

September 13, 2016

The Township Committee of the Township of Union in the County of Union, convened in regular session at Municipal Headquarters, Friberger Park, Union, New Jersey, on the 13th day of September, 2016 at 7:30 P.M. The meeting was called to order by Manuel Figueiredo, Chairman of the Township Committee.

The Clerk read the following statement:

"This is a regular meeting of the Township Committee. Public Notice of this meeting has been given, as required by the 'Open Public Meeting's Law'. A Resolution was adopted on January 1, 2016, designating this date, this hall and 7:30 P.M. as the time for this regular meeting of the Township Committee of the Township of Union in the County of Union.

A notice of each and every regular meeting of the Township Committee was posted, in accordance with the aforesaid 'Open Public Meeting's Law', in one public place reserved for the posting of Ordinances and official notices of the Township of Union, namely, the bulletin board next to the Clerk's Office. In addition thereto, a copy of said Resolution was forwarded to The Local Source, Suburban News and the Star Ledger. A copy of said Resolution is on file with the Clerk of the Township."

The opening prayer was led by Deputy Mayor Suzette Cavadas, and the pledge to the flag was led by Committeeman Clifton People, Jr.

The Clerk called the roll. Those present and those absent, were as follows:

Present: MANUEL FIGUEIREDO, MAYOR
 SUZETTE CAVADAS, DEPUTY MAYOR
 JOSEPH FLORIO
 CLIFTON PEOPLE, JR.
 MICHELE DELISFORT

Kevin Woodridge, Resident, presented the Township Committee with a plaque showing appreciation from the committee of Music Moves My Soul. He also thanked many departments for all their hard work to make the event a success.

APPROVAL OF MINUTES:

On motion of Mr. Florio, seconded by Ms. Cavadas, and carried, the Township Committee moved to approve the Minutes of Meetings held on August 23, 2016, Conference and Regular, as printed and distributed by the Clerk.

SECOND AND FINAL READINGS:

In pursuance to notice duly published, the Clerk presented for consideration as to second and final reading, approving the traffic control signal at Vauxhall Road and Stahuber Avenue (CR630).

On motion of Mr. People, seconded by Mr. Florio, and carried, the Township Committee

RESOLVED, that the aforesaid ordinance be and the same is hereby passed on second and final reading

AN ORDINANCE APPROVING THE TRAFFIC CONTROL SIGNAL AT
VAUXHALL ROAD (CR630) AND STAHUBER AVENUE IN THE TOWNSHIP OF
UNION IN THE COUNTY OF UNION

On motion of Mr. People, seconded by Mr. Florio, and carried on roll call, the Township Committee,

RESOLVED, that the aforesaid ordinance be and the same is hereby passed on second and final reading.

Mr. Florio, aye, Ms. Delisfort, aye, Mr. People, aye, Ms. Cavadas aye, Mr. Figueiredo aye.

DRAFT AND FIRST READINGS:

The Clerk presented draft of an ordinance approving the traffic control signal at Liberty Avenue and Beyond Way.

On motion of Ms. Cavadas, seconded by Mr. People, and carried, the Township Committee,

RESOLVED, that the said draft of ordinance be received, approved, and that the same be taken up on first reading by title.

AN ORDINANCE APPROVING THE TRAFFIC CONTROL SIGNAL AT LIBERTY AVENUE AND BEYOND WAY (A PRIVATE DRIVEWAY FOR 650 LIBERTY AVEUE) IN THE TOWNSHIP OF UNION IN THE COUNTY OF UNION.

On motion of Ms. Cavadas, seconded by Mr. People, and carried on roll call, the Township Committee,

RESOLVED, that the aforesaid ordinance be and the same is hereby passed on first reading, and

FURTHER RESOLVED, that the aforesaid ordinance be considered as to second and final reading, at a meeting to be held on September 27, 2016.

Mr. Florio, aye, Ms. Delisfort, aye, Mr. People, aye, Ms. Cavadas aye, Mr. Figueiredo aye.

The Clerk presented draft of an ordinance approving the traffic control signal at Springfield Road and Milltown Road.

On motion of Mr. People, seconded by Ms. Cavadas, and carried, the Township Committee,

RESOLVED, that the said draft of ordinance be received, approved, and that the same be taken up on first reading by title.

AN ORDINANCE APPROVING THE TRAFFIC CONTROL SIGNAL AT SPRINGFIELD ROAD AND MILLTOWN ROAD IN THE TOWNSHIP OF UNION IN THE COUNTY OF UNION.

