

REORGANIZATION MEETING OF MONTVILLE TOWNSHIP COMMITTEE

Meeting Minutes - January 5, 2022

Held via teleconference, dial 602-580-9785 access code 7072641#

4:45pm – PUBLIC SESSION

In accordance with the Open Public Meetings Act and the Emergency Remote Meeting Protocol for Local Public Bodies, adequate and electronic notice of this telephonic meeting have been provided by mailing, emailing and/or faxing notice to the Daily Record and the Citizen, posting notice on the Township website and posting notice on the outside front door & bulletin boards of the Municipal Building, 195 Changebridge Road, Montville, NJ 07045.

Members of the public will be kept on mute during the meeting. The phone lines will be unmuted during the public comment portion. Once the public portion is completed, the phone lines will be muted again for the remainder of the meeting. There is a 3-minute limit on all public comments.

Present: June E. Hercek, Township Administrator
Nicholas Breiner, Assistant Administrator
Fred Semrau, Esq., Township Attorney
Stacy Sullivan-Gruca, Township Clerk
Margaret Shepard, Deputy Clerk)

Phone lines unmuted

Prayer - Father Mark Olenowski from St. Pius X Church

National Anthem - Abby Seewald

OATH OF OFFICE

Frank Cooney, Township Committee – performed by Morris County Sheriff, James M. Gannon

Phone lines muted

ROLL CALL

Roll Call Township Committee

Present:

Matthew S. Kayne, Committeeman
June Witty, Committeewoman
Rich Cook, Committeeman
Richard D. Conklin, Committeeman
Frank W. Cooney, Committeeman

NOMINATION OF A TEMPORARY CHAIRPERSON

Nomination of Rich Cook

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Motion by Conklin second by Kayne

All in favor – Motion carried

NOMINATION OF MAYOR

Cook opens nominations for permanent chair

Nomination of Frank Cooney

Motion by Witty second by Kayne

Motion by Conklin second by Witty to close nominations

Frank Cooney - 2022 Mayor

Roll Call: Yes - Kayne, Witty, Cook, Cooney Abstain – Conklin No – 0

NOMINATION OF DEPUTY MAYOR

Nomination of Matthew Kayne as Deputy Mayor

Motion by Cook second by Conklin

Roll Call: Yes - Kayne, Witty, Cook, Conklin, Cooney No – 0

OATHS OF OFFICE – MAYOR / DEPUTY MAYOR

Clerk administers Oaths for 2022 Mayor and Deputy Mayor

TOWNSHIP ADMINISTRATOR APPOINTMENT / OATH OF OFFICE

Introduction of June Hercek, appointed as Township Administrator upon retirement of Victor Canning. Hercek has an extensive background in government and was hired as Assistant Administrator and Qualified Purchasing Agent of Montville Township in 2014.

Mayor administers Oath of Office for Hercek

DIGNITARY INTRODUCTION/COMMENT

Congratulations and well wishes for the New Year from the following:

Thomas Mastrangelo, Morris County Commissioner

Jay Webber, NJ Assemblyman

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Laura Ali, Morris County GOP Chair

Tayfun Selen, Morris County Commissioner

John Krickus, Morris County Commissioner

MAYOR MESSAGE

Mayor reads the 2022 State of Montville Township:

With the start of a New Year, many of us take time to reflect on the past year and Montville Township also does the same, and we provide this information to you each January through the State of Montville Township Address.

- The Township continued to be challenged by the coronavirus pandemic (COVID-19), but our ability to function and continue to deliver essential services has been the result of the collective efforts and teamwork led by our Administration, Health Officer and Health Department, Office of Emergency Management, and Township employees, our first responders including the Police Department, Volunteer Fire Departments and First Aid Squad, as well as our Township Committee.
- The 2021 Budget had a 1.066% tax-levy increase for municipal and library resulting in an average increase of \$36.20 on the average home assessed at \$529,617. Being mindful of the impact of the past year on residents, every possible way to reduce expenses while maintaining our level of service was explored. The 1.066% tax-levy increase is well below the 2% hard cap, and is the lowest levy increase since 2015.
- Our current Fund Balance is one of the reasons Montville Township is considered financially healthy and can maintain Standard & Poor's Global Ratings AAA bond rating. We actively monitor the factors that allow us to keep our AAA rating which are fund balance, debt, liquidity and management strength. Being exceptional stewards of the Township's funds continues to be a top priority of this Township Committee.
- In 2021, Montville Township continued to work successfully with our New Jersey Court approved Affordable Housing Developers as we move towards our affordable housing needs. We also continue to negotiate with Rachel Gardens in our efforts to maintain Rachel Gardens' affordable controls, with the continued support of New Jersey Fair Share Housing Center.
- A total of 6.3 miles of roadway were milled & resurfaced in 2021. The Township coordinated with the gas utility company, New Jersey Natural Gas, to resurface roads, full width, which were recently excavated for utility improvements. 7 roads were resurfaced in this program. An additional 1 road was resurfaced by the Township using the Morris County Cooperative contractor. 14 additional roads were resurfaced under two separate contracts administered through the Engineering Department.

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- Drainage and Sidewalk Improvements were completed to the exterior of the Youth Center/ Fieldhouse buildings.
- The Amphitheater located behind the Library was demolished and a new, larger timber structure was constructed. The new amphitheater, designed to accommodate larger entertainment venues, matches the design motif of our newly installed pavilion. The structure was unveiled at Montville Day in October.
- Pedestrian safety improvements were completed at the intersection of Route 202 and Waughaw Road, including the construction of flashing push button beacons, new sidewalk and curbing islands, and the installation of a Township Clock.
- NJDOT grants were awarded for the Two Bridges Road Improvement Project and the Chapin Road Improvement Project, both expected to be completed in 2023
- We successfully held our two (2) electronics and paper shredding recycling events which were a resounding success. These events help to reduce and re-purpose our recyclable material that would otherwise end up in landfills. The success of these events has helped us receive some of the highest grant awards in Morris County.
- In early October we hosted Montville Day following a pandemic pause. This tradition provided a much-needed day to bring our community together.

In closing, 2022 will prove to be yet another challenging year, especially in light of the COVID-19 pandemic, but we remain committed to providing the level of services that Montville Township residents have come to expect and enjoy.

TOWNSHIP COMMITTEE COMMENTS

Township Committee members thank all volunteers and employees for their service. Congratulations to Hercek on her appointment and Canning on his retirement, as well as Breiner on his appointment as Assistant Administrator.

BOARD AND COMMISSION RESIGNATIONS

Thomas Mazzaccaro, Library Board, 2009-2021

Jane Hines, Library Board, 2016-2021

Sachin Shah, Board of Health, 2019-2021

Betty Bowers, Board of Health, 2016-2021

Alexander Nestrok, Environmental Commission, 2012-2021

Bansari Shah, Environmental Commission, 2017-2021

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PUBLIC PORTION

Reminder to the public to state your name and address for the record, and there is a 3 minute time limit on all public comments

Motion by Cook second by Conklin to open public portion

All in favor – Motion Carried

Phone lines unmuted

No Public Comments

Motion by Conklin second by Cook to close public portion

All in favor – Motion Carried

Phone lines muted

RESOLUTION AUTHORIZING CONSENT AGENDA NO. 2022-CA01

Resolution 2022-01 Resolution approving 2022 Township Committee meeting schedule

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.

