

January 2, 2018

The regular bi-monthly meeting of the Lafayette Township Committee was held on Tuesday, January 2, 2018 at 7:30 P.M. in the Municipal Building, 33 Morris Farm Road, Lafayette, NJ

Members Present: Mayor Hughes, Committeemen Henderson, Corcoran, Bruning, D'Angeli

Members Absent None

Also Present: Road Foreman Macko

Mayor Hughes opened the meeting stating that it was being held in compliance with Public Law 1975, Chapter 231, Sections 4 & 13.

Minutes - Motion by Henderson, seconded by Corcoran, to accept and place on file the minutes of December 19, 2017. Motion carried by roll call vote: Henderson-yes, Corcoran-yes, Bruning-yes, D'Angeli-yes, Hughes-yes.

Committee Reports

Land Use Board - Corcoran reviewed the meeting of December 21, 2017.

Recreation Commission - Bruning reported the Christmas light contest was a success.

Streets and Roads - D'Angeli reviewed the Road Foreman's report.

Road Foreman Macko asked about the Assistant Foreman attending classes to obtain the Certified Public Works Manager designation. This issue will be carried to the next meeting.

Correspondence

- a. From Richard Hammer, NJDOT Commissioner re: Route 15 Update
- b. From George Morville, Insurance Agent re: Motor Vehicle Abstracts
- c. Sussex County Freeholder Board Resolution Approving Allocation of \$100,000 for Open Space purposes for Block 20, Lot 2.01, Morgan Property

Old Business

Municipal Official's Reports - A monthly report needs to be submitted from the Zoning Officer. Quarterly reports are needed from the Building Department and Fire Prevention Official. The Land Use Board needs to submit a report for the year.

Township Roads Inventory - Bruning asked the Road Foreman for recommendations for road resurfacing in 2018 and a list of roads done/to be done. Road Foreman Macko said he is working on the list for the Committee.

PILOT-Advance Housing - The PILOT for Advance Housing will be reviewed to ensure the Township's receipt of payments in lieu of taxes.

Facebook - The Clerk was asked to update the Township's Facebook page with current goings on, special notices and stating there are vacancies on the Land Use Board and Board of Health. Bruning stated the liaisons to the Committee should submit the information to the Clerk.

New Business

Temporary Budget - Motion by Henderson, seconded by Corcoran, to adopt the following Resolution:

WHEREAS, N.J.S. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2018 budget, temporary appropriations should 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 30 days of the fiscal year; and

WHEREAS, the total appropriation in the 2017 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of \$1,881,514.76; and

WHEREAS, 26.25% of the total appropriations in the 2017 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvements and public assistance in said budget is the sum of \$493,897.63,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lafayette, in the County of Sussex, State of New Jersey, that the following appropriations be made and a certified copy of this resolution be transmitted to the Chief Financial Officer for his records.

Motion carried by roll call vote: Henderson-yes, Corcoran-yes, Bruning-yes, D'Angeli-yes, Hughes-yes.

Defend Tax Appeals - Motion by Corcoran, seconded by Henderson, to adopt the following Resolution:

BE IT RESOLVED by the Township Committee of the Township of Lafayette that the Municipal Assessor and Municipal Attorney be and they are hereby authorized to defend before the Sussex County Board of Taxation and Tax Court of the State of New Jersey all contested appeals and to initiate municipal appeals to correct the Township of Lafayette tax list including, but not limited to, rollback complaints, added and omitted assessment complaints, and such other appeals as are necessary to correct the assessments for the Township of Lafayette; and

BE IT FURTHER RESOLVED that the Municipal Assessor and Municipal Attorney be and hereby designated as agents of the Township of Lafayette for the purpose of signing settlements of the foregoing matters by stipulation.

Motion carried by roll call vote: Henderson-yes, Corcoran-yes, Bruning-yes, D'Angeli-yes, Hughes-yes.

Risk Management Consultant Appointment - Motion by D'Angeli, seconded by Bruning, to adopt the following Resolution:

WHEREAS, Lafayette Township (hereinafter "Local Unit") has joined the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the "Fund"; and

WHEREAS, the Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; and

WHEREAS, the "Fund" has requested its members to appoint individuals or entities to that position; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of "Local Unit", in the County of Hunterdon and State of New Jersey, as follows:

1. Lafayette Township hereby appoints George Morville & Arthur J. Gallagher Risk Management Service, Inc. its local Risk Management Consultant.
2. The Mayor and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2018 in the form attached hereto.

Motion carried by roll call vote: Henderson-yes, Corcoran-yes, Bruning-yes, D'Angeli-yes, Hughes-yes.

Risk Management Consultant Agreement - Motion by Henderson, seconded by Corcoran, to authorize the Mayor to sign the 2018 Fund Year Statewide Insurance Fund Risk Management Consultant's Agreement. Motion carried by roll call vote: Henderson-yes, Corcoran-yes, Bruning-yes, D'Angeli-yes, Hughes-yes.

