 1 year term  
Township Committee Liaison – Frank W. Cooney; Richard D. Conklin, Alternate

**ENVIRONMENTAL COMMISSION:**

Kim Armillio – 3 year term  
Hemlata Dalal – 3 year term  
Township Committee Liaison – Matthew S. Kayne; June Witty, Alternate

**HISTORIC PRESERVATION REVIEW COMMISSION:**

Meta Janowitz – 4 year term  
Pat Gamsby– 4 year term  
Township Committee Liaison – Richard D. Conklin, June Witty Alternate

**HOUSING COMMITTEE:**

Jack Dang – 3 year term  
Kulsum Aamer– 3 year term  
Daniel Grant – 1 year term 1/1/21

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Township Committee Liaison – June Witty; Matthew S. Kayne, Alternate

**LIBRARY BOARD OF TRUSTEES:**

Mayor - 1 year term  
Dr. Rene Rovtar, Superintendent of Schools - 1 year term  
Dr. Casey Shorter & David Tubbs, Alternates to Superintendent of Schools - 1 year term  
Alternate to the Mayor – Rich Cook

**MAYOR’S APPOINTMENTS TO THE LIBRARY BOARD OF TRUSTEES:**

Dianna Paradise – 5 year term

**OPEN SPACE COMMITTEE:**

Corlas Ann Lorino – 1 year term  
Daniel Pagano – 1 year term  
John P. Misiewicz – 1 year term  
Glenn Bott – 1 year term  
Christine Cavaliere-Friedlein- 1 year term  
Bob Purnell- 1 year term  
Gul Khan- 1 year term  
Ronald F. Luna- 1 year term  
Township Liaison – June Hercek  
Township Committee Liaison – June Witty, Rich Cook, Alternate

**PLANNING BOARD:**

Mayor – 1 year term  
Richard D. Conklin, Township Committee - 1 year term

**MAYOR’S APPOINTMENTS TO THE PLANNING BOARD:**

John Visco - 4 year term  
Arthur Maggio- 4 year term

Pane Repic, Alternate #2 – 2 year term  
Lawrence D. Kornreich, Environmental Commission liaison - 1 year term

**RECREATION COMMISSION:**

Scott VanKoppen - 5 year term  
Daren Colaiaacova – 5 year term  
Denise Gawweiler, Alternate #2 - 2 year term  
Township Committee Liaison – Richard Cook; Matthew S. Kayne, Alternate

**ROCKAWAY RIVER WATERSHED CABINET:**

Richard D. Conklin- 1 year term  
June Witty - 1 year term

**TREE REMOVAL PERMIT APPEALS BOARD: Annual Appointments.**

Steve Olson, Ivan Bader, Nick Marucci, Township Engineer; and Pam Misiewicz, Environmental Commission Liaison

**RESOLUTION # 2020-19**

Resolution to affirm the Township of Montville’s Civil Rights Policy with respect to all Officials, Appointees, Employees, and Members of the Public that comes into contact with Municipal Employees, Officials and Volunteers

WHEREAS, it is the policy of the Township of Montville to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently

**MONTVILLE TOWNSHIP COMMITTEE  
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amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act; and

WHEREAS, the governing body of the Township of Montville has determined that certain procedures need to be established to accomplish this policy;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Montville, in the County of Morris, and State of New Jersey that:

Section 1: No official, employee, appointee or volunteer of the Township by whatever title known, or any entity that is in any way a part of the Township shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the Township's business or using the facilities or property of the Township.

Section 2: The prohibitions and requirements of this Resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Township to provide services that otherwise could be performed by the Township.

Section 3: Discrimination, harassment and civil rights shall be defined for purposes of this Resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

Section 4: The Township Administrator shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this Resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

Section 5: No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6: The Township Administrator shall establish written procedures that require all officials, employees, appointees and volunteers of the Township as well as all other entities subject to this Resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this Resolution.

Section 7: The Township Administrator shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

Section 8: At least annually, the Township Administrator shall cause a summary of this Resolution and the procedures established pursuant to this Resolution to be communicated within the Township. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this Resolution. This summary shall also be posted on the Township's web site.

