

MONTAGUE TOWNSHIP COMMITTEE MEETING

MINUTES

NOVEMBER 29, 2022

7:00 PM

OPENING STATEMENT

Mayor Innella called the Montague Township Committee meeting to order at 7:00 p.m. announcing that adequate notice has been provided to the New Jersey Herald and the Sunday New Jersey Herald for publication in which notice was given of the date, time, place and general agenda of the meeting according to the Open Public Meetings Act.

FLAG SALUTE

The Pledge of Allegiance commenced.

ROLL CALL

Present were: Mr. Krumpfer, Mr. LeDonne, Mr. Merusi and Mayor Innella. Also present was Municipal Clerk Eileen DeFabiis and Municipal Attorney Robert Rossmeissl.

Excused: Mr. Zitone

MINUTES

Mr. Krumpfer made a motion to approve the Regular Meeting Minutes of October 25, 2022 and the Executive Session Meeting Minutes of October 25, 2022. Mr. Merusi seconded and the motion carried with a unanimous roll call vote.

VOUCHERS

Mr. LeDonne made a motion to approve the vouchers. Mr. Merusi seconded, and the motion carried with a unanimous roll call vote.

ORDINANCES (First Reading)

2022-19 AN ORDINANCE TO AMEND GENERAL LEGISLATION, ARTICLE XII, ROUTE 206 CENTER DISTRICT (RCD ZONE), DISTRICT OF THE CODE OF THE TOWNSHIP OF MONTAGUE, COUNTY OF SUSSEX, AND STATE OF NEW JERSEY

After some brief discussion the Township Committee agreed that they would like to see a quantitative figure for square footage placed in the Ordinance regarding warehouses. The Committee agreed that they would like to set a limit 100,000 square-foot cap on storage warehouse in the RCD Zone. Mr. Krumpfer made a motion to approve this Ordinance with the aforementioned change. Mr. Merusi seconded, and the motion carried with a unanimous roll call vote. This Ordinance will be sent to the Montague Township Land Use Board for their review of the Township Committee's recommendations.

2022-20 AN ORDINANCE OF THE TOWNSHIP OF MONTAGUE, COUNTY OF SUSSEX, STATE OF NEW JERSEY, AMENDING THE CODE OF THE TOWNSHIP OF MONTAGUE TO ADD A NEW CHAPTER 64, "BUSINESS INSURANCE REGISTRATION"

Attorney Rossmeissl reiterated that the State has once again passed unfunded legislation that would mandate local businesses to register with the Township that they hold insurance. The Committee has expressed that they are not in favor of these continued unfunded mandates, but must be in compliance in order to secure the criteria that the State uses to award State Aid. In order to be in compliance with this mandate the Township must get an ordinance on the books and facilitate registration of insurance by local businesses, but a penalty does not need to be assessed for non-compliance. Mr. Merusi made a motion to approve this Ordinance. Mr. LeDonne seconded and the motion carried with a unanimous roll call vote.

ORDINANCES (Second Reading)

2022-18 AN ORDINANCE OF THE TOWNSHIP OF MONTAGUE, COUNTY OF SUSSEX, AND STATE OF NEW JERSEY, AMENDING THE CODE OF THE TOWNSHIP OF MONTAGUE AT CHAPTER 36, "FIRE CODE", TO

ESTABLISH PERMIT FEES AS REQUIRED BY THE UNIFORM FIRE CODE
OF THE STATE OF NEW JERSEY

Mr. Merusi made a motion to approve this Ordinance. Mr. LeDonne seconded. Mr. Merusi made a motion to open to public for discussion regarding Ordinance 2022-18. Mr. Krumpfer seconded, and the motion carried with a unanimous voice vote.

With no comment from the public, Mr. Merusi made a motion to close to public. Mr. Krumpfer seconded, and the motion carried with a unanimous voice vote.

Municipal Clerk DeFabiis then called the roll, and the motion to approve Ordinance 2022-18 carried with a unanimous roll call vote.