On motion of Mr. People, seconded by Ms. Cavadas, and carried on roll call, the Township Committee,

RESOLVED, that the aforesaid ordinance be and the same is hereby passed on first reading, and

FURTHER RESOLVED, that the aforesaid ordinance be considered as to second and final reading, at a meeting to be held on September 27, 2016.

Mr. Florio, aye, Ms. Delisfort, aye, Mr. People, aye, Ms. Cavadas aye, Mr. Figueiredo aye.

The Clerk presented draft of an ordinance providing for the preliminary design of the 2017 Road Program

On motion of Ms. Cavadas, seconded by Mr. People, and carried, the Township Committee,

RESOLVED, that the said draft of ordinance be received, approved, and that the same be taken up on first reading by title.

AN ORDINANCE PROVIDING FOR THE PRELIMINARY DESIGN OF THE 2017 ROAD PROGRAM, BY AND IN THE TOWNSHIP OF UNION, IN THE COUNTY OF UNION, STATE OF NEW JERSEY; APPROPRIATING \$220,000. THEREFORE AND AUTHORIZING THE ISSUANCE OF \$209,000 BONDS OR NOTES OF THE OTWNSHIP TO FINANCE PART OF THE COST THEREOF.

On motion of Ms. Cavadas, seconded by Mr. People, and carried on roll call, the Township Committee,

RESOLVED, that the aforesaid ordinance be and the same is hereby passed on first reading, and

FURTHER RESOLVED, that the aforesaid ordinance be considered as to second and final reading, at a meeting to be held on September 27, 2016.

Mr. Florio, aye, Ms. Delisfort, aye, Mr. People, aye, Ms. Cavadas aye, Mr. Figueiredo aye.

The Clerk presented draft of an Ordinance creating two hour parking in Municipal Lot 5.

On motion of Ms. Cavadas, seconded by Mr. People, and carried, the Township Committee,

RESOLVED, that the said draft of ordinance be received, approved, and that the same be taken up on first reading by title.

AN ORDINANCE AMENDING CHAPTER 266-108 ENTITLED "RESTRICTIONS FOR PARKING LOT NO. 5 BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF UNION, COUNTY OF UNION, STATE OF NEW JERSEY. (This Ordinance creates 2 hour parking).

On motion of Ms. Cavadas, seconded by Mr. People, and carried on roll call, the Township Committee,

RESOLVED, that the aforesaid ordinance be and the same is hereby passed on first reading, and

FURTHER RESOLVED, that the aforesaid ordinance be considered as to second and final reading, at a meeting to be held on September 27, 2016.

Mr. Florio, aye, Ms. Delisfort, aye, Mr. People, aye, Ms. Cavadas aye, Mr. Figueiredo aye.

RESOLUTIONS:

On motion of Ms. Delisfort, seconded by Mr. People, and carried, the Township Committee moved the adoption of **Resolution No. 2016-275:**

WHEREAS, the Township of Union in the County of Union is in need of purchasing a plow assembly for the military surplus Hummer for the Fire Department; and
WHEREAS, quotes were received for this equipment and FDR Hitches was the lowest responsive quote; and
WHEREAS, the availability of funds has been certified by the Local Finance Officer in the amount of \$7,285.00 and will be charged to T-13-56-850-808.
NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township

of Union hereby authorizes said purchase from FDR Hitches, 120 W. Westfield Ave., Roselle Park, NJ 07204.

On motion of Ms. Delisfort, seconded by Mr. Florio, and carried, the Township Committee moved the adoption of **Resolution No. 2016-276:**

WHEREAS, the Township of Union Police Department contacted with Action Target for Police Fire Range Improvements and Bullet Catcher System; and

WHEREAS, the Township wishes to engage in an annual maintenance agreement with Action Target for all parts provided by them; and

WHEREAS, Action Target, Inc. P.O. Box 636, Provo, Utah, 84603-0636 is qualified to maintain said system; and

WHEREAS, funds are available from the 2016 budget for the payment of the services of Action Target, Inc. and the availability thereof has been certified by the Local Finance Officer; not to exceed \$2,745.00 and will be encumbered to 6-01-25-240-234.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee in the Township of Union in the County of Union that:

1. The Chairman of the Township Committee and the Township Clerk be and they are hereby authorized and directed to enter into an agreement with Action Target, Inc., P.O. Box 636, Provo, Utah, 84603-0636 to provide the services hereinabove mentioned, and that such an agreement shall be made part of this resolution.
2. A notice of this action shall be published in the Local Source.