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.

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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 2022

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 after the public portion. The public portion will begin at 7 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.

<u>2022</u>	<u>2022</u>
January 5 – 4:30pm (Wednesday)	July 19
January 25	August 23
February 8	September 13
February 22	September 27
March 8	October 11
March 22	October 25
April 12	November 15
April 26	December 6
May 10	December 13 – Special Meeting 6:30 p.m.
May 24	
June 14	
June 28	

Resolution 2022-02 Resolution designating Official Newspapers for 2022

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 2022.

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 2022-03 Resolution to affirm the Township of Montville’s Civil Rights Policy with respect to all officials, appointees, employees, prospective employees, volunteers, independent

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contractors, and members of the public that come 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 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.

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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.

Resolution 2022-04 Resolution of appointments by Township Administrator

BE IT RESOLVED, that the Report of Appointments for the year 2022 by the Township Administrator, made in accordance with the Administrative Code, are hereby accepted and approved as follows:

Township Administrator – June Hercek
Assistant Township Administrator – Nicholas Breiner
Department Head of the Department of Land Use – Jane Mowles
Department Head of the Department of Engineering/Public Works – Nicola Marucci
Department Head of the Department of Finance – Katie Yanke
Department Head of the Department of Clerk – Stacy Sullivan-Gruca
Department Head of the Department of Police – Andrew Caggiano
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 – David Kirkham
Department Head of the Department of Social Services – Nancy Mertz
Youth Activities Coordinator, Department Head: Christopher Ziolkowski

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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 2022:

Special Police Officer-Class II - Edward Rosellini

Police Matrons - Liz Johansen

School Crossing Guards - Deborah Alberts, Susan Avrov, Joseph Dacunha, John Hankowski, Veronika Krofchak, Joann Labarca, Kristen Marino, John Osborne, Joan Robillard, Sylvia Walits, Don Welter

Substitutes – Liz Johansen

Resolution 2022-05 Resolution authorizing appointments to Boards and Commissions

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

BOARD OF ADJUSTMENT:

Ron Cain, Jr. – reappoint, 4 year term
Annabel Pierce – reappoint, 4 year term
Ed Kadushin – appoint as Alternate #2, unexpired term ending 1/1/2022
Township Committee Liaison – Richard Cook; Alternate: Frank Cooney

BOARD OF HEALTH:

Harron Arshad, MD – appoint, 3 year term
Township Committee Liaison – Matthew Kayne; Alternate: June Witty

DESIGN REVIEW COMMITTEE:

Tim Braden – reappoint, 1 year term
Anthony Garrett – reappoint, 1 year term
Joseph Nadler – reappoint, 1 year term
Joseph Stellato – reappoint, 1 year term
Erik Wolfe – reappoint, 1 year term
Cheryl Cavanaugh – appoint, 1 year term
Ed Kadushin – appoint, 1 year term
Township Committee Voting Member: Richard Conklin; Liaison: June Witty

DOG PARK ADVISORY COMMITTEE:

Robert Bear – reappoint, 1 year term
Dolores Eckert-Cook – reappoint, 1 year term
Dolores Healey – reappoint, 1 year term
Karen Kozel – reappoint, 1 year term
Kevin Rosin – reappoint, 1 year term
Christine Scott – reappoint, 1 year term
Sandra Spinelli – reappoint, 1 year term
Gladys Driscoll – reappoint, 1 year term

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Tracey Bednash – reappoint, 1 year term
Township Liaison – June Witty; Alternate: Frank Cooney

DRUG AWARENESS-MUNICIPAL ALLIANCE COUNCIL:

Keri Spitz – reappoint, 3 year term
Jeff Matias – reappoint, 3 year term
Nancy D'Oench – reappoint, 3 year term
Marcella Gencarelli – appoint, 3 year term
Jaclyn D'Amico – appoint, unexpired term ending 12/31/23
Township Committee Liaison – June Witty; Alternate: Matthew Kayne

ECONOMIC DEVELOPMENT COMMITTEE:

Douglas Cooper – reappoint, 3 year term
Adam Holzberg – reappoint, 3 year term
Nancy Tuckman – appoint as full member, unexpired term ending 1/1/2023
Dennis Feeney – appoint as Alternate #1, 2 year term
Jake Kovalcik – appoint as Alternate #2, unexpired term ending 1/1/2023
Township Committee Liaison – Frank Cooney; Alternate: Matthew Kayne

ENVIRONMENTAL COMMISSION:

Lawrence Kornreich, PB – reappoint, 3 year term
Pam Misiewicz – reappoint, 3 year term
Kevin Fitzpatrick – reappoint, 3 year term
Jonathan Antal – appoint full member, unexpired term ending 1/1/2024
Trina Ehntholt – appoint full member, unexpired term ending 1/1/2024
Jake Kovalcik – appoint as Alternate #1, unexpired term ending 1/1/23
Township Committee Liaison – June Witty; Alternate: Richard Conklin

HISTORIC PRESERVATION REVIEW COMMISSION:

Niall Conway – reappoint, 4 year term
Kimberlee Luciano – reappoint, 4 year term
Marcella Gencarelli – appoint as Alternate #2, 2 year term
Township Committee Liaison – Richard Conklin; Alternate: Richard Cook

HOUSING COMMITTEE:

Allen Barnett – reappoint, 3 year term
Thomas Mazzaccaro – reappoint, 3 year term
Carol Ann Soroko – reappoint, 3 year term
Township Committee Liaison – June Witty; Alternate: Matthew Kayne

LIBRARY BOARD OF TRUSTEES:

Mayor – Frank Cooney, 1 year term
Alternate to Mayor – Matthew Kayne
Superintendent of Schools – Dr. Rene Rovtar, 1 year term
Alternate to Superintendent of Schools – Dr. Casey Shorter & David Tubbs, 1 year term

MAYOR'S APPOINTMENTS TO THE LIBRARY BOARD OF TRUSTEES:

Charles Grau – reappoint, 5 year term
Larry Hines – appoint, unexpired term ending 1/1/2026
Deb Nielson – appoint, 5 year term

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OPEN SPACE COMMITTEE:

Glenn Bott – reappoint, 1 year term
Christine Cavaliere-Friedlein – reappoint, 1 year term
Gul Khan – reappoint, 1 year term
Corlas Ann Lorino – reappoint, 1 year term
Ronald Luna – reappoint, 1 year term
John Misiewicz – reappoint, 1 year term
Daniel Pagano – reappoint, 1 year term
Bob Purnell – reappoint, 1 year term
Township Committee Liaison – June Witty; Alternate: Frank Cooney

PLANNING BOARD:

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

MAYOR'S APPOINTMENTS TO THE PLANNING BOARD:

Gary Lewis – reappoint, 4 year term
Tim Braden – reappoint, 4 year term
Christine Fano – reappoint, 2 year term

RECREATION COMMISSION:

Larry Manfra – reappoint, 5 year term
Denise Gaweiler – reappoint, 5 year term
Township Committee Liaison - Richard Cook; Alternate: Frank Cooney

ROCKAWAY RIVER WATERSHED CABINET:

Township Committee Liaison – June Witty; Alternate: Richard Cook

TREE REMOVAL PERMIT APPEALS BOARD:

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

Resolution 2022-06 Resolution appointment tax searcher and improvement searcher

RESOLVED, that the Township Committee of the Township of Montville make the following appointments for the year 2022:

Tax Searcher – Christine Corcoran

Improvement Searcher – Stacy Sullivan-Gruca

Resolution 2022-07 Resolution appointing June Hercek as representative of the Township of Montville to the Morris County Joint Insurance Fund and the Municipal Excess Liability Fund

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

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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 June Hercek 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 Nicholas Breiner is hereby appointed as the alternate to June Hercek as representative of the Township of Montville to the Morris County Joint Insurance Fund and the Municipal Excess Liability Fund.

Resolution 2022-08 Resolution to adopt the Cash Management Plan – 2022

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 2022-09 Resolution to adopt the Township's Fund Balance Policy – 2022

WHEREAS, the Township's Fund balance policy was originally adopted via Resolution 2020-269 on September 22, 2020; and

WHEREAS, it was noted in Resolution 2020-269, that the policy would be adopted annually at the annual reorganization meeting; and

WHEREAS, it is necessary for Governments to maintain adequate levels of fund balance to mitigate current and future risks such as revenue shortfalls and unanticipated expenditures; and

WHEREAS, it has been particularly obvious, due to the COVID-19 Pandemic, that maintaining adequate levels of fund balance has allowed the Township to react to unexpected emergencies and revenue shortfalls; and

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WHEREAS, The Township Committee believes that maintaining fund balance protects the long term financial integrity of the Township and is vital to the fiscal health of the Township;

WHEREAS, the Township is committed to maintaining a prudent level of financial resources to protect against the need to reduce service levels because of temporary revenue shortfalls or unexpected expenditures; and

WHEREAS, it is recommended by the GFOA, the DLGS, auditors and rating agencies that a Township adopt a formal Fund Balance Policy;

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Montville that the following Fund Balance Policy for the Township of Montville be adopted.

Resolution 2022-10 Resolution authorizing investment 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 2022-11 Resolution designating depositories

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 and the New Jersey Cash Management Fund be named as Depositories for Township Funds; and

BE IT FURTHER RESOLVED, that Bank of America, Lincoln 1st Bank, TD Bank, Columbia Bank, Santander Bank, Blue Foundry Bank and Bank of New York Mellon Trust Company be named as additional Depositories for Township Funds, if the need arises; and

BE IT FURTHER RESOLVED, that the following persons shall be authorized to sign the checks: 2022 Mayor, Katie Yanke, Chief Financial Officer, and Stacy Sullivan-Gruca, Township

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Clerk or during the absence of the Mayor, the Vice-Chairperson is hereby authorized to sign the checks.

Resolution 2022-12 Resolution authorizing cooperative purchasing

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-Sourcewell) National Cooperative Purchasing Program, the National Intergovernmental Purchasing Alliance (National IPA-Omnia) National Cooperative Purchasing Program, the Bergen County Cooperative, the North Jersey Wastewater Cooperative Pricing System, the Cranford Police Cooperative and the Union County 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-Sourcewell) National Cooperative Purchasing Program, the National Intergovernmental Purchasing Alliance (National IPA- Omnia) National Cooperative Purchasing Program, the Bergen County Cooperative, the North Jersey Wastewater Cooperative Pricing System, the Cranford Police Cooperative and the Union County 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-Sourcewell) National Cooperative Purchasing Program, the National Intergovernmental Purchasing Alliance (National IPA-Omnia) National Cooperative Purchasing Program, the Bergen County Cooperative, the North Jersey Wastewater Cooperative Pricing System, the Cranford Police Cooperative and the Union County 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 the above listed State and Cooperative Purchasing Contracts are only to be used by the Departments when all proper purchasing procedures and requirements are followed in accordance with NJ Local Public Contract Law and all requested purchases have been traced/tied out to the pricing and products in the Awarded Contracts.

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3. 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 2022-13 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

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 list of Referenced Cooperative Vendors/Contracts;

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

- 1) That the purchases by the Township of Montville through the several Municipal Departments shall be purchased under a Contract or Contracts for such goods or services entered into under the Cooperative Pricing Council of the County of Morris from the attached list of Referenced Cooperative Vendors/Contracts.
- 2) That these purchases can only be made from the attached reference list of vendors if and when all prices and products/services have been traced and agreed to the corresponding MCCPC Notice of Award.

MCCPC Contract # Description Vendor (s)
#1 Gasoline Allied Oil
#3 Rock Salt - Pick Up - Morris County Atlantic Salt, Inc.
#3 Rock Salt - Delivered - Morris County Atlantic Salt, Inc.
#3 Rock Salt w/Magnesium Chloride - Delivered Cargill
#3 Rock Salt w/Magnesium Chloride -Picked Up Cargill
#3 Calcium Chloride, Liquid Solution Peckham Materials
#10 Lumber and Supplies, Sheetrock, Trim, Hardware, etc.
Continental Hardware, Liberty Building Products,
Feldman Lumber Company
Paint The Sherwin Williams Company
Paint Supplies Ricciardi Brothers
#12 Diesel Allied Oil
#15 A Police Vehicles Maplecrest Ford
#15 C Utility Vehicle Rt 23 Automall, DFFLM LLC
#15 D Truck Bodies Tony Sanchez, LTD
A&K Equipment Company
#25 Janitorial Supplies The Office Concepts Group
Spruce Industries

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Term Enterprises, Inc (Allen Paper & Supply)
WB Mason
Mooney-General Paper Company
Cooper Electric Supply Company
Ran R. Group (Eastern Janitorial Company)
State Industrial Products
Unites Sales USA Corp
#30 Office Paper WB Mason
#35 Lightbulbs Jewel Electric Supply
Cooper Electric
Warshauer Electric
#37 Traffic Signal Maintenance & Repairs Jen Electric
#42 Landscaping materials & Supplies Nutrien AG Solutions
The Fibar Group, LLC
Ben Shaffer Recreation
Birds Bees & Trees Landscaping
SiteOne Landscape Supply
#46
Preventative Maintenance on Generators/Repairs of Emergency
Generators Genserve
#47
Water Meters, Radio Frequency Meter Interface Units, Data
Recorders Rio Supply, Inc
Core & Main, LP

Resolution 2022-14 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, by the Township Committee of the Township of Montville, County of Morris and State of New Jersey,

- 1) That the purchases by the Township of Montville through the several Municipal Departments shall be purchased under a Contract or Contracts for such goods or services entered into under the approved State Contract from the attached list of Referenced Vendors/Contracts.
- 2) That these purchases can only be made from the attached reference list of vendors/contracts if and when all prices and products/services have been traced and

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agreed to the corresponding State contract, pursuant to all conditions of the individual State contract.

