



SPARTA TOWNSHIP COUNCIL

AGENDA

January 10, 2023

PLEASE TAKE NOTICE that action will be taken on the following items at the Regular Council meeting on Tuesday, January 10, 2023 in the Council Chambers, Sparta Township Municipal Building, 65 Main Street, Sparta, New Jersey.

TIME:

The meeting is called to order at 7:30 p.m.

STATEMENT:

Adequate notice of this meeting was provided to the public and the press on January 6, 2023 by delivering to the press and posting on the Township website a copy of the notice.

1. ROLL CALL

Councilman Blumetti, Mayor Chiariello, Deputy Mayor Neill Clark, Councilman Josh Hertzberg, Councilwoman Quinn, Township Manager, Attorney, Municipal Clerk

SALUTE TO THE FLAG

2. MINUTES

Regular Meeting Minutes held on November 22, 2022 be approved as presented.

3. MANAGER'S REPORT

APPROVAL OF MANAGER'S REPORT



4. OPEN TO THE PUBLIC

Items not on the Agenda

5. EXPENDITURES

6. INTRODUCTION OF ORDINANCE

None

7. HEARING OF ORDINANCE

None

8. OPEN TO THE PUBLIC

Resolutions

9. RESOLUTIONS

9-1 Tax Collector Refunds

9-2 Exempt Veteran Cancellation of Tax

9-3 Resolution Authorizing the use of the Keystone Purchase Network for Various Contracts for Calendar Year 2023

9-4 Resolution Authorizing the Use of the New Jersey State Contracts for Calendar Year 2023

9-5 Resolution Authorizing the Use of a National Contract for the Department of Public Works Omnia Partners Cooperative

9-6 Resolution Authorizing the Use of the Sussex County Cooperative for Various Contracts for the Calendar Year 2023



- 9-7 Resolution Authorizing the use of the Houston Galveston Area Council for Various Contracts for Calendar Year 2023
- 9-8 Resolution Authorizing the use of the Morris County Cooperative Pricing Council for Various Contracts for Calendar Year 2023
- 9-9 Resolution Authorizing the use of the Somerset County Cooperative Pricing System for Various Contracts for Calendar Year 2023
- 9-10 Resolution Authorizing the use of the Educational Services Commission of New Jersey Cooperative Pricing System for Various Contracts for Calendar Year 2023
- 9-11 Resolution Authorizing the Purchase of Propane for the Township of Sparta via State Contract for 2023.
- 9-12 Resolution authorizing the use of the Bergen County Cooperative Pricing System for Various Contracts for Calendar Year 2023
- 9-13 Professional Services Resolution – Health Services Consultant
- 9-14 Resolution Authorizing Compliance with the United States Equal Employment Opportunity Commission’s Employment Decisions Under Title VII of the Civil Rights Act of 1964
- 9-15 Resolution Authorizing a Shared Services Agreement between Sparta Township and the Township of Hardyston for A Qualified Chief Financial Officer
- 9-16 Resolution Approving the Submission of a Grant Application and Execution of a Grant Agreement with the NJ DCA Local Recreation Improvement Grant (LRIG) Program for FY2023

10. COUNCIL LIAISON’ UPDATES

11. OLD BUSINESS

12. NEW BUSINESS



13. OPEN TO THE PUBLIC

14. ADJOURNMENT



9-1 Tax Collector Refunds

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

BLOCK	LOT	ADDRESS	AMOUNT
2015	2	86 Hunters Lane	\$2,225.26
2021	32	134 Woodport Rd	\$2,070.14
4025	23	11 Crestwood Trl	\$3,831.84
32018	14	75 Hidden Glen Dr	\$3,674.43
29001	9	529 Glen Rd	\$2,160.86

9-2 Exempt Veteran Cancellation of Tax

WHEREAS, the property owner of Block 33002, Lot 33, is an exempt veteran in accordance with N.J.S.A 54:4-30.30;

WHEREAS, the Assessor approved the exemption as of the deed date of November 28, 2022,

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Sparta that the Tax Collector refund taxes in the amount of \$730.88 a pro-rated 4th quarter of 2022 and \$2,565.11 for 1st quarter of 2023. In addition, Tax Collector will cancel the 2023 first half taxes.

9-3 Resolution Authorizing the use of the Keystone Purchase Network for Various Contracts for Calendar Year 2023

WHEREAS, the Keystone Purchase Network advertised and received bids for various goods and services for the registered members of the Keystone Purchase Network; and

WHEREAS, the bid proposals included an option for the bidders to provide goods and/or services to other registered governmental contracting units without substitution or deviation from the bid specifications. The bidders have defined the purchasing terms within each individual contract; and

WHEREAS, various contracts were awarded contracts and the vendors have extended their pricing to the registered members of the Keystone Purchase Network, thereby affording the Township of Sparta the opportunity of direct purchase without the competitive bidding.



