

May 8, 2018

The meeting was called to order at 7:30 p.m. by Mayor Joshua Hertzberg who issued the formal statement in compliance with the provisions of the Open Public Meetings Act, Chapter 231, P.L.

Roll call was taken and present were: Mayor Hertzberg, Deputy Mayor Quinn, Councilman Gibbs, Councilman Murphy, Township Attorney Thomas Ryan, Township Manager William Close, Chief Financial Officer Sam Rome and Township Clerk Kate Chambers. Councilwoman Whilesmith was absent.

Salute to the Flag:

Councilman Murphy led the assembly in a salute to the flag.

Proclamations:

Mayor Hertzberg read the proclamation for Public Service Recognition Week into the record. He thanked all the Township employees who dedicate their time for Sparta and all his past and current coworkers who he has worked with in government as well for the great work that they do. Sam Rome accepted the proclamation on behalf of the Township employees.

Minutes:

On motion by Deputy Mayor Quinn, seconded by Councilman Murphy and unanimously carried, the minutes of the regular meeting held on April 24, 2018 were approved as presented.

Open to the Public:

No one wished to be heard this portion of the meeting was closed.

Manager's Report:

Public Service Recognition Week

Mr. Close stated that the first week of May since 1985 we acknowledge and recognize our civil servants for their hard work and willingness to serve their fellow citizens. He stated that the contributions of the members of the Federal, State and Local workforces were dedicated to bring their skills and selfless service to help make our Town and America a better, safer and strong community. Mr. Close further commended Sparta Township Mayor and Council and all Township Employees for their hard work.

Clean Communities

Mr. Close informed Council that the Recycling Coordinator, Eric Powell, had completed several Clean Communities/Recycling Activities during the months of March and April within the Township.

- **Shredding Event:** On April 28th, the Township held a shredding event at the DPW facility which was well attended with 135 cars visiting and over 8,330 pounds of confidential papers shredded.
- **Education:** The Illusion Maker, which is an environmental show that teaches the importance of recycling, reusing, reducing and conserving, provided a workshop to all Sparta elementary students grades K through 5th at Reverend Brown, Alpine Elementary and Mohawk Ave. Schools.
- **Clean Communities Grant:** The Township continues to provide mini-grants to those organizations interested in receiving funds by cleaning up debris from roads and parks within the Township. Recently a local organization participated in the NJ Clean Water Day by cleaning up the Wallkill River by the Ungerman/Memorial Fields and areas of Station Park. Any organization wishing to receive a mini-grant by participating in a clean-up in our

community can find the information on our website www.spartanj.org and click on Sparta Clean Communities.

Click it or Tick It

Mr. Close informed Council that the Sparta Police Department would be stepping up enforcement to crack down on motorists not wearing their seat belts starting May 21st to June 3rd. He further stated that the Program reminds us that when you're not wearing your seat belt, you're risking serious injury to yourself and/or the passengers in your vehicle.

Tax Appeals 2018

Mr. Close stated that the final count of tax appeals filed with the County Tax Board by residents in Sparta Township was 127. He stated that the deadline for filing appeals was Monday, April 2nd. He further stated that no dates have been scheduled as of yet for the hearing of those appeals by the County Board of Appeals.

Annual Sparta Township Water Utility Fire Hydrant Flushing Program

Mr. Close reminded everyone that the Water Utility had been conducting hydrant flushing in Town which started the week of April 16th and would continue for approximately 5 weeks (weather permitting) in the **Lake Mohawk**, **Highlands** and **Sunset Lake** water systems. Mr. Close stated that if anyone had any questions to visit the Hydrant Flushing Program link on the Township website at www.spartanj.org.

Holiday Banners

Mr. Close informed Council that the Department of Public Works would be installing banners on the street lamps within the Township with the Patriotic Banners prior to Memorial Day Weekend.

