

**TOWNSHIP OF VERNON**  
**TOWNSHIP COUNCIL MEETING**  
**RE-ORGANIZATION MEETING**

**January 1, 2018**

The Meeting of the Township Council of the Township of Vernon was convened at 12:00 p.m. on Monday, January 1, 2018 in the Vernon Municipal Center, 21 Church Street, Vernon, New Jersey with Attorney Joshua Zielinski presiding.

**STATEMENT OF COMPLIANCE**

Adequate notice of this meeting has been provided to the public and the press on January 5, 2017 and was posted on the bulletin board in the Municipal Building in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-7.

**SALUTE TO THE FLAG**

Mayor Shortway led the assemblage in the salute of the flag.

**ROLL CALL OF MEMBERS**

Present were Council Members John Auberger, Sandra Ooms, Dan Kadish, Jean Murphy, Mark Van Tassel. Also present was Administrator Charles Voelker, Township Attorney Joshua Zielinski.

**SWEARING IN COUNCIL MEMBER JEAN MURPHY**

Municipal Clerk, Lauren Kirkman, certified that Jean Murphy received the second highest amount of votes for the Office of Council Member in the election held on November 7, 2017. Congressman Gottheimer administered the Oath of Office to Council Member Jean Murphy.

Council Member Murphy expressed thanks to Congressman Gottheimer for being present and pledged to continue to work for the people of Vernon. Congressman Gottheimer congratulated Council Member Murphy for her dedication to public service and stated that Vernon is an incredible destination and will continue to work with the Mayor and Council for the people of Vernon.

**SWEARING IN COUNCIL MEMBER JOHN AUBERGER**

Municipal Clerk, Lauren Kirkman, certified that John Auberger received the third highest amount of votes for the Office of Council Member in the election held on November 7, 2017. Congressman Gottheimer administered the Oath of Office to Council Member John Auberger.

Council Member Auberger expressed thanks for all who voted for him and stated he will do his best for the people of Vernon. Congressman Gottheimer thanked Council Member Auberger for his service as a DPW employee, member of the Land Use Board and Environmental Commission and to making the town a better place.

**SWEARING IN COUNCIL MEMBER MARK VAN TASSEL**

Municipal Clerk Lauren Kirkman certified that Mark Van Tassel received the most votes for the Office of Council Member in the election held on November 7, 2017. Congressman Gottheimer administered the Oath of Office to Council Member Mark Van Tassel.

Council Member Van Tassel thanked his family, friends and supporters for voting for him. Council Member Van Tassel stated he is excited to work with the Council as a team to move in the right direction and help everyone to work together.

Congressman Gottheimer addressed public that the most important thing for Vernon is for everyone to work and come together and thanked all veterans, Firefighters, Police, youth coaches for what they give to the community. Congressman Gottheimer thanked the Council for the honor to be at meeting and stated he will continue to help and work with Vernon for the sustainability of the community.

**SWEARING IN OF FIRE DEPARTMENT CHIEFS AND ASSISTANTS**

Congressman Gottheimer acknowledged the Fire Chiefs for Vernon Township.

**Fire Chiefs**

Vernon Fire Dept.

Chief Ron Krystofik  
Asst. Chief Jason Alba

McAfee Fire Dept.

Chief Ken Clark  
Asst. Chief Dan Gross

Highland Lakes Fire Dept.

Chief Chris Herring  
Asst. Chief Tom Ferry

Pochuck Valley Fire Dept.

Chief Tom Van Leuven  
Asst. Chief John Cosh

Congressman Gottheimer performed Oath of Office to officers who were present and thanked them for their service and commitment to the residents of Vernon.

#### **OUTGOING COUNCIL PRESIDENT COMMENTS**

Former Council President Murphy thanked Clerk Kirkman, Mayor Shortway and Administrator Voelker for being readily available to assist with ongoing issues. Council Member Murphy thanked Congressman Gottheimer and his staff for working on Vernon's many issues and gave thanks for the opportunity for the past year and looks forward to the future.

#### **COUNCIL PRESIDENT and VICE-PRESIDENT NOMINATIONS & SELECTION**

Council Member Dan Kadish made a motion to nominate Council Member Jean Murphy as Council President for 2018.

MOTION: Dan Kadish  
SECOND: John Auberger

A roll call vote was taken:

AYES: Sandra Ooms, Dan Kadish, Mark Van Tassel, John Auberger, Jean Murphy  
NAYES: None  
ABSTAIN: None  
ABSENT: None

Motion carried to appoint Council Member Jean Murphy as Council President.

Council President Murphy made a motion to nominate Council Member Dan Kadish as Council Vice President for 2018.

MOTION: Jean Murphy  
SECOND: Sandra Ooms

A roll call vote was taken:

AYES: Sandra Ooms, Dan Kadish, Mark Van Tassel, John Auberger, Jean Murphy  
NAYES: None  
ABSTAIN: None  
ABSENT: None

Motion carried to appoint Council Member Dan Kadish as Council Vice President.

#### **INCOMING COUNCIL PRESIDENT COMMENTS**

Council President Murphy stated she looks forward to the New Year as there is unfinished business needing attention and hoped the Council would not be distracted on issues that do not help the town. Council President Murphy congratulated the new council members and looked forward to the five members working together for the residents of Vernon.

#### **APPOINTMENT OF MUNICIPAL ATTORNEY**

Council President Murphy asked for a motion to approve Resolution#18-01.

MOVED: Dan Kadish  
SECOND: John Auberger

A roll call vote was taken:

AYES: Sandra Ooms, Dan Kadish, Mark Van Tassel, John Auberger, Jean Murphy  
NAYES: None  
ABSTAIN: None  
ABSENT: None

Motion Carried to approve Resolution #18-01.

**RESOLUTION #18-01**

**AUTHORIZING THE AWARD OF CONTRACT  
FOR PROFESSIONAL SERVICES**

**WHEREAS**, there is a need for Professional Services to the Township of Vernon for Attorneys; and

**WHEREAS**, N.J.S.A. 40A:11-5 specifically exempts professional services from provisions of public bidding as provided in the Local Public Contracts Law; and

**WHEREAS**, said specified professional services are to be rendered or performed by a person or persons authorized by law to practice a recognized profession, and whose practice is regulated by law within the meaning of N.J.S.A. 40A:11-1 et seq., as amended; and

**WHEREAS**, the performance of said professional services requires knowledge of an advanced field of learning acquired by a prolonged formal course of specialized training and study as distinguished from general academic instruction or apprenticeship and training; and

**WHEREAS**, the Township of Vernon is desirous to enter into an agreement with these professionals as a fair and open contract pursuant to the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., as amended; and

**WHEREAS**, the Chief Finance Officer has certified in writing that the value of the contracts are available for these purposes subject to the adoption of the 2018 Municipal Budget; and

**WHEREAS**, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq., as amended, requires that this Resolution be publicly advertised.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Township of Vernon that they hereby authorize and approve the award of contracts of a Professional Service Contract pursuant to the provisions of the Local Public Contracts Law, N.J.S.A. 40A:20-1 et seq. to provide Services in accordance with the attached Contracts for Professional Services pursuant to a non-fair and open contract to the following:

1. Township Attorney: Joshua Zielinski, Esq. of O'Toole, Scrivo, Fernandez, Weiner, Van Lieu, LLC

**BE IT FURTHER RESOLVED**, that the award of contract shall be contingent upon the completion and receipt of the following:

- (a) A fully-executed professional services contract detailing the scope of services, established fees for said professional services, mandatory Equal Opportunity Language and Affirmative Action Certificate; and
- (b) Receipt of all statutorily mandated "pay to play" political contribution forms pursuant to N.J.S.A. 19:44A-20.4 et seq.; and
- (c) New Jersey Business Registration Certificate; and
- (d) Upon the aforementioned professional being a member in good standing in his respective profession.

**BE IT FURTHER RESOLVED**, that the Mayor and Municipal Clerk are hereby authorized and directed to execute, seal and deliver the attached Contracts for Professional Services on behalf of and in the name of the Township of Vernon and that the Municipal Clerk shall publish the award of contract as required by law with ten (10) days of passage of this Resolution.

**MAYOR'S COMMENTS**

Mayor Shortway thanked the 2018 Fire Department Officials for coming out. Mayor Shortway announced the 2018 Vernon Township Ambulance Squad 2018 Officers

Chief: Peggy Warnet  
Mountain Lieutenant Linda Alzate  
Valley Lieutenant: Alyse Watson  
President: Mike Emmerich  
Vice President: Carol Monzo  
Treasurer: Andrea Cocula

Mayor Shortway announced the appointment of the volunteers to the various vacancies:

**Arts Advisory Committee:**

Dan Kadish  
Harry Shortway

Tara Brennan  
Joe Piccirillo  
Caitlin Piccirillo  
Bruce Young  
Derek Shortway  
Dennis Dalelio  
Carolyn Incarnato

**Beautification Committee**

President Jean Murphy  
Chris Petronzio  
Mary Ellen Vichiconti  
Ellen Meixner  
Joyce Brensinger  
Kelly Mitchell  
Jason Meerondonk

**Economic Development Advisory Committee**

Kyla Rocha  
Kelly Lynn  
John J. Paul  
Elmer Platz  
Joschua Kenerson  
Tyler Kenerson  
John Stevens  
Jack Grosser  
Peter Loukeris

**Environmental Commission**

Michael Cheski  
Craig Williams  
Carol Kadish  
Angela Erichsen  
Michael Furrey, Chairman

**Greenway Action Advisory Committee**

Michael Furrey  
Joe Ast  
Paul Kearney  
Cheryl Shortway  
David Calabrese  
Toni Cilli  
Craig Williams  
Michael Cheski  
Myself (Mayor Shortway)

**Historic Preservation Commission**

Ronald Dupont  
Kristi Baldwin Raperto  
Paul Mele  
Kirk Stephens  
Lisa Anderson

**Land Use Board**

John Auberger, Mayor's designee  
Craig Williams  
Rich Spoerl  
Willard McPeck  
Kristi Baldwin Raperto  
Michael Whitaker  
Angela Erichsen  
Lauren Magee

**Municipal Utility Authority**

Paul Kearney  
Dave McDermott  
Kristi Wheaton

## **Recreation**

Danielle Seidner  
Joyce Brensinger

Mayor Shortway congratulated the elected council persons and noted that the election validates a vision for a community sustained by eco-tourism, passive recreation and service to residents of Vernon. He added the council will establish a new order, supported by law and respect for each other's opinions. Mayor Shortway opined the Vernon will continue to move forward by creating a cohesive and cooperative political climate that encourages respectful debate without a goal of petty victories such as "no confidence votes". The two victories over two incumbents and two former mayors demonstrates that many Vernon voters support the common vision.

The political changes have caused an increase in residents who desire to serve as volunteers with generosity of donations of gifts, food, and assistance in trail blazing and coordination the new Turkey Trot. Mayor Shortway congratulated a Vernon volunteer Mary Ellen Vichiconti who has recently received the 'Hometown Hero' award from Congressman Gottheimer for her tireless efforts to improve our community. Mayor Shortway announces the Economic Development Advisory Committee will be revitalized as well as the newly formed Arts Committee.

Mayor Shortway commented that the Police, Volunteer Fire and EMS personnel proudly serve our community with distinction and aspires the council to do the same. He adds that Vernon is now participating in the Sussex County Community Law Enforcement Addiction Recovery or (C.L.E.A.R.) Program in an effort to save lives and provide hope to those who suffer from addiction.

Mayor Shortway stated Vernon will continue to evaluate present and past policies to provide municipal service in the most cost-effective manner possible. He asserted that Vernon will fulfill its fiduciary and enforcement duties to collect back taxes that are owed to our community and deal with humanitarian challenges before us and also attempt to recover taxpayer dollars from plaintiffs of lawsuits deemed frivolous.

Mayor Shortway concluded with the adapted words of President John F. Kennedy, "I think in many ways we stand at a cross roads, because of the problems facing Vernon and the opportunities presented in near future. Mayor Shortway adds that opportunities must be seized, through the judgment and the vigor of the Executive, with the cooperation and advice of the Council, Vernon can make the greatest possible difference. He added that our residents that we serve are willing to contribute but our efforts must be far greater than our government has ever made. There is a greater purpose that all should recognize, and he asked for support for our community." Mayor added, "Let civility, respect, courtesy, compromise and compassion" guide us in our service to our community.

## **CONSENT AGENDA**

Council President Murphy asked for a motion to approve Resolutions #18-02 through #18-63.

Council Member Ooms requested Resolution #18-03 and #18-21 to be removed from consent agenda.

MOVED: Dan Kadish  
SECOND: John Auberger

A roll call vote was taken:

AYES: Sandra Ooms, Dan Kadish, Mark Van Tassel, John Auberger with abstention from #23, #32, #40, #41, & #42, Jean Murphy  
NAYES: None  
ABSTAIN: None  
ABSENT: None

Motion carried to approve Resolutions #18-02 through #18-63 with exclusion of #18-03 and #18-21.

## **RESOLUTION #18-02**

### **DESIGNATION OF OFFICIAL NEWSPAPER FOR 2018**

**WHEREAS**, N.J.S.A. 40:53-1 et al. of the Open Public Meetings Act requires that the governing body of every municipality designate an official newspaper or newspapers for the publication of all advertisements and notices required by law to be published by the municipality; and

**WHEREAS**, the second newspaper designated by this body must be one which has the greatest likelihood of informing the public within the jurisdictional boundaries of this body of such meetings; and

**WHEREAS**, *The New Jersey Herald/Sunday Herald* is hereby designated to receive all notices of meetings as required under the Open Public Meetings Act and *The Star Ledger*, and the *Advertiser News* and will be designated as the alternate newspapers; and

**WHEREAS**, it is the opinion of this public body that *The New Jersey Herald/Sunday Herald*, have the greatest likelihood of informing the public within the jurisdictional area of this public body of such meetings.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Township of Vernon, County of Sussex, State of New Jersey that *The New Jersey Herald/ Sunday Herald* is hereby designated as the official newspaper for the 2018 Calendar Year and will receive all Notices of meetings of the Township Council as required by the Open Public Meetings Act, and *The Star Ledger*, and *The Advertiser News*, will be designated as alternate newspapers of the Township of Vernon.

