

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 1 of 37  
-----

The Reorganization Meeting of the Governing Body was called to order by Mayor Bettina Bieri at 6:30 p.m.

**Adequate Notice Statement**

Mayor Bieri read the following statement:

Please note that in accordance with Chapter 231, Public Laws of 1975 of New Jersey, adequate advance notice of this Reorganization meeting was advertised in the Herald News in its issue of December 25, 2016 and January 1, 2017; copies were provided to the Suburban Trends, the Record and Star Ledger and posted continuously on the bulletin board in the main corridor of the Town Hall and on file in the Office of the Township Clerk.

Please also make note of all fire and emergency exits – located to the left, right, front and rear of this room - for use in case of an emergency. Thank you.

Agenda No. I

**Pledge of Allegiance**

Mayor Bieri led all in attendance in the Pledge of Allegiance.

Agenda No. II

**Administration of Oath**

Senator Joseph Pennacchio administered the following Oath of Public Office:

Councilman Luciano “Lou” Signorino (January 1, 2017 – December 31, 2019) was joined at the podium by his wife and children, who held the bible as Senator Joseph Pennacchio administered the oath of office.

New Jersey State Assemblyman Jay Webber administered the following Oath of Public Office:

Councilman Peter G. McGuinness (January 1, 2017 – December 31, 2019) was joined at the podium by his wife and children, who held the bible as Assemblyman Jay Webber administered the oath of office.

The newly sworn in Council members took their seats at the dais. Mayor Bieri formally introduced Senator Joseph Pennacchio, Assemblyman Jay Webber, and Freeholder Terry Duffy. She thanked them for attending.

Agenda No. III

**Roll Call**

Present: Councilmembers Ada Erik, Mike Hensley, Tim Wagner, Peter McGuinness, Luciano Signorino, Marilyn Lichtenberg and Mayor Bettina Bieri.  
Also Present: Township Administrator/Clerk Antoinette Battaglia and Township Attorney Frederick Semrau.

Agenda No. IV

**Election of Council President**

Mayor Bieri explained the nomination procedure for this year.

Councilwoman Lichtenberg nominated Councilman Hensley; Councilwoman Erik nominated Councilman Wagner. Councilman Wagner nominated Councilman Signorino. Councilman Signorino nominated Councilman McGuinness. Councilwoman Erik made a motion to close nominations, seconded by Councilwoman Lichtenberg.

Roll call for Council President:

*Councilman Hensley*

-----  
Voted Aye: Lichtenberg, Erik, Hensley,  
Voted Nay: Wagner, McGuinness, Signorino,  
-----

*Councilman Wagner*

-----  
Voted Aye: Wagner, McGuinness, Signorino  
Voted Nay: Erik, Hensley, Lichtenberg  
-----

*Councilman Signorino*

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 2 of 37  
-----

-----  
Voted Aye: Wagner, McGuinness, Signorino  
Voted Nay: Hensley, Lichtenberg, Erik  
-----

*Councilman McGuinness*  
-----

Voted Aye: Wagner, McGuinness, Signorino  
Voted Nay: Lichtenberg, Erik, Hensley  
-----

Mayor Bieri explained that all four councilmembers received three affirmative votes resulting in a four way tie. She stated that she will revisit this at a later time.

Agenda No. V

Mayor Bieri asked to adopt Resolutions 2017-001 thru 2017-026 as one. She noted that 2017-007 has been withdrawn and will be discussed at the workshop meeting.

-----  
Moved: Erik                      Seconded: Lichtenberg  
Voted Aye: Erik, Hensley, Wagner, Signorino, Lichtenberg  
Voted Nay: None.  
Abstain: McGuinness  
Motion carried.  
-----

**Resolution 2017-001 Authorizing Passage of Special Consent Agenda**

~ Resolution 2017 - 001 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY AUTHORIZING PASSAGE OF A SPECIAL CONSENT AGENDA**

**WHEREAS**, the Mayor and Township Council of the Township of West Milford has reviewed the Consent Agenda consisting of various proposed Resolutions and Applications.

**NOW, THEREFORE, BE IT RESOLVED**, that the following Resolutions on the Consent Agenda are hereby approved:

- 1) **2017-002**-Resolution establishing protocols for nominations
  
- 2) Resolutions Re-establishing Committees and Making Staff Appointments
  - a) **2017-003** - Re-establishment of the Autumn Lights Committee
  - b) **2017-004** - Re-establishment of the Beautification/Recycling Task Force Committee
  - c) **2017-005** - Re-establishment of the Heritage Committee
  - d) **2017-006** - Re-establishment of Municipal Alliance Committee (CASA)
  - e) **2017-007** - Re-establishment of Safety Committee
  - f) **2017-008** - Re-establishment of Stormwater Pollution Prevention Team
  - g) **2017-009** - Re-establishment of Emergency Management Council
  - h) **2017-010** – Appoint JIF Commissioner & Safety Delegate
  - i) **2017-011** – Appoint HIF Commissioner
  - j) **2017-012** – Appoint NJSEM Commissioner
  - k) **2017-013** – Appoint Representative to Passaic County Solid Waste Advisory Council
  - l) **2017-014** – Appoint Public Agency Compliance Officer
  
- 3) Resolutions Pertaining to Policies and Financial-related Issues
  - a) **2017-015** – Annual Meeting Notice
  - b) **2017-016** - Signatures on Township Accounts
  - c) **2017-017** - Designating Official Newspapers for the Township of West Milford
  - d) **2017-018** - Establishing a Cash Management Plan
  - e) **2017-019** - Provide for the Hours of Collection of Taxes
  - f) **2017-020** - Rate of Interest to be Charged on Unpaid Taxes and Improvement Assessments
  - g) **2017-021** - Authorizing Certain Statutory Payments of Claims & Other Claims Regular in Nature
  - h) **2017-022** - Authorizing the CFO to Maintain a Petty Cash and Various Change Funds
  - i) **2017-023** – Release of Executive Session Minutes
  - j) **2017-024** - Authorizing the 2016 Temporary Budget

Adopted: January 4, 2017

Agenda No. V 1

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 3 of 37  
-----

**Resolution establishing protocols for nominations**

~ Resolution 2017 - 002 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC,  
STATE OF NEW JERSEY ESTABLISHING PROTOCOLS FOR NOMINATIONS MADE BY THE  
GOVERNING BODY TO FILL VACANCIES**

**WHEREAS**, the Township Council of the Township of West Milford has agreed to establish protocols that provide for efficiency, fairness and proper consideration in nominations and appointments that are within their purview.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of West Milford hereby establishes the following protocols for nominations and appointments:

Nominations:

1. The Municipal Clerk shall prepare a rotation schedule to be provided to each member of the Governing Body whereby each Council member is afforded an opportunity to begin and participate in the nomination process.
2. Each Council member shall make one nomination only and then defer to the rotation for subsequent nominations to afford each Council member an opportunity to make a nomination except;
  - a. If the person making the initial nomination believes that the roster of persons seeking appointment to a particular board, committee or commission is non-controversial and there is not greater interest than vacancies on said board, committee or commission, the person making the initial nomination may seek consensus from his or her Council colleagues to nominate the entire roster for that particular board, committee or commission.
3. Nominations will not require a second from the Council.

Appointments:

1. After all nominations have been made to a board, committee or commission, a member of the Council shall make a motion to close nominations and another member of the Council shall second that motion.
2. The municipal clerk shall be instructed to take a roll call vote for each nominee in the order in which the nominations were made with the exception of "bulk" nominations made in accordance with "Nominations 2a" above.
3. Appointments shall be deemed confirmed when the entire roster of nominees has been subject to a vote and the persons receiving the most number of votes shall be deemed appointed to the related vacancy.
4. In the event of a tie vote for any nominee or where controversial issues cannot be resolved, a member of the Council shall make a motion to table the nominations to that particular board, committee or commission to the February 1, 2017 workshop meeting of the Governing Body.

This resolution shall take effect immediately.

Adopted: January 4, 2017

**Resolutions Re-establishing Committees & Staff Designations**

The following resolutions were included in the consent agenda.

Agenda No. V 2a

~ Resolution 2017 - 003 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC,  
STATE OF NEW JERSEY RE-ESTABLISHING AN  
AUTUMN LIGHTS COMMITTEE**

**WHEREAS**, as a result of hard work and dedication invested by residents of the Township of West Milford, the Township has, for twenty-two years, been proud to host an annual Autumn Lights Festival; and

**WHEREAS**, the Council believes there is sufficient public interest and an adequate number of willing volunteers to organize and operate the twenty-third Autumn Lights Festival in 2017.

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 4 of 37  
-----

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of West Milford hereby re-establishes an Autumn Lights Committee for the purpose of undertaking and promoting an October 7, 2017 (rain date October 8, 2017) town-wide festival with the following provisions:

1. Rocky Hazelman shall serve as chairperson of the ALF Committee.
2. The members of the committee shall serve until December 31, 2017.
3. The continuing need for the Autumn Lights committee shall be reviewed by the Township Council at its 2018 re-organization meeting and the committee shall cease to exist at that time unless re-established by Council resolution.

Adopted: January 4, 2017

Agenda No. V 2b

~ Resolution 2017 - 004 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC,  
STATE OF NEW JERSEY RE-ESTABLISHING A BEAUTIFICATION/RECYCLING TASK FORCE  
COMMITTEE (ADVISORY)**

**WHEREAS**, the Mayor & Township Council of the Township of West Milford wishes to re-establish a Beautification/Recycling Task Force Committee (Advisory); and

**WHEREAS**, the purpose of the committee shall be to develop and promote a beautification program within the Township of West Milford and to provide advice with regard to garbage and recycling matters in the Township; and

**WHEREAS**, the committee shall seek approval from the Township Administrator before proceeding with any beautification programs; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council that it does hereby re-establish the Beautification/Recycling Task Force Committee with the following provisions:

1. *MEMBERSHIP*: The number of members shall be (14) fourteen members, one of whom shall be a liaison member of the Township Council; eleven shall be citizen members; one who shall be a representative from the West Milford commercial community; and one liaison member who shall be the Recycling Coordinator.
2. *CHAIRPERSON*: The committee shall appoint one member from the (14) members to serve as Chair of the committee
3. *APPOINTING AUTHORITY*: The member of the Township Council shall be appointed by the Township Council. All other members shall be appointed by and shall serve at the pleasure of the Township Council. In the event that a member fails to attend three consecutive meetings of the committee, the Chairperson will advise the appointing authority in order to have a replacement appointed.
4. *SUNSET*: The Committee shall cease to exist unless re-established by the Township Council at its Organizational Meeting in January 2018.

Adopted: January 4, 2017

Agenda No. V 2c

~ Resolution 2017 - 005 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF  
NEW JERSEY RE- ESTABLISHING A BOARD OF REVIEW TO HEAR DISCIPLINE MATTERS  
RELATIVE TO THE FIRE DEPARTMENTS IN THE TOWNSHIP IN ACCORDANCE WITH THE  
TOWNSHIP'S FUNDING GUIDELINES**

**WHEREAS**, on April 1, 2015 by virtue of Resolution 2015-129 the Township of West Milford did adopt funding guidelines which establish procedures by which fire departments within the Township qualify for municipal funding; and

**WHEREAS**, the funding guidelines establish a "Process to Discipline Fire Officers"; and

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 5 of 37  
-----

**WHEREAS**, that process requires the establishment of a Board of Review to which appointment shall be made in January each year; and

**WHEREAS**, the funding guidelines warrant that the Board of Review shall be comprised of the following appointees:

- Member 1: Designated by the Township Administrator
- Member 2: Designated by the Fire Chiefs Association and who must be a former Chief within the last ten (10) years who is not a part of the Company in question
- Member 3: Designated by the Township Council
- Member 4: Designated by the Fire Company where the named individual serves
- Member 5 and One (1) Alternate: Designated by the Fire Chiefs Association

; and

**WHEREAS**, the Township Council hereby establishes the Board of Review and requests that the fire companies, the Fire Chiefs and the Township Administrator make the requisite appointments and notify the Township Clerk of same.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of West Milford, County of Passaic and State of New Jersey that they do hereby establish a Board of Review in accordance with the funding guidelines for fire departments and request that that the fire companies, the Fire Chiefs and the Township Administrator make the requisite appointments and notify the Township Clerk of same.

Adopted: January 4, 2017

Agenda No. V 2d

~ Resolution 2017 - 006 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY FOR THE RE-ESTABLISHMENT OF THE HERITAGE COMMITTEE**

**WHEREAS**, the Township Council of the Township of West Milford did establish the West Milford Township Heritage Committee (Advisory) to undertake the following:

1. To work cooperatively on the renovation of the designated Township museum site in conjunction with various Township departments and other professionals appointed by the Township.
2. To gather in, catalog and properly store records, artifacts, photographs and other historical materials for placement into the West Milford Township Museum.
3. To oversee the operation of and scheduling at the West Milford Township Museum.