Section 9: This Resolution shall take effect immediately.

Section 10: A copy of this Resolution shall be published in the official newspaper of the Township in order for the public to be made aware of this policy and the Township's commitment to the implementation and enforcement of this policy.

**MONTVILLE TOWNSHIP COMMITTEE  
REORGANIZATION MEETING MINUTES—January 4, 2020**

**RESOLUTION # 2020-20                      Resolutions Appointing Representatives – Annual:**

BE IT RESOLVED, that the following representatives be appointed for the year 2020:

North Jersey Municipal Employee Benefits Fund – Katie Yanke.

Board of Education Subcommittee – Representative of Township Committee – Mayor and Matthew S. Kayne.

Morris County League of Municipalities – Mayor and Victor Canning.

Morris County Community Development – Mayor, June Hercek, Victor Canning.

New Jersey Sustainable Energy Meeting (SEM) – June Hercek and Victor Canning.

Personnel Subcommittee – Mayor and Rich Cook

Pilgrim Pipeline Subcommittee – Mayor; Richard D. Conklin

Rockaway River Watershed Cabinet – Mayor, June Witty

**RESOLUTION # 2020-21                      Morris County Joint Insurance Fund & Municipal Excess Liability Fund:  
Victor Canning; June Hercek**

WHEREAS, the Township of Montville is a member of the Morris County Joint Insurance Fund and the Municipal Excess Liability Fund; and

WHEREAS, the Township Committee of the Township of Montville must appoint an individual as the representative of the Township of Montville to the Joint Insurance Fund and the Municipal Excess Liability Fund;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montville, in the County of Morris and State of New Jersey, that Victor Canning is hereby appointed as the representative of the Township of Montville to the Morris County Joint Insurance Fund and the Municipal Excess Liability Fund and that June Hercek is hereby appointed as the alternate to Victor Canning as representative of the Township of Montville to the Morris County Joint Insurance Fund and the Municipal Excess Liability Fund.

**RESOLUTION # 2020-22                      Resolution Open Public Meetings Act – Annual Schedule and Notice of Meetings**

**WHEREAS**, the Open Public Meetings Act, Chapter 231 of the Laws of 1975 requires all public bodies covered by said Act at least once each year and within seven (7) days following the Annual Organization or Reorganization Meeting of such body to post and maintain posted throughout the year as set forth in the Act, a Schedule of the Regular Meetings of the public body to be held during the succeeding year.

**MONTVILLE TOWNSHIP COMMITTEE  
REORGANIZATION MEETING MINUTES—January 4, 2020**

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Montville, as follows:

1. The Schedule of Regular Meetings of the Montville Township Committee as set forth in the Schedule annexed hereto be and the same is hereby adopted.
2. The Township Clerk is hereby authorized and directed to prominently post said Schedule in at least one (1) public place reserved for such announcements.
3. Said Schedule shall be mailed, faxed, or e-mailed by the Township Clerk to the following two (2) newspapers:
  - A. The Citizen
  - B. The Daily Record
4. Said Schedule shall be placed on file with the Township Clerk.
5. In the event that the annexed Schedule is hereafter revised, the revised Schedule shall be posted, mailed and filed by the Township Clerk in the manner described hereinabove.
6. Special Meetings may be held as and when necessary with Notice to be given as provided for in the Act and meetings involving urgent matters may be held as provided for in Section 4(b) of the Act. The Township Clerk is hereby directed to prominently post said Notices in at least one (1) public place reserved for such announcements at least forty-eight (48) hours in advance of all meetings.
7. Said Notices shall also be mailed, faxed, or e-mailed to the above newspapers at least forty-eight (48) hours in advance of the meeting.
8. Said Notices shall be placed on file with the Township Clerk.
9. The Township Clerk shall post a copy of this Resolution.