On motion of Ms. Cavadas, seconded by Mr. People, and carried, the Township Committee moved the adoption of **Resolution No. 2016-277:**

WHEREAS, the Township Committee of the Township of Union in the County of Union adopted Resolution No. 2016-242 renewing Plenary Retail Consumption License No. 2019-33-050-008 to Joken Enterprises, LLC (pocket license); and

WHEREAS, the applicant did not receive a 12:18 Special Ruling from the State of New Jersey, Department of Law and Public Safety, Division of Alcoholic Beverage Control; and

WHEREAS, it has become necessary to amend Resolution No. 2016-242 to rescind the renewal of Plenary Retail Consumption License No. 2019-33-050-008.

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Union hereby amends Resolution 2016-242 to rescind the renewal of the Plenary Retail Consumption License 2019-33-050-008.

On motion of Mr. People seconded by Ms. Cavadas, and carried, the Township Committee moved the adoption of **Resolution No. 2016-278:**

WHEREAS, Bus Stop No. 29806 is located along the dedicated right turn lane in front of 1140-1170 Springfield Road and creates a restriction to the flow of traffic making a right turn at Milltown Road; and

WHEREAS, the Township Engineer has reviewed the bus route and the roadway conditions and recommends the bus stop be moved to the south side of Milltown Road in front of 1110 Springfield Road; and

WHEREAS, NJ Transit requires a resolution of the Township Committee of the Township of Union supporting the relocation of Bus Stop No. 29806.

NOW THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Union in the County of Union that said township supports the relocation of Bus Stop #29806 to the south side of Milltown Road in front of 1110 Springfield Road.

On motion of Ms. Cavadas seconded by People, and carried, the Township Committee moved the adoption of **Resolution No. 2016-279:**

WHEREAS, the Township of Union is in need of purchasing and installing a new steam boiler for DPW; and

WHEREAS, quotes were received and Ed Donnelly & Co., Inc., 941 Capstan Drive, Forked River, NJ 08731, was the low quote at an amount not to exceed \$26,500.00;

and

WHEREAS, the availability of funds has been certified by the Local Finance Officer in the amount of \$26,500.00 and will be charged to C-04-55-539-099.

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Union hereby awards a contract to Ed Donnelly & Co., Inc., for the purchase and installation of a new steam boiler for the Department of Public Works

On motion of Mr. People seconded by Ms. Cavadas, and carried, the Township Committee moved the adoption of **Resolution No. 2016-280:**

WHEREAS, the Township of Union in the County of Union is in need of purchasing two Ford Super Duty F-250 Trucks for the Department of Public Works; and

WHEREAS, these can be purchased through State Contract No. 88727, Beyer Ford, 170 Ridgedale Ave., Morristown, NJ 07960; and

WHEREAS, the availability of funds in the 2016 Municipal Budget has been certified by the Local Finance Officer in the amount of \$56,480.00 and will be charged to C-04-55-536-799 in the amount of \$56,123.07, C-04-55-534-199 in the amount \$347.85 and C-04-55-530-999 in the amount of \$9.08; and

WHEREAS, public bids are not required when the purchase is under state contract in accordance with 40A:11-12 of the Local Public Contracts Law.

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Union hereby authorizes said purchase.

On motion of Mr. Florio seconded by Ms. Delisfort, and carried, the Township Committee moved the adoption of **Resolution No. 2016-281:**

WHEREAS, the Township of Union needs to repair a John Deere loader for anticipated work for the Department of Public Works; and

WHEREAS, JESCO, Inc., 18 St. Nicholas Ave., So. Plainfield, NJ 07080-1892 is authorized to repair these vehicles under State Contract 85848; and

WHEREAS, JESCO has provided a quote to the Township and the repair is necessary to utilize the equipment; and

WHEREAS, JESCO, 18 St. Nicholas Ave., So. Plainfield, NJ 07080-1892 will repair the loader at an amount not to exceed \$6,266.62.

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Union hereby award a contract pursuant to N.J.S.A. 10-2.1 et. seq. of the Local Public Contracts Law with JESCO, Inc. and that a notice of this award be published in the Local Source.