This resolution shall take effect immediately.

## **RESOLUTION #18-04**

### **RESOLUTION TO ADOPT A CASH MANAGEMENT PLAN-2018**

**BE IT RESOLVED** by the Township Council of the Township of Vernon, County of Sussex, that for the year 2018, the following shall serve as the cash management plan of the Township of Vernon.

#### 1. Cash Management and Investment Objectives

The Township of Vernon has the following objectives.

- A. Preservation of capital.
- B. Adequate safekeeping of assets.
- C. Maintenance of liquidity to meet operating needs.
- D. Investment of assets in accordance with State and Federal Laws and regulations.
- E. Maximize Yield.

#### 2. Designation of Official Depositories

The following Government Unit Protection Act approved banks are authorized depositories for deposit of funds:

Sussex Bank  
Valley National Bank  
Highlands State Bank  
Lakeland Bank  
PNC Bank

#### 3. Cash Management

A. All funds shall be deposited within 48 hours of receipt in accordance with N.J.S.A. 40A:5-15

B. The Chief Financial Officer shall minimize the possibility of idle cash accumulating in accounts by assuring that any excess amounts not needed to cover expenses or in excess of negotiated compensating balances are kept in interest bearing accounts or promptly swept into the investment portfolio.

C. Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer.

#### 4. Permissible Investments

- A. Certificates of Deposits.
- B. Savings and Loan Associations and Saving Bank Accounts.
- C. New Jersey Cash Management Plan
- D. MBIA Municipal Investors Service Corporation CLASS

5. Authority for Investment Management

The Chief Financial Officer is authorized and directed to make investments on behalf of the Township. All investment decisions shall be consistent with this plan and all appropriate regulatory constraints.

6. Reporting

The Chief Financial Officer shall report to the Township Council investments in accordance with N.J.S.A. 40A: 5-15.2.

7. Audit

The Cash Management Plan shall be subject to annual audit conducted pursuant to N.J.S.A. 40A: 5-14.

8. Disposition of Abandoned Property

The Chief Financial Officer shall escheat to the State of New Jersey checks which remain outstanding for more than twelve months after the date of issuance.

**RESOLUTION #18-05**

**REAUTHORIZING PETTY CASH FUNDS FOR CALENDAR YEAR 2018**

**WHEREAS**, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund in municipalities by application and resolution; and

**WHEREAS**, it is the desire of the Township of Vernon to establish the following Petty Cash Funds for calendar year 2018 as follows:

<b>Department</b>	<b>Custodian</b>	<b>Amount Authorized</b>
DPW	Clarence Babcock	\$100.00
Finance	Elke Yetter	\$300.00
Police	Arthur R. Mills	\$500.00

**NOW, THEREFORE BE IT RESOLVED** that the Council of the Township of Vernon hereby authorizes such action and that the Township Clerk file two copies of this resolution with the Division of Local Government Services, State of New Jersey.

**RESOLUTION #18-06**

**ESTABLISHING INTEREST RATES FOR DELINQUENT PROPERTY TAXES AND ASSESSMENTS**

**WHEREAS**, N.J.S.A. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

**WHEREAS**, N.J.S.A. 54:4-67 has been amended to provide an additional penalty of up to six percent (6%) on delinquent taxes and all municipal charges in excess of \$10,000.00 that are not paid prior to the end of the fiscal year; and

**WHEREAS**, this resolution is necessary for efficient and uninterrupted operations of the business of the Tax Collector.

**NOW THEREFORE BE IT RESOLVED** by the Township Council of the Township of Vernon that:

1. The Tax Collector of Vernon Township is authorized to cancel all payments of taxes of \$10.00 or less.
2. That no interest shall be charged if payment of any installment is made within ten (10) days after date upon which the same became payable.
3. That the rate of interest to be charged for nonpayment of taxes on or before they would become delinquent shall be 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum, on any amount in excess of \$1,500.00, and;

4. Interest at the rate of 8% per annum on the unpaid balance of assessment is charged with each installment on due date. Any installment not paid on or before due date is subject to 8% interest, 18% interest over \$1,500.00.
5. A Year End Penalty of 6% is hereby assessed on delinquent tax accounts in excess of the sum of \$10,000.00 if a taxpayer shall fail to make payment in full on the delinquent amount prior to the end of the calendar year in which such taxes shall have accrued and been assessed.
6. That the Chief Financial Officer of the Township of Vernon is hereby authorized to make investments for the Township of Vernon.

**RESOLUTION #18-07**

**AUTHORIZING THE MUNICIPAL TAX ASSESSOR AND THE SPECIAL MUNICIPAL ATTORNEY TO DEFEND THE TOWNSHIP BEFORE THE SUSSEX COUNTY BOARD OF TAXATION FOR TAX APPEALS**

**WHEREAS**, the County Tax Board requires the governing body of each municipality to pass a resolution authorizing the Assessor and Special Municipal Attorney(for tax appeals) of the municipality to file and prosecute any and all tax appeals, farmland rollback complaints, and any added and omitted assessment complaints before the Sussex County Tax Board.

**THEREFORE BE IT RESOLVED** by the governing body of the Township of Vernon that the Assessor and Special Municipal Attorney(for tax appeals) are hereby authorized to file, prosecute, defend, stipulate, and/or agree upon all contested appeals before the Sussex County Board of Taxation and Tax Court of the State of New Jersey, and to initiate municipal appeals to correct the Township of Vernon tax list, including but not limited to, rollback complaints, added and omitted assessment complaints, and such other appeals as are necessary to correct property assessments for the Township of Vernon; and

**BE IT FURTHER RESOLVED** that the Assessor and the Special Municipal Attorney (for tax appeals) are hereby designated as the agents of the Township of Vernon for the purpose of signing settlements of the foregoing matters by stipulation.

**BE IT FURTHER RESOLVED** that the Municipal Clerk is directed to forward a certified copy of this Resolution to the Sussex County Tax Board.

**RESOLUTION #18-08**

**APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER**

**WHEREAS** pursuant to the provisions of N.J.A.C. 17:27-1 the Township of Vernon is required to designate a Public Agency Compliance Officer on an annual basis; and

**WHEREAS** said Public Agency Compliance Officer shall act as the official liaison for all equal opportunity employment matters in the administration of public contracts; and

**WHEREAS** the Township designates the Township Business Administrator as the Public Agency Compliance Officer for calendar year 2018;

**NOW THEREFORE BE IT RESOLVED** by the Council of the Township of Vernon that it hereby designates the Township Business Administrator as the Township's Public Agency Compliance Officer for calendar year 2018; and

**BE IT FURTHER RESOLVED** that the Municipal Clerk shall forward a certified copy of this Resolution to the New Jersey Department of the Treasury Affirmative Action Office as required.

**RESOLUTION #18-09**

**APPOINTING TOWNSHIP BUSINESS ADMINISTRATOR AS ADA COORDINATOR**

**WHEREAS**, every municipality is required to designate an ADA Coordinator; and

**WHEREAS**, the ADA Coordinator's role is to ensure the Township's compliance with the Americans with Disabilities Act.



**NOW THEREFORE BE IT RESOLVED** by the Council of the Township of Vernon that the Township Business Administrator is hereby appointed as the ADA Coordinator for Vernon Township.

#### **RESOLUTION #18-10**

##### **APPOINTMENT OF MUNICIPAL COURT JUDGE**

**WHEREAS**, pursuant to N.J.S.A. 2B:12-4 and Chapter 5, §Section 37-4 of the Vernon Township Administrative Code, a municipal judge shall be appointed by the Township Council and serve for a term of three years from the date of appointment and until a successor is appointed or qualified; and

**WHEREAS**, the Hon. James G. Devine, J.M.C., has been serving as Municipal Court Judge for the Township since January 1, 2009; and

**WHEREAS**, the Township Council has determined that Judge Devine is qualified to be re-appointed to the position of Municipal Court Judge for the Township of Vernon.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Vernon, County of Sussex, New Jersey, that the Hon. James G. Devine, J.M.C., is hereby re-appointed to serve as Municipal Court Judge for the Township of Vernon, New Jersey, for a term of three (3) years commencing on January 1, 2018, and ending on December 31, 2020, to be compensated at an annual salary of: \$37,142.00 for the year 2018; \$37,885.00 (2% increase) for the year 2019; \$38,642.00 (2% increase) for the year 2020.

#### **RESOLUTION #18-11**

##### **AUTHORIZING SIGNATURES ON TOWNSHIP CHECKS PURSUANT TO N.J.S.A. 40A:5-16**

**BE IT RESOLVED** by the Council of the Township of Vernon that the following Township Officials are hereby authorized to sign checks, withdrawal slips or other bank related items with two out of the four below listed principal signatures being required:

Mayor  
Business Administrator  
Chief Financial Officer  
Municipal Clerk

**BE IT FURTHER RESOLVED** that signature cards with the signatures of the persons authorized to sign be on file at all banks that presently have Township accounts.

This Resolution shall take effect immediately upon adoption according to law.

#### **RESOLUTION #18-12**

##### **APPOINTMENTS OF CLASS TWO SPECIAL POLICE OFFICERS**

**WHEREAS**, pursuant to Chapter 94, Section 16 of the Cod of the Township of Vernon, the Mayor shall appoint Class Two Special Police Officers; and

**WHEREAS**, the Mayor has nominated the individuals named below for said position.

**NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE TOWNSHIP OF VERNON, COUNTY OF SUSSEX, and STATE OF NEW JERSEY**, as follows:

1. That there shall be up to 6 positions for Special Police Class 2;
2. That the following individuals are hereby appointed or reappointed as Class Two Special Police Officers effective January 1, 2018 for a term of one year pursuant to N.J.S.A. 40A:14-146.14:

**Special Police Officers (Class 2)**  
Scott Waleck                      Roy Wherry

**BE IT FINALLY RESOLVED THAT**, the Township Clerk shall send a certified copy of this resolution to the following:

- a. Chief of Police

**RESOLUTION #18-13**

**AUTHORIZING THE AWARD OF CONTRACT EXTENSION FOR OFFSITE MOTOR FUEL PROVIDER**

**WHEREAS**, there exists a need to have offsite motor fuel as the Township does not have its own fueling facility; and

**WHEREAS**, Bob Baldwin Transportation, Inc. t/a Baldwin Fuel Oil was contracted for these services during the contract period January 1, 2017 through December 31, 2017, Resolution #17-14; and

**WHEREAS**, the CFO and Qualified Purchasing Agent recommended exercising the Township's right to extend the contract for an additional year, not to exceed twenty-four (24) months pursuant to N.J.S.A. 40A:11-15, with a contract term of January 1, 2018 through December 31, 2019 ; and

**WHEREAS**, the Chief Financial Officer pursuant to NJAC 5:30-5.5(b), has certified these funds are available; and

**NOW THEREFORE BE IT FURTHER RESOLVED**, by the Township Council of the Township of Vernon, County of Sussex and State of New Jersey, the Mayor, Clerk and CFO are authorized to execute a contract with Bob Baldwin Transportation, Inc. t/a Baldwin Fuel Oil, 5 Omega Drive, Vernon, NJ 07462, not to exceed \$200,000.00.

**RESOLUTION #18-14**

**AUTHORIZING THE TOWNSHIP OF VERNON TO ENTER INTO AN AGREEMENT WITH STATEWIDE INSURANCE FUND**

**WHEREAS**, a number of local units have joined together to form the Statewide Insurance Fund ("FUND"), a joint insurance fund, as permitted by N.J.S.A. 40A:10-36, et seq.; and

**WHEREAS**, the Township of Vernon ("LOCAL UNIT") has complied with relevant law with regard to the acquisition of insurance; and

**WHEREAS**, the statutes and regulations governing the creation and operation of join insurance funds contain elaborate restrictions and safeguards concerning the safe and efficient administration of such funds; and

**WHEREAS**, the Township of Vernon has determined that membership in the FUND is in the best interest of the Township; and

**WHEREAS**, the LOCAL UNIT agrees to be a member of the FUND for a period of three (3) years, effective January 1, 2018 terminating on January 1, 2021 at 12:01 a.m. standard time; and

**WHEREAS**, the LOCAL UNIT has never defaulted on claims, if self-insured, and has not been canceled for non-payment of insurance premiums for two (2) years prior to the date of this Resolution.

**NOW THEREFORE BE IT RESOLVED**, that the LOCAL UNIT does hereby agree to join the Statewide Insurance Fund; and

**BE IT FURTHER RESOLVED** that to the extent required by law, the Local Unit shall provide notice of the Indemnity and Trust Agreement to the Office of the State Comptroller; and

**BE IT FURTHER RESOLVED**, that the LOCAL UNIT will be afforded the following coverage(s):

- Workers' Compensation & Employer's Liability
- Comprehensive General Liability
- Automobile Liability and Physical Damage

- Public Officials and Employment Practices Liability
- Pollution Liability
- Property
- Inland Marine Boiler and Machinery
- Crime-Faithful Performance and Fidelity
- Cyber Liability
- Non Owned Aircraft

**BE IT FURTHER RESOLVED**, that Rich Duthie, Pinnacle Risk Solutions is hereby appointed as the LOCAL UNIT’s Fund Commissioner and is authorized to execute the application for membership and the accompanying certification on behalf of the LOCAL UNIT; and Joseph Maffucci, Pinnacle Risk Solutions is hereby appointed as the LOCAL UNITS’s Alternate Fund Commissioner;

**BE IT FURTHER RESOLVED**, that the LOCAL UNIT’s Fund Commissioner is authorized and directed to execute the Indemnity and Trust Agreement and such other Documents signifying the membership in the FUND as required by the FUND’s Bylaws and to deliver same to the Administrator of the FUND with the express reservation that said documents shall become effective only upon the LOCAL UNIT’s admissions to the FUND following approval of the FUND by the New Jersey Department of Banking and Insurance.