RESOLUTIONS

2022-122 GENERATOR MAINTENANCE AGREEMENT FOR YEAR 2023

Mayor Innella stated that the Township recently had a generator installed at the Firehouse/Community Center and reached out to Kraft Power, who currently services the Municipal Building Generator to add the additional generator on to the existing contract. Mr. Krumpfer made a motion to approve Resolution 2022-122. Mr. LeDonne seconded, and the motion carried with a unanimous roll call vote.

2022-124 RESOLUTION OF THE TOWNSHIP OF MONTAGUE, COUNTY OF
SUSSEX, AND STATE OF NEW JERSEY APPROVING PROPOSAL
RECEIVED FROM SPATIAL DATA LOGIC FOR HOSTING SERVICES FOR
CONSTRUCTION, CODE ENFORCEMENT AND ZONING MODULES.

Mayor Innella stated that the State of New Jersey has mandated that all Municipalities offer online permitting services to their residents by January of 2023. The Township had then gone out for quotes and awarded a contract to Spatial Data Logic or SDL for these services. When setting up the module it became apparent that the database for this program would need to be backed up on to the Township's server. The Township's current server could not accommodate the backup services of this module. Therefore, the Township had two options, go to a cloud based server or purchase a new server. The Township had then received quotes for these services. A quote for Cloud based backup services was received from SDL in the amount of \$3,750 annually. An additional quote for a hard drive backup server was received from ARAE Networking Solutions in the amount of \$16,724. Mr. Merusi made a motion to approve Resolution 2022-124. Mr. Krumpfer seconded and the motion carried with a unanimous roll call vote.

APPROVAL OF CONSENT AGENDA

All items listed with an asterisk (*) are considered to be routine and non-controversial by the Township Committee and will be approved by one motion. There will be no separate discussion of these items unless a Committee member so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

Mr. Merusi made a motion to approve the Consent Agenda. Mr. LeDonne seconded, and the motion carried with a unanimous roll call vote for all Consent Agenda items.

2022-119* RESOLUTION AWARDED CONTRACT TO R&L DATACENTERS, INC.
FOR PAYROLL SERVICES FROM JANUARY 1, 2023 THROUGH
DECEMBER 31, 2023

2022-120* TRANSFER RESOLUTION

2022-121* COMPUTER SOFTWARE SUPPORT AND MAINTENANCE AGREEMENT
FOR YEAR 2023

2022-123* AUTHORIZING THE TOWNSHIP OF MONTAGUE TO ENTER INTO A
SHARED SERVICE AGREEMENT WITH THE TOWNSHIP OF
SANDYSTON FOR CONSTRUCTION DEPARTMENT SERVICES IN
ACCORDANCE WITH THE PROVISIONS OF N.J.S.A. 40A:65-1 ET SEQ.
AND N.J.S.A. 40A:11-10 ET SEQ.

CONSENT AGENDA CONTINUED...

2022-125* AUTHORIZING THE TOWNSHIP OF MONTAGUE TO ENTER INTO A SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF STILLWATER FOR THE SERVICES OF A QUALIFIED PURCHASING AGENT IN ACCORDANCE WITH THE PROVISIONS OF N.J.S.A. 40A:65-1 ET SEQ. AND N.J.S.A. 40A:11-10 ET SEQ.

2022-126* OUTSIDE LIEN REDEMPTION (BL 18.55, LT 33, CO3)

2022-127* OUTSIDE LIEN REDEMPTION (BL 43, LT 12)

REPORTS*

Construction Department – October 2022*

Tax Collector – October 2022*

CORRESPONDENCE

Chief Financial Officer, Sharon Yarosz – Best Practices Inventory and Governing Body Acknowledgement Certification. The Township Committee made acknowledgement of receipt and review of the Best Practices Inventory.

Delaware Water Gap Defense Fund, Sandy Hull – Re-designation of Delaware Water Gap National Recreation Area to a National Park Update. With this correspondence the Delaware Water Gap Defense Fund representative, Ms. Sandy Hull, gave a status update to the progress of the group and thanked the Committee for their support in passing an opposition Resolution of the re-designation of the Delaware Water Gap National Recreation Area to a National Park.