Vendor	Description	State Contract #	
Tilcon	Hot Mix Asphalt	18-FLEET-00634	1/31/2022
Pitney Bowes	Mailroom Equipment	41258	4/14/2022
WB Mason	Supplies	0000003	5/6/2022
General Sales Administration	Law Enforcement Firearms Equipment and Supplies	17-FLEET-00760	5/14/2023
Motorola Solutions	Radio Communication Equipment & Accessories	A83909	4/30/2022
Dave's Tire, LLC	M8000 Tires, Tubes & Services - Goodyear	20-FLEET-00948	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-00755	5/14/2023
SF Mobile-Vision Inc.	Law Enforcement Firearms Equipment and Supplies	17-FLEET-00731	5/14/2023
Carousel Industries, Vesta Solutions	T0109 -Radio Communication Equipment and Accessories	83925	4/30/2022
Grainger	Facilities (MORO), Lighting Products, Industrial Supplies and Tools	19-Fleet-00566 #M-0002, 00677	6/30/2023
Fastenal	Facilities (MORO), Lighting Products,	19-Fleet-00565 #M-0002, 00678	6/30/2023
Rt. 23 Automall	Automotive Parts for Heavy Duty Vehicles	A42073	8/9/2022
Beyer Ford	OEM & Non-OEM Maintenance & Repair Services for Light/Medium Duty Vehicles	40813	3/17/2022
	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	3/17/2022
Storr Tractor	Parts & Repairs for Lawn and Ground Equipment	A43038	2/16/2022
Eagle Point Gun	Law Enforcement Firearms - Equipment and Supplies	17-FLEET-00721	5/14/2023
Turn Out Uniforms	Law Enforcement Firearms - Equipment and Supplies	17-FLEET-00752, 751, 778	5/14/2023
Atlantic Tactical Inc, Safariland, LLC	Law Enforcement Firearms - Equipment and Supplies	17-FLEET-00787	5/14/2023
Ben Shaffer Recreation, Inc	Parks and Playground Equipment	16-Fleet-00135	5/30/2022
BCI Burke Company	Parks and Playground Equipment	16-Fleet-00134	5/30/2022
Home Depot	Walk-in Building Supplies	18-FLEET-00234	12/31/2026
Firefighter One	Law Enforcement Firearms - Equipment and Supplies	17-FLEET-00734	5/14/2023

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<u>Vendor</u>	<u>Description</u>	<u>State Contract #</u>	
Applied Analytics	Environmental Testing Instruments	21-FOOD-01687	8/31/2024
Anixter	Cabling Products	A85153	10/9/2022
Wayne Auto Parts	Non-OEM Automotive Parts and Accessories	A85998	2/25/2022
Rt. 23 Automall	Non-OEM Automotive Parts and Accessories	A86007	2/25/2022
DELL	Computer Equipment/Servers/Hardware	19-TELE-00656	7/31/2022
	Software Reseller Services	20-TELE-01510	5/24/2026
	NASPO Valuepoint Cloud Solutions	19-COMP-00601	9/15/2026
Cliffside Body	Snow plow parts, grader & loader blades	A88268	1/19/2022
Dover Brake and Clutch	Automotive Parts for Heavy Duty Vehicles	A42094	8/9/2022
Bucks County	Automotive Parts for Heavy Duty Vehicles	A42080	8/9/2022
Michael's Carpet and Flooring (Shaw Distributor)	Floor Covering: Carpet and Padding	A81754	6/30/2022
G.T.B.M, SHI, CDW, Wireless Electronics	MO-483 Computer Equipment, Peripherals and Related Services	89980	7/31/2022
Vendors Authorized byt the State under the WSCA Computer Contract – M0483	Computer Equipment, Peripherals & Related Services	See Attached for Contract Numbers	7/31/2022

**CHANGE ORDER
M-0483**

Extension #05

SOLICITATION # 24098

TO: All Using Agencies

DATE: July 19, 2021

FROM: Barbara Van Vliet

Procurement Bureau

SUBJECT: NASPO ValuePoint Computer Hardware

CONTRACT PERIOD: Original Term: October 1, 2015 to March 31, 2017

1st Extension: April 1, 2017 to March 31, 2018

2nd Extension: April 1, 2018 to March 31, 2019

3rd Extension: April 1, 2019 to March 31, 2020

4th Extension: April 1, 2020 to July 31, 2021

This Extension: August 1, 2021 to July 31, 2022

Please be advised that Blanket P.O.s on M0483 has been extended as noted:

Vendor {Contractor} Blanket P.O.

IBM 40047

Hewlett Packard Enterprise Company 40116

Lenovo US 40121

Microsoft Corporation 40166

Oracle America Inc. 42967

Ace Technology Partners LLC 89964

EMC/DELL Corporation 89968

HP Inc. 89974

Howard Technology Solutions 89976

NetApp Inc 89977

Panasonic 89980

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Pure Storage Inc. 89981

Transource Services Corp 89982

Hitachi Vantara LLC 20-TELE-01200

Dell Marketing L.P. 19-TELE-00656

ByteSpeed LLC 18-TELE-00374

All prices, terms and conditions will remain unchanged.

Please file a copy of this Change Order with your Notice of Award for future reference

Resolution 2022-15 Resolution to provide for 2022 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 20th of the year preceding the beginning of the fiscal year; and

WHEREAS, the Date of this Resolution is subsequent to December 19, 2021; and

WHEREAS, principal and interest will be due on various dates from January 1, 2022 to December 31, 2022 inclusive of Bonds, Loans and Notes issued and outstanding.

NOW, THEREFORE, BE IT RESOLVED, that the following appropriations be made to cover the period from January 1, 2022 to December 31, 2022, inclusive.