**MONTVILLE TOWNSHIP COMMITTEE - SCHEDULE OF REGULAR MEETINGS 2020**

Schedule of Regular Meetings: Second and Fourth Tuesdays of each month at 7 p.m. It is the intention of the Governing Body to meet in closed session from 7 p.m. to 8 p.m. The public portion will begin at 8 p.m. unless otherwise specified below or in a special meeting notice. Meetings are held at the Municipal Building, 195 Changebridge Road, Montville, New Jersey.

**2020**

January 14  
February 11  
February 25  
March 10  
March 24  
April 14  
April 28  
May 12  
May 26  
June 9  
June 30

**2020**

July 21  
August 18  
September 8  
September 22  
October 13  
October 27  
November 10  
December 8  
December 15 – Special Meeting 6:30 p.m.

**MONTVILLE TOWNSHIP COMMITTEE  
REORGANIZATION MEETING MINUTES—January 4, 2020**

**RESOLUTION # 2020-23** Resolution Official Newspapers – The Daily Record; The Citizen; and electronic-Montville TAP

BE IT RESOLVED, that the Township Committee designate The Daily Record and The Citizen as the Official Newspapers for the Township of Montville for the year 2020.

BE IT FURTHER RESOLVED, that the Township Committee may provide, whenever possible, electronic notice of a meeting of the public body through the Internet to the *TAP into Montville* electronic newspaper.

**RESOLUTION # 2020-24** A resolution of the Township of Montville, County of Morris, and State of New Jersey Authorizing the Administration to pay certain invoices and bills subject to formal approval by the Mayor and Township Committee

WHEREAS, from time to time, due to meeting schedules and inclement weather, certain reoccurring invoices become due and payable; and

WHEREAS, the services have been rendered and the invoices have been presented in a form acceptable to Township disbursement standards and the receipt and confirmation of such services have been confirmed by the appropriate department head of the Township; and

WHEREAS, in order to maintain the Township's pristine credit rating, it becomes necessary for certain vouchers and invoices to be paid prior to the presentation of a bill list to the Mayor and Township Committee; and

WHEREAS, providing that the Administration has reviewed and authorized certain re-occurring invoices for day-to-day operations such as insurance, supplies, utilities and other such type of monthly invoices for services are to the satisfaction of the Administration and providing such funds are available as authorized by the Chief Financial Officer to pay such invoices, then the Administrator shall be authorized to pay such re-occurring invoices subject to presentation and ratification by way of affirmation at the following meeting of the Mayor and Township Committee.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Montville, in the County of Morris, and State of New Jersey, that the Administration, specifically the Township Administrator, is hereby authorized, under certain circumstances set forth and embodied in this Resolution, to make payment of certain invoices subject to affirmation by the Mayor and Township Committee at the meeting following the authorization of such payment.

BE IT FURTHER RESOLVED, that the invoices should be re-occurring for monthly services as set forth and presented in an order acceptable and verified by the Administration prior to rendering payment.

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be provided to the Township Administrator and Chief Financial Officer for future reference.

This Resolution will take effect immediately.

**MONTVILLE TOWNSHIP COMMITTEE  
REORGANIZATION MEETING MINUTES—January 4, 2020**

**RESOLUTION # 2020-25** Resolution authorizing execution of agreement between the Township of Montville and the County of Morris for the Community Development Block Grant Program

WHEREAS, the Township of Montville has agreed to enter into an Agreement for Community Development Block Grant – Activity Number: 03/19-1418, HUD Grant: B-19-UC-34-0105, Activity Name: Replacement of Senior House Doors and Security.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montville, in the County of Morris and State of New Jersey, that the appropriate officials are hereby authorized to execute a grant agreement for Activity Number: 03/19-1418, HUD Grant: B-19-UC-34-0105, Activity Name: Replacement of Senior House Doors and Security.

This Resolution shall take effect immediately.