### **RESOLUTION #18-15**

#### **RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT**

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

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

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

**WHEREAS**, the “Fund” has requested its members to appoint individuals or entities to that position.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of “Local Unit”, in the County of Sussex and State of New Jersey, as follows:

1. The Township of Vernon hereby appoints Pinnacle Insurance Solutions LLC, d/b/a Pinnacle Risk Solutions as its local Risk Management Consultant.
2. The Mayor of the Township of Vernon and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant’s Agreement for the year 2018.

### **RESOLUTION #18-16**

#### **RESOLUTION APPOINTING FUND COMMISSIONER**

**WHEREAS**, the Township of Vernon (hereinafter “Local Unit”) is a member of the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

**WHEREAS**, the Fund’s Bylaws require participating members to appoint a Fund Commissioner.

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Township of Vernon that the Township Administrator (Charles Voelker) is hereby appointed as the Fund Commissioner for the Local Unit for the calendar year 2018; and

**BE IT FURTHER RESOLVED** that Elke Yetter is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the calendar year 2018; and

**BE IT FURTHER RESOLVED** that the Local Unit’s Fund Commissioner is authorized and directed to execute all such documents as required by the Fund

**RESOLUTION #18-17**

**AUTHORIZING STIPEND FOR 2018 TRANSCRIPTION SERVICES  
IN THE AMOUNT NOT TO EXCEED \$3,000.00**

**WHEREAS**, there exists a need for transcription services to assist in the transcription of the Council Meetings for the year 2018; and

**WHEREAS**, Vernon Township desires to have Irene Mills provide transcription services for the term of January 1, 2018 – December 31, 2018 with an annual stipend not to exceed \$3,000.00 annually; and

**WHEREAS**, Ms. Mills will be paid \$75.00 per meeting providing said meeting does not exceed 2 hours and \$125 per meeting providing said meeting does not exceed 4 hours; and

**WHEREAS**, the Chief Financial Officer has certified that funds are available for this purpose subject to the adoption of the 2018 Municipal Budget.

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

The Township of Vernon is authorized to pay a stipend for 2018 transcription services for transcription of Council Meetings to Irene Mills as outlined above.

**RESOLUTION #18-18**

**AUTHORIZING APPOINTMENT OF 2018 RECORDING SECRETARY FOR THE LAND USE  
BOARD IN THE AMOUNT NOT TO EXCEED \$2,000.00**

**WHEREAS**, there exists a need for a Recording Secretary for the Township's Land Use Board for the year 2018; and

**WHEREAS**, Irene Mills is the Township's current contractor for this service and desires to continue in this capacity; and

**WHEREAS**, Vernon Township desires to have Irene Mills provide transcription services for the term of January 1, 2018 – December 31, 2018 with an annual stipend not to exceed \$2,000.00; and

**WHEREAS**, the Chief Financial Officer has certified that funds are available for this purpose subject to the adoption of the 2018 Municipal Budget.

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

1. The Township of Vernon is authorized to pay a stipend to Irene Mills for 2018 Recording Secretary for the Township's Land Use Board

**RESOLUTION #18-19**

**AUTHORIZING A CONTRACT WITH MUNIDEX TO MAINTAIN THE TOWNSHIP'S VITAL  
STATISTIC SOFTWARE FOR 2018**

**WHEREAS**, the Township of Vernon has a need to maintain its vital statistic software; and

**WHEREAS**, MUNIDEX, Inc. supplied the original vital statistic software to the Township and has the expertise to maintain said program; and

**WHEREAS**, the Chief Financial Officer recommends that the Township Council award a contract to maintain the Township's vital statistic software to Munidex, Inc., 174 Route 17 North, Rochelle Park, NJ 07662; and

**WHEREAS**, the cost for this annual maintenance contract is \$620.00 and there may be additional charges if on-site maintenance service is required and the Chief Financial Officer of the Township of Vernon, has certified these funds are available in account #10570438.

**NOW THEREFORE BE IT RESOLVED**, by the Township Council of the Township of Vernon, that the Mayor and Municipal Clerk are authorized to sign and accept the Software Maintenance Agreement for the year 2018 to maintain the Township's vital statistic software in an amount of \$620.00; and

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately upon adoption according to law.

**RESOLUTION #18-20**

**AUTHORIZING A CONTRACT WITH MUNICIPAL SOFTWARE, INC. TO MAINTAIN THE TOWNSHIP'S ACCOUNTING SOFTWARE FOR 2018**

**WHEREAS**, the Township of Vernon has a need to maintain its accounting software; and

**WHEREAS**, Municipal Software, Inc. supplied the original accounting software to the Township and has the expertise to maintain said program; and

**WHEREAS**, the Chief Financial Officer recommends that the Township Council award a contract to maintain the Township's accounting software to Municipal Software, Inc., 125 Stokes Avenue, Stroudsburg, PA 18360; and

**WHEREAS**, the total cost for this annual maintenance contract is \$7,086.00 and the Chief Financial Officer of the Township of Vernon, has certified these funds are available in account #10570522, subject to the 2018 Municipal Budget.

**NOW THEREFORE BE IT RESOLVED**, by the Township Council of the Township of Vernon, that the vendor, Municipal Software, Inc., be awarded a contract to maintain the Township's accounting software in an amount not to exceed \$7,086.00; and

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately upon adoption according to law.

**RESOLUTION #18-22**

**AUTHORIZING THE AWARD OF CONTRACT FOR PROFESSIONAL SERVICES FOR UPDATING THE TAX AND ZONING MAPS**

**WHEREAS**, there is a need for Professional Services to the Township of Vernon for updating the tax and zoning maps for the term January 1, 2018 through December 31, 2018; and

**WHEREAS**, N.J.S.A. 40A:11-5 specifically exempts professional services from provisions of public bidding as provided in the Local Public Contracts Law; and

**WHEREAS**, said specified professional services are to be rendered or performed by a person or persons authorized by law to practice a recognized profession, and whose practice is regulated by law within the meaning of N.J.S.A. 40A:11-1 et seq., as amended; and

**WHEREAS**, the performance of said professional services requires knowledge of an advanced field of learning acquired by a prolonged formal course of specialized training and study as distinguished from general academic instruction or apprenticeship and training; and

**WHEREAS**, the Township of Vernon is desirous to enter into an agreement with this professional as a fair and open contract pursuant to the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., as amended; and

**WHEREAS**, the Chief Finance Officer has certified in writing that the value of this contract is available for these purposes subject to the adoption of the 2018 Municipal Budget; and

**WHEREAS**, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq., as amended, requires that this Resolution be publicly advertised.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Township of Vernon that they hereby authorize and approve the award of contract to VS Land Data, Inc. for the term January 1, 2018 through December 31, 2018 pursuant to a non-fair and open contract pursuant to the provisions of the Local Public Contracts Law, N.J.S.A.-1 et seq. to update the Vernon Township tax and zoning maps.

**BE IT FURTHER RESOLVED**, that the award of contract shall be contingent upon the completion and receipt of the following:

- (a) A fully-executed professional services contract detailing the scope of services, established fees for said professional services, mandatory Equal Opportunity Language and Affirmative Action Certificate; and

- (b) Receipt of all statutorily mandated “pay to play” political contribution forms pursuant to N.J.S.A. 19:44A-20.4 et seq.; and
- (c) New Jersey Business Registration Certificate; and
- (d) Upon the aforementioned professional being a member in good standing in his respective profession.

**BE IT FURTHER RESOLVED**, that the Mayor and Municipal Clerk are hereby authorized and directed to execute, seal and deliver the attached Contract for Professional Services on behalf of and in the name of the Township of Vernon and that the Municipal Clerk shall publish the award of contract as required by law with ten (10) days of passage of this Resolution.

**RESOLUTION #18-23**

**AUTHORIZING THE MAYOR TO OFFER AN INCENTIVE TO EMPLOYEES WHO ENROLL IN AN ALTERNATE HEALTH OR PRESCRIPTION PLAN**

**WHEREAS**, in 2017 Resolution#17-46 was passed which allowed the Mayor to offer an incentive for employees who enroll in an alternate health or prescription plan; and

**WHEREAS**, the Township is offering two alternative health insurance plans and one alternative prescription plan for its employees with Horizon and once participating in State Health Benefits will afford the employees various optional plans from the NJ Direct 10 plan; and

**WHEREAS**, the Township and employee will see a savings for switching to the optional plan; and

**WHEREAS**, the Township desires to continue to offer an incentive of 1/3 of the Township’s net savings for each employee who elects to switch to an alternate health or prescription plan for the plan year January 1, 2018 to December 31, 2018; and

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Township of Vernon, County of Sussex, State of New Jersey that the Mayor is authorized to continue to offer an incentive to employees who enroll in an alternate health or prescription plan.

**RESOLUTION #18-24**

**AUTHORIZING A MEMORANDUM OF AGREEMENT WITH *SIGNATURE INFORMATION SOLUTIONS* FOR “INQUIRY ONLY” ACCESS TO CERTAIN TAX COLLECTORS TAX AND/OR UTILITY RECORDS VIA EDMUNDS AND ASSOCIATES**

**WHEREAS**, the Township of Vernon received a request from Signature Information Solutions seeking electronic “look only” inquiry access to the public tax records administered by the tax collector; and

**WHEREAS**, Vernon Township’s tax records are currently maintained in an electronic format by Edmunds and Associates of Northfield, New Jersey; and

**WHEREAS**, upon authorization, Signature Information Solutions, agrees to use this information for the sole purpose of providing tax search information to the title industry; and

**WHEREAS**, Signature Information Solutions also agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.

**NOW THEREFORE BE IT RESOLVED** by the Council of the Township of Vernon:

1. Vernon Township will authorize Edmunds and Associates to provide look up information access to Signature Information Solutions for Vernon Township property tax and/or utility records.
2. Signature Information Solutions shall be subject to Edmunds and Associates policies and procedures.
3. Signature Information Solutions waives any claim that it may have against Vernon Township in connection with Edmunds and Associates policies and procedures.
4. Signature Information Solutions, agrees to use this information for the sole purpose of providing tax search information to the title industry, agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.

5. The Township of Vernon shall not incur any charges for providing this access or means of information exchange to Signature Information Solutions.

**RESOLUTION #18-25**

**AUTHORIZING A MEMORANDUM OF AGREEMENT WITH *ACCURATE ABSTRACTS* FOR “INQUIRY ONLY” ACCESS TO CERTAIN TAX COLLECTORS TAX AND/OR UTILITY RECORDS VIA EDMUNDS AND ASSOCIATES**

**WHEREAS**, the Township of Vernon received a request from Accurate Abstracts seeking electronic “look only” inquiry access to the public tax records administered by the tax collector; and

**WHEREAS**, Vernon Township’s tax records are currently maintained in an electronic format by Edmunds and Associate of Northfield, New Jersey; and

**WHEREAS**, upon authorization, Accurate Abstracts, agrees to use this information for the sole purpose of providing tax search information to the title industry; and

**WHEREAS**, Accurate Abstracts also agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.

**NOW THEREFORE BE IT RESOLVED** by the Council of the Township of Vernon:

1. Vernon Township will authorize Edmunds and Associates to provide look up information access to Accurate Abstracts, for Vernon Township property tax and/or utility records.
2. Accurate Abstracts shall be subject to Edmunds and Associates policies and procedures.
3. Accurate Abstracts waives any claim that it may have against Vernon Township in connection with Edmunds and Associates policies and procedures.
4. Accurate Abstracts, agrees to use this information for the sole purpose of providing tax search information to the title industry, agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.
5. The Township of Vernon shall not incur any charges for providing this access or means of information exchange to Accurate Abstracts.

**RESOLUTION #18-26**

**AUTHORIZING A MEMORANDUM OF AGREEMENT WITH *VALTECH RESEARCH* FOR “INQUIRY ONLY” ACCESS TO CERTAIN TAX COLLECTORS TAX AND/OR UTILITY RECORDS VIA EDMUND AND ASSOCIATES**

**WHEREAS**, the Township of Vernon received a request from Valtech Research seeking electronic “look only” inquiry access to the public tax records administered by the tax collector; and

**WHEREAS**, Vernon Township’s tax records are currently maintained in an electronic format by Edmunds and Associates of Northfield, New Jersey; and

**WHEREAS**, upon authorization, Valtech Research, agrees to use this information for the sole purpose of providing tax search information to the title industry; and

**WHEREAS**, Valtech Research also agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.

**NOW THEREFORE BE IT RESOLVED** by the Council of the Township of Vernon:

1. Vernon Township will authorize Edmunds and Associates to provide look up information access to Valtech Research for Vernon Township property tax and/or utility records.
2. Valtech Research shall be subject to Edmunds and Associates policies and procedures.

3. Valtech Research waives any claim that it may have against Vernon Township in connection with Edmunds and Associates policies and procedures.
4. Valtech Research, agrees to use this information for the sole purpose of providing tax search information to the title industry, agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.
5. The Township of Vernon shall not incur any charges for providing this access or means of information exchange to Valtech Research.