NOW, THEREFORE, BE IT RESOLVED that the Township of Sparta in the County of Sussex, State of New Jersey wishes to purchase off of multiple awarded contracts; and

BE IT FURTHER RESOLVED that the Mayor and Township Clerk are hereby authorized and directed to execute said contract and related contract documents; and

BE IT FURTHER RESOLVED that these contracts will be in effect from January 1, 2023 until December 31, 2023.

9-4 Resolution Authorizing the Use of the New Jersey State Contracts for Calendar Year 2023

WHEREAS, the State of New Jersey, Department of Treasury, Division of Purchase and Property, advertised and received bids for various goods and services for the governmental units within the State of New Jersey and were publicly received; and

WHEREAS, the bid proposal included an option for the bidder to provide goods and/or services to governmental contracting units without substitution or deviation from the bid specifications. The bidder has defined the purchasing terms within each individual contract; and

WHEREAS, various contracts were awarded contracts and have extended their pricing to governmental units within the State of New Jersey, thereby affording the Township of Sparta the opportunity of direct purchase without the competitive bidding.

NOW, THEREFORE, BE IT RESOLVED that the Township of Sparta in the County of Sussex, State of New Jersey wishes to purchase off of multiple awarded contracts.

BE IT FURTHER RESOLVED that the Mayor and Township Clerk are hereby authorized and directed to execute said contract and related contract documents; and

BE IT FURTHER RESOLVED that these contracts will be in effect from January 1, 2023 until December 31, 2023.

9-5 Resolution Authorizing the Use of a National Contract for the Department of Public Works Omnia Partners Cooperative

WHEREAS, City of Charlotte, State of North Carolina advertised and received bids for the purchase of auto parts and accessories, contract no. 2017000280, and was awarded on January 1, 2017 and received an authorized extension through to December 31, 2023, where US Communities, a National Cooperative Purchasing Program subsidiary of Omnia Partners purchasing Cooperative provides oversight and regular audits of the contract; and



WHEREAS, the bid proposal included an option for the bidder to provide goods and/or services to current and/or potential members including government, higher education, K 12 education, non-profits and all other public agencies located nationally without substitution or deviation from the bid specification; and

WHEREAS, Advance Auto Parts was listed as a qualified vendor and awarded the contract and have extended their pricing to registered members of US Communities/Omnia Partners, thereby affording the Township of Sparta the opportunity of direct purchase through Advance Auto Parts, without competitive bidding.

NOW, THEREFORE, BE IT RESOLVED that the Township of Sparta in the County of Sussex, State of New Jersey wishes to purchase OEM auto parts on an as needed basis; and.

BE IT FURTHER RESOLVED that the Mayor and Township Clerk are hereby authorized and directed to execute said contract and related contract documents; and

BE IT FURTHER RESOLVED that these contracts will be in effect from January 1, 2023 until December 31, 2023.

9-6 Resolution Authorizing the Use of the Sussex County Cooperative for Various Contracts for the Calendar Year 2023

WHEREAS, the Sussex County Cooperative advertised and received bids for various goods and services for the registered members of the Sussex County Cooperative and were publicly received by the Sussex County Bid Proposal Committee; and

WHEREAS, the bid proposal included an option for the bidder to provide goods and/or services to other registered governmental contracting units without substitution or deviation from the bid specifications and the bidder has defined the purchasing terms within each individual contract; and

WHEREAS, various contracts were awarded contracts and vendors have extended their pricing to registered members of the Sussex County Cooperative, thereby affording the Township of Sparta the opportunity of direct purchase without the competitive bidding.

NOW, THEREFORE, BE IT RESOLVED that the Township of Sparta in the County of Sussex, State of New Jersey wishes to purchase off of multiple awarded contracts.

BE IT FURTHER RESOLVED that the Mayor and Township Clerk are hereby authorized and directed to execute said contract and related contract documents; and



BE IT FURTHER RESOLVED that these contracts will be in effect from January 1, 2023 until December 31, 2023.

9-7 Resolution Authorizing the use of the Houston Galveston Area Council for Various Contracts for Calendar Year 2023

WHEREAS, the Houston Galveston Area Council advertised and received bids for various goods and services for the registered members of the Houston Galveston Area Council; and

WHEREAS, the bid proposals included an option for the bidders to provide goods and/or services to other registered governmental contracting units without substitution or deviation from the bid specifications. The bidders have defined the purchasing terms within each individual contract; and

WHEREAS, various contracts were awarded contracts and the vendors have extended their pricing to the registered members of the Houston Galveston Area Council, thereby affording the Township of Sparta the opportunity of direct purchase without the competitive bidding.