On motion of Mr. Florio seconded by Ms. Delisfort, and carried, the Township Committee moved the adoption of **Resolution No. 2016-282:**

WHEREAS, the Department of Public Works and Engineering Department observed a major break in the sanitary sewer on September 8, 2016 located on Orange Avenue near Stecher Avenue causing the sinkhole to surcharge sewage on the street; and

WHEREAS, the Township Engineer in a memorandum dated September 8, 2016 to the Purchasing Agent urged the township to award an emergency contract for the repair of the sanitary sewer as it represents a risk to public health, safety and welfare; and

WHEREAS, the Engineering Department contacted Montana Construction, Inc. to undertake the repair on September 8, 2016 on an emergency basis for a not-to-exceed quote of \$20,000.00; and

WHEREAS, the Purchasing Agent, pursuant to N.J.S.A. 40A:11-6 concurs with the recommendation of the Township Engineer and the Superintendent of Public Works to award an emergency contract to Montana Construction, Inc. of Lodi, N.J. in the amount of \$20,000.00 for the sewer repair; and

WHEREAS, the Chief Financial Officer has determined that there is sufficient funding in the Sewer Capital Outlay Account No. 6-07-55-512-502 to award the contract; and

WHEREAS, the aforementioned emergency contract award complies with the New Jersey Local Public Contracts Law requirements.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Union in the County of Union that the emergency contract for the sewer repair be awarded to Montana Construction, Inc., 80 Contant Avenue, Lodi, N.J. 07644 in the

amount not-to-exceed Twenty Thousand and 00/100 Dollars [\$20,000.00] in accordance with said contractor's quote dated September 8, 2016.

On motion of Ms. Cavadas seconded by Mr. People, and carried, the Township Committee moved the adoption of **Resolution No. 2016-283**:

WHEREAS, pursuant to the Site Remediation Reform Act, N.J.S.A. 58:10C-1 et seq., owners of contaminated sites are now required to engage a Licensed Site Remediation Professional ("LSRP") who will have the responsibility for the oversight of environmental investigations and cleanups; and

WHEREAS, Prestige Environmental is authorized to perform this service and previously submitted a proposal under the Fair and Open Process (N.J.S.A. 19:44A-20a, et. seq.) which was accepted by the Township Committee by Resolution No. 2013-32; and

WHEREAS, Prestige Environmental has submitted a proposal dated September 1, 2016 for a scope of work to resolve issues of concern related to a former 3,000-gallon underground storage tank removed from the above-referenced Fire Department facility in 1993; however, regulatory requirements by the NJDEP have not been satisfied; and WHEREAS, the scope of services would include submission of applicable forms to the NJDEP (Task 1); receptor evaluation (Task 2); collection of soil and groundwater samples from the former UST site including laboratory analysis (Task 3); and preparation of a Site Remedial Investigation Report to submit to the NJDEP, and, when appropriate, issue a Response Action Outcome, and the final approval (Task 4) for a fee of \$23,430.00; and

WHEREAS, funds are available in Capital Account 6-01-20-100-269 to compensate the person or firm selected to advise the Governing Body in connection with the foregoing; and

WHEREAS, the availability of said funds has been certified by the Local Finance Officer; and

WHEREAS, the Local Public Contracts 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 available for public inspection

NOW, THEREFORE, BE IT RESOLVED by the Township Committee in the Township of Union in the County of Union that:

1. The Chairman of the Township Committee and the Township Clerk are hereby authorized and directed to enter into an agreement with Prestige Environmental Inc. for a Licensed Site Remediation Professional to perform the aforementioned environmental services at the Fire Department Facility located at 2493 Vauxhall Road for a fee not-to-exceed \$23,430.00 as more fully described in their proposal dated September 1, 2016.
2. The contractor agrees to comply with all affirmative action Regulations pursuant to N.J.S.A. 10:21-1 et seq. (p.l. 1975 C. 127. NJAC 17:27).
3. A notice of this action shall be published in the Local Source.

On motion of Ms. Cavadas seconded by Ms. Delisfort, and carried, the Township Committee moved the adoption of **Resolution No. 2016-284**:

WHEREAS, 2345 Route 22 Investors LLC has requested by correspondence dated August 29, 2016 release of the Performance Bond and the Cash Bond for site improvements at 2345 Route 22; and

WHEREAS, the Township Engineer has determined that the applicant has completed all site improvements; and

WHEREAS, it has been determined that the Performance Guarantee Irrevocable Letter of Credit OD15002076 in the amount of \$56,119.77 and the Cash Bond in the amount of \$6,235.53 by Check No. 5003 can be released subject to posting a Maintenance Bond by the applicant; and

WHEREAS, in accordance with the Municipal Land Use Law (M.L.U.L), said Maintenance Bond shall run a two-year period expiring on September 7, 2018 and shall be in the amount of \$7,794.41, which is 15% of the cost of improvements.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Union in the County of Union that the Performance Guarantee pertaining to the subject property be released and the Cash Bond be returned subject to the applicant

posting a Maintenance Bond at the aforesaid sums, the application approved by the Planning Board No. 2015-05 on April 23, 2015.