**WHEREAS**, upon consideration, it is the opinion of the Mayor and Township Council that the Committee should continue its efforts.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Council that it does hereby re-establish a West Milford Township Heritage Committee (Advisory) to undertake this work with the following provisions:

1. **MEMBERSHIP:** The total number of members of this committee shall be seventeen (17) members; one of whom shall be a liaison member of the Township Council, one of whom shall be a liaison member of the Township staff, and fifteen (15) of whom shall be citizens of the Township of West Milford. In the event that a member fails to attend three unexcused consecutive meetings of the committee, the Chairman will advise the appointing authority in order to have a replacement appointed.
2. **APPOINTING AUTHORITY:** The member of the Township Council shall be appointed by and serve at the pleasure of the Township Council.  
  
The member of the Township staff shall be appointed by and serve at the pleasure of the Mayor.
3. **SUNSET:** The Committee shall cease to exist unless re-established by the Township Council at its Organizational Meeting in January 2018.

Adopted: January 4, 2017

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 6 of 37  
-----

Agenda No. V 2f

~ Resolution 2017 - 008 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY RE-ESTABLISHING A SAFETY COMMITTEE**

**WHEREAS**, the Mayor and Township Council did establish a Safety Committee to review and discuss with management safety issues concerning the Township of West Milford.

**WHEREAS**, the purpose of the Safety Committee is to provide greater flexibility in complying with future safety requirements and meeting the needs of the Township of West Milford.

**MEMBERSHIP:** The Committee shall be comprised of eight (8) members as follows:

- 1 Staff Member - Health Department
- 1 Staff Member - Land Use Department
- 1 Staff Member – Administration
- 1 Staff Member – Police Department
- 1 Staff Member - Department of Public Works
- 1 Staff Member – Fire Department
- 1 Staff Member – Department of Community Services & Recreation
- Fire Commissioner

**WHEREAS**, the Principal Clerk Typist in the Administrator’s Office shall serve as the secretary to the Safety Committee responsible for providing meeting notifications, preparing agendas and filing related reports with the Morris County Joint Insurance Fund (JIF) and/or its affiliates as necessary.

**WHEREAS**, each of the following organizations shall be notified of every scheduled safety meeting to provide them an opportunity to send one representative to the meeting, said representatives to be afforded the right to fully participate in the meeting(s):

- Each of the Township's Bargaining Units
- Ambulance Squad(s)
- Township’s Insurance Committee

**BE IT FURTHER RESOLVED** that the Safety Committee shall report to the Township Administrator, making recommendations, rendering opinions and providing input with respect to safety issues affecting the Township of West Milford.

Adopted: January 4, 2017

Agenda No. V 2g

~ Resolution 2017 – 009 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY RE-ESTABLISHING A SUBCOMMITTEE OF THE ENVIRONMENTAL COMMISSION KNOWN AS THE SHADE TREE ADVISORY COMMITTEE**

**WHEREAS**, the West Milford Environmental Commission (EC) recommends the establishment of a Shade Tree Advisory Committee as required by the Township of West Milford Community Forestry Management Plan (CCMP) 2014-2018; and

**WHEREAS**, the West Milford CFMP received approval from the New Jersey Shade Tree Federation in accordance with requirements of the No Net Loss Reforestation Grant that was awarded to the Township in 2013/2014; and

**WHEREAS**, the Shade Tree Commission as an organization under the Environmental Commission (EC) shall be comprised of Environmental Commission representatives selected by the EC, volunteers whose number and appointments shall be determined by the EC, and a staff member from the Township’s DPW; and

**WHEREAS**, Shannon Hart of the NJDEP-Forest Services has advised that the Township of West Milford meets all the criteria under the act and has “Approved Status” for 2015; and

**WHEREAS**, the continuing need for the Shade Tree Commission shall be reviewed by the Township Council at its Re-organization Meeting and the commission shall cease to exist at that time unless re-established by Council resolution.

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 7 of 37  
-----

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of West Milford hereby establishes a Shade Tree Advisory Committee a subcommittee under the West Milford Environmental Commission for the purposes outlined above.

Adopted: January 4, 2017

Agenda No. V 2h

~ Resolution 2017 – 010 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY APPOINTING MEMBERS TO THE EMERGENCY MANAGEMENT COUNCIL IN ACCORDANCE WITH SECTION §15-50 OF THE TOWNSHIP CODE**

**WHEREAS**, Residents' safety is enhanced by the Emergency Management Council; and

**WHEREAS**, Township Code Section §15-50 provides for an Emergency Management Council to assist in supervising and coordinating the civilian defense and disaster control activities of the Township; and

**WHEREAS**, the Emergency Management Council shall consist of up to 13 persons.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of West Milford, New Jersey, that it hereby appoints the following members by title to the Emergency Management Council:

Board of Education Representative - Business Administrator or designee  
Chief of Police  
Director of Community Services & Recreation  
Fire Commissioner  
Fire Marshal  
Health Officer  
Mayor  
Public Works Director  
Network Administrator  
Township Administrator  
Construction Official  
Upper Greenwood Lake Volunteer Ambulance Corps - President or President's designee  
West Milford First Aid Squad - Captain or Captain's designee

Adopted: January 4, 2017

Agenda No. V 2i

~ Resolution No. 2017 - 011 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY RE-ESTABLISHING A TOWNSHIP STORMWATER POLLUTION PREVENTION TEAM**

**WHEREAS**, the State of New Jersey requires the re-establishment of a Stormwater Pollution Prevention Team to assist in the development of regulations by the Township in conformance with requirements of the State's Stormwater pollution Prevention Program.

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Township Council of the Township of West Milford that it does hereby re-establish a Stormwater Pollution Prevention Team (number of team members may vary) as follows:

**Purpose:** to prepare an assessment of the infrastructure improvements that would be necessary to the Township's Stormwater facilities and to also develop a plan to maintain these facilities in accordance with state regulations.

**Membership:** The Committee shall consist of seven (7) members including:

Program Coordinator	Director of Public Works
Public Notice Coordinator	Township Clerk
Post Construction Stormwater Management Coordinator & Ordinance Coordinator	Construction Official
Local Public Education Coordinator	Environmental Commission Chairman
Public Works Coordinator	Director of Public Works
Illicit Connection Coordinator	Health Officer
GIS Specialist	Mapping Coordinator

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 8 of 37  
-----

Adopted: January 4, 2017

Agenda No. V 2j

~ Resolution 2017 - 012 ~

**MAYOR'S APPOINTMENT OF CATHERINE SHANAHAN AS COMMISSIONER AND ANTOINETTE BATTAGLIA AS DEPUTY COMMISSIONER TO THE NEW JERSEY HEALTH INSURANCE FUND**

**BE IT RESOLVED**, by the Township Council of the Township of West Milford that they do hereby provide advice and consent to the Mayor's appointment of Catherine Shanahan as Commissioner and Antoinette Battaglia as Deputy Commissioner to represent the Township of West Milford's interests as a member of the New Jersey Health Insurance Fund (HIF).

Adopted: January 4, 2017

Agenda No. V 2k

~ Resolution 2017 - 013 ~

**MAYOR'S APPOINTMENT OF CATHERINE SHANAHAN AS COMMISSIONER, ANTOINETTE BATTAGLIA AS ALTERNATE COMMISSIONER AND GAIL VAN HOOK AS SAFETY DELEGATE TO THE MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND**

**BE IT RESOLVED**, by the Township Council of the Township of West Milford that they do hereby provide advice and consent to the Mayor's appointment of Catherine Shanahan as Commissioner, Antoinette Battaglia as Alternate Commissioner and Gail Van Hook as Safety Delegate to represent the Township of West Milford's interests as a member of the Morris County Municipal Joint Insurance Fund (MJIF).

Adopted: January 4, 2017

Agenda No. V 2l

~ Resolution 2017 - 014 ~

**MAYOR'S APPOINTMENT OF CATHERINE SHANAHAN AS COMMISSIONER AND ANTOINETTE BATTAGLIA AS DEPUTY COMMISSIONER TO THE NEW JERSEY SUSTAINABLE ENERGY JOINT MEETING (NJSEM)**

**BE IT RESOLVED**, by the Township Council of the Township of West Milford that they do hereby provide advice and consent to the Mayor's appointment of Catherine Shanahan as Commissioner and Antoinette Battaglia as Deputy Commissioner to represent the Township of West Milford's interests as a member of the New Jersey Sustainable Energy Joint Meeting (NJSEM).

Adopted: January 4, 2017

Agenda No. V 2m

~ Resolution 2017 - 015 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY APPOINTING A PUBLIC AGENCY COMPLIANCE OFFICER**

**WHEREAS**, NJAC 17:17 authorizes Public Agencies to annually designate a Public Agency Compliance Officer as the Liaison Official responsible for the Agency's contracting procedures.

**NOW, THEREFORE BE IT RESOLVED** that the Governing Body of the Township of West Milford in the County of Passaic, in the State of New Jersey hereby appoints Antoinette Battaglia, to serve as the Public Agency Compliance Officer for 2017.

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
 Date of Meeting: January 4, 2017  
 Time of Meeting: 6:30 P.M.  
 Minute Page No: Page 9 of 37  
 -----

**BE IT FURTHER RESOLVED**, that in accordance with NJAC 17:27 the Township Clerk is hereby authorized and directed to forward a certified copy of this Resolution to the State of New Jersey, Department of the Treasury Division of Contract Compliance & EEO Monitoring Program in Trenton, NJ or via email to ccau@treus.state.nj.gov.

Adopted: January 4, 2017

Agenda No. V 2n

~ Resolution 2017 - 016 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD COUNTY OF PASSAIC, STATE OF NEW JERSEY MAKING AN APPOINTMENT TO THE PASSAIC COUNTY SOLID WASTE ADVISORY COUNCIL**

**BE IT RESOLVED**, by the Mayor and Township Council of the Township of West Milford that they do hereby make the following appointment as a Township Representative to the Passaic County Solid Waste Advisory Council:

**David Stires**, Township Representative - Term expires 12/31/2017

Adopted: January 4, 2017

**Resolutions Pertaining to Policies and Financial-related Issues.**

Agenda No. V 3a

~ Resolution 2017 - 017 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY ADOPTING THE SCHEDULE FOR GOVERNING BODY WORKSHOP AND REGULAR MEETINGS FOR THE 2017 CALENDAR YEAR**

**BE IT RESOLVED** that the Township Council of the Township of West Milford does hereby adopt the following schedule of Reorganization, Workshop and Regular Meetings of the Governing Body of the Township for the 2017 calendar year:

January 4, 2017	Reorganization Meeting	June 21, 2017	Regular Meeting
	Workshop Meeting		Workshop Meeting
January 18, 2017	Regular Meeting	July 12, 2017	Regular Meeting
February 1, 2017	Workshop Meeting		Workshop Meeting
February 15, 2017	Regular Meeting	August 16, 2017	Regular Meeting
March 1, 2017	Workshop Meeting	September 6, 2017	Workshop Meeting
March 15, 2017	Regular Meeting	September 20, 2017	Regular Meeting
April 5, 2017	Workshop Meeting	October 4, 2017	Workshop Meeting
April 19, 2017	Regular Meeting Volunteer Night	October 18, 2017	Regular Meeting
May 3, 2017	Workshop Meeting	November 8, 2017	Workshop Meeting
May 17, 2017	Regular Meeting		Regular Meeting
June 7, 2017	Workshop Meeting	December 6, 2017	Workshop Meeting
		December 20, 2017	Regular Meeting

**BE IT FURTHER RESOLVED** that the Reorganization Meeting of the Governing Body of the Township of West Milford as outlined herein shall be held in the main meeting room of Town Hall located at 1480 Union Valley Road, West Milford, New Jersey 07480 at 6:30 p.m. and the Workshop Meeting shall follow immediately thereafter.

**BE IT FURTHER RESOLVED** that all other Meetings of the Governing Body of the Township of West Milford as outlined herein shall be held in the main meeting room of Town Hall located at 1480 Union Valley Road, West Milford, New Jersey 07480 and all such meetings shall begin at 6:30 p.m.

**BE IT FURTHER RESOLVED** that official action may be taken at all meetings outlined herein.

**BE IT FURTHER RESOLVED** that this resolution shall constitute the Annual Notice for the Township of West Milford and the Township Clerk be and is hereby instructed to advertise such notice as required by law and this notice shall be continually posted on the official bulletin board of the Township and shall be retained on file in the Office of the Township Clerk.

Adopted: January 4, 2017

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 10 of 37  
-----

Agenda No. V 3b

~ Resolution 2017 - 018 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY CONCERNING SIGNATURES ON TOWNSHIP ACCOUNTS**

**BE IT RESOLVED**, by the Township Council of the Township of West Milford that two out of the three following signers; Mayor Bettina Bieri, Township Administrator, Antoinette Battaglia, or Chief Financial Officer, Ellen Mageean will be the required signers on Township checks.