**RESOLUTIONS:**

**RESOLUTION # 2020-26** Resolution of the Township of Montville, County of Morris and State of New Jersey authorizing the award of a contract to Edward J. Albert & Sons, Inc. for performance of Licensed Electrical Services for Township-Owned Water and Sewer Facilities

WHEREAS, pursuant to authorization by the Mayor and Township Committee of the Township of Montville, the Township received sealed competitive bids for Licensed Electrical Services for Township-Owned Water and Sewer Facilities; and

WHEREAS, one (1) sealed bid was received and opened on December 4, 2019, in accordance with the advertised date for acceptance of bids from the following vendor:

(1) Edward J. Albert & Son, Inc.; bid price:

Regular hourly rate:	\$120.00
Overtime hourly rate:	\$180.00
Sunday/Holiday hourly rate:	\$240.00

; and

WHEREAS, said bid has been duly reviewed and analyzed by the Montville Township Attorney and Township Engineer; and

WHEREAS, the Local Public Contracts Law requires that competitive bidding contracts be awarded to the lowest, responsible, responsive bidder; and

WHEREAS, the bid received from the low bidder Edward J. Albert & Son, Inc. at the hourly rates of \$120.00 (Regular), \$180.00 (Overtime), and \$240.00 (Sunday/Holiday) has been found to be in proper form and in compliance with the provisions of N.J.S.A. §40A:11-23.5 and the specifications as written; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available for this project.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Montville, in the County of Morris, and State of New Jersey as follows:

1. The Township Committee hereby awards a contract to Edward J. Albert & Son, Inc., 20 Wilson Avenue West, East Hanover, NJ, 07936, for the completion of Licensed Electrical Services for

**MONTVILLE TOWNSHIP COMMITTEE  
REORGANIZATION MEETING MINUTES—January 4, 2020**

Township-Owned Water and Sewer Facilities, in accordance with the bid specifications, at the hourly rates of \$120.00 (Regular), \$180.00 (Overtime), and \$240.00 (Sunday/Holiday).

2. The Mayor and Township Clerk are hereby authorized and directed to execute a contract with Edward J. Albert & Son, Inc., in accordance with its bid for Licensed Electrical Services for Township-Owned Water and Sewer Facilities.

3. The Township's Chief Financial Officer has certified the availability of funds for this contract.

4. This resolution and contract shall be available for public inspection in the office of the Township Clerk.

5. The accounts to be used for these services are as follows:

Water Operating, Service Contracts, 0-05-55-500-209, \$20,000  
Sewer Operating, Service Contracts, 0-07-55-500-209, \$20,000  
ORD #2018-14, Leak Detection System, C-06-55-568-505, \$11,000  
ORD #2019-18, Facilities Pump Replacement, C-06-55-570-504, \$4,000  
ORD #2016-15, Upgrade Riverside Wet Well, C-08-55-561-504, \$20,000  
ORD #2019-13, Pump, Motor, Control Sys Replacement, C-08-55-566-503, \$12,000  
ORD #2017-23, Pump Station Rehabilitation, C-08-55-563-502, \$13,000

6. The total fee authorized for this contract shall not exceed \$100,000 without the prior written approval of the Township Committee.

This Resolution will take effect immediately.

Motion by Cook second by Witty to adopt Resolution #2020-26.

Roll Call

Yes: Kayne, Witty, Cook, Conklin, Cooney

No: -0-

**RESOLUTION # 2020-27** Resolution authorizing the submission of a 2020 Community Development Block Grant Application to the County of Morris

WHEREAS, 2020 Community Development Block Grant Funds are available through the County of Morris; and

WHEREAS, a public meeting will be held on January 4, 2020 to discuss application for such funds.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Montville, in the County of Morris and State of New Jersey, that the appropriate officials are hereby authorized to execute and submit a 2020 Community Development Block Grant Application entitled, "Maple Avenue Water Services."

BE IT FURTHER RESOLVED that if awarded CDBG funds, the Township of Montville shall implement the activities in a manner to ensure compliance with all applicable federal, state, and local laws and regulations.

This Resolution shall take effect immediately.

**MONTVILLE TOWNSHIP COMMITTEE  
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Motion by Cook second by Witty to adopt Resolution #2020-27.