On motion of Ms. Delisfort seconded by Mr. People, and carried, the Township Committee moved the adoption of **Resolution No. 2016-285:**

WHEREAS, the Township Committee requested the Township Engineer to solicit quotes for the Core Drilling associated with the 2017 Road Improvement Program namely; Stuyvesant Avenue (intersection of Morris Avenue and Vauxhall Road), Stone Street (intersection of Morris Avenue and Berwyn Street) and Marion Street (intersection of Vauxhall Road and Springfield Avenue); and

WHEREAS, the Township received a scope of work and fee estimate for the bituminous concrete core drilling and profile determination proposal from Key-Tech, 210 Maple Place P. O. Box 48, Keyport, N.J. 07735 on September 6, 2016 in the amount of \$950.00 as requested in correspondence dated August 29, 2016 from the Township Engineer; and

WHEREAS, the Township of Union has appropriated funds in the 2016 Road Improvement Program Phase I and Phase II by Ordinance 5349 for the funding of the requested core drilling; and

WHEREAS, the availability of said funds has been certified by the Local Finance Officer; and

WHEREAS, the Local Public Contracts 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 available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee in the Township of Union in the County of Union that:

1. The Chairman of the Township Committee and the Township Clerk are hereby authorized and directed to enter into an agreement with Key-Tech Laboratories as more fully described in the Key-Tech scope of work and fee estimate dated September 6, 2016 at a fee not-to-exceed \$950.00.
2. This Contract is awarded without competitive bidding as a Professional Service in accordance with 40a:11-5(1)(a) of the Local Public Contracts Law, because the said Key-Tech Laboratories is authorized to practice as a recognized profession.
3. The contractor agrees to comply with all affirmative action Regulations pursuant to N.J.S.A. 10:21-1 et seq. (p.l. 1975 C. 127. NJAC 17:27).
4. A notice of this action shall be published in the Local Source.

On motion of Ms. Cavadas seconded by Mr. People, and carried, the Township Committee moved the adoption of **Resolution No. 2016-286:**

WHEREAS, the Township of Union in the County of Union is in need of formalizing various insurance policies for the year 2016-2017 by resolution, and

WHEREAS, the Township Committee recognizes that insurance, including the purchase of insurance coverage and consulting services are considered extraordinary, unspecifiable services, and are qualitative in nature, so that they require expertise, training and a proven reputation in this field of endeavor, and

WHEREAS, the availability of funds has been certified by the Local Finance Officer;

NOW THEREFORE BE IT RESOLVED, that the Township committee of the Township of Union hereby authorizes the EMPLOYEE DENTAL PLAN with DELTA DENTAL PLAN OF NEW JERSEY, INC. for the period of September 1, 2016 to August 31, 2018 at a premium of \$833,636 per year.

On motion of Mr. Florio seconded by Ms. Delisfort, and carried, the Township Committee moved the adoption of **Resolution No. 2016-287:**

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 2015 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S.A.

40A:5-6, and a copy has been received by each member of the Governing Body; and

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

WHEREAS, the Local Finance Board has promulgated 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:

GENERAL COMMENTS
RECOMMENDATIONS, and

WHEREAS, the members of the Governing Body have personally reviewed, at a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

GENERAL COMMENTS
RECOMMENDATIONS

as evidenced by the group affidavit form of the Governing Body; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five (45) days after the receipt of the annual audit, as per the regulations of the Local Finance Board; 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 promulgation 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, 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 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 (\$1,000.00) Dollars or imprisoned for not more one year, or both, and in addition, shall forfeit his office.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee in the Township of Union in the County of Union hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey, dated July 30, 1968, and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said Board to show evidence of said compliance.

On motion of Mr. Florio seconded by Ms. Delisfort, and carried, the Township Committee moved the adoption of **Resolution No. 2016-288**:

WHEREAS, the 2015 Audit report made recommendations; and
WHEREAS, the requirements by recent amendments to the Single Audit Act of 1994 and Federal OMB Circular No. A-133, require the Township Committee to submit a corrective action plan, relative to the findings and recommendations in the audit report; and

WHEREAS, the plan is to be submitted to the Division within sixty (60) days from the date the governing body receives the audit, and

NOW THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Union in the County of Union, State of New Jersey hereby adopts the following Corrective Action Plan and that said plan be filed with the New Jersey Department of Community Affairs, Division of Local Government Services.

CORRECTIVE ACTION PLAN - TOWNSHIP OF UNION

RECOMMENDATION #1

Accounts/Tax Collector:

Description: That all adjustments for bad checks received be reflected in a timely manner.

Corrective Action: The tax collector account will be reconciled each month so any returned item can be accounted for and the monies collected. New procedures have been put in place to account for all returned items.