DEBT SERVICE-TOWNSHIP OF MONTVILLE-2022

Payment of Bonds - General	\$2,290,000
Interest on Bonds - General	\$ 321,170
Payment of Bonds – Open Space	\$ 780,000
Interest on Bonds – Open Space	\$ 40,650
Interest on Notes	\$ 60,197
Payment of Bond Anticipation Notes	\$ 400,000
Payment of Loans – Open Space:	
Green Acres	\$ 18,562
NJFIT	<u>\$ 130,685</u>
	\$4,041,264

DEBT SERVICE-TOWNSHIP OF MONTVILLE WATER UTILITY-2022

Payment of Bonds	\$185,000
Interest on Bonds	\$ 19,950
Interest on Notes	\$ 14,316
Payment of Bond Anticipation Notes	<u>\$335,000</u>
	\$554,266

DEBT SERVICE-TOWNSHIP OF MONTVILLE SEWER UTILITY-2022

Payment of Bonds	\$680,000
Interest on Bonds	\$ 95,068
Interest on Notes	\$ 18,745
Payment of Bond Anticipation Notes	\$ 15,000

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Payment of Loans:	
NJFIT	<u>\$116,591</u>
	\$925,404

Resolution 2022-16 Resolution providing for temporary appropriations for operative 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 2022 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 2022; and

WHEREAS, the total Appropriations in the 2021 Budget, less Appropriations made for Capital Improvement Fund, Debt Service and Relief of the Poor (Public Assistance) are as follows:

GENERAL	\$27,102,732.70
WATER	\$ 2,591,986.00
SEWER	\$ 3,738,700.00

WHEREAS, 26.25% of the total Appropriations in the 2021 Budget, less Appropriations for Capital Improvement Fund, Debt Service and Relief of the Poor (Public Assistance) is as follows:

GENERAL	\$7,114,467.33
WATER	\$ 680,396.33
SEWER	\$ 981,408.75

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.

Resolution 2022-17 Resolution authorizing the Finance 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;

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NOW THEREFORE, BE IT RESOLVED, that the Chief Financial Officer be authorized to re-establish Funds for Petty Cash for the year 2022 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 2022:

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

Resolution 2022-18 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

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the employee's signature when taken. That user must have a valid Purchase Order prior to picking up and using the store card, which must also be referenced on the form.

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

Resolution 2022-19 Resolution authorizing annual representatives

BE IT RESOLVED, that the following representatives be appointed for the year 2022:

North Jersey Municipal Employee Benefits Fund – Katie Yanke

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

Morris County League of Municipalities – Mayor and June Hercek

Morris County Community Development – Mayor, June Hercek, Nicholas Breiner

New Jersey Sustainable Energy Meeting (SEM) – June Hercek and Nicholas Breiner

Personnel Subcommittee – Mayor and Matthew Kayne

Rockaway River Watershed Cabinet – June Witty and Richard Cook

Resolution 2022-20 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

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and ratification by way of affirmance 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 affirmance 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.

Resolution 2022-21 Resolution approving municipal towing services 2022

WHEREAS, pursuant to Montville Township Code Chapter 358, application is made to the Township of Montville for approval to provide towing services when called by the police; and

WHEREAS, applications were made and inspections were conducted by the police, criminal and driving histories were reviewed, and insurance certificates as required were provided.

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

Section 1. The following applicants are approved for light duty towing services for 2022 contingent upon the execution of contracts, which include hold harmless agreements, and payment of the contract fee:

1. Ajaco Towing, 1029 Edwards Road, Parsippany, NJ 07054
2. C & L Towing Services, 38 DeForest Avenue, East Hanover, NJ 07936
3. Eagle Truck Services, 811 Route 46, Parsippany, NJ 07054
4. M.J. Corigliano Towing, Inc., 27 Intervale Road, Boonton, NJ 07005

Section 2. The following applicants are approved for heavy duty towing services for 2021 contingent upon the execution of contracts, which include hold harmless agreements, and payment of the contract fee:

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1. Ajaco Towing, 1029 Edwards Road, Parsippany, NJ 07054
2. C & L Towing Services, 38 DeForest Avenue Avenue, East Hanover, NJ 07936
3. Eagle Truck Services, 811 Route 46, Parsippany, NJ 07054
4. M.J. Corigliano Towing, Inc., 27 Intervale Road, Boonton, NJ 07005

Resolution 2022-22 Resolution authorizing the issuance of a Tourist Accommodation License for the year 2022

WHEREAS, Knights Inn, 55 Route 46 East, Pine Brook, New Jersey, (Block 183, Lot 4), has submitted an application and appropriate fees for a Montville Township Tourist Accommodation License for the year 2022; and

WHEREAS, pursuant to Revised General Ordinance Chapter 353, the Application has been reviewed and the Township Committee finds that the requirements for a Tourist Accommodation License Application for the year 2022 have been met.

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 a Tourist Accommodation License for the year 2022 shall be issued to Knights Inn, 55 Route 46 East, Pine Brook, New Jersey, (Block 183, Lot 4).

Resolution 2022-23 Resolution of the Township of Montville, County of Morris, State of New Jersey authorizing June E. Hercek as Housing Director and Jane Mowles as Municipal Housing Liaison to designate a Municipal Official or Officials to perform habitability inspections as they relate to the current affordable housing regulations

WHEREAS, the Township of Montville determined that the Affordable Housing Agreements and certificates extending the controls on several affordable housing units in the Township were not completely compliant with Affordable Housing regulations; and

WHEREAS, the Township sent letters to the affected residents who were asked to execute a Township approved "Declaration of Extension of Restrictive Covenants and Conditions" which amends and updates their Affordable Housing Agreement, such that the affordability controls on the unit can be extended; and

WHEREAS, as part of executing the "Declaration of Extension of Restrictive Covenants and Conditions," residents agree to undergo a habitability inspection to confirm their unit is in full compliance with the current Affordable Housing regulations; and

WHEREAS, the Township wishes to authorize June E. Hercek as Housing Director and Jane Mowles as Municipal Housing Liaison to designate a municipal official or officials to perform the habitability inspections for purposes of issuing a certificate of habitability.

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NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Montville, in the County of Morris and State of New Jersey, authorizes June E. Hercek as Housing Director and Jane Mowles as Municipal Housing Liaison to designate a municipal official or officials to perform habitability inspections for purposes of issuing a certificate of habitability as they relate to the current Affordable Housing regulations in the Township of Montville.

This Resolution shall take effect immediately.

Resolution 2022-24 Resolution of the Township of Montville, County of Morris and State of New Jersey authorizing the appointment of Jane Mowles as Municipal Housing Liaison effective January 1, 2022

WHEREAS, the Township of Montville adopted Chapter 73: Affordable Housing as part of its Municipal Code; and

WHEREAS, Article II: Municipal Housing Liaison which is part of Chapter 73 on Affordable Housing describes the position of Municipal Housing Liaison; and

WHEREAS, the purpose of Article II: Municipal Housing Liaison is to create the administrative mechanisms needed for the execution of the Township of Montville's responsibility to assist in the provision of affordable housing pursuant to the Fair Housing Act of 1985; and

WHEREAS, the Township wishes to appoint Jane Mowles to the position of Municipal Housing Liaison as Ms. Mowles has the appropriate certifications for this position; and

WHEREAS, there is no additional salary compensation for this position.

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 appointment of Jane Mowles as Municipal Housing Liaison of the Township of Montville as described hereinabove be and is hereby authorized.

This Resolution will take effect immediately upon its passage.