NOW, THEREFORE, BE IT RESOLVED that the Township of Sparta in the County of Sussex, State of New Jersey wishes to purchase off of multiple awarded contracts; and

BE IT FURTHER RESOLVED that the Mayor and Township Clerk are hereby authorized and directed to execute said contract and related contract documents; and

BE IT FURTHER RESOLVED that these contracts will be in effect from January 1, 2023 until December 31, 2023.

9-8 Resolution Authorizing the use of the Morris County Cooperative Pricing Council for Various Contracts for Calendar Year 2023

WHEREAS, the Morris County Cooperative Pricing Council advertised and received bids for various goods and services for the registered members of the Morris County Cooperative Pricing Council; and

WHEREAS, the bid proposals included an option for the bidders to provide goods and/or services to other registered governmental contracting units without substitution or deviation from the bid specifications. The bidders have defined the purchasing terms within each individual contract; and



WHEREAS, various contracts were awarded contracts and the vendors have extended their pricing to the registered members of the Morris County Cooperative Pricing Council, thereby affording the Township of Sparta the opportunity of direct purchase without the competitive bidding.

NOW, THEREFORE, BE IT RESOLVED that the Township of Sparta in the County of Sussex, State of New Jersey wishes to purchase off of multiple awarded contracts; and

BE IT FURTHER RESOLVED that the Mayor and Township Clerk are hereby authorized and directed to execute said contract and related contract documents; and

BE IT FURTHER RESOLVED that these contracts will be in effect from January 1, 2023 until December 31, 2023.

9-9 Resolution Authorizing the use of the Somerset County Cooperative Pricing System for Various Contracts for Calendar Year 2023

WHEREAS, the Somerset County Cooperative Pricing System advertised and received bids for various goods and services for the registered members of the Somerset County Cooperative Pricing System and were publicly received; and

WHEREAS, the bid proposal included an option for the bidders to provide goods and/or services to other registered governmental contracting units without substitution or deviation from the bid specifications. The bidder has defined the purchasing terms within each individual contract; and

WHEREAS, various contracts were awarded contracts and have extended their pricing to the registered members of the Somerset County Cooperative Pricing System, thereby affording the Township of Sparta the opportunity of direct purchase without the competitive bidding.

NOW, THEREFORE, BE IT RESOLVED that the Township of Sparta in the County of Sussex, State of New Jersey wishes to purchase off of multiple awarded contracts; and

BE IT FURTHER RESOLVED that the Mayor and Township Clerk are hereby authorized and directed to execute said contract and related contract documents; and

BE IT FURTHER RESOLVED that these contracts will be in effect from January 1, 2023 until December 31, 2023.



9-10 Resolution Authorizing the use of the Educational Services Commission of New Jersey Cooperative Pricing System for Various Contracts for Calendar Year 2023

WHEREAS, the Educational Services Commission of New Jersey Cooperative Pricing System advertised and received bids for various goods and services for the registered members of the Educational Services Commission of New Jersey Cooperative Pricing System and were publicly received; and

WHEREAS, the bid proposals included an option for the bidders to provide goods and/or services to other registered governmental contracting units without substitution or deviation from the bid specifications. The bidders have defined the purchasing terms within each individual contract; and

WHEREAS, various contracts were awarded contracts and have extended their pricing to the registered members of the Educational Services Commission of New Jersey Cooperative Pricing System, thereby affording the Township of Sparta the opportunity of direct purchase without the competitive bidding.

NOW, THEREFORE, BE IT RESOLVED that the Township of Sparta in the County of Sussex, State of New Jersey wishes to purchase off of multiple awarded contracts; and

BE IT FURTHER RESOLVED that the Mayor and Township Clerk are hereby authorized and directed to execute said contract and related contract documents; and

BE IT FURTHER RESOLVED that these contracts will be in effect from January 1, 2023 until December 31, 2023.

9-11 Resolution Authorizing the Purchase of Propane for the Township of Sparta via State Contract for 2023

WHEREAS, the State of New Jersey advertised and awarded a contract for the purchase of propane for a period June 1, 2020 to May 13, 2025; and

WHEREAS, the bid proposal included an option for the bidder to provide goods and/or services to listed governmental contracting units within the State of New Jersey without substitution or deviation from the bid specification; and

WHEREAS, Suburban Propane was listed as a qualified vendor and awarded the contract and have extended their pricing to governmental agencies listed within the bid specifications, thereby affording the Township of Sparta the opportunity of direct purchase without the competitive bidding.



NOW, THEREFORE, BE IT RESOLVED that the Township of Sparta in the County of Sussex, State of New Jersey wishes to purchase propane on an as needed basis; and

BE IT FURTHER RESOLVED that the Mayor and Township Clerk are hereby authorized and directed to execute said contract and related contract documents; and

BE IT FURTHER RESOLVED that these contracts will be in effect until the contract term end.