Timeline: Effective Immediately

RECOMMENDATION #2

All Departments:

Description: That all departments maintain adequate cash receipts records and that those records be reconciled to receipts remitted to the finance office on a monthly basis.

Corrective Action: All persons responsible for reconciling accounts have been instructed on the proper procedures.

Timeline: Effective Immediately

RECOMMENDATION #3

Human Resources:

Description: That employees be promptly removed from the medical benefits plan upon leaving the Township's employment and that employee contributions for medical benefits be properly calculated and withheld.

Corrective Action: A checklist has been created for each employee to be utilized in the exit interview process for use by Human Resources. The Human Resources director has also been trained in the ADP system on how to stop contribution payments.

Timeline: Effective Immediately.

On motion of Ms. Cavadas seconded by Mr. People, and carried, the Township Committee moved the adoption of **Resolution No. 2016-289:**

WHEREAS, The Township has received the vouchers listed below which have been properly documented and checked, and
WHEREAS, said vouchers were submitted in accordance with the verification procedure designed by Suplee, Clooney and Company, which assures accurate calculation of charges for disposal and all applicable taxes, and
WHEREAS, The Township of Union continues to protect the interim rate of \$73.14 per ton for household waste and \$ 91.51 for bulky waste, this resolution is authorized subject to a possible retroactive rate adjustment by the Department of Environmental Protection, Board of Public Utilities, in which case the Township will demand a refund, and
NOW THEREFORE BE IT RESOLVED THAT, the Township Committee of the Township of Union, in the County of Union, New Jersey, in a meeting assembled this 13th day of September 2016, hereby authorizes for payment the following vouchers, which are now owed, in accordance with the exceptions hereinbefore expressed.

MONTH OF AUGUST	VOUCHER	AMOUNT
Contract Service	16-21059	137,333.33
Disposal Cost Contract	16-21059	151,513.89
1Bulky Waste Contract	16-21059	11,833.33
Condo/Apartments Contract	16-21059	8,333.33
Recycling Contract	16-21059	46,666.66
TOTAL 8/1/16-8/31/16		\$355,680.54

On motion of Ms. Cavadas seconded by Ms. Delisfort, and carried, the Township Committee moved the adoption of **Resolution No. 2016-290:**

WHEREAS, N.J.A.C. 5:34-4.9 provides for the establishment of open-end contracts; and
WHEREAS, N.J.A.C. 5:34-1.2 provides that any local contracting unit purchasing, pursuant to N.J.S.A. 40A: 11-12, materials supplies or equipment under a contract entered into by the State Division of Purchase and Property shall authorize the award of such contract by resolution of the governing body; and
WHEREAS, the Township of Union purchases PARK AND PLAYGROUND

EQUIPMENT from Marturano Recreation Co., Inc., PO Box 106, Spring Lake, NJ, 07762, State Contract No. A81411; and WHEREAS, said purchases are expected to include: PARK AND PLAYGROUND EQUIPMENT for Burkley Place Playground. NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Union, in the County of Union, hereby authorizes the Purchasing Agent of the Township of Union to purchase Park and Playground Equipment from State Contract Vendor, c/o Marturano Recreation Co. Inc., PO Box 106, Spring Lake, NJ 07762 State Contract No. A81411; pursuant to N.J.A.C. 5:34-4.9, open-end contracts; and BE IT FURTHER RESOLVED, pursuant to N.J.A.C. 5:34-5, the Purchasing Agent shall obtain a Certificate of Availability of Funds for purchases under this State Contract and shall be encumbered \$16,572.73 to C-04-55-535-999.

On motion of Ms. Delisfort seconded by Mr. Florio, and carried, the Township Committee moved the adoption of **Resolution No. 2016-291:**

WHEREAS, N.J.A.C. 5:34-4.9 provides for the establishment of open-end contracts; and WHEREAS, N.J.A.C. 5:34-1.2 provides that any local contracting unit purchasing, pursuant to N.J.S.A. 40A: 11-12, materials supplies or equipment under a contract entered into by the State Division of Purchase and Property shall authorize the award of such contract by resolution of the governing body; and WHEREAS, the Township of Union purchases PARK AND PLAYGROUND EQUIPMENT from Whirl Construction, Inc., 187 Main Street, Port Monmouth, NJ 07758, State Contract No. A81412; and WHEREAS, said purchases are expected to include: PARK AND PLAYGROUND EQUIPMENT for Burkley Place Playground. NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Union, in the County of Union, hereby authorizes the Purchasing Agent of the Township of Union to purchase Park and Playground Equipment from State Contract Vendor, Whirl Construction, Inc., 187 Main Street, Port Monmouth, NJ 07758 State Contract No. A81412; pursuant to N.J.A.C. 5:34-4.9, open-end contracts; and BE IT FURTHER RESOLVED, pursuant to N.J.A.C. 5:34-5, the Purchasing Agent shall obtain a Certificate of Availability of Funds for purchases under this State Contract and shall be encumbered \$11,710.00 to C-04-55-535-999.

