

March 24, 2020

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 24th day of March, 2020 at 5:01 P.M. The meeting was called to order by Michele Delisfort, 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, 2020, 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 Local Source and Star Ledger were noticed on Wednesday March 18, 2020 of the time change of this regular meeting to 5:00pm and the cancellation of the Conference Meeting scheduled for 6:00pm this evening in keeping with Governor Murphy's curfew recommendations. The notice was also posted on the Township website and bulletin board.

The opening prayer was led by Committeeman Figueiredo, and the pledge to the flag was led by Committeewoman Cavadas.

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

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

On motion of Mr. Figueiredo, seconded by Ms. Cavadas, and carried, the Township Committee moved to approve Conference and Regular Session Minutes of March 24, 2020

Mayor Delisfort opened the Public Hearing for the 2020 Municipal Budget. The Clerk reported no questions were submitted. The Public Hearing was then closed.

RESOLUTIONS:

On motion of Ms. Cavadas, seconded by Mr. Figueiredo, and carried, the Township Committee moved the adoption of **Resolution No. 2020-122:**

**2020 Municipal Budget
TOWNSHIP OF UNION, COUNTY OF UNION
FOR THE CALENDAR YEAR ENDED DECEMBER 31, 2020**

Revenue and Appropriation Summaries

Summary of Revenues - Current Fund	Anticipated	
	2020	2019
1. Surplus	5,665,000.00	5,665,000.00
2. Total Miscellaneous Revenues	16,815,637.90	15,496,123.15
3. Receipts from Delinquent Taxes	2,500,000.00	2,680,000.00
4. Minimum Library Tax	2,296,988.97	2,213,923.36
5. Local Tax for Municipal Purposes	75,039,544.06	73,085,383.80
Total General Revenues	102,317,170.93	99,140,430.31

Summary of Appropriations - Current Fund	2020 Budget	Final 2019 Budget
1. Operating Expenses: Salaries & Wages	44,864,951.84	42,422,064.50
Other Expenses	33,754,117.04	33,674,690.30
2. Deferred Charges & Other Appropriations	12,009,113.00	12,153,754.84
3. Capital Improvements	500,000.00	1,000,000.00
4. Debt Service	6,993,989.05	5,694,920.67
6. Reserve for Uncollected Taxes	4,195,000.00	4,195,000.00
Total General Appropriations	102,317,170.93	99,140,430.31
Total Number of Employees - Full & Part Time	593	593

2020 Dedicated Sewer Utility Budget		
Summary of Revenues	Anticipated	
	2020	2019
1. Surplus	450,000.00	456,339.00
2. Miscellaneous Revenues	7,013,922.00	7,605,349.00
Total Revenues	7,463,922.00	8,061,688.00
Summary of Appropriations	2020 Budget	Final 2019 Budget
1. Operating Expenses: Salaries & Wages	911,940.00	785,000.00
Other Expenses	4,918,125.00	5,049,428.00
2. Capital Improvements	200,000.00	714,150.00
3. Debt Service	143,857.00	128,110.00
4. Deferred Charges & Other Appropriations	1,290,000.00	1,385,000.00
Total Appropriations	7,463,922.00	8,061,688.00
Total Number of Employees - Full & Part Time	7	7

Balance of Outstanding Debt - 12/31/2019		
	General	Sewer Utility
Interest	2,301,594.00	79,111.00
Principal	63,233,676.00	2,439,679.00
Outstanding Balance	65,535,270.00	2,518,790.00

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Union, in the County of Union, hereby adopts the 2020 Municipal Budget.

On motion of Mr. Figueiredo, seconded by Ms. Cavadas, and carried, the Township Committee moved the adoption of **Resolution No. 2020-123**:

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 \$75.09 per ton for household waste and \$ 107.12 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 24TH day of MARCH 2020, hereby authorizes for payment the following vouchers, which are now owed, in accordance with the exceptions hereinbefore expressed.

MONTH OF FEBRUARY	VOUCHER	AMOUNT
Contract Service	205980	191,666.67
Bulky Waste Contract	205981	16,666.67
Condo/Apartments Contract	205983	11,666.67
Recycling Contract	205982	79,166.67
Schools	205985	7,500.00
Vegetative Waste	205986	80,000.00
TOTAL – 2/1/2020 – 2/29/2020		\$386,666.68

On motion of Ms. Cavadas, seconded by Mr. Figueiredo, and carried, the Township Committee moved the adoption of **Resolution No. 2020-124**:

WHEREAS, the Township of Union needs Tree Trimming Services for 2020; and
 WHEREAS, in accordance with N.J.S.A. 40A:11-1 et. al. bids were received for the Tree Trimming and Removal Services on January 28, 2020; and
 WHEREAS, Harmony Tree Service, 230 Mt. Harmony Road, Bernardsville, NJ 07924 was the responsive low bidder; and

WHEREAS, the Purchasing Agent has reviewed the bids and issued a recommendation of award letter dated March 11, 2020 recommending that the Township award the 2020 Tree Trimming and Removal Service to Harmony tree Service.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Union, in the County of Union, hereby authorizes the Township of Union to retain Tree Trimming and Removal Services from Harmony Tree Service, 230 Mt. Harmony Road, Bernardsville, NJ 07924; 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, not to exceed \$225,000.00, and shall be encumbered to 0-01-26-313-264.