**RESOLUTION #18-27**

**AUTHORIZING A MEMORANDUM OF AGREEMENT WITH ACTION TITLE RESEARCH FOR “INQUIRY ONLY” ACCESS TO CERTAIN TAX COLLECTORS TAX AND/OR UTILITY RECORDS VIA EDMUNDS AND ASSOCIATES**

**WHEREAS**, the Township of Vernon received a request from Action Title Research seeking electronic “look only” inquiry access to the public tax records administered by the tax collector; and

**WHEREAS**, Vernon Township’s tax records are currently maintained in an electronic format by Edmunds and Associates of Northfield, New Jersey; and

**WHEREAS**, upon authorization, Action Title Research, agrees to use this information for the sole purpose of providing tax search information to the title industry; and

**WHEREAS**, Action Title Research also agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.

**NOW THEREFORE BE IT RESOLVED** by the Council of the Township of Vernon:

1. Vernon Township will authorize Edmunds and Associates to provide look up information access to Action Title Research, for Vernon Township property tax and/or utility records.
2. Action Title Research shall be subject to Edmunds and Associates policies and procedures.
3. Action Title Research waives any claim that it may have against Vernon Township in connection with Edmunds and Associates policies and procedures.
4. Action Title Research, agrees to use this information for the sole purpose of providing tax search information to the title industry, agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.
5. The Township of Vernon shall not incur any charges for providing this access or means of information exchange to Action Title Research.

**RESOLUTION #18-28**

**AUTHORIZING A MEMORANDUM OF AGREEMENT WITH *PRIORITY SEARCH SERVICES, LLC* FOR “INQUIRY ONLY” ACCESS TO CERTAIN TAX COLLECTORS TAX AND/OR UTILITY RECORDS VIA EDMUNDS AND ASSOCIATES**

**WHEREAS**, the Township of Vernon received a request from Priority Search Services, LLC seeking electronic “look only” inquiry access to the public tax records administered by the tax collector; and

**WHEREAS**, Vernon Township’s tax records are currently maintained in an electronic format by Edmunds and Associates of Trenton, New Jersey; and

**WHEREAS**, upon authorization, Priority Search Services, LLC, agrees to use this information for the sole purpose of providing tax search information to the title industry; and

**WHEREAS**, Priority Search Services, LLC also agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.



**NOW THEREFORE BE IT RESOLVED** by the Council of the Township of Vernon:

1. Vernon Township will authorize Edmunds and Associates to provide look up information access to Priority Search Services, LLC, for Vernon Township property tax and/or utility records.
2. Priority Search Services, LLC shall be subject to Edmunds and Associates policies and procedures.
3. Priority Search Services, LLC waives any claim that it may have against Vernon Township in connection with Edmunds and Associates policies and procedures.
4. Priority Search Services, LLC, agrees to use this information for the sole purpose of providing tax search information to the title industry, agrees to protect the information obtained and to not re-sell or re-distribute this same information or make available to a third party except as needed for the purpose of providing information for tax searches to the title industry.
5. The Township of Vernon shall not incur any charges for providing this access or means of information exchange to Priority Search Services, LLC.

**Resolution No. 18-29**  
**RESOLUTION OF THE TOWNSHIP COUNCIL OF THE**  
**TOWNSHIP OF VERNON, COUNTY OF SUSSEX,**  
**AND STATE OF NEW JERSEY APPOINTING**  
**DEPUTY CUSTODIANS OF RECORDS**

**WHEREAS**, the New Jersey Open Public Records Act, N.J.S.A. 47:1A-1 et seq. (“OPRA”), names the municipal clerk as the custodian of government records; and

**WHEREAS**, certain officials and/or departments receive numerous public records requests based upon the nature of their official duties and/or office; and

**WHEREAS**, the governing body may designate one or more deputy custodians to facilitate compliance with OPRA; and

**WHEREAS**, the governing body adopted the policy of Deputy Custodians of Records via Resolution 16-175 on July 25, 2016 and wishes to continue this practice; and

**WHEREAS**, the Township Council of the Township of Vernon has determined that it is in the best interest of the Township and the public to designate deputy custodians for specific officials and/or departments.

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

1. The Police Chief is hereby appointed as the deputy custodian of records for Police Department records.
2. The Tax Collector is hereby appointed deputy custodian of records for tax collection records.
3. The Tax Assessor is hereby appointed deputy custodian of records for tax assessment records.
4. The Construction Official is hereby appointed deputy custodian of records for building, construction and land use records.
5. The Chief Financial Officer is hereby appointed deputy custodian of records for financial records.
6. The Head of the Building Department is hereby appointed deputy custodian of records for building records.
7. The Land Use Board Secretary is hereby appointed deputy custodian of records for the Land Use and Zoning records.
8. The designated deputy records custodians shall report to the Township Clerk all requests for records and shall follow any instructions given by the Clerk regarding the handling of such records.

**RESOLUTION # 18-30**

**REFUND OVERPAYMENT DUE TO STATE TAX COURT JUDGEMENT**  
**(Crocker) Block 84.03 Lot 45 (2016)**

**WHEREAS**, a Tax Court Judgment has been favorably awarded for the year 2016: and,

**WHEREAS**, such Judgment has resulted in an overpayment of 2016 property taxes for Block 84.03 Lot 45 also known as [REDACTED]

**NOW, THEREFORE BE IT RESOLVED** by the Council of the Township of Vernon, to authorize the Tax Collector to refund the 2015 overpayment in the amount of \$1,907.79 to Jetaun Crocker.

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution be forwarded to the Township Treasurer and Tax Collector.

**RESOLUTION # 18-31**

**REFUND OVERPAYMENT DUE TO STATE TAX COURT JUDGEMENT  
(Crocker) Block 84.03 Lot 45**

**WHEREAS**, a Tax Court Judgment has been favorably awarded for the year 2015: and,

**WHEREAS**, such Judgment has resulted in an overpayment of 2015 property taxes for Block 84.03 Lot 45 also known as [REDACTED].

**NOW, THEREFORE BE IT RESOLVED** by the Council of the Township of Vernon, to authorize the Tax Collector to refund the 2015 overpayment in the amount of \$1,901.23 to Jetaun Crocker.

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution be forwarded to the Township Treasurer and Tax Collector.

**RESOLUTION #18-32**

**AWARDING A CONTRACT UTILIZING MCCPC#46 TO ATLANTIC SWITCH AND  
GENERATOR TO PROVIDE SEMI-ANNUAL MAINTENANCE SERVICE FOR TOWNSHIP-  
OWNED GENERATORS**

**WHEREAS**, the Township of Vernon has a need to maintain its SEVEN (7) Township-owned emergency generators located at:

**Vernon Township Department of Public Works  
Vernon Township Municipal Building  
Vernon Township Animal Control  
Vernon Township Fire Department  
Lake Conway tower  
Lake Panorama tower  
Highland Lakes tower**

**WHEREAS**, the CFO and Qualified Purchasing Agent recommended that the Township award a contract for these services, utilizing MCCPC #46 to Atlantic Switch and Generator, 4108 Sylon Boulevard, Hainesport, New Jersey 08036; and

**WHEREAS**, the contract term is from January 1, 2018 through December 31, 2018; and

**WHEREAS**, the Chief Financial Officer has certified that funds are available in 10577237; and

**NOW THEREFORE BE IT FURTHER RESOLVED**, by the Township Council of the Township of Vernon, County of Sussex and State of New Jersey, the Mayor is authorized to execute a contract with Atlantic Switch and Generator, 4108 Sylon Boulevard, Hainesport, New Jersey 08036 to provide semi-annual maintenance service to the Township-owned emergency generators.

**Resolution #18-33**

**RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED SERVICES  
AGREEMENT WITH SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY  
(SCMUA) FOR THE PROVISION OF CERTIFIED RECYCLING PROFESSIONAL  
SERVICES TO CERTIFY AND SUBMIT THE 2017 RECYCLING TONNAGE REPORT  
TO THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION**

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

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

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

**WHEREAS**, the Township of Vernon is requesting the services of SCMUA in the form of the District Recycling Coordinator as a Certified Recycling Professional to certify and submit the required 2016 Vernon Township Recycling Tonnage Report to the New Jersey Department of Environmental Protection by April 30, 2018; and

**WHEREAS**, SCMUA has the qualified staff to certify the Recycling Tonnage Report prepared by Vernon Township and electronically submit it to the New Jersey Department of Environmental Protection on behalf of Vernon Township under the terms and conditions set forth in the Shared Services Agreement;

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

1. The Mayor and Municipal Clerk are hereby authorized and directed to execute a shared Services Agreement, a copy of which is attached hereto, with the Sussex County Municipal Utilities Authority for the provision of Certified Recycling Professional Services to certify and submit the 2017 Recycling Tonnage Report to the New Jersey Department of Environmental Protection.
2. The Township of Vernon hereby endorses the submission of the 2017 Recycling Tonnage Grant Application to the New Jersey Department of Environmental Protection and designates Sussex County Municipal Utilities Authority, to ensure that the application is properly filed.
3. The Township of Vernon directs that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.
4. All Sussex County Municipal Utilities Authority Staff and Professionals are authorized to take any and all necessary actions to see to the implementation of this Resolution

This Resolution shall take effect immediately.

#### **RESOLUTION #18-34**

#### **AUTHORIZING ALTERNATIVE PUBLIC DEFENDERS AND PROSECUTORS**

**WHEREAS**, there is a need for Professional Services to the Township of Vernon for Prosecutor, Public Defender; and

**WHEREAS**, the Township has appointed a Prosecutor and Public Defender for the year 2018 however the Court has recognized they may have a need for an alternate under some circumstances.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Township of Vernon that they hereby authorize the following Alternate Prosecutors or Public Defenders:

1. Alternate Municipal Prosecutor –Peter Laemers, Esq.
2. Alternate Municipal Prosecutor –Jarrod Confrancesco, Esq.
3. Alternate Public Defender – James D. Opfer, Jr. Esq.
4. Alternate Public Defender – Vanessa Henderson, Esq.

#### **RESOLUTION 18-35**

#### **A RESOLUTION AUTHORIZING NON-FAIR AND OPEN CONTRACT FOR REAL ESTATE AUCTION SERVICES TO MAX SPANN REAL ESTATE & AUCTION CO. TO CONDUCT AUCTION & SALE OF REAL PROPERTY**

**WHEREAS**, pursuant to N.J.S.A. 40A:12-13, the Vernon Township Council has to, by ordinance, authorized the sale of properties no longer needed for any public purposes; and

**WHEREAS**, the Township of Vernon (“Township”) does not have the ability to adequately market and conduct the necessary public auctions for these properties to ensure that the highest viable sale price is received for the benefit of the taxpayers of the Township; and

**WHEREAS**, Max Spann Real Estate & Auction Co. is a licensed real estate brokerage and certified auctioneer with substantial experience in conducting municipal property auctions pursuant to the requirements of N.J.S.A. 40A:12-13; and

**WHEREAS**, Max Spann Real Estate & Auction Co. has agreed to be paid by way of a buyer’s premium, and therefore, not by the Township for the marketing, conducting and assisting in the completion of the property sales; and

**WHEREAS**, Max Spann Real Estate & Auction Co. has not made any political contributions to any political candidates or committees in Vernon Township and may not do so during the pendency of this agreement, and shall within ten (10) days of the award of this contract provide the Township Clerk with certification of same; and

**NOW, THEREFORE, BE IT RESOLVED** by the Vernon Township Council that Max Spann Real Estate & Auction Co. is hereby awarded a non-fair and open contract for professional services by Vernon Township.

**BE IT FURTHER RESOLVED** that Mayor and the Township Clerk are hereby authorized as directed to execute an agreement in a form similar the document attached hereto. The Township attorney may make applicable language changes deemed in the best interest of the Township.

**BE IT FURTHER RESOLVED** that the Township Clerk maintain a copy of the final agreement and advertise it in the Township’s official newspaper pursuant to law.

**RESOLUTION #18-36**

**CONTINUATION OF THE BEAUTIFICATION COMMITTEE**

**WHEREAS**, the Council of Vernon Township established a Beautification Committee via resolution 16-66 on February 8, 2016; and

**WHEREAS**, the Council of Vernon Township wishes to continue the Beautification Committee consisting of seven to nine members to be appointed by the Mayor.

**NOW THEREFORE, BE IT RESOLVED**, by the Council of the Township of Vernon, County Of Sussex, and State Of New Jersey, as follows:

1. The Beautification Committee established via Resolution No. 16-66 on February 8, 2016 is hereby continued.

**BE IT FURTHER RESOLVED THAT**, the Township Clerk shall send a certified copy of this resolution to the following:

- a. Chairperson of the Beautification Committee

**RESOLUTION #18-37**

**CONTINUATION OF THE GREENWAY ACTION ADVISORY COMMITTEE**

**WHEREAS**, the Council of the Township of Vernon established a Greenway Action Advisory Committee via resolution 16-42 on January 11, 2016 and;

**WHEREAS**, it is the desire of the Mayor and Council to continue the Greenway Action Advisory Committee.

**NOW THEREFORE, BE IT RESOLVED**, By The Council Of The Township Of Vernon, County Of Sussex, And State Of New Jersey, that the Greenway Action Advisory Committee is continued; and

**BE IT FURTHER RESOLVED THAT,** the Township Clerk shall send a copy of this resolution to the following:

- a. Chairperson of the Greenway Action Advisory Committee

#### **RESOLUTION #18-38**

##### **CONTINUATION OF THE ARTS ADVISORY COMMITTEE**

**WHEREAS,** the Council of Vernon Township established a Arts Advisory Committee via resolution 17-45 on January 30, 2017; and

**WHEREAS,** the Council of Vernon Township wishes to continue the Arts Advisory Committee consisting of seven to nine members to be appointed by the Mayor.