On motion of Ms. Cavadas seconded by Mr. Delisfort, and carried, the Township Committee moved the adoption of **Resolution No. 2016-292:**

WHEREAS, the Township Committee of the Township of Union in the County of Union adopted Resolution 2016-186 on May 24, 2016 authorizing a purchase of air frequencies from ProComm systems for an amount not to exceed \$5,800.00; and WHEREAS, the Township will not be purchasing these air frequencies and therefore it is necessary to rescind the authorization to purchase; and WHEREAS, therefore it is necessary to rescind Resolution No. 2016-186 NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Union hereby rescinds Resolution 2016-186.

FINANCES:

On motion of Mr. Florio, seconded by Ms. Cavadas, and carried, the Township Committee authorized the payment of bills which are listed in the Permanent Claim's Register against the Township of Union, for the period September 13, 2016, approved by respective Departments as being correct.

On motion of Mr. Florio, seconded by Ms. Cavadas, and carried, the Township Committee,

RESOLVED, that refund of the following Tax over-payments be approved and payment authorized:

<u>BLOCK/ LOT</u>	<u>NAME</u>	<u>YEAR</u>	<u>AMOUNT</u>	
3913-3	Mosley, Shaun	2016	\$2,351.47	O/P

On motion of Mr. Florio, seconded by Ms. Cavadas, and carried, the Township Committee,

RESOLVED, that the said communication be received, and

FURTHER RESOLVED, that the Township Treasurer be and is hereby authorized and directed to draw checks to cover Tax overpayments.

On motion of Mr. Florio, seconded by Ms. Cavadas, and carried, the Township Committee authorized payment of Community Development Agency Bills in the amount of \$11,687.29.

COMMUNICATIONS:

From: Terri Malanda, Tax Collector, Re: Requesting the Township Committee authorize checks issued to the following representing the redemption of tax sale certificates;

NAME	AMOUNT	CERT#	LOCATION
US Bank Cust/ Pro Cap 4 & Crdtr	\$2,775.18 \$1,200.00	15-00117	2019 Lentz Avenue

On motion of Mr. Florio, seconded by Ms. Cavadas, and carried, the Township Committee moved to approve the request.

From: Angela Rizzi, Indian Motorcycle, Route 22 West, Re: Requesting permission to use forty barricades from September 26, 2016 through September 29, 2016 for a motorcycle demo event.

On motion of Ms. Cavadas, seconded by Mr. People, and carried, the Township Committee moved to approve the request.

From: Residents of Homestead Place, Re: Requesting permission for a block party on Saturday, September 17, 2016 with a rain date of Saturday, September 24, 2016 from 10:00 AM to 10:00 PM.

On motion of Ms. Delisfort, seconded by Ms. Cavadas, and carried, the Township Committee moved to approve the request.

From: Toni M. Johnson, Roselle Glass Company, 464 Chestnut Street, Re: Requesting permission to display two (2) free standing feather flags in front of the business.

On motion of Ms. Cavadas, seconded by Ms. Delisfort, and carried, the Township Committee moved to deny the request.

From: Pam Sclafane, BCB Community Bank, 2000 Morris Avenue, Re: Requesting permission to hang a "Coming Soon" banner from September 14, 2016 to November 30, 2016.

On motion of Mr. Florio, seconded by Ms. Cavadas, and carried, the Township Committee moved to approve the request for a period of 30 days.

From: Daniel Donza, American Legion, Connecticut Farms Post #35, Re: Requesting permission to use the municipal parking lot on Bond Drive for their Oktoberfest Celebration/Fundraiser on Sunday October 16, 2016 from 12:00pm-6:00pm.

On motion Mr. Florio, seconded by Ms. Delisfort, and carried, the Township Committee moved to approve the request.

From: Patricia Frazier, Hispanic Organization for People's Empowerment, Re: Requesting the use of the showmobile for Hispanic Heritage Day on Saturday, October 1, 2016, from 11:00am to 7:00pm at Rabkin Park with all fees waived.

On motion of Ms. Delisfort, seconded by Ms. Cavadas, and carried, the Township Committee moved to approve the request.