Roll Call

Yes: Kayne, Witty, Cook, Conklin, Cooney

No: -0-

**RESOLUTION # 2020-28**

Resolution of the Township of Montville, County of Morris, State of New Jersey authorizing the award of a Professional Services Contract without competitive bidding to Burgis Associates, Inc. – Joseph H. Burgis PP, ACP – to provide In-House Planning Service and General Planning Services

WHEREAS, there exists a need for in-house planning services and general planning services for the Township of Montville and it has been determined to award this contract as a professional service without obtaining competitive bids or quotations pursuant to the provisions of NJSA 19:44A-205; and

WHEREAS, the Township wishes to retain the services of Joseph H. Burgis, PP, ACP of Burgis Associates, Inc. to provide such services as identified in its proposals dated November 21, 2019; and

WHEREAS, funds are available for this purpose; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.) requires that the resolution authorizing the award of a contract for professional service without competitive bidding, and the contract itself, be available for public inspection.

NOW THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Montville, in the County of Morris, and State of New Jersey, as follows:

1. The Township of Montville hereby awards and authorizes the Mayor and Township Clerk to execute an agreement with Burgis Associates, Inc. - Joseph H. Burgis, PP, ACP - to conduct in-house planning services and general planning services at a rate of \$150.00 per hour as per his proposal dated November 21, 2019; and
2. The CFO has certified the following funds are available:
  - Burgis Associates, Inc. – not to exceed \$10,000 for in-house planning services
    - 0-01-21-180-221 (Planning Consultant)
  - Burgis Associates, Inc. – not to exceed \$10,000 for general planning services
    - 0-01-20-155-227 (Professional Fees)
3. This contract is awarded without competitive bidding as a professional service in accordance with the provisions of the Local Public Contracts Law because said services are performed by a person licensed under law to practice a recognized profession.
4. The total fee authorized for this contract shall not exceed \$20,000 without the prior written approval of the Township Committee.
5. Notice of this action shall be published once in the Township's official newspaper as required by law.
6. A copy of this resolution shall be provided to the Township's Chief Financial Officer and to Joseph H. Burgis, PP, ACP, Burgis Associates, Inc., 25 Westwood Avenue, Westwood, New Jersey 07675 for their information and guidance.

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This Resolution shall take effect immediately.

Motion by Cook second by Witty to adopt Resolution #2020-28.

Roll Call

Yes: Kayne, Witty, Cook, Conklin, Cooney

No: -0-

**2019 YEAR END RESOLUTIONS:**

**RESOLUTION** Resolution authorizing the listing of bills and signing of checks -  
December 31, 2019

Motion by Cook second by Witty to approve the listing of bills and signing of checks for December 31, 2019.

Roll Call

Yes: Kayne, Witty, Cook, Conklin, Cooney

No: -0-

**RESOLUTION # 2019-387** Transfer of Funds Resolution

WHEREAS, various bills have been presented for payment; and

WHEREAS, it is determined that there is a need to transfer funds to cover bills presented for payment in the respective appropriation accounts; and

WHEREAS, N.J.S. 40A:4-58 provides for the transfer of funds during the last two months of the fiscal year, to expend for any of the purposes specified in the budget an amount in excess of the respective sums appropriated therefore and there shall be an excess in any appropriations over and above the amount deemed to be necessary to fulfill the purpose of such appropriation.

NOW, THEREFORE, BE IT RESOLVED by the Committee of the Township of Montville, (not less than two-thirds of all members thereof affirmatively concurring) that the following transfers be made between the 2019 Budget Appropriations as follow:

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<b>From</b>	<b>Amount</b>	<b>To</b>	<b>Amount</b>
<b><u>Current Fund</u></b>			
Insurance - Group Health	\$ 200.00	Insurance - Health Insurance Waiver	\$ 200.00
Information Technology OE	\$ 5,000.00	Traffic Lights	\$ 5,000.00
	\$ 5,200.00		\$ 5,200.00
<b><u>Water Operating</u></b>			
Water S&W	\$ 30,000.00	Water OE - Operating Expenses	\$ 30,000.00
	\$ 30,000.00		\$ 30,000.00
<b><u>Sewer Operating</u></b>			
Sewer S&W	\$ 1,200.00	Sewer S&W (Overtime)	\$ 1,200.00
	\$ 1,200.00		\$ 1,200.00

BE IT FURTHER RESOLVED, that the Chief Financial Officer is hereby authorized and directed to make the transfers.