**NOW THEREFORE, BE IT RESOLVED,** by the Council of the Township of Vernon, County Of Sussex, and State Of New Jersey, as follows:

1. The Arts Advisory Committee established via Resolution No. 17-45 on January 30, 2017 is hereby continued.

**BE IT FURTHER RESOLVED THAT,** the Township Clerk shall send a certified copy of this resolution to the following:

- a. Chairperson of the Arts Advisory Committee

#### **RESOLUTION #18-39**

##### **CONTINUATION OF THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE**

**WHEREAS,** the Council of Vernon Township established a Economic Development Advisory Committee via resolution 08-191 on October 9, 2008; and

**WHEREAS,** the Council of Vernon Township expanded the membership of the Economic Development Advisory Committee via resolution 09-88 to include two additional members on May 28, 2009; and

**WHEREAS,** the Council of Vernon Township wishes to continue the Economic Development Committee consisting of seven to eleven members to be appointed by the Mayor.

**NOW THEREFORE, BE IT RESOLVED,** by the Council of the Township of Vernon, County Of Sussex, and State Of New Jersey, as follows:

1. The Economic Development Advisory Committee established via Resolution No. 08-91 on October 9, 2008 and expanded via Resolution No. 09-88 on May 28, 2009 is hereby continued.

**BE IT FURTHER RESOLVED THAT,** the Township Clerk shall send a certified copy of this resolution to the following:

- a. Chairperson of the Economic Development Advisory Committee

#### **RESOLUTION #18-40**

##### **APPROVING ACTIVE VOLUNTEER FIREMAN FOR MEMBERSHIP IN THE NEW JERSEY STATE FIREMEN'S ASSOCIATION (Schamble)**

**WHEREAS,** the Township Council recognizes the extraordinary contributions made by volunteer firefighters to our community and seeks to encourage their full participation in professional organizations; and

**WHEREAS,** Trent Schamble, an active firefighter and member of the McAfee Volunteer Fire Department, is requesting approval to submit an application for membership to the New Jersey State Firemen's Association.



**BE IT FURTHER RESOLVED THAT**, the Township Clerk shall send a certified copy of this resolution to the following:

- a. Vernon Township Municipal Utilities Authority

**RESOLUTION #18-44**

**APPOINTMENT TO THE LAND USE BOARD**

**BE IT RESOLVED BY THE COUNCIL OF THE TOWNSHIP OF VERNON, COUNTY OF SUSSEX, and STATE OF NEW JERSEY**, as follows:

1. That the following individuals are hereby appointed as a member of the Vernon Township Land Use Board for a term specified as follows:

John Auberger	Class 1	1 year term expiring	12/31/2018
Craig Williams	Class II	Unexpired term expiring	12/31/2019
Dan Kadish	Class III	1 year term expiring	12/31/2018
Willard McPeck	Class IV	4 year term expiring	12/31/2021
Kristi Baldwin Raperto	Class IV	4 year term expiring	12/31/2021
Michael Whitaker	Alternate 1	2 year term expiring	12/31/2019
Angela Erichsen	Alternate 3	Unexpired term expiring	12/31/2018
Lauren MaGee	Alternate 4	2 year term expiring	12/31/2019

**BE IT FURTHER RESOLVED THAT**, the Township Clerk shall send a certified copy of this resolution to the following:

- a. Land Use Board Secretary

**RESOLUTION# 18-45**

**AUTHORIZING PROFESSIONAL SERVICES CONTRACT WITH EDMUNDS AND ASSOCIATES IN THE AMOUNT NOT TO EXCEED \$3,405.00**

**WHEREAS**, there exists a need for professional services for the Township of Vernon for the purpose of computer software for tax collection and internet access including tax billing and customer support; and **WHEREAS**, the Township as determined that Edmunds and Associates, the Township's current contractor providing these services, is qualified to continue providing the Township with such services; and

**WHEREAS**, the Chief Financial Officer has certified that funds are available for this purpose subject to the adoption of the 2018 Municipal Budget; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40 A:11-1, et.seq.) requires that the resolution authorizing these "Professional Services" without competitive bids must be publicly advertised; and

**WHEREAS**, Vernon desires to appoint Edmunds and Associates pursuant to a contract under the provisions of N.J.S.A. 19:44A-20.4 and/or N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Chief Financial Officer has certified that the value of the contract will not exceed \$3,405.00; and

**WHEREAS**, the term of the contract will be from January 1, 2018 through December 31, 2018, with a total contract price not to exceed \$3,405.00; and

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

1. The Township of Vernon is authorized to engage Edmunds and Associates for the purpose of Computer Services for Tax Collection and internet access; and
2. The Mayor and Township Clerk are hereby authorized and directed to execute a Professional Services Contract with Edmunds and Associates in an amount not to exceed \$3,405.00.

This Professional Services Contract is awarded without competitive bidding (1) as a "Professional Service" under the provisions of the Local Public Contracts Law and/or (2) for the provision or performance of goods or services for the support or maintenance of proprietary computer hardware and software.

A copy of this Resolution shall be published in the New Jersey Herald by the Township Clerk required by law within ten (10) days of its passage and a true copy of same and the Professional Services Contract shall be available for inspection in the office of the Township Clerk.

**RESOLUTION #18-46**

**AUTHORIZING THE AWARD OF CONTRACT WITH GOLDTYPE BUSINESS MACHINES TO MAINTAIN AND SERVICE THE TOWNSHIP'S POLICE DEPARTMENT NJDMV/NCIC/ATS LICENSE SYSTEM CONNECTION AT THE POLICE DEPARTMENT FOR 2018**

**WHEREAS**, there exists a need to maintain NJDMV/NCIC/ATS License System Connection for the Police Department for the year 2018; and

**WHEREAS**, Goldtype Business Machines services the Township system and has the expertise to maintain said system; and

**WHEREAS**, The Chief of Police recommends that the Township Council award a contract for the maintenance agreement to Goldtype Business Machines, and

**WHEREAS**, the term of the contract will be from January 1, 2018 through December 31, 2018 with a total annual contract price not to exceed \$4,250; and

**NOW THEREFORE BE IT FURTHER RESOLVED**, by the Township Council of the Township of Vernon, County of Sussex and State of New Jersey, the Mayor, Clerk and CFO are authorized to execute a maintenance contract with Goldtype Business Machines, for maintenance of the INFOCOP NJDMV/NCIC/ATS License System Connection at the Vernon Police Department for an amount not to exceed \$4,250, annually.

**RESOLUTION #18-47**

**AUTHORIZING THE AWARD OF CONTRACT WITH WATCHGUARD TO MAINTAIN AND SERVICE THE TOWNSHIP'S POLICE DEPARTMENT EMPLOYEE BODY CAMERA SYSTEM AT THE POLICE DEPARTMENT FOR 2018**

**WHEREAS**, there exists a need to maintain the Body Camera System for the Police Department for the year 2018; and

**WHEREAS**, Advanced Electronic Design/Patrol PC (Watchguard) services the Township system and has the expertise to maintain said system; and

**WHEREAS**, The Chief of Police recommends that the Township Council award a contract for the maintenance agreement with Advanced Electronic Design/Patrol PC 344 John Dietsch Boulevard, Unit 1 & 2, North Attleboro, MA 02763 and

**WHEREAS**, the term of the contract will be from January 1, 2018 through December 31, 2018 with a total annual contract price not to exceed \$2,250; and

**NOW THEREFORE BE IT FURTHER RESOLVED**, by the Township Council of the Township of Vernon, County of Sussex and State of New Jersey, the Mayor, Clerk and CFO are authorized to execute a maintenance contract with Advanced Electronic Design/Patrol PC, for maintenance of the Body Camera System at the Vernon Police Department for an amount not to exceed \$2,250, annually.

**RESOLUTION #18-48**

**AUTHORIZING THE AWARD OF CONTRACT WITH ATLAS BUSINESS SOLUTIONS TO MAINTAIN AND SERVICE THE TOWNSHIP'S POLICE DEPARTMENT EMPLOYEE SCHEDULING SYSTEM AT THE POLICE DEPARTMENT FOR 2018**

**WHEREAS**, there exists a need to maintain an Employee Scheduling System for the Police Department for the year 2018; and

**WHEREAS**, Atlas Business Solutions services the Township system and has the expertise to maintain said system; and

**WHEREAS**, The Chief of Police recommends that the Township Council award a contract for the maintenance agreement to Atlas Business Solutions, PO Box 9013, Fargo, ND 58106, and



**WHEREAS**, the term of the contract will be from January 1, 2018 through December 31, 2018 with a total annual contract price not to exceed \$1,250; and

**NOW THEREFORE BE IT FURTHER RESOLVED**, by the Township Council of the Township of Vernon, County of Sussex and State of New Jersey, the Mayor, Clerk and CFO are authorized to execute a maintenance contract with Atlas Business Solutions, for maintenance of the Employee Scheduling System at the Vernon Police Department for an amount not to exceed \$1,250, annually.

**RESOLUTION #18-49**

**AUTHORIZING THE AWARD OF CONTRACT WITH KML TECHNOLOGY TO MAINTAIN AND SERVICE THE TOWNSHIP'S POLICE DEPARTMENT 911 PRIMARY SOURCE ANSWERING POINT SYSTEM AT THE POLICE DEPARTMENT FOR 2018**

**WHEREAS**, there exists a need to maintain the 911 System for the Police Department for the year 2018; and

**WHEREAS**, KML Technology services the Township system and has the expertise to maintain said system; and

**WHEREAS**, The Chief of Police recommends that the Township Council award a contract for the maintenance agreement KML; and

**WHEREAS**, the term of the contract will be from January 1, 2018 through December 31, 2018 with a total annual contract price not to exceed \$5,250; and

**NOW THEREFORE BE IT FURTHER RESOLVED**, by the Township Council of the Township of Vernon, County of Sussex and State of New Jersey, the Mayor, Clerk and CFO are authorized to execute a maintenance contract with KML Technology, for maintenance of the 911 Primary Source Answering Point System at the Vernon Police Department for an amount not to exceed \$5,250, annually.

**RESOLUTION #18-50**

**AUTHORIZING THE AWARD OF CONTRACT WITH LAWSOFT TO MAINTAIN AND SERVICE THE TOWNSHIP'S POLICE DEPARTMENT COMPUTER AIDED DISPATCH (CAD) SYSTEM AT THE POLICE DEPARTMENT FOR 2018**

**WHEREAS**, there exists a need to maintain the Computer Aided Dispatch System for the Police Department for the year 2018; and

**WHEREAS**, Lawsoft services the Township system and has the expertise to maintain said system; and

**WHEREAS**, The Chief of Police recommends that the Township Council award a contract for the maintenance agreement to Lawsoft, 15 Hamburg Turnpike Suite 2, Bloomingdale NJ, 07403; and

**WHEREAS**, the term of the contract will be from January 1, 2018 through December 31, 2018 with a total annual contract price not to exceed \$14,500; and

**NOW THEREFORE BE IT FURTHER RESOLVED**, by the Township Council of the Township of Vernon, County of Sussex and State of New Jersey, the Mayor, Clerk and CFO are authorized to execute a maintenance contract with Lawsoft, for maintenance of the Computer Aided Dispatch system at the Vernon Police Department for an amount not to exceed \$14,500, annually.

**RESOLUTION #18-51**

**AUTHORIZING THE AWARD OF CONTRACT WITH LJ SECURITY TO MAINTAIN AND SERVICE THE TOWNSHIP'S POLICE DEPARTMENT POLE BARN SECURITY SYSTEM AT THE MUNICIPAL BUILDING FOR 2018**

**WHEREAS**, there exists a need to install and maintain a Security System in the Police Pole Barn at the Municipal Building for the year 2018; and

**WHEREAS**, LJ Security has services the Township system and has the expertise to maintain said system; and

**WHEREAS**, The Chief of Police recommends that the Township Council award a contract for the maintenance agreement to LJ Security, P.O. Box 770, Vernon, NJ 07462; and

**WHEREAS**, the term of the monitoring system contract will be from January 1, 2018 through December 31, 2018 with the total annual monitoring system contract price not to exceed \$400.00; and

**NOW THEREFORE BE IT FURTHER RESOLVED**, by the Township Council of the Township of Vernon, County of Sussex and State of New Jersey, the Mayor, Clerk and CFO are authorized to execute and enter into a maintenance contract with LJ Security, for the Police Pole Barn Security System at the Municipal Building, in the amount not to exceed \$400.00, annually for the monitoring service.

#### **RESOLUTION #18-52**

#### **AUTHORIZING THE AWARD OF CONTRACT WITH PORTER LEE TO MAINTAIN AND SERVICE THE TOWNSHIP'S POLICE DEPARTMENT PROPERTY AND EVIDENCE SYSTEM AT THE POLICE DEPARTMENT FOR 2018**

**WHEREAS**, there exists a need to maintain the Property and Evidence System for the Police Department for the year 2018; and

**WHEREAS**, Porter Lee services the Township system and has the expertise to maintain said system; and

**WHEREAS**, The Chief of Police recommends that the Township Council award a contract for the maintenance agreement to Porter Lee; 1901 S. Wright Blvd, Schaumburg, IL 60193; and

**WHEREAS**, the term of the contract will be from January 1, 2018 through December 31, 2018 with a total annual contract price not to exceed \$900; and

**NOW THEREFORE BE IT FURTHER RESOLVED**, by the Township Council of the Township of Vernon, County of Sussex and State of New Jersey, the Mayor, Clerk and CFO are authorized to execute a maintenance contract with Porter Lee, for maintenance of the Property and Evidence system at the Vernon Police Department for an amount not to exceed \$900.00, annually.