On motion of Mr. People, seconded by Ms. Cavadas, and carried, the Township Committee moved the adoption of **Resolution No. 2020-125:**

WHEREAS, the Township of Union is in need of purchasing safety footwear (boots) for the Department of Public Works according to the Council 8 Employee Contract; and WHEREAS, in accordance with N.J.S.A. 40A:11-1 et. al. quotes were solicited and Red Wing Shoes was the sole quote in the amount of \$13,250.00; and

WHEREAS, the Superintendent of Public Works has reviewed the quotes and issued a recommendation of award letter dated March 9, 2020 recommending that the Township purchase the boots from Red Wing Shoes, 2264-B Route 22 East, Union, N.J. 07083; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Union, in the County of Union, hereby authorizes the purchase; and

BE IT FURTHER RESOLVED that the Purchasing Agent shall obtain a Certificate of Availability of Funds for purchases, not to exceed a total amount of \$13,250.00 and shall be encumbered to 0-01-26-290-222.

On motion of Mr. People, seconded by Mr. Florio, and carried, the Township Committee moved the adoption of **Resolution No. 2020-126:**

WHEREAS, the Township of Union received thirteen (13) bids on January 22, 2020 in connection with the 2020 Road Improvement Program – Phase I following a public advertisement of the project in the Newark Star Ledger on January 10, 2020; and WHEREAS, ADG Contracting Corporation (formally known as JTG Construction) was the responsive, low bidder on the 2020 Road Improvement Program – Phase I with a total bid amount of \$1,649,518.50, consisting of Proposal A (Jeannette Avenue – partially funded by NJDOT), Proposal B (Jeanette Parking Lots, Kent Place, Nicholas Avenue, Webster Avenue and Monticello Street) and Proposal C (Fairway Drive South – partially funded by Union County) of which the total bid being 9.3% below the Engineer's Estimate; and

WHEREAS, the Township Engineer has reviewed the bid and issued a recommendation of award letter dated March 13, 2020 recommending the Township award the 2020 Road Improvement Program – Phase I to ADG Contracting Corporation being the responsive, low bidder, subject to the availability of funds and concurrence of award by the New Jersey Department of Transportation, Local Aid Office; and

WHEREAS, the Township of Union received approval on a \$375,000.00 Local Aid Grant from the New Jersey Department of Transportation for Jeanette Avenue which is the subject of Proposal A in the 2020 Road Improvement Program -- Phase I; and

WHEREAS, the Chief Financial Officer has certified that funding is available in Capital Ordinance No. 5664 to award the bid in the total amount of \$1,649,518.50 for the 2020 Roadway Improvement Program – Phase I; and

WHEREAS, the aforementioned bid 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 Contract for said 2020 Road Improvement Program – Phase I in the amount of One Million, Six Hundred Forty-Nine Thousand, Five Hundred Eighteen, and 50/100 Dollars [\$1,649,518.50] be and the same is hereby awarded to ADG Contracting Corporation 386 South Street, Newark, N.J. 07105 in accordance with all bid specifications and requirements, subject to concurrence of award by the New Jersey Department of Transportation, Local Aid Office;

On motion of Ms. Cavadas, seconded by Mr. Figueiredo, and carried, the Township Committee moved the adoption of **Resolution No. 2020-127:**

WHEREAS, the Township of Union received seven (7) bids on February 5, 2020 in connection with the 2020 Road Improvement Program – Phase II following a public advertisement of the project in the Newark Star Ledger on January 24, 2020; and WHEREAS, ADG Contracting Corporation (formerly known as JTG Construction) was the responsive, low bidder on the 2020 Road Improvement Program – Phase II with a total bid amount of \$1,729,171.00, the total bid being 8.6% below the Engineer's Estimate; and WHEREAS, the Township Engineer has reviewed the bid and issued a recommendation of award letter dated March 13, 2020 recommending the Township award the 2020 Road Improvement Program – Phase II to ADG Contracting Corporation being the responsive, low bidder, subject to the availability of funds; and WHEREAS, the Chief Financial Officer has certified that funding is available in Capital Ordinance No. 5664 to award the bid in the total amount of \$1,729,171.00 for the 2020 Roadway Improvement Program – Phase II; and WHEREAS, the aforementioned bid 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 Contract for said 2020 Road Improvement Program – Phase II in the amount of One Million, Seven Hundred Twenty-Nine Thousand, One Hundred Seventy-One, and 00/100 Dollars [\$1,729,171.00] be and the same is hereby awarded to ADG Contracting Corporation, 386 South Street, Newark, N.J. 07105 in accordance with all bid specifications and requirements;

On motion of Mr. People, seconded by Mr. Florio, and carried, the Township Committee moved the adoption of **Resolution No. 2020-128:**