Motion by Cook second by Witty to adopt Resolution #2019-387.

Roll Call

Yes: Kayne, Witty, Cook, Conklin, Cooney

No: -0-

**RESOLUTION # 2019-388** Resolution approving request from Tax Collector for refund of overpayment

WHEREAS, due to duplicate payments received creating an overpayment of tax for the year 2019

AND, WHEREAS, it is the recommendation of the Tax Collector that these monies are refunded;

NOW, THEREFORE, BE IT RESOLVED that the treasurer be authorized to draw a check in the amount of overpayment to:

Chen, James Hsin Chih & Yu Min Lai  
Block: 52.02 Lot: 46.01            10 Lalique Dr                            \$ 3,352.70

Motion by Cook second by Witty to adopt Resolution #2019-388.

Roll Call

Yes: Kayne, Witty, Cook, Conklin, Cooney

No: -0-

**MONTVILLE TOWNSHIP COMMITTEE  
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**TOWNSHIP COMMITTEE COMMENTS:**

**Committeeman Richard D. Conklin**

First, I would like to thank my wife Rose, my family and my constituents for my re-election. I also want to thank my colleagues for trusting me to serve as the Montville Township Mayor for the past two years. It was a gratifying experience that I will never forget. I would like to congratulate Mayor Cooney and Deputy Mayor Cook on their new appointments and I look forward to their leadership in 2020. I also thank all the board/commission members past, present and newly appointed for their time and commitment to Montville Township. Finally, when I was first elected six years ago, I promised to listen to the resident's concerns, seek their opinions, keep a watchful eye on spending and monitor future developments to preserve Montville Township's heritage and character. I stand behind that promise for the final 3-year term that I will serve.

**Deputy Mayor Rich Cook**

I would also like to thank my wife for allowing me to do this because it is many nights out of the week. For anyone who has not done this, it is a lot of work. So anyway, I would like to thank the voters for the support they showed Richard Conklin and I. I would like to thank the Township Committee members for allowing me to be the Deputy Mayor and I look forward to working with them in the future. I would like to thank Mayor Conklin for being the Mayor for the past two years. He served with honor and integrity and provided great leadership to the Township Committee and the residents of Montville Township. He truly has Montville Township in his heart. I would like to congratulate Mayor Cooney on his appointment as mayor. Frank truly loves the Township and I look forward to supporting him in his new role. I would like to thank our past elected Township Committee members, our board/committee members, our volunteers First Aid Squad and Fire Department and our non-profit organizations for making Montville Township a great place to live and raise a family. I would also like to thank the Montville Township employees, I have seen first-hand their professionalism, dedication, and enthusiasm as they perform their jobs. I look forward to working with them. I would like to ask all our residents to reject hate and confront evil to ensure that everyone is free to practice their religious beliefs safely and in peace. I wish everyone a safe and Happy New Year.

**Committeeman Kayne**

These holidays have been a great opportunity to reflect on the year that was. I know I am not the only one sitting here feeling that the year has flashed by. With that being said, I am proud to be a part of the Governing Body. We work well as individuals and collectively as a whole. To all the past Township Committee members thank you for laying such a solid foundation for the five of us today. I continue to realize the hard work of the Township employees, many thanks to Administration from top to bottom. I would like to thank the Police Chief on his solid first year of leadership and many thanks to our police officer for protecting our citizens and their property. Likewise, especially in my second year of serving on the Township Committee, getting to know our volunteers from the First Aid Squad and Fire Departments has been exceptionally gratifying. You are my heroes and the monumental dedication that you show and the dedication of our board/committee members show daily is quite humbling- thank you for your service. I would like to thank Richard Conklin, Rich your term as mayor coincided, we did not know each other I just wanted to say you made an admirer and be appreciative of all the great concern you show every day. As we begin a new decade, I think it would be fascinating to watch how our ex-Police Chief Rich Cook will work under his ex-Patrolman Mayor Cooney. Seriously, Frank and Rich, I congratulate you on your new positions and I want you to know I have great confidence in you and have high expectations for your work. I sincerely, look forward to the year ahead, we never know what will come up but each one of us will be ready to do the best for our Township and citizens. Thank you and have a Happy Healthy New Year.