#### **RESOLUTION #18-53**

#### **AUTHORIZING THE AWARD OF CONTRACT WITH POWERDMS TO MAINTAIN AND SERVICE THE TOWNSHIP'S POLICE DEPARTMENT INTERNAL MESSAGING AND DOCUMENTATION SYSTEM AT THE POLICE DEPARTMENT FOR 2018**

**WHEREAS**, there exists a need to maintain the Internal Messaging and Documentation System for the Police Department for the year 2018; and

**WHEREAS**, PowerDMS services the Township system and has the expertise to maintain said system; and

**WHEREAS**, The Chief of Police recommends that the Township Council award a contract for the maintenance agreement PowerDMS, 200 E. Robinson Street Suite 425, Orlando, FL 32801; and

**WHEREAS**, the term of the contract will be from January 1, 2018 through December 31, 2018 with a total annual contract price not to exceed \$1,850; and

**NOW THEREFORE BE IT FURTHER RESOLVED**, by the Township Council of the Township of Vernon, County of Sussex and State of New Jersey, the Mayor, Clerk and CFO are authorized to execute a maintenance contract with PowerDMS, for maintenance of the Internal Messaging and Documentation system at the Vernon Police Department for an amount not to exceed \$1,850, annually.

#### **RESOLUTION #18-54**

#### **AUTHORIZING THE AWARD OF CONTRACT FOR 2018 ALTERNATE COURT ATTENDANT FOR THE MUNICIPAL COURT IN THE AMOUNT NOT TO EXCEED \$500.00**

**WHEREAS**, there exists a need for an Alternate Court Attendant for the Vernon Township Municipal Court for the year 2018; and

**WHEREAS**, Linda McDonnell, Karen Calabrese are the Township's current independent contractor for this service and desires to continue in this capacity; and

**WHEREAS**, a need exists for an additional staff member and the Township would like to add Magret Rodriguez also in this capacity as the Township's current independent contractor for this service; and

**WHEREAS**, Vernon Township desires to execute a contracts with Linda McDonnell, Karen Calabrese, Magret Rodriguez for a contract term of January 1, 2018 to December 31, 2018, with a total contract price not to exceed \$500.00; and

**WHEREAS**, the Chief Financial Officer has certified that funds are available for this purpose subject to the adoption of the 2018 Municipal Budget.

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

1. The Township of Vernon is authorized to execute a contract with Linda McDonnell, Karen Calabrese and Magret Rodriguez for 2018 Alternate Court Attendant for the Township's Municipal Court.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute a Contract with the above named individuals.

#### **RESOLUTION #18-55**

#### **AUTHORIZING THE AWARD OF A CONTRACT FOR 2018 BETWEEN THE TOWNSHIP OF VERNON AND SPATIAL DATA LOGIC FOR GEOLOGIC SOFTWARE SUPPORT IN THE AMOUNT OF \$13,000.00**

**WHEREAS**, there exists a need for Geologic Software Support for the Township of Vernon in the Planning & Zoning, Building, Administration, Fire Prevention and Assessor's Offices; and

**WHEREAS**, the Township had previously invested in software from Spatial Data Logic, Somerset, NJ, which is currently being used in the above mentioned departments for permitting, licensing, electronic maintenance of all inspection reports and transmission of monthly activity reports directly to the Department of Community Affairs; and

**WHEREAS**, Technical Customer Support and Upgrades of this system are needed to operate efficiently in these departments and Spatial Data Logic is the sole provider of these maintenance services to Vernon Township's current system; and

**WHEREAS**, the cost for the 2018 Technical Customer Support and upgrades to currently owned modules for the Township of Vernon is \$13,000.00; and

**WHEREAS**, the Chief Financial Officer of the Township of Vernon, has determined and certified the funds of this agreement subject to the adoption of the 2018 Municipal Budget.

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

1. The Township of Vernon is authorized to engage Spatial Data Logic for the purpose of Technical Customer Support and Upgrades to currently owned modules.
2. The Mayor and Township Clerk are hereby authorized and directed to Contract with Spatial Data Logic, Somerset, NJ.

#### **RESOLUTION #18-56**

#### **AUTHORIZING CONTRACT WITH MICROSYSTEMS-NJ, LLC, FOR THE YEAR 2018 IN THE AMOUNT NOT TO EXCEED \$3,000.00**

**WHEREAS**, there exists a need for Computer services for the Township of Vernon for the Tax Assessment Computer Assisted Mass Appraisal System (CAMA); and

**WHEREAS**, the Municipal Assessor has determined that Microsystems-NJ, LLC, the Township's current contractor providing Computer services for Tax Assessment/CAMA is qualified and authorized by the State of New Jersey to continue providing the Township with such services; and

**WHEREAS**, Vernon desires to appoint Microsystems-NJ, LLC, pursuant to a contract under the provisions of N.J.S.A. 40A:11-5(1) (dd), which states computer software services are an exception to public bidding; and

**WHEREAS**, the Chief Financial Officer has certified that funds are available for this purpose in the 2018 municipal budget and the value of the contract will not exceed \$3,000.00.

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

1. The Township of Vernon is authorized to engage Microsystems-NJ, LLC, for the purpose of Computer Services for Tax Assessment; and
2. The Mayor and Township Clerk are hereby authorized and directed to execute a Professional Services Contract with Microsystems-NJ, LLC

This Professional Services Contract is authorized to engage Microsystems-NJ, LLC, without competitive bidding for the provision of performance of goods or services for the support or maintenance of proprietary computer hardware and software.

#### **RESOLUTION #18-57**

#### **AUTHORIZING THE RENEWAL OF CONTRACT FOR MAINTAINING TOWNSHIP WEBSITE**

**WHEREAS**, there is a need for maintenance of the Township's website; and

**WHEREAS**, Paviaweb developed and currently maintains the website; and

**WHEREAS**, the Business Administrator recommends the award of contract to Paviaweb.com, 14 Allen Street, Netcong, NJ from January 1, 2018, to December 31, 2018; and

**WHEREAS**, the contract stipulates a monthly maintenance fee of \$340.00 which the Chief Finance Officer has determined and certified funds subject to the adoption of the 2018 budget.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Township of Vernon that they hereby authorize and approve the award of contract to Paviaweb.com, 14 Allen Street, Netcong, NJ, to provide Website Maintenance for the Vernon Township Municipal website for a term of 12 months.

#### **RESOLUTION #18-58**

#### **AUTHORIZING THE MAYOR TO EXECUTE AN INTERLOCAL SERVICE AGREEMENT WITH THE VERNON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY FOR THE SERVICES OF A CHIEF FINANCIAL OFFICER**

**WHEREAS**, the Mayor and Council of the Township of Vernon Township, a Municipal Corporation of the State of New Jersey and the Vernon Township Municipal Utilities Authority (VTMUA), a municipal utilities authority established pursuant to *N.J.S.A. 40:14-B-1 et. seq.* have determined that an Interlocal Service Agreement for the services of a Chief Financial Officer is in the best interest of the parties; and

**WHEREAS**, the specific services, payment arrangements, and term of agreement, have been negotiated and set forth in a written Interlocal Service Agreement between the Township and VTMUA.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Vernon, County of Sussex, and State of New Jersey that the Mayor is hereby authorized to execute the Interlocal Service Agreement between the Township and VTMUA for the services of a Chief Financial Officer in accordance with the mutual terms and conditions of the attached Interlocal Service Agreement.

This Resolution shall take effect immediately upon adoption according to law.

#### **RESOLUTION #18-59**

#### **AUTHORIZING THE MAYOR TO EXECUTE AN INTERLOCAL SERVICE AGREEMENT WITH THE VERNON TOWNSHIP MUNICIPAL UTILITIES AUTHORITY FOR ADMINISTRATIVE SERVICES**

**WHEREAS**, the Mayor and Council of the Township of Vernon Township, a Municipal Corporation of the State of New Jersey and the Vernon Township Municipal Utilities Authority (VTMUA), a municipal utilities authority established pursuant to *N.J.S.A. 40:14-B-1 et. seq.* have determined that an Interlocal Service Agreement for Administrative Services is in the best interest of the parties; and

**WHEREAS**, the specific services, payment arrangements, and term of agreement, have been negotiated and set forth in a written Interlocal Service Agreement between the Township and VTMUA.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Vernon, County of Sussex, and State of New Jersey, that the Mayor is hereby authorized to execute the Interlocal Service Agreement between the Township and VTMUA for Administrative Services in accordance with the mutual terms and conditions of the attached Interlocal Service Agreement.

This Resolution shall take effect immediately upon adoption according to law.

**Resolution #18-60**

**RESOLUTION AUTHORIZING INTERLOCAL SERVICES AGREEMENT FOR THE SERVICES OF THE DEPARTMENT OF PUBLIC WORKS**

**WHEREAS**, the Vernon Township Municipal Utilities Authority (“VTMUA”) is a municipal utilities authority established pursuant to N.J.S.A. 40:14B-1 et seq.; and

**WHEREAS**, the VTMUA has a need for public works services in connection with it maintaining the sewer assets in the Township of Vernon (“Township”); and

**WHEREAS**, it has been determined that the Township can provide public works services to the VTMUA without negatively impacting its operations and ability to serve the public; and

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. provides the mechanism for local governments to enter into contracts for the joint provision of required services; and

**WHEREAS**, both the Township and VTMUA wish to enter into an agreement for public works services; and

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Township of Vernon that the Mayor and Township Clerk are authorized to execute an Interlocal Services Agreement between the Township and VTMUA for the services of the Department of Public Works in accordance with the mutual terms and conditions of the attached Interlocal Service Agreement.

**Resolution #18-61**

**RESOLUTION AUTHORIZING AGREEMENT WITH THE VERNON POLICE ATHLETIC LEAGUE TO ADMINISTER AND RUN RECREATION PROGRAMS**

**WHEREAS**, the Township of Vernon (“Township”) and the Vernon Police Athletic League (“PAL”) have contracted in prior years to enable PAL to run and administer recreation programs on behalf of the Township; and

**WHEREAS**, the agreement between the Township and PAL has expired; and

**WHEREAS**, it has been determined that it is in the best interest of the Township to continue this relationship; and

**WHEREAS**, both the Township and PAL wish to enter into a new agreement enabling the PAL to continue to run and administer recreation programs on behalf of the Township; and

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Township of Vernon that the Mayor and Township Clerk are authorized to execute an agreement between the Township and PAL in a form similar the document attached hereto. The Township Attorney may make applicable language changes deemed in the best interest of the Township.

**RESOLUTION #18-62**

**AUTHORIZING SUBSCRIPTION FOR WEB-BASED FORM SOLUTION WITH SEAMLESSGOV IN THE AMOUNT NOT TO EXCEED \$7,275.00**

**WHEREAS**, there exists a need for a subscription to a Web-Based Form Solution to improve customer service in Municipal Departments; and

**WHEREAS**, Bizodo, Inc. SeamlessGov has submitted a proposal to provide a Web-Based form solution to increase the availability of Township forms to the general public and provide capability of online submission; and

**WHEREAS**, the term of the subscription is from January 1, 2018 to December 31, 2018 and the Chief Financial Officer has certified that funds are available for this purpose subject to the approval of the 2018 Municipal Budget; and

**WHEREAS**, Vernon Township desires to award a subscription contract to Bizodo, Inc. SeamlessGov, 2 Vandam Street, 2<sup>nd</sup> Floor, New York, NY 10013 and the Chief Financial Officer has certified that the value of the contract will not exceed \$17,500.00; and

**NOW THEREFORE BE IT RESOLVED**, by the Township Council of the Township of Vernon, County of Sussex and State of New Jersey, the Mayor is authorized to execute a contract with Bizodo, SeamlessGov, for an amount not to exceed \$7,275.00

#### **RESOLUTION# 18-63**

#### **AUTHORIZING THE MAYOR AND MUNICIPAL CLERK TO SIGN AN AGREEMENT WITH THE COUNTY OF SUSSEX FOR NUTRITION SITE PREMISES FOR SENIOR CITIZENS**

**WHEREAS**, Vernon Township has available space in the Senior Citizen Center; and

**WHEREAS**, there is a continuing need for space to offer meals to accommodate approximately 75 senior citizens per day; and

**WHEREAS**, the Township of Vernon has offered, for appropriate compensation, to allow the County of Sussex to utilize a portion of the Senior Citizen facility for the Vernon Nutrition Site Operation project as per attached agreement for the year 2018; and

**WHEREAS**, the agreement is attached hereto and made a part hereof; and

**WHEREAS**, the compensatory amount for the use of this facility is \$25,700.00 for the agreement year.

**NOW, THEREFORE, BE IT ORDAINED** by the Township Council of the Township of Vernon, New Jersey as follows:

1. That the Township Council of the Township of Vernon hereby authorizes and directs the Mayor and Township Clerk to execute the agreement between Vernon Township and the County of Sussex for use of the Vernon Township Senior Citizen Center for the Vernon Nutrition Site Project.
2. A certified copy of this Resolution shall be submitted to the Clerk of Sussex County and Timothy Cunningham, the Director of the NJ Division of Local Government Services.

#### **RESOLUTIONS ADOPTED BY SEPARATE ACTION**

Council President Murphy read a brief explanation of Resolution #18-03.

Council President Murphy asked for a motion to approve Resolution#18-03.

MOVED: Dan Kadish  
SECOND: Mark Van Tassel

Council Member Ooms stated the dates for the council meeting are fine in the Resolution but feels the resolution is more inhibiting than encouraging the public to offer input during the comment sections and adds the time should be longer at beginning of meeting.

A roll call vote was taken:

AYES: Mark Van Tassel, Dan Kadish, John Auberger, Jean Murphy  
NAYES: Sandra Ooms  
ABSTAIN: None  
ABSENT: None

Motion Carried to approve Resolution #18-03.