**BE IT FURTHER RESOLVED**, that Lakeland Bank is hereby authorized to accept the manual or facsimile signatures of Mayor Bettina Bieri, Township Administrator, Antoinette Battaglia, and the Chief Financial Officer Ellen Mageean on Township checks.

Adopted: January 4, 2017

Agenda No. V 3c

~ Resolution 2017 - 019 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD COUNTY OF PASSAIC, STATE OF NEW JERSEY REINSTATING THE TOWNSHIP'S CURRENT CASH MANAGEMENT PLAN**

**WHEREAS**, pursuant to Chapter 8, Laws of 1982, the Township of West Milford is required to adopt a Cash Management Plan, including the designation of a depository or depositories; and

**WHEREAS**, the Township of West Milford is to adopt a cash management plan for 2017; and

**WHEREAS**, the Township CFO requested that the cash management plan provided by Lakeland Bank remain employed by the Township of West Milford, in order to continue the maximization of interest being earned on township deposits and investments; and

**WHEREAS**, Lakeland Bank will continue to provide their current proposal as adopted by the Governing Body of The Township of West Milford at the January 4, 2017 meeting, which still remains the most beneficial and advantageous to the Township.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of West Milford that the Cash Management Plan is to continue as follows:

- Account
- Claims Account
- Current Account
- Payroll Account
- Capital Account
- Escrow Account
- Scala Trust Account
- Trust Account
- Heritage Trust Account
- Dog Trust Account
- Unemployment Trust Account
- Assessment Trust Account
- Open Space Trust Account
- COAH Trust
- Library Trust Account
- Tax Sale Trust

Adopted: January 4, 2017

Agenda No. V 3d

~ Resolution 2017 - 020 ~

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 11 of 37  
-----

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY DESIGNATING THE LEGAL NEWSPAPERS FOR THE PUBLICATION OF LEGAL NOTICES AND OTHER ITEMS FOR THE TOWNSHIP**

**BE IT RESOLVED**, by the Township Council of the Township of West Milford that the following newspapers shall be designated as newspapers in which legal notices and advertisements may be published:

**HERALD NEWS  
SUBURBAN TRENDS  
STAR LEDGER  
THE RECORD**

Adopted: January 4, 2017

Agenda No. V 3e

~ Resolution 2017 - 021 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY TO PROVIDE FOR THE HOURS OF COLLECTION OF TAXES**

**BE IT RESOLVED**, by the Township Council of the Township of West Milford that the following shall be the hours for the collection of taxes, assessments and other monies due the Township:

West Milford Town Hall – Open daily, 8:30 am to 4:30 pm prevailing time except Saturday, Sunday and legal holidays.

Adopted: January 4, 2017

Agenda No. V 3f

~ Resolution 2017 – 022 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY AUTHORIZING CERTAIN STATUTORY PAYMENTS OF CLAIMS AND OTHER CLAIMS REGULAR IN NATURE**

**WHEREAS**, all claims of payment by the Township of West Milford, County of Passaic, State of New Jersey, are required to be first submitted to the Township of West Milford Council for consideration before payment, and

**WHEREAS**, due to the nature of certain claims and timing of the particular meeting involved, certain claims should be paid when presented which are statutory and regular in nature, rather than held for the next council meeting of the Township of West Milford due to the nature of said claims.

**NOW THEREFORE BE IT RESOLVED** by the Township Council of the Township of West Milford Council, as follows:

- 1) The Township of West Milford does hereby approve the payment between meetings of the following encumbered claims for payment, when the same are presented to the Township of West Milford Council and Chief Financial Officer of the Township of West Milford.
  - a) Township of West Milford payroll obligations.
  - b) Township of West Milford required payments to the Board of Education.
  - c) Required County tax payments to the County Treasurer.
  - d) Banks for investment purposes, internal transfers, and debt service obligations.
  - e) State of New Jersey – Application Fees
  - f) Permit Fees
  - g) DEP Fees
  - h) License Fees
  - i) State Surcharges
  - j) Marriage License Fees
  - k) Rabies Control Fees
  - l) Miscellaneous disbursements approved by specific resolutions.
  - m) Reissue of lost or mutilated checks after stop payment has been enforced.
  - n) Ten percent (10%) Bid Bond Returns (Clerk's office).
  - o) Certain emergencies at only the discretion of the Township of West Milford Mayor or Administrator by the Mayor's designation.

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 12 of 37  
-----

- p) Payments necessary to all vendors that require compliance with the 2006 Prompt Payment Law, Chapter 96, whereby the Township of West Milford shall pay the bill not more than 30 calendar days after the billing date to avoid billable late charges.
- q) Postage and "Express Mail" Services
- r) Motor Vehicle/Equipment Title Fees
- 2) The Chief Financial Officer is hereby authorized and directed to prepare the proper vouchers for payment of the above recited accounts when same is properly presented to him/her for payment, and thereafter said claim shall be transcribed on the next scheduled Bill list to be approved by the Township of West Milford Council.
- 3) A certified copy of this resolution shall be forward to the Chief Financial Officer of the Township of West Milford.

Adopted: January 4, 2017

Agenda No. V 3g

**~ Resolution 2017 – 023 ~**

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY TO PROVIDE FOR THE RATE OF INTEREST TO BE CHARGED ON UNPAID TAXES AND IMPROVEMENT ASSESSMENTS**

**RESOLVED** by the Township Council of the Township of West Milford that the rate of interest to be charged and collected by the Tax Collector and her department shall be as follows:

- 1. On all unpaid and delinquent taxes, the rate of eight percent (8%) per annum on the first \$1,500.00 of the delinquency, and eighteen percent (18%) per annum on any amount in excess of \$1, 500.00.
- 2. On all unpaid and delinquent improvement assessments, the rate of eight percent (8%) per annum on the first \$1,500.00 of the delinquency, and twelve percent (12%) per annum on any amount in excess of \$1,500.00.
- 3. No interest shall be charged on taxes if payment is made within ten (10) calendar days after the date upon which the same becomes payable.
- 4. That a penalty be charged to a taxpayer in the amount of 6% of a delinquency in excess of \$10,000.00 who fails to pay the delinquency prior to the end of the calendar year, as authorized by N.J.S.A. 54:4-67.
- 5. That a Redemption Penalty be charged as authorized by N.J.S.A. 54:5-61..  
2% on amounts of \$200.00 to \$5,000.00  
4% on amounts of \$5,000.01 to \$10,000.00 and  
6% on amounts of \$10,000.01 and over.
- 6. That the provisions of the resolution shall apply to all existing tax sale certificates.

Adopted: January 4, 2017

Agenda No. V 3h

**~ Resolution 2017 – 024 ~**

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY AUTHORIZING THE CHIEF FINANCIAL OFFICER TO REINSTATE AND MAINTAIN VARIOUS PETTY CASH FUNDS (AS LISTED BELOW) TO FACILITATE "CHANGE FUNDS" AND REQUIRED CASH REIMBURSEMENTS FOR VARIOUS MINOR EXPENDITURES MADE BY TOWNSHIP EMPLOYEES**

**WHEREAS**, N.J.S.A 40A: 5-21 authorizes the establishment of a petty cash and change funds; and

**WHEREAS**, it is necessary from time to time to allow the availability of cash fund for immediate unforeseen minor cash expenditures each as follows:

- 1. Tax Collector \$150.00
- 2. Municipal Court \$100.00
- 3. Health Department \$ 50.00
- 4. Construction Department \$100.00
- 5. Municipal Clerk \$ 50.00
- 6. Recreation Bubbling Springs \$200.00

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 13 of 37  
-----

7.	Recreation Administration	\$450.00
8.	Recreation Programs Change Fund	\$ 50.00
9.	Recreation Coffee House Change Fund	\$ 50.00
10.	Police Department	\$100.00
11.	Administration Motor Vehicle Registration Fund	\$250.00
12.	Administration Misc. Reimbursement Fund	\$250.00
13.	Bubbling Springs Gate Change Fund	\$ 30.00
14.	Bubbling Springs Soda Machine Change Fund	\$200.00

**NOW THEREFORE, BE IT RESOLVED**, by the Council of the Township of West Milford, County of Passaic, State of New Jersey, that a reimbursable aforementioned impress funds aggregate of \$2,030.00 be re-established for 2017; and

**BE IT FURTHER RESOLVED** that said amounts for petty cash are to be returned to the Township's General Fund no later than December 31<sup>st</sup> each year.

Adopted: January 4, 2017

Agenda No. V 3i

~ Resolution 2017 – 025 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY AUTHORIZING THE MUNICIPAL CLERK TO RELEASE EXECUTIVE SESSION MINUTES IN ACCORDANCE WITH THE OPEN PUBLIC MEETINGS ACT**

**WHEREAS**, the Open Public Meetings Act calls for the production of minutes from Executive Sessions and provides for said minutes to remain privileged communications - confidential until such time that same, pursuant to law, shall be released to the public; and

**WHEREAS**, the Mayor and Township Council periodically review and approve Executive Session minutes as to their completeness; and

**WHEREAS**, subsequent to said approval, minutes may become available to the public.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of West Milford, County of Passaic, State of New Jersey that the Municipal Clerk shall have the authority to release Executive Session minutes to the public upon request after consultation with the Municipal Attorney and it is determined that the specific Executive Session minutes in accordance with the law be released to the public.

**BE IT FURTHER RESOLVED** that this Resolution shall be considered on an annual basis at the reorganization meeting of the Mayor and Council.

Adopted: January 4, 2017

Agenda No. V 3j

~ Resolution 2017 – 026 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY ESTABLISHING A SURPLUS POLICY FOR THE TOWNSHIP**

**WHEREAS**, in 2011 the State of New Jersey instituted a best practices checklist in an effort to "make government operate more efficiently, strengthen its accountability, and better manage scarce taxpayers' resources"; and

**WHEREAS**, since the inception of the best practices checklist, the Township of West Milford has made every effort to comply with the standards established by the State resulting in high ratings each year for compliance; and

**WHEREAS**, the best practices checklist recommends the adoption of a surplus policy to serve as a basis for decisions regarding future solvency; and

**WHEREAS**, the Township Auditor and Chief Financial Officer have evaluated the historic budget and financial records and recommended a surplus policy to the Governing Body; and

**WHEREAS**, said surplus policy shall establish a goal in the annual budgeting process whereby the Governing Body shall strive to consistently maintain a \$1,000,000.00 surplus on hand annually to retain a consistent year-end surplus.

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 14 of 37  
-----

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of West Milford that the Township Council does hereby concur with the surplus policy recommended by the Township Auditor and Chief Financial Officer; and

**BE IT FURTHER RESOLVED** that the Township Council shall strive to achieve that goal annually during the budget process.

Adopted: January 4, 2017

Agenda No. VI

**Appointments**

**1. Professionals– As Required By Code**

Mayor Bieri asked to adopt all resolutions as one.

-----  
Moved: Erik Seconded: Lichtenberg  
Voted Aye: Erik, Hensley, Wagner, McGuinness Signorino, Lichtenberg  
Voted Nay: None.  
Motion carried.  
-----

Agenda No. VI 1a

~ Resolution 2017 - 027 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY PROVIDING ADVICE & CONSENT TO THE MAYOR'S APPOINTMENT OF FRED SEMRAU, ESQ. AS TOWNSHIP ATTORNEY IN ACCORDANCE WITH SECTION §15-30 OF THE TOWNSHIP CODE AND AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN PROFESSIONAL SERVICE CONTRACT FOR SAME**

**WHEREAS**, the Township of West Milford has a need to appoint a Township Attorney as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5 as appropriate*; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et. seq.) requires that the Resolution authorizing the award of contracts for Professional Services without competitive bids and the contract itself must be available for public inspection; and

**WHEREAS**, the term of a contract for this service is one year from January 1, 2017 through December 31, 2017; and

**WHEREAS**, Fred Semrau, Esq. will provide legal services as sought by the Township of West Milford at the annual compensation not to exceed \$140,000.00; and

**WHEREAS**, Fred Semrau, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the Township of West Milford with the elected officials in the previous one year, and that the contract will prohibit the firm of Dorsey & Semrau, LLC from making any reportable contributions through the term of the contract.

**WHEREAS**, the Chief Financial Officer has certified as to the availability of funds pursuant to *N.J.A.C. 5:30-5.4*.

**NOW THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of West Milford that they do hereby provide advice and consent to the Mayor's appointment of Fred Semrau, Esq. to the position of Township Attorney in accordance with section §15-30 of the Township Code for a term of one year from January 1, 2017 through December 31, 2017.