Senior Appreciation Dinner

Mr. Close congratulated Renee Ferguson for being recognized at the Annual Senior Appreciation Dinner as the "Outstanding Older American" for her many works in the community, particularly the Sparta Ambulance Squad, Historical Society and Community Garden. He stated that the annual Dinner was on May 2nd and was designed to honor all of the senior citizens who volunteer through Sparta Township and the Walter Lynch Senior Center.

Sussex County Tribute to Women

Mr. Close also extended his congratulations to the Zoning Coordinator and Code Enforcement Official, Janice Stevens, who was honored at the 24th Annual Boy Scouts of America Sussex County Tribute to Women this past Friday at Perona Farms for her efforts to support scouting activities in the community. He stated that Janice has been employed at Sparta Township for 20+ years and works with both the Economic Development Committee and Environmental Commission, and was also a member of Sparta's Green Team who earned the Bronze Sustainable Jersey Award.

Work at Town Hall

Mr. Close informed Council that the Parks and Public Works Department has been improving the grounds around Town Hall by placing river rock, mulch and planting new trees. He stated that they have also been assisting the Eagle Scout project which would create a walkway to the flagpole out in front of Town Hall.

Trout Derby

Mr. Close informed Council that the Annual Trout Derby that was held this past Saturday at the Pond at Station Park, sponsored by the Sparta Township FOP and presented by the Recreation Advisory Committee, was well attended with approximately 70 children participating in the

event. He commended Trout Unlimited for their efforts in teaching the youth of the community how to fly fish. Mr. Close stated that donations were collected for the Sparta Ecumenical Food Pantry.

Upcoming Events

- A. Girls on the Run 5K – **Saturday, May 12th, 2018, 8:00 a.m.**, White Deer Plaza. Girls on the Run® is a 501(c)3 non-profit organization dedicated to creating a world where every girl knows and activates her limitless potential and is free to boldly pursue her dreams.
- B. Annual Memorial Day Poppy Drive – **Friday, May 18, 2018 (Rain Date Friday May 24, 2018) from 9:00 a.m. to 3:00 p.m.** the VFW Post #7248 Annual Fundraiser will be held at the intersection of Route 181 and Main Street.
- C. Dragon Boat Races – **Sunday, May 20, 2018, 8:30 a.m. start.** At the Boardwalk on Lake Mohawk Country Club. Proceeds are being donated to Sparta Education Foundation.
- D. Memorial Day Parade – **Monday, May 28, 2018, 10:00 a.m. start.** VFW Post #7248 and the Township have submitted with the County the Application for road closure for the annual Parade.
- E. Sparta Day – **Saturday, June 2, 2018, 10:00 a.m. to 4:00 p.m.**, Station Park. Sponsored by the Junior Women’s Club of Sparta.

Approval of Manager’s Report:

On motion by Councilman Murphy, seconded by Councilman Gibbs and unanimously carried, the Manager’s Report was approved as presented.

Introduction of Ordinance

18-05 An Ordinance Amending Chapter VII, “Traffic”, of the Revised General Ordinances of the Township of Sparta, Amending Section 7-30 “Mid-Block Crosswalks”

On motion by Councilman Murphy, seconded by Deputy Mayor Quinn and unanimously carried, the following resolution was duly adopted:

BE IT RESOLVED by the Township Council of the Township of Sparta that the following ordinance entitled: AN ORDINANCE AMENDING CHAPTER VII, “TRAFFIC”, OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF SPARTA, AMENDING SECTION 7-30 “MID-BLOCK CROSSWALKS” is hereby adopted on first reading and the same shall be considered for final passage at a meeting of the Township Council to be held on May 22, 2018 at 7:30 p.m. at the Municipal Building, 65 Main Street and the Township Clerk is authorized to publish notice of the introduction and final hearing according to law.

Open to the Public – Resolutions:

No one wished to be heard and this portion was closed.

Resolutions:

On motion by Deputy Mayor Quinn, seconded by Councilman Murphy and unanimously carried, Resolutions 6-1, through 6-6 were duly adopted.