#### **RESOLUTION #18-03**

**DESIGNATING MEETING DATES OF THE TOWNSHIP COUNCIL FOR THE 2018  
CALENDAR YEAR**

**BE IT RESOLVED**, in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-1 et. seq., the Regular Meetings of the Township Council of the Township of Vernon shall convene on the Second and Fourth Mondays of each Month (except as noted with \* in schedule below) at 6:00 pm (if there is an Executive Session), or at 7:00 pm (if there is no Executive Session) at the Vernon Municipal Center, 21 Church Street, Vernon, New Jersey for the following:

MEETING DATES

January 1 (Re-organization), 8 and 22	July 9 and 23
February 15* and 26	August 13 and 27
March 12 and 26	September 10 and 24
April 9 and 23	October 11* and 22
May 14 and 31*	November 8* and 26
June 11 and 25	December 10 and 27*

January 2, 2019 Re-organization \* (time- 7:00 PM)

**BE IT FURTHER RESOLVED**, that if there is to be an Executive Session, the Township Council shall immediately convene into Executive Session after opening their Regular Meeting at 6:00 pm in order to discuss those matters in executive session from which the public shall be excluded and at 7:00 pm, or as soon thereafter, the public portion of the meeting will recommence. Formal action may be taken at any Council Meeting.

**BE IT RESOLVED** that all Township Council meetings shall be open to the public and public participation will be entertained at all Township Council meetings. There will be a limited period of public comment at the beginning of every meeting where speakers will be limited to three (3) minutes. During the first period for public comment each speaker may speak only on items on the current agenda. The total time for public speaking at the beginning of the meeting is limited to one half hour (30 minutes) to provide the Governing Body sufficient time to complete its work.

**BE IT FURTHER RESOLVED** that there will be a second period of public comment at the end of each Council meeting. Speakers will be limited to three (3) minutes where the public may speak on any topic.

**BE IT FURTHER RESOLVED** that all Notices required by the Open Public Meetings Act shall be published in *The New Jersey Herald/Sunday Herald* and, if needed, in alternate newspapers, *The Advertiser News*, and *The Star Ledger* and shall be posted on the bulletin board in the Municipal Building.

Council President Murphy read a brief explanation of Resolution #18-21.

Council President Murphy asked for a motion to approve Resolution#18-21.

MOVED: Dan Kadish  
SECOND: Mark Van Tassel

A roll call vote was taken:

AYES: Dan Kadish, Mark Van Tassel, John Auberger, Jean Murphy  
NAYES: Sandra Ooms  
ABSTAIN: None  
ABSENT: None

Motion Carried to approve Resolution #18-21.

**RESOLUTION #18-21**

**REMOVING THE BILLS LIST FROM THE AGENDA**

**WHEREAS**, on November 26, 2012, the Township of Vernon ceased voting on the bills list as part of its regular agenda; and

**WHEREAS**, litigation ensued as a result of the above action captioned Sally A. Rinker and Lynn R. Van Gorder v. Township of Vernon, Victor J. Marotta, Patrick Rizzuto, Brian Lynch, Edward Dunn, Richard Wetzell and Daniel Kadish, Docket No. SSX-L-364-13 (“Litigation”); and

**WHEREAS**, the Court found that “there is no authority that requires a municipality to include a bills list on the agenda for the governing body’s meetings”; and

**WHEREAS**, the Court further found that “...the Township’s bill list is not required to appear on the Council’s agenda, because it is not a matter to be voted on”; and

**WHEREAS**, the Court found no authority to compel the Township Council to include the bills list on the Council’s public meetings’ agendas; and

**WHEREAS**, on November 27, 2017 the Council made a motion to include the bills list on the agenda for vote contrary to the Court’s opinion in the Litigation.

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

1. The November 27, 2017, action of the Council requiring the bills list to be included on the Council’s agenda shall be and is hereby rescinded; and it is further resolved that
2. The bills list will not be included on the Township’s agenda for a vote in accordance with the Court’s opinion.

**RESOLUTIONS REQUIRING SEPARATE ACTION**

Council President Murphy read a brief explanation of Resolution #18-64.

Council President Murphy asked for a motion to approve Resolution#18-64.

MOVED: Dan Kadish  
SECOND: John Auberger

A roll call vote was taken:

AYES: Sandra Ooms, Dan Kadish, Mark Van Tassel, John Auberger, Jean Murphy  
NAYES: None  
ABSTAIN: None  
ABSENT: None

Motion Carried to approve Resolution #18-64.

**Resolution #18-64**

**Adoption of 2018 Temporary Municipal Budget**

**WHEREAS**, The Local Budget Law, N.J.S.A. 40A:4-1 et seq., provides that until the official Annual Budget for the budget year is adopted, a temporary budget not exceeding 26.25% of the total of all appropriations including appropriations for debt service, capital improvement fund, and public assistance must be adopted covering the first quarter of the fiscal year; and

**WHEREAS**, N.J.S.A. 40A:4-1 et seq. further provides that the governing body of a municipality must adopt by resolution within the first thirty (30) days of the budget, by affirmative vote of the full membership of the governing body, a temporary budget; and

**WHEREAS**, the Township Council desires to establish temporary appropriations pursuant to the Local Budget Law; and

**WHEREAS**, total appropriations for the 2017 Annual Budget, exclusive of any appropriations for debt service, capital improvements, public assistance, and pension benefits was \$20,161,257.00; and

**WHEREAS**, up to 26.25% of total appropriations for the 2017 Annual Budget, exclusive of any appropriations for debt service, capital improvements, public assistance, and pension benefits is \$4,468,679.00 for a total of \$9,285,244.00.

**NOW, THEREFORE BE IT RESOLVED** by the Council of the Township of Vernon that the attached Schedule ‘A’ entitled “2018 Temporary Budget” is hereby approved.

**2018TEMPORARY BUDGET**  
**"Schedule A"**  
**CURRENT FUND**



General & Administrative- S&W	\$	41,000.00
General & Administrative- OE		32,100.00
Mayor & Council- S&W		11,825.00
Mayor & Council- OE		1,900.00
Municipal Clerk- S&W		35,000.00
Municipal Clerk- OE		13,925.00
Finance S&W		54,410.00
Finance OE		10,000.00
Audit		-
Technology		13,600.00
Revenue Administration-S&W		30,000.00
Revenue Administration-OE		10,000.00
Tax Assessment- S&W		50,000.00
Tax Assessment- OE		17,260.00
Legal Services		82,000.00
Engineering		8,000.00
Economic Development		500.00
Historic Preservation-OE		2,000.00
Land Use- S&W		34,400.00
Land Use- OE		16,100.00
Insurance		1,449,412.00
Police- S&W		930,000.00
Police- OE		36,000.00
Radio Communications- S&W		106,500.00
Radio Communications- OE		3,000.00
Volunteer Emergency Services		98,500.00
Fire Prevention- S&W		35,000.00
Fire Prevention- OE		3,100.00
Prosecutor		7,088.00
Streets & Roads- S&W		286,000.00
Streets & Roads- OE		250,000.00
Recycling- S&W		6,300.00
Recycling- OE		1,400.00
Building & Grounds- S&W		12,500.00
Building & Grounds- OE		30,000.00
Beautification Committee		790.00
GAAC Committee		500.00
Arts Committee		500.00
Fleet Maintenance- S&W		56,500.00
Fleet Maintenance- OE		57,000.00
Environmental Commission		500.00
Animal Control-S&W		22,400.00
Animal Control-OE		3,900.00
Recreation- S&W		7,875.00
Recreation- OE		16,500.00
Senior Citizen- S&W		5,100.00
Senior Citizens- OE		16,650.00
Park Maintenance- S&W		40,700.00
Park Maintenance- OE		7,350.00
Municipal Court- S&W		50,100.00
Municipal Court- OE		2,100.00
Construction Official- S&W		100,000.00
Construction Official- OE		3,020.00
Utility Expense		123,000.00
		-
Subtotal	\$	4,233,305.00
Inter-local-"911" Dispatching		18,375.00
Inter-local-Animal Control		2,678.00
Inter-local-Finance		8,205.00

Inter-local-Administrative	12,994.00
Inter-local-Senior Citizens	6,747.00
Inter-local-DPW	21,000.00
Social Security	162,750.00
Defined Contribution Plan	2,625.00

**TOTAL 2017 CURRENT TEMP BUDGET** \$ **4,468,679.00**  
(subject to 26.25% limitation)

**CURRENT FUND APPROPRIATIONS NOT SUBJECT TO 26.25%  
LIMITATIONS OPERATIONS**

Bond Principal	1,805,000.00
Payment BANS	553,232.00
Interest on Bonds	303,772.00
Interest on Notes	240,150.00
Interest on Emergency Notes	1,600.00
Capital Improvement	150,000.00
Capital Lease Payments	896.00
PERS*	498,379.00
PFRS*	827,154.00
Sussex County MUA**	436,382.00

**TOTAL 2017 CURRENT TEMP BUDGET** \$ **4,816,565.00**  
(not subject to 26.25% limitation)

**TOTAL 2017 CURRENT TEMP BUDGET** \$ **9,285,244.00**

\* PERS & PFRS is 2018 Actual Amounts

\*\*1st Qtr SCMUA Bill 2018 Rates plus allowance for surcharge

**BE IT FURTHER RESOLVED** that the Introduced Official Budget shall serve as the Temporary Budget pursuant to N.J.S.A. 40A:4-19.1 if the Director of the Division of Local Government Services extends the budget dates pursuant to N.J.S.A. 40A:4-5.1.

Council President Murphy read a brief explanation of Resolution #18-65.

Council President Murphy asked for a motion to approve Resolution#18-65.

MOVED: Dan Kadish  
SECOND: Mark Van Tassel

A roll call vote was taken:

AYES: Sandra Ooms, Dan Kadish, Mark Van Tassel, John Auberger, Jean Murphy

NAYES: None

ABSTAIN: None

ABSENT: None

Motion Carried to approve Resolution #18-65.

**RESOLUTION # 18-65**

**2018 SALARY FOR NON-UNION FULL TIME EMPLOYEE (Business Administrator)**

**WHEREAS**, Ordinance #15-20 amended salary ranges for non-union full time and part time employees.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Vernon, County of Sussex, State of New Jersey that the following person be compensated at the annual salary or wage, the same being consistent with Ordinance #15-20 as of January 1, 2018.

Position	Name	2018 Base Salary
<u>Ordinance 15-20</u>		
Business Administrator	Charles Voelker	\$ 88,434.00

Council President Murphy read a brief explanation of Resolution #18-66.

Council President Murphy asked for a motion to approve Resolution#18-66.

MOVED: Dan Kadish  
 SECOND: John Auberger

A roll call vote was taken:

AYES: Sandra Ooms, Dan Kadish, Mark Van Tassel, John Auberger, Jean Murphy  
 NAYES: None  
 ABSTAIN: None  
 ABSENT: None

Motion Carried to approve Resolution #18-66.

**RESOLUTION #18-66**

**AUTHORIZING THE AWARD OF CONTRACT FOR PROFESSIONAL SERVICES**

**WHEREAS**, there is a need for Professional Services to the Township of Vernon for Attorneys, Auditor, Bond Counsel, Prosecutor, Public Defender, Engineer, Planner, Financial Advisor and Water Operator, and

**WHEREAS**, N.J.S.A. 40A:11-5 specifically exempts professional services from provisions of public bidding as provided in the Local Public Contracts Law; and

**WHEREAS**, said specified professional services are to be rendered or performed by a person or persons authorized by law to practice a recognized profession, and whose practice is regulated by law within the meaning of N.J.S.A. 40A:11-1 et seq., as amended; and

**WHEREAS**, the performance of said professional services requires knowledge of an advanced field of learning acquired by a prolonged formal course of specialized training and study as distinguished from general academic instruction or apprenticeship and training; and

**WHEREAS**, the Township of Vernon is desirous to enter into an agreement with these professionals as a fair and open contract pursuant to the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., as amended; and

**WHEREAS**, the Chief Finance Officer has certified in writing that the value of the contracts are available for these purposes subject to the adoption of the 2018 Municipal Budget; and

**WHEREAS**, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq., as amended, requires that this Resolution be publicly advertised.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Township of Vernon that they hereby authorize and approve the award of contracts of a Professional Service Contract pursuant to the provisions of the Local Public Contracts Law, N.J.S.A. 40A:20-1 et seq. to provide Services in accordance with the attached Contracts for Professional Services pursuant to a non-fair and open contract to the following:

5. Special Township Attorney: Conflicts and Special Counsel- Doug Steinhardt, Esq. of Florio Perrucci Steinhardt & Fader
6. Township Labor Attorney – Matthew J. Giacobbe Esq. of Clary, Giacobbe, Alfieri, Jacobs, LLC
7. Special Township Attorney: Foreclosure- Keith A. Bonchi, Esq. of Goldenberg, Mackler, Savegh, Mintz, Pfeffer, Bonchi and Gill
8. Special Township Attorney: Tax Appeals- Robert McBriar, Esq. of Schenk, Price, Smith & King, LLP

9. Special Township Attorney: Bankruptcy- Louis Modugno, Esq. of of Mc Elroy, Deutsch, Mulvaney & Carpenter, LLP
10. Township Bond Counsel - Robert Beinfield, Esq. of the firm Hawkins Delafield & Wood, LLP
11. Municipal Prosecutor –Alicia Ferrante, Esq.
12. Township Auditor – William Schroeder of the firm Nisivoccia & Company, LLP
13. Township Engineer – Cory Stoner of Harold E. Pellow & Associates
14. Township Planner – Jessica Caldwell of J. Caldwell and Associates
15. Township Water Operator – Agra Environmental and Laboratory Services
16. Financial Advisors – Phoenix Advisors, LLC
17. Public Defender – Daniel A. Colfax, Esq.