**BE IT FURTHER RESOLVED** that the Mayor and Township Council of the Township of West Milford, County of Passaic, State of New Jersey authorizes the Mayor and the Municipal Clerk to enter into a contract with Dorsey & Semrau, LLC as described herein to the satisfaction of the Mayor and Council; and

**BE IT FURTHER RESOLVED** that the contract, resolution and all other pertinent documents shall remain on file in the office of the Township Clerk; and

**BE IT FURTHER RESOLVED** that a notice of this action shall be printed once in the Township's legal newspaper.

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 15 of 37  
-----

Adopted: January 4, 2017

Agenda No. VI 1b

~ Resolution 2017 - 028 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY PROVIDING ADVICE & CONSENT TO THE MAYOR'S APPOINTMENT OF CHARLES FERRAIOLI AS MUNICIPAL AUDITOR WITH COUNCIL CONSENT IN ACCORDANCE WITH SECTION §15-117 OF THE TOWNSHIP CODE AND AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN PROFESSIONAL SERVICE CONTRACT FOR SAME**

**WHEREAS**, the Township of West Milford has a need to appoint a Township Auditor as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5 as appropriate*; and,

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et. seq.) requires that the Resolution authorizing the award of contracts for Professional Services without competitive bids and the contract itself must be available for public inspection, and,

**WHEREAS**, the term of a contract for this service is one year from January 1, 2017 through December 31, 2017; and

**WHEREAS** Charles Ferraioli of the firm Ferraioli, Wielkotz, Cerullo & Cuva, P.A. will provide auditing services and financial consulting in an amount not to exceed \$60,000; and

**WHEREAS**, Charles Ferraioli of the firm Ferraioli, Wilekotz, Cerullo & Cuva, P.A. will provide the necessary accounting services needed for any bond or note sales in 2017 in the amount not to exceed \$33,000.00; and

**WHEREAS**, Charles Ferraioli has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the Township of West Milford with the elected officials in the previous one year, and that the contract will prohibit the firm of Ferraioli, Wielkotz, Cerullo & Cuva, P.A. from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Chief Financial Officer has certified as to the availability of funds pursuant to *N.J.A.C. 5:30-5.4*

**NOW THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of West Milford that they do hereby concur with the Mayor's appointment of Charles Ferraioli to the position of Municipal Auditor in accordance with section §15-117 of the Township Code for a term of one year from January 1, 2017 through December 31, 2017.

**BE IT FURTHER RESOLVED** that the Mayor and Township Council of the Township of West Milford, County of Passaic, State of New Jersey authorizes the Mayor and the Municipal Clerk to enter into a contract with Ferraioli, Wielkotz, Cerullo & Cuva, P.A. as described herein; and

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file in the office of the Township Clerk; and

**BE IT FURTHER RESOLVED** that a notice of this action shall be printed once in the Township's legal newspaper.

Adopted: January 4, 2017

Agenda No. VI 1c

~ Resolution 2017 - 029 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN PROFESSIONAL SERVICE CONTRACT FOR THE POSITION OF TOWNSHIP ENGINEER IN ACCORDANCE WITH SECTION §15-35.1 OF THE TOWNSHIP CODE**

**WHEREAS**, the Township of West Milford has a need to appoint a Township Engineer or firm as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5 as appropriate* and section §15-35.1 of the Township Code; and,

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 16 of 37  
-----

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et. seq.) requires that the Resolution authorizing the award of contracts for Professional Services without competitive bids and the contract itself must be available for public inspection; and

**WHEREAS**, Paul Ferriero of Ferriero Engineering, Inc. will provide Engineering Services in an amount not to exceed \$47,000.00; and

**WHEREAS**, the Chief Financial Officer has certified as to the availability of funds pursuant to *N.J.A.C. 5:30-5.4*.

**WHEREAS**, Ferriero Engineering, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the Township of West Milford with the elected officials in the previous one year, and that the contract will prohibit the firm Ferriero Engineering, Inc. from making any reportable contributions through the term of the contract; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of West Milford in consideration of the mutual covenants and agreements herein contained, the parties agree as follows:

1. The Mayor and Township Clerk be and are hereby authorized to execute a contract with Ferriero Engineering, Inc. for professional Engineering services as Township Engineer in an amount not to exceed \$47,000.00.
2. This contract is awarded as a "Professional Services" pursuant to *N.J.S.A. 19:44A-20 et seq.* and the local public contracts law.
3. The duration of the contract shall be for the 2017 calendar year.
4. The total fee authorized for this contract shall not exceed \$47,000.00 without the prior written approval of the Township Council.
5. That a notice of this action shall be published in accordance with law, and said notice to provide that the contract awarded and this resolution authorizing same are available for public inspection in the office of the Township Clerk.

Adopted: January 4, 2017

Agenda No. VI 1d

~ Resolution 2017 – 030 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO PIAZZA & ASSOCIATES, INC. FOR AFFORDABLE HOUSING COMPLIANCE AND MONITORING SERVICES IN ACCORDANCE WITH SECTION §470-69.1-C.(4) OF THE TOWNSHIP CODE IN AN AMOUNT NOT TO EXCEED \$4,800.00**

**WHEREAS**, there exists a need for the Township to retain the services of an experienced, qualified entity or agency to provide affordable housing compliance and monitoring services and to serve as an Administrative Agent to the Township with respect to its affordable housing obligation in accordance with §470-69.1 of the Township code; and

**WHEREAS**, the Township wishes to award a contract without competitive bidding to Piazza & Associates, Inc. for the performance of such affordable housing compliance and monitoring services related to the actual number of COAH units in West Milford and the need to engage such services to satisfy the requirements for COAH compliance and certification for the sale, resale or rental of one unit; and

**WHEREAS**, the total amount of the contract shall not exceed \$4,800.00 and the Chief Financial Officer has certified as to the availability of funds pursuant to *N.J.A.C. 5:30-5.4*.

**WHEREAS**, pursuant to the Local Public Contracts Law, specifically, N.J.S.A. 40A:11-3, when the cost or price of any contract awarded by the contracting agent in the aggregate does not exceed in a contract year the total sum of \$17,500, the contract may be awarded by the contracting unit without public advertising for bids; and

**WHEREAS**, Piazza & Associates, Inc. will complete & submit both a Political Contribution Disclosure Form and a Business Entity Disclosure Certification which will certify that the firm has not made any reportable contributions to a political or candidate committee in the Township of West Milford with the elected officials in the previous one year, and that the contract will prohibit Piazza & Associates, Inc. from making any reportable contributions through the term of the contract, and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of West Milford, County of Passaic and State of New Jersey as follows:

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 17 of 37  
-----

1. The Township of West Milford hereby awards and authorizes the Mayor and Township Clerk to execute an agreement with Piazza & Associates, Inc. 216 Rockingham Row, Princeton, N.J. 08540, for affordable housing compliance and monitoring services in an amount not to exceed \$4,800.00.
2. The total fee authorized for this contract shall not exceed \$4,800.00 without the prior written approval of the Township Council.
3. The Political Contribution Disclosure Form, Business Disclosure Entity Certification and the Determination of Value, the contract & resolution shall be placed on file in the office of the township clerk.
4. Notice of this action shall be published once in the Township's official newspaper as required by law.

Adopted: January 4, 2017

Agenda No. VI 1e

~ Resolution 2017 - 031 ~

**MAYOR'S APPOINTMENT OF JOSEPH C. PERCONTI, ESQ. AS MUNICIPAL JUDGE WITH  
ADVICE AND CONSENT OF COUNCIL**

**BE IT RESOLVED**, by the Township Council of the Township of West Milford that they do hereby provide advice and consent to the Mayor's appointment of Joseph C. Perconti to the position of Municipal Judge in accordance with section §15-75 of the Township Code.

**BE IT FURTHER RESOLVED**, that in accordance with N.J.S.A. 2B:12-4 this appointment shall be for a term as provided by law.

Adopted: January 4, 2017

Agenda No. VI 2f

~ Resolution 2017 - 032 ~

**MAYOR'S APPOINTMENT OF DAVID FERRANTE, ESQ. AS MUNICIPAL PROSECUTOR WITH  
COUNCIL CONSENT**

**BE IT RESOLVED**, by the Township Council of the Township of West Milford that they do provide advice and consent to the Mayor's appointment of David Ferrante, Esq. to the position of Municipal Prosecutor in accordance with section §15-78 of the Township Code for the 2017 calendar year.

Adopted: January 4, 2017

Agenda No. VI 2g

~ Resolution 2017 - 033 ~

**MAYOR'S APPOINTMENT OF PAUL UHLIK, ESQ. AS MUNICIPAL PUBLIC DEFENDER IN  
ACCORDANCE WITH SECTION §15-79 OF THE TOWNSHIP CODE**

**BE IT RESOLVED**, by the Township Council of the Township of West Milford that they do hereby provide advise and consent to the Mayor's appointment of Paul Uhlik, Esq. to the position of Municipal Public Defender in accordance with section §15-79 of the Township Code for the 2017 calendar year.

Adopted: January 4, 2017

Agenda No. VI 2h

~ Resolution 2017 - 034 ~

**MAYOR'S APPOINTMENT OF EDWARD STEINES AS FIRE COMMISSIONER IN ACCORDANCE  
WITH SECTION §15-47A OF THE TOWNSHIP CODE**

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 18 of 37  
-----

**Mayor's Appointment:**

In accordance with Section §15-47A of the Code of the Township of West Milford, Mayor Bettina Bieri hereby appoints Edward Steines as Fire Commissioner to serve a two-year term from January 1, 2017 through December 31, 2018 as recommended by the Fire Chief's Association.

**This resolution does not require action from the Council. It shall serve to memorialize an appointment made by Mayor Bettina Bieri.**

Adopted: January 4, 2017

**3. Boards, Committees and Commissions**

The Council may make nominations from the floor for various boards, committees and commissions.

**ADA Committee**

Council Liaison

Councilwoman Erik nominated herself; Councilpersons Hensley, Wagner, McGuinness, Signorino and Lichtenberg passed. There were no other nominations. Councilwoman Erik made a motion to close and confirm, seconded by Councilman Signorino. Mayor Bieri asked for a roll call vote.

-----  
Voted Aye: Erik, Hensley, Wagner, McGuinness, Signorino, Lichtenberg  
Voted Nay: None  
Motion carried.  
-----

**ADA Citizen Members 1 & 3**

Councilwoman Hensley nominated Janet Laycox. Councilwoman Erik made a motion to close and confirm, seconded by Councilwoman Lichtenberg. Mayor Bieri asked for a roll call vote.

-----  
Voted Aye: Hensley, Wagner, McGuinness, Signorino, Lichtenberg, Erik  
Voted Nay: None  
Motion carried.  
-----

**Autumn Lights Festival**

Council Liaison

Councilman Wagner nominated Councilwoman Erik. Councilman McGuinness nominated Councilman Wagner. Councilwoman Erik made a motion to close and confirm, seconded by Councilman Signorino.

*Councilwoman Erik*

-----  
Voted Aye: Wagner, McGuinness, Signorino, Lichtenberg, Erik, Hensley  
Voted Nay: None  
Motion carried.  
-----

*Councilman Wagner*

-----  
Voted Aye: McGuinness, Signorino, Lichtenberg, Erik, Hensley, Wagner  
Voted Nay: None  
Motion carried.  
-----

Mayor Bieri noted that Councilwoman Erik has previously served on the committee. She stated that Councilman Wagner has not only willingly stepped up to the plate but he will be a great addition to the committee as well.

**Beautification / Recycling Task Force Committee (Advisory)**

Council Liaison

Councilman McGuinness passed. Councilman Signorino nominated Councilman McGuinness. Councilpersons Lichtenberg, Erik, Hensley and Wagner passed. Councilwoman Erik made a motion to close and confirm, seconded by Councilman Signorino and carried by unanimous voice vote.

*Councilman McGuinness*  
-----

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 19 of 37  
-----

Voted Aye: McGuinness, Signorino, Lichtenberg, Erik, Hensley, Wagner  
Voted Nay: None  
Motion carried.  
-----

Citizen Members

Councilwoman Erik made a motion to move all nine citizen member applicants to the Beautification / Recycling Task Force Committee as one; seconded by Councilwoman Lichtenberg. Councilman Signorino a motion to close and confirm, seconded by Councilwoman Erik and carried by unanimous voice vote. The applicants being William Weaver, Joann Blom, John Monahan, Melissa Brown Blaeuer, Patrick Restaino, Lynne Blackowski, Thomas Livoti, Connie Livoti, and John Lynch.  
-----

Voted Aye: Signorino, Lichtenberg, Erik, Hensley, Wagner, McGuinness  
Voted Nay: None  
Motion carried.  
-----

**Building Standards Board**

Council Liaison

Councilwoman Lichtenberg nominated Councilwoman Erik. Councilpersons Erik, Hensley and Wagner passed. Councilman McGuinness nominated Councilman Wagner. Councilman Wagner declined his nomination. Councilwoman Erik made a motion to close and confirm, seconded by Councilwoman Lichtenberg and carried by unanimous voice vote.

*Councilwoman Erik*  
-----

Voted Aye: Lichtenberg, Erik, Hensley, Wagner, McGuinness, Signorino  
Voted Nay: None.  
Motion carried.  
-----

Mayor Bieri noted this is a large and complex packet and it was beautifully put together and easy to understand. She thanked the Clerk's Office.