Resolution 2022-25 Resolution of the Township of Montville, County of Morris and State of New Jersey authorizing the appointment of June E. Hercek as Housing Director and Nicholas G. Breiner as Housing Director in the absence of June E. Hercek effective January 1, 2022

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WHEREAS, the Township of Montville adopted Chapter 73: Affordable Housing as part of its Municipal Code; and

WHEREAS, the Municipal Code requires the Township Committee or Township Administrator appoint an employee of the Township of Montville to the position of Housing Director; and

WHEREAS, the Township Committee wishes to appoint June E. Hercek to the position of Housing Director; and

WHEREAS, the Township Committee wishes to appoint Nicholas G. Breiner to the position of Housing Director in the absence of June E. Hercek; and

WHEREAS, there is no additional salary compensation for this title.

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 appointment of June E. Hercek as Housing Director of the Township of Montville and Nicholas G. Breiner as Housing Director of the Township of Montville in the absence of June E. Hercek as described hereinabove be and is hereby authorized.

This Resolution will take effect immediately upon its passage.

Resolution 2022-26 Resolution of the Township of Montville, County of Morris and State of New Jersey authorizing the appointment of Jane Mowles as Administrative Agent effective January 1, 2022

WHEREAS, the Township of Montville adopted Chapter 73: Affordable Housing as part of its Municipal Code; and

WHEREAS, Article II: Municipal Housing Liaison which is part of Chapter 73 on Affordable Housing describes the role of Administrative Agent; and

WHEREAS, the Township wishes to appoint Jane Mowles to the role of Administrative Agent; and

WHEREAS, there is no additional salary compensation for this position.

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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 the appointment of Jane Mowles as Administrative Agent of the Township of Montville as described hereinabove be and is hereby authorized.

This Resolution will take effect immediately upon its passage.

Resolution 2022-27 Resolution of the Township of Montville, County of Morris and State of New Jersey authorizing the Township to extend a leave of absence for employees with a permanent title in New Jersey Civil Service but who have left the title for a different appointment

WHEREAS, the Township of Montville is a New Jersey Civil Service (“Civil Service”) jurisdiction and Civil Service law establishes procedures for hiring and promoting government employees; and

WHEREAS, according to Civil Service, an employee with permanent status in a career service title may, from time to time, leave that permanent title for a different appointment; and

WHEREAS, that employee has rights “to a position in the permanent title in the same organizational unit” when she or he is returned to that position based on guidelines established by Civil Service; and

WHEREAS, Civil Service requires a jurisdiction to annually designate those employees who have permanent status, but have left the position for a different appointment, by coding the transaction in the CAMPS system as follows – Leave Without Pay, 013: To Accept Unclassified Appointment; and

WHEREAS, the Township wishes to modify the Civil Service CAMPS system as follows:

NAME	ON LEAVE FROM	TITLE CODE
Christine Corcoran	Administrative Clerk	00020
Maryann J. Horan	Administrative Clerk	00020
Helen Imbert	Account Clerk	00001
Jane Mowles	Administrative Clerk	00020
Stacy Sullivan-Gruca	Account Clerk	00001

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 Township is hereby authorized to designate those employees in the New Jersey Civil Service CAMPS system who have a permanent title and have left the title for a different appointment, as Leave Without Pay, 013: To Accept Unclassified Appointment for the year 2022.

This Resolution shall take effect immediately.

Resolution 2022-28 Resolution accepting the banking services proposal from Lakeland Bank

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WHEREAS, the Township's current contract for banking services from Lakeland Bank expires on December 31, 2021; and

WHEREAS, Lakeland Bank submitted a proposal dated December 23, 2021 to continue to provide banking services to the Township of Montville; and

WHEREAS, the Chief Financial Officer and the Township Administrator have recommended that the Township accept the banking services proposal submitted by Lakeland Bank.

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 proposal for banking services dated December 23, 2021 submitted by Lakeland Bank is hereby accepted and that the appropriate municipal officials are hereby authorized to execute the proposal in the form attached hereto.

[Resolution 2022-29](#) Resolution appointing various Township Officials to Administrative Positions in the Township of Montville

BE IT RESOLVED, that the Governing Body of the Township of Montville, County of Morris, State of New Jersey, does hereby authorize the appointment of:

June E. Hercek to the position of Chief Administrative Officer for the Township of Montville effective January 1, 2022.

Nicholas G. Breiner to the position of Alternate Chief Administrative Officer for the Township of Montville effective January 1, 2022.

June E. Hercek to the position of Affirmative Action Officer for the Township of Montville effective January 1, 2022.

Nicholas G. Breiner to the position of Alternate Affirmative Action Officer for the Township of Montville effective January 1, 2022.

Maryann Joyce Horan to the position of Human Resources Officer for the Township of Montville effective January 1, 2022.

Nicholas G. Breiner to the position of Alternate Human Resources Officer for the Township of Montville effective January 1, 2022.

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Nicholas G. Breiner to the position of Designated Employer Representative (DER) for the Township of Montville effective January 1, 2022.

June E. Hercek to the position of Alternate Designated Employer Representative (DER) for the Township of Montville effective January 1, 2022.

WHEREAS, there is no additional salary compensation for these positions.

Resolution 2022-30 Resolution of the Township of Montville, County of Morris, State of New Jersey appointing an Emergency Management Coordinator and Deputy Emergency Management Coordinators

WHEREAS, the Township of Montville desires to appoint an Emergency Management Coordinator and Deputy Emergency Management Coordinators.

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 Carlo Marucci is hereby appointed Emergency Management Coordinator for a period of three (3) years, and Andrew Caggiano and Adam Kenny are hereby appointed Deputy Emergency Management Coordinators for a period of three (3) years.

This Resolution shall take effect immediately.

Resolution 2022-31 Resolution recognizing Township Events and Township Endorsed Events

WHEREAS, the Township of Montville sponsors certain events throughout the year and endorses other privately held events for which it lends specified assistance; and

WHEREAS, the Township Committee has adopted a policy whereby it will recognize Township and Township endorsed events by Resolution to be considered on an annual basis.

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 there shall be two categories of events run or endorsed by the Township:

Township Events – Events that are run by the Township (including Board of Education Events).

Township Endorsed Events – Privately held events that the Township will lend specified assistance to.

BE IT FURTHER RESOLVED that the Township events and Township endorsed events for the year 2022 shall be as follows:

Township Events	Township Endorsed Events
Senior Picnic	Michelle Sullivan Fund Softball Tournament
Fishing Derby	Women’s Club Town-Wide Garage Sale

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Montville Day	Towaco Civic Association Picnic
4 th of July	Towaco Civic Association Music & Arts Festival
Clean Communities Programs	Lacrosse Club Alumni Picnic
Holiday Celebrations	VFW Social Events
Egg Hunt	Pet Parents Events
Pathways/Archway Events	Rotary Club Pancake Breakfast
Concerts	Truck Day – Pine Brook Jewish Center
Halloween	Soccer Association Day
Historical Society Events	Montville Baseball Softball Association Parade
Drug Awareness Events	Kiwanis Events
Fire Department Events	Chamber of Commerce Events (Sr. Seminar)
September 11 Remembrance	Relay for Life Event
VFW Memorial Events	Key Club Volleyball Marathon
First Aid Squad Events	Cali Foundation
	Towaco Civic Association Shop Hop
	MTHS Mustang Association Color Run
	OneMontville

BE IT FURTHER RESOLVED that the Township endorsed events must meet the following criteria:

Definitions:

A. Impact Review - Administration will conduct a review of the resources, equipment, facilities and personnel required for a second Endorsed Event request to determine if said request will create a hardship on the Township requiring commensurate compensation to cover said impact.