**BE IT FURTHER RESOLVED**, that the award of contract shall be contingent upon the completion and receipt of the following:

- (e) A fully-executed professional services contract detailing the scope of services, established fees for said professional services, mandatory Equal Opportunity Language and Affirmative Action Certificate; and
- (f) Receipt of all statutorily mandated “pay to play” political contribution forms pursuant to N.J.S.A. 19:44A-20.4 et seq.; and
- (g) New Jersey Business Registration Certificate; and
- (h) Upon the aforementioned professional being a member in good standing in his respective profession.

**BE IT FURTHER RESOLVED**, that the Mayor and Municipal Clerk are hereby authorized and directed to execute, seal and deliver the attached Contracts for Professional Services on behalf of and in the name of the Township of Vernon and that the Municipal Clerk shall publish the award of contract as required by law with ten (10) days of passage of this Resolution.

Council President Murphy read a brief explanation of Resolution #18-67.

Council President Murphy asked for a motion to approve Resolution#18-67.

MOVED: Sandra Ooms  
 SECOND: John Auberger

A roll call vote was taken:

AYES: Sandra Ooms, Dan Kadish, Mark Van Tassel, John Auberger, Jean Murphy  
 NAYES: None  
 ABSTAIN: None  
 ABSENT: None

Motion Carried to approve Resolution #18-67.

Resolution #18-67: Authorizing The Award Of Contract For Professional Services For Qualified Purchasing Agent

**RESOLUTION #18-67**

**AUTHORIZING THE AWARD OF CONTRACT FOR PROFESSIONAL SERVICES FOR QUALIFIED PURCHASING AGENT**

**WHEREAS**, there is a need for a Qualified Purchasing Agent for the year 2018 for the Township of Vernon; and

**WHEREAS**, N.J.S.A. 40A:11-5 specifically exempts professional services from provisions of public bidding as provided in the Local Public Contracts Law; and

**WHEREAS**, said specified professional services are to be rendered or performed by a person or persons authorized by law to practice a recognized profession, and whose practice is regulated by law within the meaning of N.J.S.A. 40A:11-1 et seq., as amended; and

**WHEREAS**, the performance of said professional services requires knowledge of an advanced field of learning acquired by a prolonged formal course of specialized training and study as distinguished from general academic instruction or apprenticeship and training; and

**WHEREAS**, the Township of Vernon is desirous to appoint Sean Canning, MPA, QPA of The Canning Group, LLC, as a non-fair and open contract pursuant to the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

**WHEREAS**, the Chief Finance Officer has determined and certified in writing that the value of the contract is available for these purposes subject to the adoption of the 2018 Municipal Budget; and

**WHEREAS**, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq., as amended, requires that this Resolution be publicly advertised.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Township of Vernon that Vernon Township hereby authorizes and approves the award of contract of a Professional Service Contract to Sean Canning, MPA, QPA from The Canning Group, LLC pursuant to a non-fair and open contract pursuant to the provisions of the Local Public Contracts Law, N.J.S.A. 40A:20-1 et seq. to provide Legal Services in accordance with the attached Contract for Professional Services.

**BE IT FURTHER RESOLVED**, that the award of contract shall be contingent upon the completion and receipt of the following:

1. A fully-executed professional services contract detailing the scope of services, established fees for said professional services, mandatory Equal Opportunity Language and Affirmative Action Certificate; and
2. Receipt of all statutorily mandated “pay to play” political contribution forms pursuant to N.J.S.A. 19:44A-20.4 et seq.;
3. New Jersey Business Registration Certificate; and
4. Upon the aforementioned professional being a member in good standing in his respective profession.

**BE IT FURTHER RESOLVED**, that the Mayor and Township Clerk are hereby authorized and directed to execute, seal and deliver the attached Contracts for Professional Services on behalf of and in the name of the Township of Vernon and that the Township Clerk shall publish the award of contract as required by law within ten (10) days of passage of this Resolution.

Council President Murphy read a brief explanation of Resolution #18-68.

Council President Murphy asked for a motion to approve Resolution#18-68.

MOVED: Dan Kadish  
SECOND: Mark Van Tassel

A roll call vote was taken:

AYES: Sandra Ooms, Dan Kadish, Mark Van Tassel, John Auberger, Jean Murphy  
NAYES: None  
ABSTAIN: None  
ABSENT: None

Motion Carried to approve Resolution #18-68.

#### **RESOLUTION #18-68**

#### **AUTHORIZING THE AWARD OF CONTRACT FOR PROFESSIONAL SERVICES FOR APPEAL, APPRAISAL AND CONSULTING SERVICES**

**WHEREAS**, there is a need for Professional Services to the Township of Vernon for Tax Appeal, Appraisal and Consulting Services for the term January 1, 2018 through December 31, 2018; and

**WHEREAS**, N.J.S.A. 40A:11-5 specifically exempts professional services from provisions of public bidding as provided in the Local Public Contracts Law; and

**WHEREAS**, said specified professional services are to be rendered or performed by a person or persons authorized by law to practice a recognized profession, and whose practice is regulated by law within the meaning of N.J.S.A. 40A:11-1 et seq., as amended; and

**WHEREAS**, the performance of said professional services requires knowledge of an advanced field of learning acquired by a prolonged formal course of specialized training and study as distinguished from general academic instruction or apprenticeship and training; and

**WHEREAS**, the Chief Finance Officer has certified in writing that the value of this contract is available for these purposes subject to the adoption of the 2018 Municipal Budget; and

**WHEREAS**, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq., as amended, requires that this Resolution be publicly advertised.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Township of Vernon that they hereby authorize and approve the award of contract for Realty Appraisal Company, for the term January 1, 2018 through December 31, 2018 pursuant to a non-fair and open contract pursuant to the provisions of the

Local Public Contracts Law, N.J.S.A.-1 et seq. to provide Tax Appeal, Appraisal and Consulting Services in accordance with the attached contract for Professional Services.

**BE IT FURTHER RESOLVED**, that the award of contract shall be contingent upon the completion and receipt of the following:

- (a) A fully-executed professional services contract detailing the scope of services, established fees for said professional services, mandatory Equal Opportunity Language and Affirmative Action Certificate; and
- (b) Receipt of all statutorily mandated “pay to play” political contribution forms pursuant to N.J.S.A. 19:44A-20.4 et seq.; and
- (c) New Jersey Business Registration Certificate; and
- (d) Upon the aforementioned professional being a member in good standing in his respective profession.

**BE IT FURTHER RESOLVED**, that the Mayor and Municipal Clerk are hereby authorized and directed to execute, seal and deliver the attached Contract for Professional Services on behalf of and in the name of the Township of Vernon and that the Municipal Clerk shall publish the award of contract as required by law with ten (10) days of passage of this Resolution.

Council President Murphy read a brief explanation of Resolution #18-69.

Council President Murphy asked for a motion to approve Resolution#18-69.

MOVED: Dan Kadish  
SECOND: Mark Van Tassel

A roll call vote was taken:

AYES: Sandra Ooms, Dan Kadish, Mark Van Tassel, John Auberger, Jean Murphy  
NAYES: None  
ABSTAIN: None  
ABSENT: None

Motion Carried to approve Resolution #18-69.

#### **RESOLUTION # 18-69**

##### **2018 SALARY FOR NON-UNION FULL TIME EMPLOYEE (Animal Control Officer)**

**WHEREAS**, Ordinance #15-20 amended salary ranges for non-union full time and part time employees.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Vernon, County of Sussex, State of New Jersey that the following person be compensated at the annual salary or wage, the same being consistent with Ordinance #15-20 as of January 1, 2018.

<u>Position</u>	<u>Name</u>	<u>2018 Base Salary</u>
<u>Ordinance 15-20</u>		
Animal Control Officer	Sigrid Scott	\$32,500.00

Council President Murphy read a brief explanation of Resolution #18-70.

Council President Murphy asked for a motion to approve Resolution#18-70.

MOVED: Dan Kadish  
SECOND: Sandra Ooms

A roll call vote was taken:

AYES: Sandra Ooms, Dan Kadish, Mark Van Tassel, John Auberger, Jean Murphy  
NAYES: None  
ABSTAIN: None  
ABSENT: None

Motion Carried to approve Resolution #18-70.

#### **RESOLUTION #18-70**

##### **AUTHORIZING THE AWARD OF CONTRACT**

## **FOR PROFESSIONAL SERVICES (Special Counsel)**

**WHEREAS**, there is a need for Professional Services to the Township of Vernon for Attorneys; and

**WHEREAS**, N.J.S.A. 40A:11-5 specifically exempts professional services from provisions of public bidding as provided in the Local Public Contracts Law; and

**WHEREAS**, said specified professional services are to be rendered or performed by a person or persons authorized by law to practice a recognized profession, and whose practice is regulated by law within the meaning of N.J.S.A. 40A:11-1 et seq., as amended; and

**WHEREAS**, the performance of said professional services requires knowledge of an advanced field of learning acquired by a prolonged formal course of specialized training and study as distinguished from general academic instruction or apprenticeship and training; and

**WHEREAS**, the Township of Vernon is desirous to enter into an agreement with these professionals as a fair and open contract pursuant to the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., as amended; and

**WHEREAS**, the Chief Finance Officer has certified in writing that the value of the contracts are available for these purposes subject to the adoption of the 2018 Municipal Budget; and

**WHEREAS**, the Local Public Contracts Law N.J.S.A. 40A:11-1 et seq., as amended, requires that this Resolution be publicly advertised.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Township of Vernon that they hereby authorize and approve the award of contracts of a Professional Service Contract pursuant to the provisions of the Local Public Contracts Law, N.J.S.A. 40A:20-1 et seq. to provide Services in accordance with the attached Contracts for Professional Services pursuant to a non-fair and open contract to the following:

18. Special Attorney (Redevelopment) Jong Sook Nee, Nee Plata Law, LLC

**BE IT FURTHER RESOLVED**, that the award of contract shall be contingent upon the completion and receipt of the following:

- (i) A fully-executed professional services contract detailing the scope of services, established fees for said professional services, mandatory Equal Opportunity Language and Affirmative Action Certificate; and
- (j) Receipt of all statutorily mandated "pay to play" political contribution forms pursuant to N.J.S.A. 19:44A-20.4 et seq.; and
- (k) New Jersey Business Registration Certificate; and
- (l) Upon the aforementioned professional being a member in good standing in his respective profession.

**BE IT FURTHER RESOLVED**, that the Mayor and Municipal Clerk are hereby authorized and directed to execute, seal and deliver the attached Contracts for Professional Services on behalf of and in the name of the Township of Vernon and that the Municipal Clerk shall publish the award of contract as required by law with ten (10) days of passage of this Resolution.

Mayor Shortway announced the Special Police Officer Appointments (Class 1) of Kurt Reinhardt, Michael Sauer, James Vette and Douglas Vince.

Mayor Shortway announced the continued appointment of Emergency Management Coordinator Ken Clark

### **PUBLIC COMMENTS**

Council President Murphy asked for a motion to open the meeting to Public Comments.

MOVED: John Auberger

SECOND: Dan Kadish

All members voted in favor.

Seeing no one from the public wishing to come forward, Council President Murphy asked for a motion to close the meeting to Public Comments.

MOVED: John Auberger

SECOND: Dan Kadish

All members voted in favor.

### **COUNCIL COMMENTS**

Council Member Auberger stated he is looking forward to working with the Council and wished the public a Happy New Year.

Council Member Van Tassel made no comments.

Council Member Ooms congratulated the new council members, expressed thanks to Ms. Kirkman for her help in coordinating the agenda throughout the year and wished the public a Happy New Year.

Council Member Kadish stated he had a wish list of sorts that he would like to see discussed in 2018:

- Create Chicken Ordinance for all residents
- Open Space Farm Committee
- Create Maintenance Ordinance
- Water to Town Center – decide on design issues
- Need to Better communicate services to Vernon’s aging residents and work with Federal, State and County agencies to improve services
- Need to create a 10-year Capital Plan for EMS machinery
- Need to create a Road Paving Schedule
- Discuss return of Health Department, well studies, water monitoring systems
- Replacement of Artificial turf at Maple Grange Park
- Need to create 10-year replacement schedule including Communication Equipment copiers, smoke alarms, for future administrations
- Improve relationship between Vernon Twp. and VTMUA
- Revise or update Ordinances as needed or required compliance
- Review electric fence ordinance for bee farmers
- Increase public awareness for required permits when ownership changes
- Discuss incentives such as tax discounts for our EMS volunteers (ex. LOSAP)
- Recruitment of personnel
- Discuss possible options for donations for Arts or Beautification Committees
- Locally train EMS personnel at Vernon High School instead of county training site
- Plan to clean local rivers of fallen trees
- Senior housing is problem and discussion is needed
- Need for low income housing (COAH)
- Look for Housing rehabilitation programs available to help the foreclosure problems
- Options for Health Benefit Alternatives for Retirees

#### **COUNCIL PRESIDENT COMMENTS**

Council President Murphy thanked Congressman Gottheimer for attending and administering the Oaths of our new council members and EMS personnel. Ms. Murphy expressed thanks to the Police Department for “Operation Blue Elf” which collects toys for Vernon children in need.

#### **ADJOURNMENT**

There being no further items of business to be conducted on the agenda, a motion for Adjournment was made by Council Member Auberger, seconded by Council Member Ooms with all members voting in favor.

The Reorganization Meeting of the Township Council of the Township of Vernon was adjourned at 1:07 p.m.

Respectfully submitted,

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Lauren Kirkman, RMC, CMR  
Municipal Clerk

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Jean Murphy,  
Council President

Minutes approved: February 15, 2018