NEW BUSINESS

Millennium Strategies Grant Writers & Renewal for 2023- Mayor Innella stated that the Township Committee had approved an initial 3 month agreement with Millennium Strategies Grant Writers for use of their online grant portal system, along with discounted grant writing services and free consultation services. The initial agreement is set to expire December 2022. Therefore, the Township Committee will need to renew these services if they so choose. The Township Committee also discussed the opportunity to apply for a Recreation Improvement Grant. They discussed the Walking Path and Improvements to the Ballfield on Clove Road. The Committee agreed that they felt the best opportunity would be to go for the improvements to the ballfield since there is still work to be done regarding the walking path. They will reach out to the Little League and the Township Engineer. Mr. LeDonne made a motion to approve extending the agreement with Millennium Strategies for the online grant portal services for another 3 months. Mr. Krumpfer seconded and the motion carried with a unanimous roll call vote.

Parking Lot Lighting – Mr. Merusi stated that there are several lights in the Township Municipal Building Parking Lot that are out. The DPW Foreman was able to get a quote to replace all 11 lights with LED heads and bulbs and this will cost about \$12,000. The other option is to just replace the 5 existing florescent bulbs that are out, which will cost about \$1,175. Mr. Merusi made a motion to approve the quote received by CRL Electrical for the replacement of 5 florescent light bulbs for a total of \$1,175. Mayor Innella added that the DPW Foreman did try to get at least one more quote, but the request was unanswered in a timely fashion. The motion then carried with a unanimous roll call vote.

Cyber Security Policy – Attorney Rossmeyssl stated that a policy would need to be put in place for technology breach incidents as a part of liability for insurance purposes. This Policy would also set a chain of command for any breaches and would increase the chance of insurance covering a ransomware attack. A resolution will be placed on the agenda for the next meeting for official approval.

OLD BUSINESS

Lead Paint Inspections – Mayor Innella stated that they received a copy of the Township of Millburn’s policy regarding Lead Paint Inspections and it appears that they still put the responsibility on the property owner to secure a Lead Paint Inspection with an outside source. Attorney Rossmeyssl stated that he is unsure how Millburn Township is doing this because the law clearly states that the municipalities cannot put the responsibility onto the property owner. The two options that are available are to either outsource the State mandated lead paint inspections to a third party certified lead paint contractor. When the Township went out for

quotes for these outside services the cost per inspection was about \$500. The other option the municipality may choose is to train and certify an employee in house. This would devote tons of hours for that staff member and could potentially take on additional liability to the Township. Attorney Rossmeissl added, that one thing that has not been decided yet, but looks to be in the municipalities' favor is that the liability aspect of these inspections should fall under Title 54 liability protection. The idea of possibly entering into a shared services agreement might be a good option because there are municipalities that are basically devoting one staff member to take this on as a full-time position and then outsourcing it and entering into shared services agreements with multiple other municipalities on a per inspection basis. This appears to be a lot cheaper than the costs associated with hiring a third party contractor for the municipalities. Mayor Innella will reach out to some of the neighboring municipalities to see if they would be interested in a shared services agreement for lead paint inspections.

Short-Term Rentals – Mayor Innella stated that the Committee has done a lot of back and forth with this item and tonight they are short one of the Committee Members. The Committee agreed that they would prefer to have all members in attendance before making any decisions on this item. Mr. Merusi made a motion to table this item. Mr. Krumpfer seconded and the motion carried with a unanimous voice vote.

PUBLIC PARTICIPATION (limited to three minutes per person)

Mr. Merusi made a motion to open to the public. Mr. LeDonne seconded, and the motion carried with a unanimous voice vote.

There being no comment from the public, Mr. Krumpfer made a motion to close to the public. Mr. Merusi seconded, and the motion carried with a unanimous voice vote.

ADJOURN

Mr. Krumpfer made a motion to adjourn at 7:41 PM. Mr. Merusi seconded, and the motion carried with a unanimous voice vote.

Respectfully submitted:

**EILEEN DEFABIIS, RMC
MUNICIPAL CLERK**