1. The event must be sponsored by a private non-profit organization located within the Township.
2. The event must be open to all Township residents.
3. Each organization shall be limited to one (1) Endorsed Event; however, a second Endorsed Event may be authorized after Administration completes an Impact Review of second request or any succeeding requests.
4. Organizations utilizing Township resources, equipment, facilities and personnel must be in compliance with Montville Township Code Chapter 271, Sections 1-5, Municipal Code Chapter 169 (Fee Schedule), Board of Health regulations, Fire Department regulations, and all other pertinent Montville Township Ordinances.
5. Organizations sponsoring events where temporary food licenses are required may request a waiver of the food license fee. Requests must be made in writing to the Health Officer upon submission of the temporary food license application. The fee may be waived by the Township Committee upon a favorable recommendation from the Health Officer.
6. Each Organization is required to inform the Township’s Department of Administration in writing the date of the event at least thirty (30) days prior to the event. The written notice must also include the request for Township resources, equipment, facilities and personnel, i.e., Department of Public Works (DPW), Recreation Department, Police Department, etc. Sign request(s) must be submitted in writing to the Zoning Officer at least thirty (30) days prior to the event.

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7. The following assistance from the Township will be available for each Endorsed Event:
 - a. DPW assistance for a total of eight (8) man-hours, if Endorsed Event is held during a normal workweek.
 - b. DPW assistance for a total of four (4) man-hours during a normal workweek for preliminary set up and four (4) man-hours if the Endorsed Event is held during the weekend.*
 - c. Police Department assistance for a total of eight (8) hours the date of the event.
 - d. Forms regarding the event (Publicity and/or Applications) may be made available in the Town Hall Lobby.

* Administration may, as a result of manpower shortage, storm related events, or an unplanned emergency deny the use of Township Personnel.

8. The Township has the right to withdraw an authorized Endorsed Event assistance at any time.

Resolution 2022-32 Resolution of the Township of Montville, County of Morris and State of New Jersey authorizing and extending temporary outdoor dining

WHEREAS, a worldwide pandemic has occurred involving a novel Coronavirus more commonly known as COVID-19 which continues to impact the State of New Jersey; and

WHEREAS, on June 3, 2020, Governor Murphy issued Executive Order 150 which allows outdoor dining at food or beverage establishments in New Jersey starting on Monday, June 15, 2020, provided that establishments follow a number of COVID-19 health and safety protocols issued by the New Jersey Department of Health; and

WHEREAS, Executive Order 150 further notes that Municipal Governments are permitted to use their existing authority to allow food or beverage establishments to expand their footprint to outdoor areas, both within their property and among municipally-governed areas, including but not limited to sidewalks, streets, or parks; and

WHEREAS, the Township Committee recognizes the significant financial loss and hardship incurred by our food establishment community due to the COVID-19 pandemic; and

WHEREAS, in response, the Township adopted a Temporary Dining Permit Application which allows for a streamlined review process to applicants wishing to offer outdoor dining.

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

1. The Township Administrator has authorized and approved Temporary Outdoor Dining applications and the Township Zoning Officer has issued zoning permits upon approval of completed submissions.

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2. The authority subject to this Resolution shall be extended for as long as the Governor's declared state of emergency, and continued concerns by the CDC and State Department of Health as to the spread of the virus, remain.
3. All outdoor dining areas shall comply with the Uniform Fire Code of New Jersey, including, but not limited to, Section 603.4.2 related to portable outdoor gas-fired heating appliances, and Section 3103.2 related to approval of temporary tents.
4. The authority established by this Resolution shall expire as of December 31, 2022, or upon the Governor's rescinding of the State of Emergency related to the COVID-19 pandemic, and may be renewed thereafter by the Committee through adoption of a subsequent Resolution.
5. This Resolution shall take effect immediately.

Motion by Cook second by Witty to adopt consent agenda resolutions, Resolution 2022-01 through Resolution 2022-32

Roll Call: Yes - Kayne, Witty, Cook, Conklin, Cooney No – 0

RESOLUTIONS

Resolution 2022-33 Resolution appointing June E. Hercek as Qualified Purchasing Agent

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 \$44,000 and \$6,600 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 2022.

Motion by Cook second by Witty to adopt Resolution 2022-33

Roll Call: Yes - Kayne, Witty, Cook, Conklin, Cooney No – 0

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Resolution 2022-34 Resolution appointing Stacy Sullivan-Gruca as the Montville Township Public Agency Compliance Officer

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 Stacy Sullivan-Gruca is hereby designated as the Public Agency Compliance Officer of the Township of Montville.

BE IT FURTHER RESOLVED, that Stacy Sullivan-Gruca will receive a stipend in the amount of \$5,000 as the Public Agency Compliance Officer for the year 2022.

Motion by Cook second by Witty to adopt Resolution 2022-34

Roll Call: Yes - Kayne, Witty, Cook, Conklin, Cooney No – 0

Resolution 2022-35 Resolution authorizing the award of contracts for Professional Services

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

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:

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Dorsey & Semrau – Fred Semrau, Esq., Township Attorney – not to exceed \$202,400 Encumber:

2-01-20-155-275	\$111,600 (Tax Appeals/All Other Litigation Matters/Extraordinary Litigation)
2-01-20-155-275	\$ 5,000 (Incidentals – Reimburse for Out of Pocket Costs) &
2-01-20-155-275	\$44,950 (Retainer)
2-07-55-500-275	\$20,425 (Retainer – Sewer)
2-05-55-500-275	<u>\$20,425 (Retainer - Water)</u>
	\$85,800

Total: \$202,400

Lerch, Vinci & Higgins – Township Auditors – not to exceed \$52,000 Encumber:

2-01-20-135-291	\$ 29,500
2-05-55-503-291	\$ 9,500
2-07-55-503-291	<u>\$ 9,500</u>
Audit total:	\$ 48,500

2-01-20-135-291	\$ 500 Electronic Confirmation Reimb.
2-01-20-135-291	\$ 1,500 Continuing Disclosure Document
2-01-20-155-227	<u>\$ 1,500 Misc. Professional Svcs-Bdgt Review, etc.</u>
Total:	\$ 52,000

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

2-01-20-155-227	\$ 1,500
2-05-55-500-227	\$ 500
2-07-55-500-227	\$ 500
Capital – Various	<u>\$ 27,500</u>
	\$ 30,000

Cleary, Giacobbe, Alfieri, Jacobs, LLC – Matthew J. Giacobbe, Esq, Labor Counsel – not to exceed \$20,000 Encumber:

2-01-20-155-277	\$20,000
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Anderson & Denzler Associates – William Ryden, Engineer, Water & Sewer Department – not to exceed \$5,000