Deputy Records Custodians - Motion by Henderson, seconded by Corcoran, to adopt the following Resolution:

BE IT RESOLVED by the Township Committee of the Township of Lafayette that all Department Heads and Tax Assessor be designated as Deputy Custodians of Public Records to assist the Custodian of Records in the performance of duties related to P.L. 2001, c404, commonly referred to as the Open Public Records Act (OPRA).

Motion carried by roll call vote: Henderson-yes, Corcoran-yes, Bruning-yes, D'Angeli-yes, Hughes-yes.

Cancel Tax Delinquencies - Motion by Corcoran, seconded by Henderson, to adopt the following Resolution:

WHEREAS, N.J.S.A. 40A:5-17.1 permits authorized employees to process cancellation of property tax refunds or delinquencies of less than \$10.00 without action of the governing body; and

WHEREAS, the Tax Collector has requested authorization to cancel those taxes.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lafayette that the Tax Collector be authorized to process cancellation of property tax refunds or delinquencies of less than \$10.00 as may occur.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to the Tax Collector, Chief Financial Officer and Township Auditor for their records.

Motion carried by roll call vote: Henderson-yes, Corcoran-yes, Bruning-yes, D'Angeli-yes, D'Angeli-yes.

Partial Tax Payments - Motion by Corcoran, seconded by D'Angeli, to adopt the following Resolution:

WHEREAS, N.J.S.A. 54:4-68 authorizes the Governing Body to adopt a resolution authorizing the Tax Collector to accept as partial payment less than one hundred percent (100%) of the amount due and owing; and

WHEREAS, the tax collection computer program is set up under strict guidelines, as per the Division of Local Government Services and must be in accordance with the Mod 4 formula and will allow for accepting such partial payments.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lafayette, Sussex County, New Jersey to authorize the Tax Collector to accept payment of less than 100%, but no less than the full amount of interest due.

BE IT FURTHER RESOLVED that certified copies of this Resolution be forwarded to the Tax Collector, Chief Financial Officer and Township Auditor for their records.

Motion carried by roll call vote: Henderson-yes, Corcoran-yes, Bruning-yes, D'Angeli-yes, Hughes-yes.

Recycling Tonnage Grant Application - Motion by Corcoran, seconded by D'Angeli, to adopt the following Resolution:

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 1987, c. 102, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection is promulgating recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including, but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for the 2017 Recycling Tonnage Grant will memorialize the commitment of this municipality to recycling and to indicate the assent of the Lafayette Township Committee to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a resolution should designate the individual authorized to ensure that the application is properly completed and timely filed.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Lafayette that Lafayette Township hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Stephanie Pizzulo, Recycling Coordinator, 33 Morris Farm Road, Lafayette, NJ 07848 to ensure that said Application is properly filed.

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

Motion carried by roll call vote: Henderson-yes, Corcoran-yes, Bruning-yes, D'Angeli-yes, Hughes-yes.

Certified Recycling Professional Services - Motion by D'Angeli, seconded by Henderson, to adopt the following Resolution:

WHEREAS, the Sussex County Municipal Utilities Authority (hereinafter "SCMUA"), among other things, employs a District Recycling Coordinator as the designated operating agency within Sussex County as provided in the Sussex County District Solid Waste Management Plan; and

WHEREAS the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1, et. seq.) (hereinafter, "the Act") provides that local units of government may enter into a contract to provide or receive any service that either local unit participating in the Agreement is empowered to provide or receive within its own jurisdiction, including services incidental to the primary purposes of any of the participating units (N.J.S.A. 40A:65-4); and

WHEREAS, the Township of Lafayette will prepare the 2017 Lafayette Township Recycling Tonnage Report; and

WHEREAS, the Township of Lafayette is requesting the services of the SCMUA in the form of the District Recycling Coordinator as a Certified Recycling Professional to certify and submit the required 2017 Lafayette Township Recycling Tonnage Report to NJDEP by April 30, 2018; and

WHEREAS, SCMUA has the qualified staff to certify the Recycling Tonnage Report prepared by Lafayette Township and electronically submit it to NJDEP on behalf of Lafayette Township under the terms and conditions set forth in the Shared Services Agreement.

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

1. The Mayor and Municipal Clerk are hereby authorized and directed to execute a Shared Services Agreement, a copy of which is attached hereto, with Sussex County Municipal Utilities Authority for the provision of a Certified Recycling Professional Services to certify and submit the 2017 Recycling Tonnage Report to NJDEP.
2. This Resolution shall take effect immediately.
3. All SCMUA Staff and Professionals are authorized to take any and all necessary actions to see to the implementation of this Resolution.

Motion carried by roll call vote: Henderson-yes, Hughes-yes, Bruning-yes, D'Angeli-yes, Corcoran-yes.

2018 Budget Meeting - The 2018 Budget Meeting will be held on Thursday, January 25, 2018 at 3:00pm.

Adjournment

With there being no further business, motion by Corcoran, seconded by Bruning, to adjourn the meeting. Motion carried. Meeting adjourned.

Respectfully,

ANNA ROSE FEDISH, RMC
Municipal Clerk