9-12 Resolution authorizing the use of the Bergen County Cooperative Pricing System for Various Contracts for Calendar Year 2023

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the County of Bergen, hereinafter referred to as the “Lead Agency” has offered voluntary participation in #CK04-BERGEN a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on January 1, 2023 the Township Council of the Township of Sparta, County of Sussex, State of New Jersey duly considered participating in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows: The Township of Sparta wishes to participate in a Cooperative Pricing System.

This resolution shall be known and may be cited as the #CK04-BERGEN Cooperative Pricing Resolution of the Township of Sparta. Pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Chief Financial Officer, Grant Rome, is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

The Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey

This resolution shall take effect immediately upon passage.



9-13 Professional Services Resolution – Health Services Consultant

WHEREAS, N.J.S.A. 40A:11-1 et seq. the “Local Public Contracts Law” permits governing bodies to contract for certain professional services without competitive bidding; and

WHEREAS, the Township of Sparta has need for the professional services of a Health Services Consultant; and

WHEREAS, funds are available for this purpose; and

WHEREAS, the Local Public Contract Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for “Professional Services” without competitive bids must be publicly advertised; and

WHEREAS, the business disclosure entity certification and the determination of value shall be placed in a file with this resolution.

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

1. The Township of Sparta hereby makes the following appointment for a one year term beginning January 1, 2023 and ending December 31, 2023:

Steven Levinson
Assurance Consulting Associates, LLC
76 Yacht Club Drive
Lake Hopatcong, NJ 07849

In an amount not to exceed \$39,138.00

2. Political Contribution Disclosure: This contract has been awarded to Steven Levinson. based on the merits and abilities of Steven Levinson to provide the goods or services as described herein. This contract was not awarded through a “fair and open process” pursuant to N.J.S.A. 19:44A-20.4 et seq. As such, the undersigned does hereby attest that Assurance Consulting Associates, LLC, its subsidiaries, assigns, or principals controlling in excess of 10% of the company has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16 in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c 19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party committee in the Township of Sparta,



County of Sussex if a member of that political party is serving in an elective public office of the Township of Sparta, County of Sussex when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the Township of Sparta, County of Sussex when the contract is awarded.

3. Vendors performing work for and on behalf of Sparta Township must conduct business according to the highest ethical standards. The Township recognizes the right of individuals to engage in outside activities that are private in nature and unrelated to municipal business. However, business dealings can create or appear to create a conflict between the individual and the Township's interest.

Prior to becoming a vendor for the Township, all vendors are required to disclose possible conflicts so that the municipality may assess and prevent potential conflicts. Vendors, after being engaged by the Township, shall not engage in matters that create a conflict of interest for the Township. If a potential conflict arises, a vendor is required to promptly notify the Township Manager of the possible conflict of interest. The vendor shall not take any action that will be adverse to the Township

4. A copy of this resolution shall be published in the New Jersey Herald as required by law within ten days of its passage.

9-14 Resolution Authorizing Compliance with the United States' Equal Employment Opportunity Commission's Employment Decisions Under Title VII of the Civil Rights Act of 1964

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the Township of Sparta hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that



the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

9-15 Resolution Authorizing a Shared Services Agreement between Sparta Township and the Township of Hardyston for A Qualified Chief Financial Officer

WHEREAS, the Township of Sparta wishes to enter into a shared Services Agreement with Hardyston Township in order to provide them with the services of a qualified Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Sparta authorizes the Mayor and Municipal Clerk to execute the Shared Services Agreement.

9-16 Resolution Approving the Submission of a Grant Application and Execution of a Grant Agreement with the NJ DCA Local Recreation Improvement Grant (LRIG) Program for FY2023

WHEREAS, the Township of Sparta desires to apply for and obtain a grant from the New Jersey Department of Community Affairs in an amount not to exceed \$100,000.00 to carry out a project to make improvements to the White Lake Fields recreational facility.

BE IT THEREFORE RESOLVED,

- 1) That the Township of Sparta does hereby authorize the application for such a grant; and,
- 2) Recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Township of Sparta and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:



(signature)
Grant Rome

Chief Financial Officer

(title)

(signature)
Kathleen Chambers

Township Clerk

(title)

CERTIFICATION:

I, Kathleen Chambers, the Township Clerk of the Township of the Township of Sparta hereby certify that at a meeting of the Board of Directors / Governing Body held on January 10, 2023 the above RESOLUTION was duly adopted.

AFFIX GOV'T,
CORPORATE OR
NOTARY SEAL

Signature of Secretary of the Board of Directors or Govt. Clerk