**Community Services & Recreation Advisory Committee (RAC)**

Council Liaison

Councilwoman Erik nominated Councilman Wagner; Councilpersons Hensley, Wagner, McGuinness, Signorino and Lichtenberg passed. Councilwoman Erik made a motion to close and confirm, seconded by Councilwoman Lichtenberg and carried by unanimous voice vote.

*Councilman Wagner*  
-----

Voted Aye: Erik, Hensley, Wagner, McGuinness, Signorino, Lichtenberg  
Voted Nay: None  
Motion carried.  
-----

Citizen Members

Councilman Hensley nominated Tricia Gerst; Councilman Wagner nominated David C. Griffiths; Councilman McGuinness nominated Jaycen Stillman; Councilman Signorino nominated Martin Perricone; Councilwoman Lichtenberg nominated Michelle Vogt; Councilwoman Erik nominated Dominick C. Swartz Jr.; Councilman Hensley nominated Matthew P. Conlon; Councilman Wagner nominated Raymond Guarino; Councilman McGuinness nominated Charles Carbone; Councilman Signorino nominated Frank A. Yevchek Jr.; Councilwoman Lichtenberg nominated Erica Butler. Councilpersons Erik and Hensley passed. Councilman Wagner nominated John Clarke. Councilwoman Erik made a motion to close, seconded by Councilman Signorino. Mayor Bieri asked for roll call votes.

*Tricia Gerst*  
-----

Voted Aye: Hensley, Wagner, McGuinness, Signorino, Lichtenberg, Erik  
Voted Nay: None.  
Motion carried.  
-----

*David C. Griffiths*  
-----

Voted Aye: Wagner, McGuinness, Signorino, Lichtenberg, Erik, Hensley  
Voted Nay: None.  
Motion carried.

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 20 of 37  
-----

-----  
*Jaycen Stillman*  
-----

Voted Aye: McGuinness, Signorino, Lichtenberg, Erik, Hensley, Wagner  
Voted Nay: None  
Motion carried.  
-----

-----  
*Martin Perricone*  
-----

Voted Aye: Signorino, Lichtenberg, Erik, Hensley, Wagner, McGuinness  
Voted Nay: None  
Motion carried.  
-----

-----  
*Michelle Vogt*  
-----

Voted Aye: Lichtenberg, Erik, Hensley, Wagner, McGuinness, Signorino  
Voted Nay: None  
Motion carried.  
-----

-----  
*Dominick C. Swartz Jr*  
-----

Voted Aye: Erik, McGuinness,  
Voted Nay: Hensley, Wagner, Signorino, Lichtenberg  
Motion defeated.  
-----

-----  
*Matthew P. Conlon*  
-----

Voted Aye: Hensley, Wagner, McGuinness, Signorino, Lichtenberg, Erik  
Voted Nay: None  
Motion carried.  
-----

-----  
*Raymond Guarino*  
-----

Voted Aye: Wagner, McGuinness, Signorino, Lichtenberg, Erik, Hensley  
Voted Nay: None.  
Motion carried.  
-----

-----  
*Charles Carbone*  
-----

Voted Aye: McGuinness, Signorino, Lichtenberg, Erik, Hensley, Wagner  
Voted Nay: None.  
Motion carried.  
-----

-----  
*Frank A. Yevchek Jr*  
-----

Voted Aye: Signorino, Lichtenberg, Erik, Hensley, Wagner, McGuinness  
Voted Nay: None.  
Motion carried.  
-----

-----  
*Erica Butler*  
-----

Voted Aye: Lichtenberg, Erik, Hensley, Wagner, McGuinness, Signorino  
Voted Nay: None.  
Motion carried.  
-----

-----  
*John Clarke*  
-----

Voted Aye: Erik, Hensley, Wagner, McGuinness, Signorino, Lichtenberg  
Voted Nay: None.  
Motion carried.  
-----

Mayor Bieri noted that the RAC committee consists of Raymond Guarino, Charles Carbone, Frank A. Yevchek Jr, Matthew P. Conlon, David C. Griffiths, Martin Perricone, Michelle Vogt, Tricia Gerst, Jaycen Stillman, Erica Butler, and John Clarke.

**Economic Development Commission**  
**Council Liaison**

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 21 of 37  
-----

Councilman Wagner nominated Councilman Hensley. Councilpersons McGuinness, Signorino, Lichtenberg, Erik and Hensley passed. Councilwoman Erik made a motion to close and confirm; seconded by Councilman Signorino and carried by unanimous voice vote.

*Councilman Hensley*  
-----

Voted Aye: Wagner, McGuinness, Signorino, Lichtenberg, Erik, Hensley  
Voted Nay: None  
Motion carried.  
-----

Mayor Bieri noted that as Mayor, she automatically serves on the Planning Board, Library Board and the EDC. She stated that she is active on the Planning Board and Library Board, but has scheduling conflicts with the meetings for the EDC and does appoint a designee to serve in her place. She said Councilwoman Erik has served on her behalf in previous years and Councilman Wagner has an interest in serving. She announced that she will be appointing Councilman Wagner as her designee. She thanked Councilwoman Erik for her service and welcomed Councilman Wagner aboard.

Citizen Members

Citizen # 4 (3-year term)

Mayor Bieri stated that one of the nominations was not a resident of West Milford. The three nominees are Mark Werner, Jr, James Ronayne, and Michael J. Chazukow. There are three names for three positions. Councilman McGuinness nominated Mark Werner. Councilpersons Signorino, Lichtenberg, Erik, Hensley and Wagner passed. Councilwoman Erik made a motion to close and confirm, seconded by Councilman Signorino and carried by unanimous voice vote.

*Mark Werner*  
-----

Voted Aye: McGuinness, Signorino, Lichtenberg, Erik, Hensley, Wagner  
Voted Nay: None  
Motion carried.  
-----

Citizen # 3 (3-year term)

Councilman Signorino nominated Michael J. Chazukow. Councilpersons Lichtenberg, Erik, Hensley, Wagner and McGuinness passed. Councilwoman Erik made a motion to close and confirm; seconded by Councilman Signorino and carried by unanimous voice vote.

*Michael J. Chazukow*  
-----

Voted Aye: Signorino, Lichtenberg, Erik, Hensley, Wagner, McGuinness  
Voted Nay: None.  
Motion carried.  
-----

Alternate # 2 (2-year term)

Councilwoman Lichtenberg nominated James Ronayne. Councilpersons Erik, Hensley, Wagner, McGuinness and Signorino passed. Councilwoman Erik made a motion to close and confirm; seconded by Councilwoman Lichtenberg and carried by unanimous voice vote.

*James Ronayne*  
-----

Voted Aye: Lichtenberg, Erik, Hensley, Wagner, McGuinness, Signorino  
Voted Nay: None.  
Motion carried.  
-----

**Fire Department Board of Review**

Council Liaison

Councilwoman Erik nominated Councilman Signorino. Councilman Hensley nominated Councilman McGuinness. Councilpersons Wagner, McGuinness, Signorino and Lichtenberg passed. Councilman Signorino declined his nomination. Councilwoman Erik made a motion to close and confirm, seconded by Councilman Signorino and carried by unanimous voice vote.

Mayor Bieri clarified that Councilman McGuinness is still with the fire department but he is a lifetime member. She stated that she checked with the Township Attorney and that does not conflict with his ability to serve.

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 22 of 37  
-----

*Councilman McGuinness*  
-----

Voted Aye: Erik. Hensley, Wagner, McGuinness, Signorino, Lichtenberg  
Voted Nay: None  
Motion carried.  
-----

**Fire Prevention Bureau**

Council Liaison

Councilman Hensley passed. Councilman Wagner nominated Councilman McGuinness. Councilpersons McGuinness and Signorino passed. Councilwoman Lichtenberg nominated Councilwoman Erik. Councilwoman Erik declined the nomination. Councilwoman Erik made a motion to close and confirm, seconded by Councilman Signorino and carried by unanimous voice vote.

*Councilman McGuinness*  
-----

Voted Aye: Hensley, Wagner, McGuinness, Signorino, Lichtenberg, Erik.  
Voted Nay: None  
Motion carried.  
-----

**Greenwood Lake Bi-State Commission**

NJ Commissioners

Councilman Wagner noted that he spoke to Daniel Sullivan and he has withdrawn his interest in being appointed. Councilman Wagner nominated Paul Zarrillo. Councilman McGuinness nominated William M. Link. Councilpersons Signorino, Lichtenberg, Erik and Hensley passed. Councilwoman Erik made a motion to close, seconded by Councilman Signorino and carried by unanimous voice vote.

*Paul Zarrillo & William M. Link*  
-----

Voted Aye: Wagner, McGuinness, Signorino, Lichtenberg, Erik, Hensley,  
Voted Nay: None  
Motion carried.  
-----

**Health Board Advisory**

Citizen Members

There being two interested parties and three positions, Councilman McGuinness nominated Lori Novak-Carafello and James Rogers for Citizen Members #3 and #4, Councilwoman Erik made a motion to close, seconded by Councilwoman Lichtenberg and carried by unanimous voice vote.

*Lori Novak-Carafello & James Rogers*  
-----

Voted Aye: McGuinness, Signorino, Lichtenberg, Erik, Hensley, Wagner  
Voted Nay: None  
Motion carried.  
-----

Mayor Bieri noted that there are vacancies and asked for interested parties to apply.

**Heritage Committee**

Council Liaison

Councilwoman Lichtenberg nominated Councilman Signorino. Councilpersons Erik, Hensley, Wagner, McGuinness and Signorino passed. Councilwoman Erik made a motion to close and confirm, seconded by Councilman Signorino and carried by unanimous voice vote.

*Councilman Signorino*  
-----

Voted Aye: Lichtenberg, Erik, Hensley, Wagner, McGuinness, Signorino,  
Voted Nay: None  
Motion carried.  
-----

Citizen Members

Councilwoman Erik made a motion to move all 10 applicants for citizen members to the Heritage Committee as one; the applicants being Robert Bailey, Adrian Birdsall, Vivienne Erk, Tonya Cubby, Sondra Bejgrowicz, Kerry O'Brien, Michael Van Hooker, Kristen Koerner, Hans Niederstrasser and

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 23 of 37  
-----

JoAnn Blom. Councilwoman Erik made a motion to close and confirm, seconded by Councilman Signorino and carried by unanimous voice vote.  
-----

Voted Aye: Erik, Hensley, Wagner, McGuinness, Signorino, Lichtenberg  
Voted Nay: None  
Motion carried.  
-----

**Insurance Committee**

**Council Liaisons**

Councilman Hensley nominated Councilman Signorino; Councilpersons Wagner, McGuinness, Signorino, Lichtenberg and Erik passed. Councilwoman Erik made a motion to close and confirm. Seconded by Councilman Signorino and carried by unanimous voice vote.

*Councilman Signorino*  
-----

Voted Aye: Hensley, Wagner, McGuinness, Signorino, Lichtenberg, Erik  
Voted Nay: None  
Motion carried.  
-----

**Citizen Members**

Councilman Wagner nominated Matthew Conlon; Councilman McGuinness nominated Andrena Pegel; Councilman Signorino nominated Peter Labate; Councilwoman Lichtenberg nominated Michele Dale; Councilwoman Erik nominated Andrew Gargano; Councilwoman Hensley nominated Robert Nolan. Councilman Wagner nominated Steven Castronova. Councilman McGuinness nominated Michael J. Gerst. Councilwoman Erik made a motion to close and confirm; seconded by Councilman Hensley and carried by unanimous voice vote.

There being no further nominations, Mayor Bieri asked for a vote.

*Matthew Conlon*  
-----

Voted Aye: Wagner, McGuinness, Signorino,  
Voted Nay: Lichtenberg, Erik, Hensley  
Motion defeated.  
-----

*Andrena Pegel*  
-----

Voted Aye: McGuinness, Signorino, Lichtenberg, Erik, Hensley, Wagner  
Voted Nay: None.  
Motion carried.  
-----

*Peter Labate*  
-----

Voted Aye: Signorino, Lichtenberg, Erik, Hensley, Wagner, McGuinness  
Voted Nay: None.  
Motion carried.  
-----

*Michele Dale*  
-----

Voted Aye: Lichtenberg, Erik, Hensley, Bieri  
Voted Nay: Wagner, McGuinness, Signorino  
Motion carried.  
-----

*Andrew Gargano*  
-----

Voted Aye: Erik, Hensley, Wagner, McGuinness, Signorino, Lichtenberg  
Voted Nay: None.  
Motion carried.  
-----

*Robert Nolan*  
-----

Voted Aye: Hensley, Signorino, Erik, Bieri  
Voted Nay: Wagner, McGuinness, Lichtenberg  
Motion carried.  
-----

*Steven Castronova*

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 24 of 37  
-----

Voted Aye: Wagner, McGuinness, Signorino  
Voted Nay: Lichtenberg, Erik, Hensley  
Motion defeated.

-----  
*Michael J. Gerst*  
-----

Voted Aye: Wagner, McGuinness, Signorino,  
Voted Nay: Hensley, Lichtenberg, Erik  
Motion defeated.