**MONTVILLE TOWNSHIP COMMITTEE  
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**Committeewoman Witty**

Everyone said what I was going to say. I would like to thank the community, volunteers, our Township employees, and our Police Department, Victor, and June thank you very much. Rich Cook, Richard Conklin, Frank, and Matt thank you and I think we work well together. Moving forward I think we are ready for 2020. Thank you, everyone, for attending, have a Happy and Healthy New Year. One last thing regarding the plastic collection (Trex Program) - we collected 1,657.8 lbs. April to December, December we collected 265.4 lbs. and this week we collected 64.4 lbs. Thank you for keeping our community and the planet clean.

**Chairman Frank W. Cooney Annual Message on the Conditions and Needs of the Township of Montville:**

As another year comes to a conclusion and we embark on a new decade, Montville Township once again had a very busy year. I'd like to highlight some of the major items that were accomplished in 2019:

- The 2019 Budget had a 1.503% tax levy increase for the municipal and library taxes, resulting in an average increase of \$38.73 per average assessed home at \$528,752. The 1.503% tax-levy increase is well below the 2% hard cap and is the lowest increase in the past 4 years.
- Montville Township has proudly maintained AAA bond rating for more than 10 years placing us in an elite category of fiscally prudent communities in New Jersey, as well as the nation.
- The continuation of Montville Day and the addition of a new pavilion on Community Park Amphitheater property.
- Montville Township hired a private company to perform a new assessment of all roads which will supplement our in-house inspections. Assessment of the roads is a tool used to help plan which roads will be resurfaced in upcoming years.
- The Township continued with its aggressive Roadway Maintenance Improvements Program (milling and paving, drainage improvements, curb repairs, sidewalks, etc.) spending approximately \$1.8 million which is significantly more than prior years.
- Completion of upgrades to lighting at Masar Park and Community Park Fields 1 & 2 with energy-efficient equipment, saving taxpayers significant funds. There are future plans in 2020 to upgrade the remaining fields.
- Installation of brand new sidewalks for student and pedestrian safety on Horseneck Road, adjacent to the high school and library.
- ADA improvements to parking lot and sidewalks at Senior House making access much more convenient and safe. In 2020, improvements will continue with upgrading the security system and entranceways.
- Upgrading of the Municipal Building electronic message board and the addition of a brand new electronic message board at the Public Safety Building.
- Court-approved Affordable Housing Settlement which has satisfied the court-mandated affordable housing requirements, avoiding a long and protracted, and costly litigation process.

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- Upgrading of the entire computer system to enhance our overall operational security.
- As a result of economic conditions beyond our control, we were forced to return to the dual-stream recycling collection which was a major undertaking. The public deserves a huge debt of gratitude for their understanding and commitment to our very successful recycling program, which this year our tonnage grant totals \$47,578.72 and is the 4<sup>th</sup> highest amount in Morris County with 39 communities!
- The purchase and installation of community-spirited banners throughout Montville Township to encourage local pride and recognize our local businesses that are the fabric of our community.

In closing, as we start a new decade, we remain committed to providing the level of services that residents have come to expect and enjoy.

Chairman Cooney wished everyone a Happy and Healthy New Year.

Chairman Cooney stated if you were appointed to a board or commission today, please see the Township Clerk after the meeting to be sworn in and sign the form.

Meeting adjourned at 3:30 p.m. Motion: Kayne. Second: Witty. All in favor. Motion approved.

Respectfully submitted,

Approved: April 28, 2020  
Montville Township Committee

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Leena M. Abaza, Township Clerk

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Frank W. Cooney, Mayor