

SPARTA TOWNSHIP COUNCIL**AGENDA****July 24, 2018**

PLEASE TAKE NOTICE that action will be taken on the following items at the regular Council meeting on Tuesday, July 24, 2018 in the Council Chambers, Sparta Township Municipal Building, 65 Main Street, Sparta, New Jersey.

- TIME:** The meeting is called to order at 6:00 p.m.
- STATEMENT:** Adequate notice of this meeting was provided to the public and the press on January 9, 2018 by delivering to the press and posting at the Municipal Building a copy of the Annual Notice of Meetings
- RESOLUTION** Open Public Meetings Act-Executive Session
- 1. ROLL CALL** G,H,M,Q,W, MGR.,ATTY., MUN CLERK
- SALUTE TO THE FLAG**
- 2. MINUTES** Motion S that the Regular and Executive Meeting Minutes held on July 10, 2018 be approved as presented.
- OPEN TO THE PUBLIC** **ITEMS NOT ON THE AGENDA**

3. MANAGER’S REPORT

APPROVAL OF MANAGER’S REPORT

4. INTRODUCTION OF ORDINANCE

18-10

An Ordinance Appropriating the Total Sum of \$100,000.00 From General Capital Improvement Fund For Funding Various Capital Improvements or Purposes By The Township of Sparta, In the County of Sussex, New Jersey

5. HEARING OF ORDINANCE

18-07

An Ordinance Approving an Agreement Between the Township of Sparta and Village Utility LLC, Granting to Village Utility LLC a Franchise to Serve and Municipal Consent and Permission to Construct, Operate and Maintain Wastewater Facilities in the Township Roads and Rights of Way

6. OPEN TO THE PUBLIC

RESOLUTIONS

7. RESOLUTIONS

7-1

One Day ABC License – Sparta Ecumenical Food Pantry / First Presbyterian Church

7-2

Disabled Veteran Tax Refund and Property Tax Exemption

7-3

Refund for Tax Overpayment

7-4	Refund for Water Bill Overpayment
7-5	Cancellation of Various Reserves
7-6	Partial Release of Bond - North Village, Phase 1
7-7	Award of Contract – Grant Consulting Services
7-8	Awarding Contract for the Project Known as “2018 Improvements to Various Municipal Roadways” as Part of the Morris County Cooperative Pricing Council for a Total Amount Not to Exceed \$394,468.00
7-9	Annual Report of Audit
7-10	Resolution Authorizing Acceptance of the 2017 Corrective Action Plan
7-11	Award Contract for Website Hosting and Design

8. COUNCIL LIAISON REPORTS

9. OLD BUSINESS

10. NEW BUSINESS

11. OPEN TO THE PUBLIC

12. EXPENDITURES

13. ADJOURNMENT

Sparta's Website: www.spartanj.org

7-1 One Day ABC License – Sparta Ecumenical Food Pantry / First Presbyterian Church

BE IT RESOLVED by the Township Council of the Township of Sparta that permission be granted to Sparta Ecumenical Food Pantry / First Presbyterian Church, 32 Main Street, Sparta, NJ 07871 for a one day liquor license on October 11, 2018 from 6:00 p.m. to 10:00 p.m. at Lake Mohawk Country Club, 21 The Boardwalk, Sparta, NJ 07871.

7-2 Disabled Veteran Tax Refund and Property Tax Exemption

WHEREAS, the owner of Block 27003, Lot 1, is a 100% permanently disabled veteran in accordance with N.J.S.A 54:4-30.30; and

WHEREAS, the property was purchased on April 16, 2018, and is entitled to the exemption as of the date of the deed.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Sparta that the Tax Collector cancels the 3rd and 4th quarter taxes of 2018 in addition to the 1st and 2nd quarters of 2019.

7-3 Refund for Tax Overpayment

BE IT RESOLVED by the Township Council of the Township of Sparta that the Tax Collector refunds the following tax overpayment:

BLOCK	LOT	NAME	ADDRESS	AMOUNT
27001	74	Ernest Blochinger	133 Main St	\$1,625.26
33002	63	Peter Anzelone	18 Boulder Ridge Cr	\$2,901.78

7-4 Refund for Water Bill Overpayment

BE IT RESOLVED by the Township Council of the Township of Sparta that the Tax Collector refunds water bill payment paid in error:

ACCT#	NAME	ADDRESS	AMOUNT
41011	Peter Anzelone	18 Boulder Ridge Cr	\$98.22

7-5 Cancellation of Various Reserves

WHEREAS, the Township of Sparta has an account Reserve for Revaluation of Taxes, and Reserve for Revision of Tax Maps in the Current Fund; and

WHEREAS, there is a balance in these Reserve Accounts which are no longer needed for their stated purposes; and

WHEREAS, it is necessary to formally cancel said balances so that they may be removed from the accounts ledger.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Township of Sparta, that the following Current Fund Reserve Accounts be canceled to Current Fund Balance:

Description	Amount Canceled
Reserve for Revaluation of Taxes	\$ 205,172.50
Reserve for Revision of Tax Maps	\$ 14,276.55

7-6 Partial Release of Bond -North Village, Phase 1

WHEREAS, a performance bond was posted for North Village, Phase 1; and

WHEREAS, a recent inspection by the Sparta Township Municipal Engineer has confirmed that the work has been satisfactorily completed to release a portion of the performance bond.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Sparta that the Chief Financial Officer is hereby authorized to reduce the performance bond from \$1,432,334.00 to \$624,410.00, with \$89,769.00 in cash, plus any additional accrued interest to be refunded.

7-7 Award of Contract – Grant Consulting Services

WHEREAS, a request for proposals for Grant Consulting Services were solicited by the Township of Sparta on June 18, 2018; and,

WHEREAS, one proposal was received and reviewed by the Township’s Chief Financial Officer in conjunction with the Township Manager.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township that the contract be awarded to Millennium Strategies, LLC, 60 Roseland Avenue, Caldwell, NJ 07006 for a total amount not to exceed \$36,000.00 for the 2018 and 2019 contract year.

7-8 Awarding Contract for the Project Known as “2018 Improvements to Various Municipal Roadways” as Part of the Morris County Cooperative Pricing Council for a Total Amount Not to Exceed \$394,468.00

WHEREAS, the Morris County Cooperative Pricing Council has awarded Contract #6 for "Road Resurfacing" to Tilcon New York, Inc.; and

WHEREAS, the Township of Sparta wishes to utilize Tilcon New York Inc. ("Tilcon") through its membership in the Morris County Cooperative Pricing Council ("MCCPC") to perform the required milling and paving of municipal roadways and parking lots including but not limited to:

West Mountain Road (Sparta High School to Triple Crown Drive)
Houses Corner Road (West Mountain Road to House #606)
Green Apple Court

and purchase the above-stated materials and services; and

WHEREAS, the Township Finance Officer has certified that funds are available for this purpose,

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

1. The Township hereby confirms the authorization for the performance of road resurfacing by Tilcon New York, Inc. pursuant to MCCPC Contract #6, for a total amount not to exceed Two Hundred Fourteen Thousand and Five Hundred Dollars (\$394,468); and
2. The Mayor and Township Clerk, together with all other officers, professionals, and employees of the Township are hereby authorized and directed to take any and all steps necessary to effectuate the purposes of this Resolution.
3. The foregoing project is subject to the certification of availability of funds by the appropriate officers of the Township.

Resolution shall take effect as herein provided.

7-9 Annual Report of Audit

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year 2017 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled:

Comments and Recommendations

And,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

Comments and Recommendations

As evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, that the Township Council of the Township of Sparta, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

7-10 Resolution Authorizing Acceptance of the 2017 Corrective Action Plan

BE IT RESOLVED by the Township Council of the Township of Sparta that the Township of Sparta hereby accepts the following Corrective Action Plan for the year 2017 as submitted by the Chief Financial Officer in compliance with Local Finance Notice No. 92-15 dated July 8, 1992.

Corrective Action Plan 2017 Audit Report

Recommendations:

1. That ordinances with a cash deficit over 5 years be funded.
2. That all backing documentation be available for recreation purchases.

Findings of Audit Recommendations:

1. That ordinances with a cash deficit over 5 years are fully within the Township's Utilities Funds. A concerted effort will be made to raise the amounts in future budgets. We have already applied some funds to the amount in 2017, and most amounts will be fully raised in 2018.
2. The Recreation Department has been informed and will get proper back up for purchase orders.

RESOLUTION – OPEN PUBLIC MEETINGS ACT – EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

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

The public shall be excluded from discussion of an action upon the hereinafter specified subject matters:

The general nature of the subject matter to be discussed is as follows:

- a. Litigation
- b. Personnel
- c. Contract Negotiations

It is anticipated at this time that the above stated subject matter will be made public when deemed appropriate.

This resolution shall take effect immediately.