-----  
Mayor Bieri noted that Peter Labate, Andrena Pegel, and Andrew Gargano all received unanimous support so they have been appointed to the committee. Due to this being an Insurance Committee, she explained that she always looks at the skill set of the applicants, qualifications, and their experience. Councilwoman Lichtenberg said she incorrectly voted no for one of the applicants. She asked if she could change her vote to yes for Robert Nolan. Mayor Bieri stated that the Township Attorney advised that the vote can be changed if the council doesn't take exception. A discussion ensued regarding the change of votes. Mayor Bieri announced she appointed Michele Dale and Robert Nolan to the Insurance Committee. She explained that the three the council voted unanimously for are all insurance professionals. Her appointments are individuals that are long term financial executives and previous council members, so they do have knowledge of inner workings of the township, staff, needs, and insurance.

**Lakes Committee**

**Council Liaison**

Councilman McGuinness nominated Councilwoman Lichtenberg. Councilpersons Signorino, Lichtenberg, Erik, Hensley and Wagner passed. Councilwoman Erik made a motion to close and confirm, seconded by Councilman Signorino and carried by unanimous voice vote.

*Councilwoman Lichtenberg*  
-----

Voted Aye: McGuinness, Signorino, Lichtenberg, Erik, Hensley, Wagner  
Voted Nay: None  
Motion carried.

-----  
Mayor Bieri noted that Councilwoman Lichtenberg did get a letter of support from the committee asking her to continue.

**Municipal Utilities Authority**

**Council Liaison**

Councilman Signorino nominated Councilwoman Erik. Councilpersons Lichtenberg, Erik, and Hensley passed. Councilman Wagner nominated Councilman Signorino. Councilwoman Erik made a motion to close and confirm, seconded by Councilwoman Lichtenberg.

*Councilwoman Erik*  
-----

Voted Aye: Signorino, Lichtenberg, Erik, Hensley, Wagner, McGuinness  
Voted Nay: None  
Motion carried.

-----  
Councilman Signorino withdrew his nomination.

**Citizen Member #2 (5-year term)**

Councilwoman Lichtenberg nominated Carol Hardy. Councilpersons Erik, Hensley, Wagner, McGuinness, and Signorino passed. Councilman Signorino made a motion to close and confirm, seconded by Councilwoman Lichtenberg and carried by unanimous voice vote.

*Carol Hardy*  
-----

Voted Aye: Lichtenberg, Erik, Hensley, Wagner, McGuinness, Signorino,  
Voted Nay: None  
Motion carried.

-----  
**Alternate #2 (5-year term)**

Councilwoman Erik nominated Melissa Brown-Blauer. Councilpersons Hensley, Wagner and Dale, Signorino and Lichtenberg passed. Councilwoman Erik made a motion to close and confirm, seconded by Councilman Signorino and carried by unanimous voice vote.

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 25 of 37  
-----

*Melissa Brown-Blaeuer*  
-----

Voted Aye: Erik, Hensley, Wagner, McGuinness, Signorino, Lichtenberg  
Voted Nay: None  
Motion carried.  
-----

**Planning Board**

**Class III Council Liaison**

Councilman Hensley nominated Councilman Signorino. Councilpersons Wagner, McGuinness, Signorino, Lichtenberg, and Erik passed. Councilwoman Erik made a motion to close, seconded by Councilman Signorino and carried by unanimous voice vote.

*Councilman Signorino*  
-----

Voted Aye: Hensley, Wagner, McGuinness, Signorino, Lichtenberg, Erik  
Voted Nay: None  
Motion carried.  
-----

Councilman Hensley stated that he was interested in taking the classes required for the Planning Board liaison in case Councilman Signorino is unable to attend. He asked if it is permissible for him to take these classes to get the background and knowledge. He noted that it would benefit his service as the EDC liaison and Beautification and Recycling Committee. Township Attorney Semrau clarified that it is a one day class and there cannot be a substitute liaison unless they are an alternate. He explained that if he were to take the class, it would be beneficial if there was a change in membership and he can also attend meetings as a member of the public. Township Administrator/Clerk Battaglia noted that the cost of the class is \$114. The governing body gave consensus.

**Class IV Alternate #2 (2-year term)**

Councilman Wagner nominated Matthew P. Conlon. Councilpersons McGuinness and Signorino passed. Councilwoman Lichtenberg nominated Michael Siesta. Councilpersons Erik and Hensley passed. Councilwoman Erik made a motion to close, seconded by Councilwoman Lichtenberg and carried by unanimous voice vote.

*Matthew P. Conlon*  
-----

Voted Aye: Wagner, McGuinness, Signorino,  
Voted Nay: Lichtenberg, Erik, Hensley  
Motion defeated.  
-----

*Michael Siesta*  
-----

Voted Aye: Lichtenberg, Erik, Hensley, Bieri  
Voted Nay: McGuinness, Signorino, Wagner  
Motion carried.  
-----

**Senior Citizens Committee (Advisory)**

**Council Liaison**

Councilman McGuinness nominated Councilwoman Lichtenberg. Councilpersons Signorino, Lichtenberg, Erik, Hensley and Wagner passed. Councilwoman Erik made a motion to close, seconded by Councilman McGuinness and carried by unanimous voice vote.

*Councilwoman Lichtenberg*  
-----

Voted Aye: McGuinness, Signorino, Lichtenberg, Erik, Hensley, Wagner  
Voted Nay: None  
Motion carried.  
-----

**WM77 TV Commission**

**Council Liaisons**

Councilman Signorino nominated Councilwoman Erik; Councilwoman Lichtenberg passed. Councilwoman Erik nominated Councilwoman Lichtenberg; Councilpersons Hensley, Wagner, and McGuinness passed. Councilwoman Erik made a motion to close and confirm, seconded by Councilman Signorino and carried by unanimous voice vote.

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 26 of 37  
-----

*Councilwoman Erik & Councilwoman Lichtenberg*  
-----

Voted Aye: Signorino, Lichtenberg, Erik, Hensley, Wagner, McGuinness  
Voted Nay: None  
Motion carried.  
-----

Citizen Member #5 (3-year term)

Councilwoman Lichtenberg nominated Robert Nicholson; Councilpersons Erik, Hensley, and Wagner passed. Councilman McGuinness nominated Gary Steele. Councilwoman Erik made a motion to close and confirm; seconded by Councilwoman Lichtenberg and carried by unanimous voice vote.

*Robert Nicholson*  
-----

Voted Aye: Lichtenberg, Erik, Hensley, Wagner, McGuinness, Signorino  
Voted Nay: None  
Motion carried.  
-----

*Gary Steele*  
-----

Voted Aye: Hensley, Wagner, McGuinness, Signorino,  
Voted Nay: Erik, Lichtenberg  
Motion defeated.  
-----

Citizen Member #6 (3-year term)

Councilwoman Erik nominated Peter LaBate. Councilman Hensley passed. Councilman Wagner nominated Gary Steele. Councilpersons McGuinness, Signorino, and Lichtenberg passed. Councilman Erik made a motion to close and confirm; seconded by Councilwoman Lichtenberg and carried by unanimous voice vote.

*Peter LaBate*  
-----

Voted Aye: Erik, Hensley, Wagner, McGuinness, Signorino, Lichtenberg  
Voted Nay: None.  
Motion carried.  
-----

*Gary Steele*  
-----

Voted Aye: Wagner, McGuinness, Signorino  
Voted Nay: Hensley, Lichtenberg, Erik  
Motion defeated.  
-----

Citizen Members #7 (3-year term)

Councilman Hensley nominated June Andersen; Councilman Wagner nominated Gary Steele. Councilpersons McGuinness, Signorino, Lichtenberg, and Erik passed. Councilwoman Erik made a motion to close and confirm; seconded by Councilwoman Lichtenberg and carried by unanimous voice vote.

*June Andersen*  
-----

Voted Aye: Hensley, Lichtenberg, Erik, Bieri  
Voted Nay: Wagner, McGuinness, Signorino,  
Motion carried.  
-----

*Gary Steele*  
-----

Voted Aye: Wagner, McGuinness, Signorino  
Voted Nay: Lichtenberg, Erik, Hensley  
Motion defeated.  
-----

**Zoning Board of Adjustment**

Citizen Members #5 (4-year term)

Councilman Wagner nominated Frank Curcio. Councilpersons McGuinness, Signorino, Lichtenberg, Erik, and Hensley passed. Councilwoman Erik made a motion to close, seconded by Councilman Signorino and carried by unanimous voice vote.

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 27 of 37  
-----

Voted Aye: Wagner, McGuinness, Signorino, Lichtenberg, Erik, Hensley  
Voted Nay: None  
Motion carried.  
-----

Alternate Citizen Member #1 (2-year term)

Councilman McGuinness nominated Steven Castronova. Councilman Signorino passed.  
Councilwoman Lichtenberg nominated Daniel J. Poeschl. Councilpersons Erik, Hensley and Wagner passed. Councilman Wagner made a motion to close, seconded by Councilwoman Lichtenberg and carried by unanimous voice vote.

*Steven Castronova*  
-----

Voted Aye: McGuinness, Signorino, Erik, Hensley, Wagner  
Voted Nay: Lichtenberg  
Motion carried.  
-----

*Daniel J. Poeschl.*  
-----

Voted Aye: Lichtenberg, Erik,  
Voted Nay: Signorino, Hensley, Wagner, McGuinness  
Motion defeated.  
-----

Mayor Bieri said that when she first became Mayor 9 years ago, she initially took exception to Steve Castronova being on the Planning or Zoning Board because he owns significant properties in town. She felt it was a conflict. She had checked with the professionals including the Township Attorney and they said it was not a conflict as long as he doesn't vote on matters that are within his territory. She wanted to give him a lot of credit because he brings valuable input and insight. It completely changed her perspective of what she thought was wrong.

Agenda No. VI 3

**Appointments to Boards, Commissions and Committees – Mayor's Appointments**

The Mayor announced appointments to various boards, committees and commissions.

Environmental Commission

Mayor Bieri announced she appointed James Rogers and Clyde Clinton Smith to continue their current roles.

Mayor Bieri noted that the Fire Commissioner of the Fire Prevention Bureau is technically her appointment but the council took care of that earlier because it's based on the Chief's recommendation.

Heritage Committee

Mayor Bieri noted that we are only missing a township staff member and there is a vacancy with no interested applicants.

Historic Preservation Commission

Mayor Bieri stated that there are plenty of vacancies with no interested applicants. If you are interested, please submit your application to the Township Clerk's Office.

Library Board of Trustees – Citizen Members 1 & 7

Mayor Bieri said that she would like to keep Gillian Hemstead and James Rogers in their current positions.

Planning Board – Class II (Township Official)

Mayor Bieri said it appears that she has three applicants but there is only one who qualifies and that is Glenn Wenzel, who serves on another commission. She stated that she is keeping him in place as well. We need more volunteers.

Agenda VII

**Action Items**

Mayor Bieri asked to move all as one.  
-----

Moved: Erik Seconded: Lichtenberg  
Voted Aye: Erik, Hensley, Wagner, Signorino, Lichtenberg  
Voted Nay: None

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 28 of 37  
-----

Abstain: McGuinness  
Motion carried.  
-----

**Resolutions Authorizing Professional Services Contracts**

Agenda VII a

~ Resolution 2017 - 035 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN PROFESSIONAL SERVICES CONTRACT WITH HAWKINS, DELAFIELD, & WOODS, LLP FOR BOND COUNSEL SERVICES**

**WHEREAS**, the Township of West Milford has a need to appoint Bond Counsel as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5 as appropriate*; and,

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et. seq.) requires that the Resolution authorizing the award of contracts for Professional Services without competitive bids and the contract itself must be available for public inspection; and

**WHEREAS**, Robert Beinfield of the firm Hawkins, Delafield & Wood, LLP will provide legal services as bond counsel in an amount not to exceed \$43,000.00; and

**WHEREAS**, the Chief Financial Officer has certified as to the availability of funds for these services, said funds to be encumbered from various accounts pursuant to "Section 20" of the Local Bond Law in an amount not to exceed \$43,000.00 without prior written approval from the Township Council.

**WHEREAS**, Robert Beinfield, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the Township of West Milford with the elected officials in the previous one year, and that the contract will prohibit the firm of Hawkins, Delafield & Wood, LLP from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Chief Financial Officer has recommended that Hawkins, Delafield & Woods, LLP be retained to provide Bond Counsel services to the Township of West Milford.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of West Milford in consideration of the mutual covenants and agreements herein contained, the parties agree as follows:

1. The Mayor and Township Clerk be and are hereby authorized to execute a contract with Hawkins, Delafield, & Woods, LLP of One Gateway Center, Newark, NJ 07102 for professional bond counsel services in an amount not to exceed \$43,000.00 which shall include services administered as bond counsel to the Township.
2. This contract is awarded as a "Professional Services" pursuant to *N.J.S.A. 19:44A-20 et seq.* and the local public contracts law.
3. The duration of the contract shall be for the 2017 calendar year.
4. The total fee authorized for this contract shall not exceed \$43,000.00 without the prior written approval of the Township Council.
5. That a notice of this action shall be published in accordance with law, and said notice to provide that the contract awarded and this resolution authorizing same are available for public inspection in the office of the Township Clerk.