WHEREAS, the Township of Union received three (3) bids on February 19, 2020 in connection with the 2020 Road Improvement Program – Phase III following a public advertisement of the project in the Newark Star Ledger on February 8, 2020; and WHEREAS, Granada Construction Corporation was the responsive, low bidder on the 2020 Road Improvement Program – Phase III including Proposal A (Burkley Place – partial CDBG Grant funding) Proposal B (Cambridge Place, Meade Terrae, Stockton Road, Yorktown Road, Plymouth Road, Highland Avenue, North Sunset Avenue and Earhardt Street) Proposal B Add Alternate 1 (Twin Oaks Blvd.) Proposal B Add Alternate 2 (Euclid Avenue) and Proposal B Add Alternate 3 (underdrain if and where directed) totaling \$2,156,358.75, the total bid being 13.7% below the Engineer's Estimate; and WHEREAS, the Township Engineer has reviewed the bid and issued a recommendation of award letter dated March 13, 2020 recommending the Township award the 2020 Road Improvement Program – Phase III to Granada Construction Corporation being the responsive, low bidder, subject to the availability of funds; and WHEREAS, the Chief Financial Officer has certified that funding is available in Capital Ordinance No. 5664 to award the bid in the total amount of \$2,156,358.75 for the 2020 Roadway Improvement Program – Phase III; and WHEREAS, the aforementioned bid 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 Contract for said 2020 Road Improvement Program – Phase III in the amount of Two Million, One Hundred Fifty-Six Thousand, Three Hundred Fifty-Eight, and 75/100 Dollars [\$2,156,358.75] be and the same is hereby awarded to Granada Construction, Corporation, 147 Thomas Street, Newark, N.J. 07114 in accordance with all bid specifications and requirements; and

On motion of Mr. Figueiredo, seconded by Ms. Cavadas, and carried, the Township Committee moved the adoption of **Resolution No. 2020-129:**

WHEREAS, the Township of Union needs to adopt the agreement reached with the members of the Council 8 bargaining unit; and

WHEREAS, the agreement has been ratified by the members of the Council 8 union bargaining unit and reviewed by the Township Labor Attorney and can now be adopted. NOW, THEREFORE BE IT RESOLVED, that the Governing Body of the Township of Union, County of Union, hereby accepts and adopts the attached Collective Negotiations Agreement between the Township and the members of the Council 8 bargaining unit.

On motion of Ms. Cavadas, seconded by Mr. Figueiredo, and carried, the Township Committee moved the adoption of **Resolution No. 2020-130**:
WHEREAS, the Township Committee of the Township of Union needs to hire a consultant for human resources; and
WHEREAS, Verita, LLC, 5 Great Valley Parkway, Suite 210, Malvern, Pa., 19355 is qualified to act as a consultant; and
WHEREAS, funds are available in the 2020 municipal budget for the payment of the services of Verita, LLC for consulting services for an amount not to exceed \$12,000.00, and the availability thereof has been certified by the Local Finance Officer and will be charged to 0-01-30-156-269; 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 be and they are hereby authorized and directed to enter into an agreement with Verita, LLC to conduct a fact gathering investigation at an amount not to exceed \$12,000.00.
2. This resolution is subject to Verita, LLC executing the discrimination and employment contract pursuant to N.J.S.A. 10:2-1 et seq.
3. A notice of this action shall be published in the Local Source following the adoption of this resolution.

FINANCES:

On motion of Mr. People, seconded by Mr. Florio, 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 March 24, 2020, approved by respective Departments as being correct.

On motion of Mr. People, seconded by Mr. Florio, and carried, the Township Committee authorized the adjustment of taxes receivable and adjustments due to State and/or County Tax Appeals as listed by the Tax Collectors Office.

<u>BLOCK/ LOT</u>	<u>NAME</u>	<u>YEAR</u>	<u>AMOUNT</u>	<u>DEDUCTION</u>
3306-7	BMT-Holdings- Union, LLC	2018-4	\$17,845.24	State Tax Appeal

On motion of Mr. People, seconded by Mr. Florio, and carried, the Township Committee authorized payment of Community Development Agency Bills in the amount of \$1,976.08.

COMMUNICATIONS:

From: Joseph Venezia, Township Engineer, Re: Requesting payment no. 4 to Stilo Excavating, Inc. in the amount of \$692,925.07 for work completed through March 12, 2020 for the 2019 Road Resurfacing Program –Phase I.

On motion of Ms. Cavadas, seconded by Mr. Figueiredo, and carried the committee approved the payment.

PUBLIC HEARING:

No one expressed a desire to be heard.

There being no further business presented, the Township Committee on motion of Mr. Figueiredo, seconded by Ms. Cavadas, and carried, adjourned the meeting, the time being 5:07 P.M.

Dated: March 24, 2020

MICHELE DELISFORT, Chairwoman of the
Township Committee of the Township of Union,
in the County of Union.

EILEEN BIRCH, Township Clerk