Encumber:

2-05-55-500-247	\$2,500
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2-07-55-500-247	<u>\$2,500</u>
Total	\$5,000

Phoenix Advisors – Continuing Disclosure Agent & Independent

Registered Municipal Advisor – not to exceed \$2,500

Encumber:

2-01-20-155-227	\$ 1,250
2-05-55-500-227	\$ 975
2-07-55-500-227	<u>\$ 1,225</u>
Total	\$ 3,450

Failla Law Group, LLC - Vincent J. Failla, Esq. – Municipal
Prosecutor – not to exceed \$24,600

Encumber:

2-01-25-275-227 \$24,600

David Amadio, Esq. – Municipal Public Defender – not to exceed \$10,250

Encumber:

2-01-43-495-227	\$9,250.00
T-16-56-601-008	<u>\$1,000.00</u>
Total	\$10,250

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 Cook second by Conklin to adopt Resolution 2022-35

Roll Call: Yes - Kayne, Witty, Cook, Conklin, Cooney No – 0

Resolution 2022-36 Resolution of the Township of Montville, County of Morris and State of New Jersey authorizing the award of a contract to Aton Computing, Inc. for management information systems support under the Passaic County Cooperative Pricing Council

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WHEREAS, a Passaic County Cooperative Pricing Council contract is available for Management Information Systems Support (Contract #RFP-19-016 Management Systems Support); and

WHEREAS, the Township of Montville has a need for the provision of Management Systems Support; and

WHEREAS, the Township of Montville wishes to award the contract for the provision of Management Information Systems Support to ATON Computing, Inc. under the Passaic County Cooperative Pricing Council at the following rate:

Term	Hourly Rate	Not to exceed amount
01/01/2022 through 03/31/2022	\$119.65	\$20,000.00
TOTAL		\$20,000.00

to be charged to: Information Systems and Technology OE, Professional Fees, 2-01-20-140-227, not to exceed \$20,000.

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 ATON Computing, Inc. is hereby awarded the Contract for the provision of Management Information Systems Support under the Passaic County Cooperative Pricing System, Contract #RFP-19-016 Management Information Systems Support.

This Resolution will take effect immediately upon its passage.

Motion by Witty second by Cook to adopt Resolution 2022-36

Roll Call: Yes - Kayne, Witty, Cook, Conklin, Cooney No – 0

[Resolution 2022-37](#) Resolution accepting Employment Agreement

Authorization of the Township of Montville to accept and enter into an Employment Agreement.

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WHEREAS, the Township of Montville had a vacancy for the position of Township Administrator and appointed June E. Hercek for the position; and

WHEREAS, Ms. Hercek and the Township Committee negotiated an Employment Agreement which sets forth the terms and conditions of employment for the position of Township Administrator; and

WHEREAS, Ms. Hercek executed the Employment Agreement on January 5, 2022; and

WHEREAS, the Mayor and Township Committee of the Township of Montville have reviewed and agree to the Employment Agreement which is attached hereto as Exhibit A.

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

1. The Township of Montville hereby accepts and agrees to the Employment Agreement executed by Ms. Hercek on January 5, 2022.
2. In accordance with Township Code Section 4-24 (A), Ms. Hercek is hereby authorized to reside outside of the Township during her term of office and this is also set forth in the Employment Agreement.
3. The Mayor is hereby directed to execute the Employment Agreement.
4. This resolution shall take effect immediately.

Motion by Conklin second by Cook to adopt Resolution 2022-37

Roll Call: Yes - Kayne, Witty, Cook, Conklin, Cooney No – 0

Resolution 2022-38 Resolution authorizing the issuance of Limousine Business License – United Limo2GoLux, LLC

WHEREAS, Revised General Ordinance Chapter 342 requires the issuance of a license by the Township of Montville for Limousine Services; and

WHEREAS, United Limo2GoLux, LLC. has filed an application and all necessary fees for the renewal of a limousine business license for the year 2022:

United Limo2GoLux, LLC, 72 Bloomfield Avenue, Pine Brook
Parking Location: 72 Bloomfield Avenue, Pine Brook
2013 Chevrolet Suburban VIN 1GNSKJE77DR344318

; and

WHEREAS, the application conforms to the requirements of the Township Ordinance and the Police Department has approved the application;

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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 a limousine business license be issued to United Limo2GoLux, LLC for the year 2022.

Motion by Cook second by Witty to adopt Resolution 2022-38

Roll Call: Yes - Kayne, Witty, Cook, Conklin, Cooney No – 0

Resolution 2022-39 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 services 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 December 21, 2021 and December 23, 2021; 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 at a rate of \$110.00 per hour as per his proposal dated December 23, 2021 and general planning services at a rate of \$160.00 per hour as per his proposal dated December 21, 2021; and
2. The CFO has certified the following funds are available:
 - Burgis Associates, Inc. – not to exceed \$10,000 for in-house planning services
 - 2-01-21-180-221 (Planning Consultant)
 - Burgis Associates, Inc. – not to exceed \$5,000 for general planning services
 - 2-01-20-155-227 (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.

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4. The total fee authorized for this contract shall not exceed \$15,000 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.

This Resolution shall take effect immediately.

Motion by Cook second by Conklin to adopt Resolution 2022-39

Roll Call: Yes - Kayne, Witty, Cook, Conklin, Cooney No – 0

Resolution 2022-40 Resolution of the Township Committee of the Township of Montville, County of Morris and State of New Jersey authorizing the Administration to resolve certain tax appeal matters

WHEREAS, the Township of Montville has certain tax appeal matters that are in litigation where the Township's interests are defended by the Municipal Tax Assessor and the Municipal Attorney; and

WHEREAS, the status and updates regarding these appeals are provided to the Township Administrator; and

WHEREAS, for those appeals where the refund of taxes is less than \$3,000, the governing body hereby delegates and authorizes the Administrator, as long as there is a recommendation on file from the Municipal Tax Assessor and Municipal Attorney which justifies and documents the basis for such settlement, to approve settlement decisions regarding said appeals; and

WHEREAS, for all other tax appeals whereby the refund of taxes exceeds \$3,000, then such appeals or settlements must be reviewed and approved by 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 Township Administrator, with the conditions set forth herein, has limited authorization to approve those tax appeals whereby the amount of refund for a year under appeal is \$3,000.

BE IT FURTHER RESOLVED, that a copy of this Resolution be provided to the Municipal Tax Assessor for his file.

This Resolution will take effect immediately.

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Motion by Cook second by Conklin to adopt Resolution 2022-40

Roll Call: Yes - Kayne, Witty, Cook, Conklin, Cooney No – 0

REVIEW OF MEETING ACTION ITEMS - None

Motion by Cook second by Conklin to adjourn

All in favor – Motion carried

ADJOURNMENT at 5:25pm

Approved:
Montville Township Committee

Stacy Sullivan-Gruca, Township Clerk

Frank W. Cooney, Mayor

Next Regular Meeting: January 25, 2022, 7pm