Adopted: January 4, 2017

Agenda VII b

~ Resolution 2017 - 036 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY AUTHORIZING THE AWARD OF A NON-FAIR & OPEN PROFESSIONAL SERVICE CONTRACT FOR LABOR COUNSEL TO DAVID CORRIGAN, ESQ.**

**WHEREAS**, the Township of West Milford has a need to appoint Labor Counsel as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5 as appropriate*; and

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 29 of 37  
-----

**WHEREAS**, the Township Council has determined that Mr. Corrigan's services encompass all responsibilities associated with an appointment as Labor Counsel to represent the Township with regard to all labor matters in an amount not to exceed \$60,000.00; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et. seq.) requires that the Resolution authorizing the award of contracts for Professional Services without competitive bids and the contract itself must be available for public inspection; and

**WHEREAS**, David F. Corrigan, Esq. has submitted a Business Entity Disclosure Certification which certifies that his firm has not made any reportable contributions to a political or candidate committee in the Township of West Milford with the elected officials in the previous one year, and that the contract will prohibit the firm of David F. Corrigan, LLC from making any reportable contributions through the term of the contract, and

**WHEREAS**, the Chief Financial Officer has certified as to the availability of funds said funds to be encumbered from account # 01-201-20-155-502 for services rendered as the Township Labor Counsel and for services rendered in conjunction with the above referenced legal matters; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of West Milford, County of Passaic and State of New Jersey as follows:

1. The Township of West Milford hereby awards and authorizes the Mayor and Township Clerk to execute an agreement with David F. Corrigan, Esq. of the firm David F. Corrigan, LLC, with offices located at 54-B West Front St., Keyport, NJ 07735 to serve as Special Labor Counsel and to work with the Township Administrator on labor matters on behalf of the Township at a rate of \$125 per hour and in an amount not to exceed \$60,000.00.
2. The total fee authorized for this contract shall not exceed \$60,000.00 without the prior written approval of the Township Council.
3. Notice of this action shall be published once in the Township's official newspaper as required by law.

Adopted: January 4, 2017

Agenda VI c

~ Resolution 2017 - 037 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO PAUL FERRIERO OF FERRIERO ENGINEERING, TO WORK ON OPEN SPACE MATTERS AS DICTATED BY THE TOWNSHIP COUNCIL**

**WHEREAS**, with the creation of a dedicated source of tax revenue ("Open Space Trust Fund") for the acquisition of open space, the Township has worked hard in attempting to obtain various parcels of land throughout the Township for open space purposes; and

**WHEREAS**, the Township Council must perform due diligence prior to expending open space funds on property acquisition; and

**WHEREAS**, from time to time, such due diligence requires engineering review of certain facets of any given property being considered for open space acquisition; and

**WHEREAS**, Paul Ferriero has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the Township of West Milford with the elected officials in the previous one year, and that the contract will prohibit the firm of Ferriero Engineering from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Chief Financial Officer has certified as to the availability of funds for these services said funds to be encumbered from the Township's Open Space Trust Account.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of West Milford in consideration of the mutual covenants and agreements herein contained, the parties agree as follows:

1. The Township Mayor and Township Clerk be and are hereby authorized to execute a contract with Paul Ferriero, PE, PP, CME, LEED AP for professional services to perform due diligence at the Council's direction on properties to be considered for open space acquisition.
2. This contract is awarded without competitive bidding as "Professional Services" pursuant to N.J.S.A. 19:44A-20 et seq. and the local public contracts law.

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 30 of 37  
-----

3. The term of this contract shall be until December 31, 2017.
4. The total fee authorized for this contract shall not exceed \$3,000.00 without the prior written approval of the Township Council.
5. That a notice of this action shall be published in accordance with law, and said notice to provide that the contract awarded and this resolutions authorizing same are available for public inspection in the office of the Township Clerk.

Adopted: January 4, 2017

Agenda VII d

~ Resolution 2017 - 038 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO EID & LAPATKA, LLC FOR SURVEYING SERVICES TO REVIEW AND CERTIFY THE UPDATED TOWNSHIP TAX MAPS**

**WHEREAS**, the Township of West Milford's Engineering Department anticipates executing changes to the Township's Tax Maps in 2017; and

**WHEREAS**, the State of New Jersey requires that such changes be reviewed and certified by a licensed land surveyor; and

**WHEREAS**, the Township of West Milford has a need to appoint a Professional, Licensed Land Surveyor as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5 as appropriate*; and

**WHEREAS**, Eid & Lapatka, LLC will complete and submit a Business Entity Disclosure Certification which will certify that the firm has not made any reportable contributions to a political or candidate committee in the Township of West Milford with the elected officials in the previous one year, and that the contract will prohibit the firm of Eid & Lapatka, LLC from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Chief Financial Officer has certified as to the availability of funds pursuant to *N.J.A.C. 5:30-5.4*

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of West Milford in consideration of the mutual covenants and agreements herein contained, the parties agree as follows:

1. The Township Mayor and Township Clerk be and are hereby authorized to execute a contract with Eid & Lapatka, LLC, 795 Susquehanna Avenue, Franklin Lakes, NJ 07417 for professional services to review and certify changes made to the Township's Tax Maps in 2017 in an amount not to exceed \$2,750.00.
2. This contract is awarded without competitive bidding as "Professional Services" pursuant to *N.J.S.A. 19:44A-20 et seq.* and the local public contracts law.
3. The term of this contract shall be from January 1, 2017 through December 31, 2017.
4. The total fee authorized for this contract shall not exceed \$2,750.00 without the prior written approval of the Township Council.
5. That a notice of this action shall be published in accordance with law, and said notice to provide that the contract awarded and this resolutions authorizing same are available for public inspection in the office of the Township Clerk.

Adopted: January 4, 2017

Agenda VII e

~ Resolution 2017 - 039 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO CHARLES MCGROARTY TO SERVE AS PLANNING CONSULTANT IN AN AMOUNT NOT TO EXCEED \$22,950.00**

**WHEREAS**, the Mayor and Council of the Township of West Milford has a need to appoint a Professional Planner as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 et seq.*; and

**WHEREAS**, Charles McGroarty of Banisch Associates, Inc. has provided professional planning services as sought by the Township of West Milford at a rate of \$153.00 per hour; and

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 31 of 37  
-----

**WHEREAS**, the total amount of the contract shall not exceed \$22,950.00; and

**WHEREAS**, the Chief Financial Officer has certified as to the availability of funds pursuant to *N.J.A.C. 5:30-5.4*.

**WHEREAS**, Banisch Associates, Inc. has completed and submitted both a Political Contribution Disclosure Form and a Business Entity Disclosure Certification which certifies that reportable contributions have not been made to a political or candidate committee in the Township of West Milford with the elected officials in the previous one year, and that the contract will prohibit Banisch Associates, Inc. from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.) requires that the resolution authorizing the award of contracts for "professional services" without competitive bid and the contract itself must be made available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of West Milford, County of Passaic and State of New Jersey as follows:

1. The Township Council hereby awards and authorizes the Mayor and Township Clerk to execute an agreement with Charles McGroarty of Banisch Associates, Inc. with offices located at 111 Main Street, Flemington, New Jersey, 08822 as professional planner for the Township of West Milford in an amount not to exceed \$22,950.00. The agreement shall be on file in the office of the Township Clerk.
2. The term of the contract shall be for a period to run through December 31, 2017.
3. Notice of this action shall be published once in the Township's official newspaper as required by law.

Adopted: January 4, 2017

Agenda VII f

~ Resolution 2017 – 040 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN PROFESSIONAL SERVICE CONTRACT WITH TOM GILMARTIN FOR REGISTERED ENVIRONMENTAL HEALTH SPECIALIST IN THE TOWNSHIP'S HEALTH DEPARTMENT IN AN AMOUNT NOT TO EXCEED \$24,266.00**

**WHEREAS**, the Township of West Milford has a need to appoint a Registered Environmental Health Specialist (REHS) as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5 as appropriate*; and

**WHEREAS**, the Chief Financial Officer has determined and certified that the amount will not exceed \$24,266.00; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et. seq.) requires that the Resolution authorizing the award of contracts for Professional Services without competitive bids and the contract itself must be available for public inspection; and

**WHEREAS**, the term of a contract for this service shall be January 1, 2017 to December 31, 2017; and

**WHEREAS**, Tom Gilmartin will provide REHS services as sought by the Township of West Milford and outlined in a contract on file in the Office of the Township Clerk in an amount not to exceed \$24,266.00; and

**WHEREAS**, Tom Gilmartin has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the Township of West Milford with the elected officials in the previous one year, and that the contract will prohibit him from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Chief Financial Officer has certified as to the availability of funds pursuant to *N.J.A.C. 5:30-5.4*, said funds to be encumbered from account number 01-201-27-335-480.

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 32 of 37  
-----

**NOW THEREFORE, BE IT RESOLVED** that the Mayor and Township Council of the Township of West Milford, County of Passaic, State of New Jersey authorizes the Mayor and the Municipal Clerk to enter into a contract with Tom Gilmartin as described herein to the satisfaction of the Township Administrator; and,

**BE IT FURTHER RESOLVED** that the contract, resolution and all other pertinent documents shall remain on file in the office of the Township Clerk; and

**BE IT FURTHER RESOLVED** that a notice of this action shall be printed once in the Township's legal newspaper.

Adopted: January 4, 2017

Agenda VII g

~ Resolution 2017 - 041 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN PROFESSIONAL SERVICE CONTRACT WITH GENE OSIAS FOR REGISTERED ENVIRONMENTAL HEALTH SPECIALIST IN THE TOWNSHIP'S HEALTH DEPARTMENT IN AN AMOUNT NOT TO EXCEED \$13,000.00**

**WHEREAS**, the Township of West Milford has a need to appoint a Registered Environmental Health Specialist (REHS) as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5 as appropriate*; and

**WHEREAS**, Gene Osias will provide REHS services as sought by the Township of West Milford and outlined in a contract on file in the Office of the Township Clerk in an amount not to exceed \$13,000.00; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et. seq.) requires that the Resolution authorizing the award of contracts for Professional Services without competitive bids and the contract itself must be available for public inspection; and

**WHEREAS**, the term of a contract for this service shall terminate on December 31, 2017; and

**WHEREAS**, Gene Osias will provide REHS services as sought by the Township of West Milford to review applications submitted to the Health Department; and

**WHEREAS**, Gene Osias has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the Township of West Milford with the elected officials in the previous one year, and that the contract will prohibit him from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Chief Financial Officer has certified as to the availability of funds pursuant to *N.J.A.C. 5:30-5.4*, said funds to be encumbered from account number 01-201-27-335-480.

**NOW THEREFORE, BE IT RESOLVED** that the Mayor and Township Council of the Township of West Milford, County of Passaic, State of New Jersey authorizes the Mayor and the Municipal Clerk to enter into a contract with Gene Osias as described herein to the satisfaction of the Township Administrator; and,

**BE IT FURTHER RESOLVED** that the contract, resolution and all other pertinent documents shall remain on file in the office of the Township Clerk; and

**BE IT FURTHER RESOLVED** that a notice of this action shall be printed once in the Township's legal newspaper.

Adopted: January 4, 2017

Agenda VII h

~ Resolution 2017 - 042 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, IN THE COUNTY OF PASSAIC, NEW JERSEY, AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT WITHOUT COMPETITIVE BIDDING TO PHOENIX ADVISORS LLC FOR CONTINUING DISCLOSURE SERVICES**

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 33 of 37  
-----

**WHEREAS**, the Township of West Milford, in the County of Passaic, New Jersey has previously issued its bonds, bond anticipation notes and/or other debt obligations (the "Bonds") and

**WHEREAS**, in connection with the issuance of certain Bonds and for purposes of assisting underwriters to comply with Rule 15c-12 under the Securities Exchange Act of 1934, the Township has covenanted and/or entered into one or more undertakings or agreements to provide Continuing Disclosure Agent Services agreement (the "CDA's") to the public marketplace; and

**WHEREAS**, it is beneficial to retain assistance of appropriately registered experts in the field of municipal bond finance, with knowledge and experience in these matters, to assist in assuring compliance with CDA's and to stand ready to provide advice as needed with the issuance of municipal debt as Municipal Advisor of Record; and

**WHEREAS**, Phoenix Advisors LLC provides such Continuing Disclosure Agent Services and is an independent registered municipal advisor under the SEC regulations; and

**WHEREAS**, the Chief Financial Officer has certified the availability of funds for these services, said funds to be encumbered from various accounts pursuant to "section 20" of the Local Bond Law in an amount not to exceed \$1,100.00 without prior written consent from the Township Council; and

**WHEREAS**, Phoenix Advisors LLC has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the Township of West Milford with the elected officials in the previous one year, and that the contract will prohibit the firm of Phoenix Advisors from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Chief Financial Officer has recommended that Phoenix Advisors LLC be retained to provide Continuing Disclosure Agent Services agreement services to the Township of West Milford.