From: Richard Brinton, President, Progressive Travel, Re: Requesting permission to park approximately ten (10) cars in the municipal parking lot on Jeanette Avenue on Saturday, September 17, 2016 from 9:30 am to 5:30 pm while on a motorcoach trip to New York City.

On motion of Mr. Florio, seconded by Ms. Delisfort and carried, the Township Committee moved to approve the request.

From: Butch & Teresa Palencia, Residents, Re: Requesting permission to block off Kelly St. and Orange Ave. between Vauxhall Road and High St. and High Street between Kelly St. and Orange Ave. for a street processional for the 10th Anniversary of the Feast of San Lorenzo Ruiz for approximately a half hour beginning at 2:30pm on Sunday September 25, 2016.

On motion of Ms. Delisfort, seconded by Mr. People and carried, the Township Committee moved to approve the request.

Ratifying a request from the Connecticut Farms School PTA for the use of the showmobile and an auxiliary police officer for their annual "Night Under the Stars" to be held on September 14, 2016.

On motion of Ms. Delisfort, seconded by Mr. Florio and carried, the Township Committee moved to approve the request.

On motion of Mr. People, seconded by Mr. Florio, and carried, the Township Committee directed the reports be received for filing

DEPARTMENT REPORTS:

MONTHLY REPORTS:

Clerk's Office
Senior Services

Engineering Department
Fire Department

COMMITTEE REPORTS:

MS. DELISFORT:

- Ms. Delisfort congratulated and thanked Mr. Woodridge on what a fantastic event Music Moves My Soul was.
- Ms. Delisfort presented her monthly report from the Police Department and thanked members of the Police Department for another great month of service.
- Ms. Delisfort spoke on a credit card scam and advised residents to be careful.
- Ms. Delisfort advised residents on the ID cards for special needs residents.
- Ms. Delisfort invited all residents to attend Emergency Preparedness Fair to be held at Home Depot in Vauxhall on September 17 from 9:00 am to 12:00 pm

MR. FLORIO:

- Mr. Florio thanked Kevin Woodridge for a great event and for bringing the community together.
- Mr. Florio thanked the Golden Rule Lodge for their Health Fair that they ran and for also bringing the community together.
- Mr. Florio spoke on the 9/11 ceremony that was held on September 9 and extended a thank you to the ROTC members that participated.
- Mr. Florio invited all residents to Unity Block Party Day at Rabkin Field on

September 18, 2016 from 2:00 pm to 7:00 pm

- Mr. Florio presented the monthly report from the Department of Public Works.

MR. PEOPLE:

- Mr. People congratulated Mr. Woodridge on a job well done for his event.
- Mr. People also thanked Golden Rule Lodge for a wonderful day of fellowship and for presenting Rev. Wright with an award.
- Mr. People spoke on the 9/11 ceremony and thanked the ROTC members that came out and participated.
- Mr. People presented his monthly report from the Fire Department and offered many helpful safety hints.

SUZETTE CAVADAS:

- Ms. Cavadas congratulated Kevin Woodridge on his event.
- Ms. Cavadas presented the monthly report from the Recreation Department.
- An application for license was presented by Ms. Cavadas, and none of the Township Committeemen voicing any conflict, she moved that the Township Committee approve the application, as follows:

License applications for approval:
Movie Theatre License

The motion was seconded by Ms. Delisfort, and carried.

MR. FIGUEIREDO:

- Mr. Figueiredo congratulated Mr. Woodridge on another wonderful event.
- Mr. Figueiredo congratulated the Golden Rule Lodge.
- Mr. Figueiredo spoke of all the ceremonies held throughout the Township in memory of 9/11.
- Mr. Figueiredo invited everyone to attend the Unity Block Party on September 18, 2016 at Rabkin Field from 2 to 7 pm.
- Mr. Figueiredo thanked Holly Schneider for all her help with the Block Party
- Mr. Figueiredo invited everyone to attend all the festivities scheduled for Mayor's weekend, September 23-26.
- Mr. Figueiredo spoke of the Tax Relief program and urged all residents to get a card and to ask all their favorite stores to join the program.
- Mr. Figueiredo asked that everyone remember to drive safely and keep all the kids safe which back at school. He also wished all students, teachers and administration a very happy, productive year in school.

PUBLIC HEARING:

No one expressed their desire to be heard.

There being no further business presented, the Township Committee on motion of Mr. Florio, seconded by Ms. Cavadas, and carried, adjourned the meeting, the time being 8:12 P.M.

Dated: September 13, 2016

MANUEL FIGUEIREDO, Chairman
of the Township Committee
of the Township of Union
in the County of Union.

EILEEN BIRCH, Township Clerk