6-1 Solid Waste Utility - Refund

BE IT RESOLVED BY THE Township Council of the Township of Sparta that the Tax Collector refunds the following solid waste utility payment:

ACCOUNT#	NAME	ADDRESS	AMOUNT
102103	BWB Holdings	55 Main ST	\$150.00

6-2 Tax Overpayment Refund

BE IT RESOLVED BY THE Township Council of the Township of Sparta that the Tax Collector refunds the following tax overpayments:

BLOCK	LOT	NAME	ADDRESS	AMOUNT
2022	6	Corelogic Realestate	11 Hickory Tree Ln	\$1,475.36
8001	3	Rakesh Garg	28 Wisteria Rd	\$10,000.00

6-3 Resolution Supporting Road Improvement on State Highway 23 and Gingerbread Castle Road

WHEREAS, the New York, Susquehanna and Western Railway plans to conduct repair and improvement with respect to the trestle located near the intersection of State Highway 23 and Gingerbread Castle Road in the Borough of Hamburg; and

WHEREAS, State Highway 23 is a heavily traffic roadway; and

WHEREAS, the line of sight for vehicles exiting Gingerbread Castle Road northbound onto State Highway 23 is inadequate and unsafe due to the configuration of the State Highway 23 and the trestle; and

WHEREAS, widening of the State Highway 23 under the trestle would alleviate the inadequate and unsafe line of sight and enhance the safety of drivers and passengers;

NOW THEREFORE IT IS HEREBY RESOLVED by the Township Council of the Township of Sparta, as follows:

1. That the New Jersey Department of Transportation and RR devise and implement plans which will widen the pavement of State Highway 23 beneath and through the trestle as part of the aforementioned repair and improvement project.
2. That a copy of this Resolution be submitted to the Governor of the State of New Jersey, the Commissioner of Transportation and all legislators of the 24th Legislative District.

6-4 Tax Appeals-Township Attorney/Assessor

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

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

6-5 North Jersey Municipal Employee Benefits Fund Resolution to Renew

WHEREAS, a number of public entities in the State of New Jersey have joined together to form the **North Jersey Municipal Employee Benefits Fund**, hereafter referred to as "FUND", as permitted by N.J.S.A. 11:15-3, 17:1-8.1, and 40A:10-36 et seq., and;

WHEREAS, the FUND was approved to become operational by the Departments of Insurance and Community Affairs and has been operational since that date, and;

WHEREAS, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a FUND;

WHEREAS, the governing body of Sparta Township, hereinafter referred to as "LOCAL UNIT" has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the LOCAL UNIT hereby agrees as follows:

- i. Become a member of the FUND for the period outlined in the LOCAL UNIT's Indemnity and Trust Agreements.
- ii. Will participate in the following type (s) of coverage (s):
 - a.) Health Insurance, Dental or Prescription as defined pursuant to N.J.S.A. 17B:17-4, the FUND's Bylaws, and Plan of Risk Management.
- iii. Adopts and approves the FUND's Bylaws.
- iv. Execute an application for membership and any accompanying certifications.

BE IT FURTHER RESOLVED that the governing body of the LOCAL UNIT is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND's Bylaws, and to deliver these documents to the FUND's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the LOCAL UNIT by the FUND.
- ii. Receipt from the LOCAL UNIT of a Resolution accepting assessment.
- iii. Approval by the New Jersey Department of Insurance and Department of Community Affairs.

6-6 Resolution of the Township of Sparta Awarding Bid For Removal and Replacement of Concrete Curbing on Township Roads, Contract Number CN18-03

WHEREAS, the Township of Sparta solicited bids for the Removal and Replacement of Concrete Curb on Township Roads; and

WHEREAS, bids were received on April 24, 2018; and

WHEREAS, upon review of the lowest, responsible responsive bidder, Cedar Contracting Company, Inc.'s bid was found to be in order; and

WHEREAS, the Municipal Engineer recommends awarding the Contract to Cedar Contracting Company, Inc., 621 N. Union Avenue, Hillside, NJ 07205 for the unit price of \$19.99 (total of \$71,964) for the base bid; and

WHEREAS, the Municipal CFO has certified the funds are available.