**NOW THEREFORE BE IT RESOLVED** by the Township Council of the Township of West Milford, County of Passaic, State of New Jersey, the following:

1. The Mayor and Township Clerk be and are hereby authorized to execute a contract with Phoenix Advisors LLC for Continuing Disclosure Agent Services applicable to bonds and notes in an amount not to exceed \$1,100.00.
2. This contract is awarded without competitive bidding as a "Professional Services" pursuant to N.J.S.A. 19:44A-20 et seq. and the local public contracts law.
3. The term of this contract shall be until December 31, 2017.
4. The total fee authorized for this contract shall not exceed \$1,100.00 without the prior written approval of the Township Council.
5. That a notice of this action shall be published in accordance with law, and said notice to provide that the contract awarded and this resolution authorizing same are available for public inspection in the office of the Township Clerk.

Adopted: January 4, 2017

Agenda VII i

~ Resolution 2017 - 043 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE VOZZA AGENCY TO SERVE AS RISK MANAGEMENT CONSULTANT FOR THE TOWNSHIP**

**WHEREAS**, the Township of West Milford is a member of the Morris Joint Insurance Fund (MJIF); and

**WHEREAS**, the Township of West Milford authorizes to retain professional risk management services to represent and oversee the Townships participation in the MJIF; and

**WHEREAS**, The Vozza Agency has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the Township of West Milford with the elected officials in the previous one year, and that the contract will prohibit the Professional Insurance Associates, Inc. from making any reportable contributions through the term of the contract; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of West Milford, County of Passaic and State of New Jersey as follows:

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 34 of 37  
-----

1. The Township Mayor and Township Clerk are authorized to execute an agreement with The Vozza Agency, with offices located in Park Ridge, NJ to serve as the Township's Risk Management Consultant for the 2017 calendar year.
2. Compensation for the provision of these services shall be at 5% of the Municipality's annual assessment as promulgated by the Morris County Municipal Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund.
3. Compensation shall be made to The Vozza Agency through the Morris Joint Insurance Fund pursuant to their customary payment schedule, as is standard practice in the industry.
4. The Township Commissioners to the Morris Joint Insurance Fund shall keep themselves apprised of these payments by virtue of the regular payment of bills which are authorized and approved at the regular meetings of the MJIF.
5. This resolution shall take effect immediately.

Adopted: January 4, 2017

**Resolutions Authorizing Miscellaneous Contracts**

Agenda VII j

~ Resolution 2017 - 044 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, STATE OF NEW JERSEY AUTHORIZING A CARETAKER AGREEMENT WITH JANETTE WEBER TO SERVE AS CARETAKER OF WESTBROOK PARK**

**WHEREAS**, the Township of West Milford previously authorized caretaker agreements for Westbrook Park; and

**WHEREAS**, the Department of Community Services & Recreation has recommended that Janette Weber continue to serve in this capacity.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of West Milford, in the County of Passaic, and State of New Jersey as follows:

1. The Mayor and Municipal Clerk be and are hereby authorized to execute a caretaker agreement with Janette Weber to serve as caretaker of Westbrook Park for the period January 1, 2017 through December 31, 2017.
2. Said agreement is contingent upon Ms. Weber completing a successful interview with the Township Administrator and satisfactory completion of a background check in accordance with Township requirements for same.
3. The Chief Financial Officer shall receive a copy of the aforementioned agreement and make appropriate adjustments with respect to any 1099 reporting to the IRS.
4. This Resolution shall take effect immediately.

Adopted: January 4, 2017

Agenda VII k

~ Resolution 2017 - 045 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF NEW JERSEY AUTHORIZING AN INTERLOCAL AGREEMENT WITH THE BOROUGH OF BLOOMINGDALE FOR REGISTRAR SERVICES**

**WHEREAS**, the Township of West Milford has had an interlocal agreement with the Borough of Bloomingdale for Registrar services since 2009; and

**WHEREAS**, the Township of West Milford desires to continue with this agreement until such time as an internal review of the Health Department's needs can be conducted; and

**WHEREAS**, said agreement outlines the terms and conditions of the services to be provided; and

**WHEREAS**, the Chief Financial Officer certifies that funds are available for this purpose said funds to be encumbered from account #01-201-27-331-450.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Council of the Township of West Milford, County of Passaic and State of New Jersey that the Mayor and Township Clerk be and are hereby authorized to execute an inter-local agreement with the Borough of Bloomingdale for Registrar of Vital Statistics services for the 2017 calendar year in an amount not to

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 35 of 37  
-----

exceed \$18,995.46, said agreement to be available for public inspection in the office of the Township Clerk.

This Resolution shall take effect immediately.

Adopted: January 4, 2017

Agenda No. VIII

**Public Comments**

Mathew Conlon, 33 Orleans Lane said he is the Republican Municipal Chairman of the township. He wanted to congratulate and express how proud he is of Councilman Lou Signorino and Councilman Pete McGuinness. It is a privilege to have them serving on our local government. He wished everyone a very happy New Year and he looks forward to working with everyone over the course of the year.

Gary Steele, North Glenwood Road thanked the council for the support. He stated that the WM77TV Commission is lacking public input to really make it a local station. He explained that being on the commission is great, but not being on the commission is some ways greater because he is not restricted by the rules that follow commissioners. Additionally, a survey was completed for the commission. Out of the surveys that were collected, one-third of the people expressed interest in participating. He suggested inviting various government, public and private organizations to be a part of the commission meetings throughout the year to figure out how to bring the public into public access television. He thanked the Mayor for not appointing him to the commission. He noted that he wants to see the commission go on the right track and set the foundation properly so it is here for years to come.

Patrick Restaino, 108 Timber Lane Newfoundland stated that he wanted to update the council and thanked them for their support with the brine program. He stated that Ed Steines and the DPW moved forward with the project and brine was put down before Thursday's snow. He felt that it was a success because the slush stuck and froze in other places but it didn't in his neighborhood. Mr. Restaino explained that on Friday, there was snow on Union Valley Rd, which is a county road, and it was closed by the police because of accidents. Because Passaic County just purchased three new brine trucks, he asked the Township Administrator to reach out to the county about the issue. He stated that he has left messages with no return call. If they had brined Union Valley Road, there would have been no ice or accidents. He thanked everyone for the support and thanked Ed Steines and the DPW.

Furthermore, Mr. Restaino wanted to congratulate the council on the road program and turning the dirt roads into paved roads. He urged the council to be a proactive because it has added millions of dollars in value to the town in appraised worth. We are using township equipment to fix these substandard roads which has added manpower, time and damage to the equipment. He suggested researching the idea of suspending the increased appraisal amount until the bond issue is paid off in 10 years. That way residents would only have to pay off one fee instead of two. Overall, paving will increase the value of homes when it's time to sell.

Doris Aaronson, 19 Bearfort Road stated that Gary Steele was not appointed onto the WM77TV Commission. Gary has had a lifetime career of film and television with a degree from NYU School of the Arts with honors. He has a lot of experience with television. Should an opening immerge later on, she hopes that the governing body will take that into consideration. Ms. Aaronson explained that she and Mr. Steele distributed surveys at ALF and about 200 people filled out the surveys. Of those 200, one-third of the people who filled out the surveys were interested in being involved in television in the township. Also, a very high majority want to see a greater variety of programing on our local channel. In the future, should there be an opening; she hopes that the council will consider Gary Steele for the position.

Jim Rogers, 56 Mountain Circle North reminded the council that back in October, it was discussed about developing a bill of rights and responsibilities for volunteers. Tonight there were a number of people appointed to various boards, committees and commissions. He stated that the bill of rights and responsibilities would help to outline some of those items and help them to understand the duty of stepping forward to and committing to the township. As a part of the council discussion, the Township Administrator and Township Attorney were going to take a look and make some recommendations. He hopes that it will be reviewed, discussed, and possibly amend it. It's something that would go a long way in helping township volunteers, define their roles and make government even better in the township.

Michael Chazukow thanked the council for appointing him to the EDC. He stated that he really appreciates it and he is looking forward to working with the council. He congratulated Councilman McGuinness and Councilman Signorino on winning the election.

There being no more comments from the public, Councilwoman Erik moved to close the public portion of the meeting.

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 36 of 37  
-----

-----  
Moved: Erik Seconded: Signorino  
Voted Aye: Unanimous voice vote  
Voted Nay: None  
Motion carried.  
-----

Agenda No. IX

**Mayor and Council Comments**

Township Administrator/Clerk Battaglia said with regard to the brine, our staff has been working very diligently. The results have been exceptional this year and beyond anything that has happened in the past. She stated that the governing body has established a subcommittee of their members which is comprised of Councilman Wagner and Councilwoman Erik, and they have met with the DPW director a number of times this year to review our current snow operations and to start the journey for this brine program. They have been very supportive and we have a lot to learn.

Ms. Battaglia said in accordance with the direction from the governing body in the beginning of 2016, they have encouraged the administration to keep open communications and more regular communications with a lot of organizations and groups, including Passaic County officials. She and the County Administrator have spoken a couple of weeks ago about the brine program and they have agreed to meet at the end of this winter season and discuss experiences and what the future may entail for the municipality. She noted that the county does have an agreement with Hawthorne for brine. She provided details about the arrangement. Township Administrator/Clerk Battaglia explained that if we were to engage in such an agreement, we would have to talk about increasing the number of trucks we use for brine and how we would effectuate those changes. She said the subcommittee will be a part of the conversation before it comes to the governing body.

Councilwoman Erik said she drove around in the snow storm to the brined roads and the difference is unbelievable from brine to no brine. Councilman Wagner explained that so far so good with the brine program and we are evaluating the cost and effectiveness. It's been nothing but positive. He is very optimistic that by next year we can be using more brine and less salt and grit and have the employees spend less time to clear the roads. He explained that he has spoken to some people on the county level and DOT. Everyone that has used it, especially on the DOT level, says it's tremendous. He stated that he is looking forward to our municipality taking the lead because not many towns are sampling brine at this time and Ed Steines is doing a great job at reporting back to the council. Councilwoman Lichtenberg stated that it would also be beneficial to use less grits because of the storm drains. Ms. Battaglia said that's another thing that the subcommittee has spoken about with our DPW director and that is the use of grits and the balance. We are working on refining that at this time.

Township Administrator/Clerk Battaglia said in regard to the bill of rights for volunteers, it's something that is on our radar screen. The information that we acquired was quite extensive and there are some significant modifications that we would propose when it is brought back to the governing body. We will be working on that and it will come up as a discussion item on a future agenda.

Township Attorney Semrau said regarding the tax issue, it's ultimately at the discretion of the tax assessor. In that scenario, there is the road improvement and that's an enhancement to the value but there is also an obligation during that time. So in many respects, that could affect the value of the property until that paid off. Ultimately, that's the tax assessor's determination.

Councilman Signorino said he just wanted to thank Mr. Restaino. He said he hasn't been to an Environmental Commission meeting in a while and it's a topic that he is very interested in. They seem to be doing a very good job and they are handling it very well from the reports that he has been getting from Councilman Wagner and Councilwoman Erik. Regarding the grits, that's one of the points previously made because we can save money. He said he looks forward to saving some money too. Concerning the bill of rights, he asked what the proposed timeframe is. Ms. Battaglia stated that it was very extensive and there are a lot of things in reading it that she had concerns about. She said she can't definitively answer on a timeframe but we are working on it for a future workshop meeting. There will be a preliminary draft presented to the council when appropriate.

Mayor Bieri said she agrees with Mr. Steele in that there are plenty of opportunities to volunteer. Even if the committee that you are interested in is full, there are other opportunities to contribute and everyone is still welcome to join and participate. She thanked all of our volunteers.

Agenda No. X

**Adjournment**

There being no further business to come before the Council, the governing body adjourned the meeting at 8:07 p.m. taking a ten-minute recess before the workshop meeting.

-----  
**TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC, NEW JERSEY**

Minutes of: Governing Body Reorganization Meeting  
Date of Meeting: January 4, 2017  
Time of Meeting: 6:30 P.M.  
Minute Page No: Page 37 of 37  
-----

-----  
Moved: Signorino                      Seconded: Lichtenberg  
Voted Aye: Erik, Hensley, Wagner, McGuinness, Signorino, Lichtenberg  
Voted Nay: None  
Motion carried.  
-----

Approved:        February 1, 2017

\_\_\_\_\_  
Nichole Hanrahan, Clerk Typist

\_\_\_\_\_  
MAYOR BETTINA BIERI, PRESIDING OFFICER

\_\_\_\_\_  
ANTOINETTE BATTAGLIA, TOWNSHIP CLERK