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

1. The bid for the unit price of \$19.99 (total of \$71,964) submitted by Cedar Contracting Company, Inc. is hereby accepted.

2. The Mayor and Clerk are hereby authorized to execute a contract with Cedar Contracting Company, Inc. for the unit price of \$19.99 (total of amount \$71,964.)

On motion by Deputy Mayor Quinn, seconded by Councilman Murphy and unanimously carried, **Resolution 6-7 Authorizing the Expenditure of \$165,000 From the Township's Affordable Housing Trust Fund for Nouvelle, LLC's Group Home Affordable Housing Project Located at 6 Laddey Lane** was tabled.

Council Liaison Reports:

Councilman Gibbs stated that the Trout Derby had been a great success. He stated that Trout Unlimited taught the kids how to fly cast which he felt was something special. He further thanked the F.O.P. for sponsoring the event and stated that the police officers spoke to each child in attendance.

Councilman Gibbs also thanked the Recreation Advisory Board and stated that they were coming to the end of their year. He stated that every event grows each year, and the Board which is comprised of all volunteers does a fabulous job.

Old Business:

Councilman Murphy asked if there were any updates regarding the bridge at Station Park.

Mr. Close stated that Mr. Powell is still obtaining quotes and evaluating. He stated that Mr. Powell had received one quote and was waiting for a second one to come. Mr. Close stated that once the second quote is received, they can proceed with work on the construction. Councilman Murphy stated he doesn't think that the wood planking needed to be replaced in kind. He stated that it would be more expeditious to have diamond plate welded into the structure.

Mr. Close stated that he would pass that information on. He stated that he would go over the scope of work and get a price on that description. He stated that he was not going to deviate from that report. Mr. Close stated that there had been conversations about different materials that could be incorporated there. He stated that the current bridge is 20 plus years old and has sustained a lot of wear in that time and that he will take the necessary steps to put it back in service. He stated he was hopeful that the project would be completed in due course, but it would be done in a fashion that will provide for the long term safety of users. Mr. Close further stated that he would be making that decision along with Mr. Powell.

New Business:

Councilman Murphy stated that he had received a notice from the League of Municipalities to oppose Bills S5 and A3671 which was the transfer of management of PFRS to a Board of Trustees, the majority of which was labor controlled. He stated that there was a May deadline to send correspondence to the Governor if the Council wanted to oppose the bills. Councilman Murphy stated that he personally opposed the bills because he felt that the system in place now is sufficient.

Councilman Murphy stated that 2020 is the 175th Anniversary of the Township and Council should start thinking about plans for a celebration of that milestone.

Open to the Public:

No one wished to be heard and this portion was closed.

Expenditures:

On motion by Deputy Mayor Quinn, seconded by Councilman Murphy and unanimously carried expenditures in the amount of \$5,393,102.24 was approved as presented.

Adjournment:

No one else wished to be heard and no further business was brought up, motion was made by Councilman Murphy, seconded by Deputy Mayor Quinn and unanimously carried to adjourn at 7:50 p.m.

Respectfully submitted,

Kate Chambers, RMC
Municipal Clerk

Expenditures:

On motion by Deputy Mayor Quinn and seconded by Councilwoman Whilesmith and carried expenditures in the amount of \$5,450,935.46 were approved as presented. Councilman Gibbs abstained.

Adjournment:

No one else wished to be heard and no further business was brought up, motion was made by Deputy Mayor Quinn, seconded by Councilman Murphy and unanimously carried to adjourn at 8:40 p.m.

Respectfully submitted,

Kate Chambers
Municipal Clerk