



**TOWNSHIP COMMITTEE
TOWNSHIP OF MENDHAM
March 9, 2020
Regular Session 7:30 PM**

ROLL CALL

Mr. Baio
Ms. Duarte
Mr. Monaghan
Mr. Orlins
Mayor Neibart

SALUTE TO THE FLAG

STATEMENT OF ADEQUATE NOTICE

Adequate Notice of this meeting of the Township Committee of the Township of Mendham was given as required by the Open Public Meetings Act as follows: Notice was given to the Observer Tribune and Daily Record on January 3, 2020. Notice was posted on the bulletin board in the township offices and notice was filed with the Township Clerk.

MORRIS COUNTY OFFICE OF HEALTH MANAGEMENT – Stephanie Gorman, Assistant Health Officer

- Coronavirus Update

PROCLAMATION – Recognizing and Congratulating the Rotary Club of the Mendhams for its Annual Spring Antiques and Art Show

ANNOUNCEMENTS

OPEN TO THE PUBLIC

APPROVAL OF MINUTES

- Regular and Executive Session Meeting Minutes of February 10, 2020
- Executive Session Meeting Minutes of February 20, 2020

RESOLUTIONS

- 2020-051** Resolution of the Township Committee of the Township of Mendham Approving Settlements of Real Property Tax Appeals
- 2020-052** Resolution of the Township Committee of the Township of Mendham Amending Personnel Policy and Procedure in the Employee Handbook
- 2020-053** Resolution of the Township Committee of the Township of Mendham Designating Maria Coppinger as Human Resources Officer for the Township of Mendham
- 2020-054** Resolution of the Township Committee of the Township of Mendham Authorizing 2019 Budget Appropriation Transfer

- 2020-055** Resolution of the Township Committee of the Township of Mendham Approving Issuance of Social Affair Permit for Mendham Township Library
- 2020-056** Resolution of the Township Committee of the Township of Mendham Authorizing the Chief Financial Officer to Solicit Request for Qualifications from Architects and Engineers for Renovation of the Municipal Office Building and Police Facility
- 2020-057** Resolution of the Township Committee of the Township of Mendham Authorizing Discussion Without the Presence of the Public – Contract Negotiations and Personnel Matters
- 2020-058** Resolution of the Township Committee of the Township of Mendham Authorizing the Payment of Bills

OPEN TO THE PUBLIC

DISCUSSION

- Liaison Reports
 - Construction
 - DPW
 - Environmental Commission
 - Finance Committee
 - Fire Department
 - First Aid Squad
 - Historic Preservation
 - Library
 - Mendham Sewer East & West
 - Mendham Township School District
 - Mendham TV
 - Planning Board
 - Police
 - Recreation Committee
 - Regional School District
 - Shared Court
 - Stigma-Free Initiative
 - Surrounding Town Outreach
 - Tax Assessor
 - Tree Committee
 - Wildlife Management
 - Zoning Board

ADJOURN

RESOLUTION 2020-051
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MENDHAM
APPROVING SETTLEMENTS OF REAL PROPERTY TAX APPEALS

WHEREAS, the municipal tax assessor and tax appeal counsel have negotiated settlements of real property tax appeals pending in the Tax Court of New Jersey; and

WHEREAS, the settlements are conditioned upon approval by the governing body of the Township of Mendham;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mendham, in the County of Morris, New Jersey, that the following proposed settlements are approved:

1. Block 106, Lot 8.13 – 2018 assessment to be reduced to \$2,150,000; 2019 assessment to be reduced to \$1,950,000, resulting in a total anticipated refund to the taxpayer in the amount of \$12,866.
2. Block 127, Lot 78.03 – 2019 assessment to be reduced to \$1,750,000, resulting in a total anticipated refund to the taxpayer in the amount of \$7,667.
3. Block 127, Lot 75.06 – 2018 assessment to be reduced to \$1,650,000; 2019 assessment to be reduced to \$1,550,000, resulting in a total anticipated refund to the taxpayer in the amount of \$7,815.
4. Block 141, Lot 29 – 2018 assessment to be reduced to \$1,400,000; 2019 assessment to be reduced to \$1,400,000, resulting in a total anticipated refund to the taxpayer in the amount of \$7,482.
5. Block 141, Lot 30 – 2018 assessment to be reduced to \$1,925,000; 2019 assessment to be reduced to \$1,925,000, resulting in a total anticipated refund to the taxpayer in the amount of \$3,218.

ADOPTED: March 9, 2020

ATTEST:

TOWNSHIP OF MENDHAM,
IN THE COUNTY OF MORRIS

Maria F. Coppinger, Township Clerk

Sarah Neibart, Mayor

CERTIFICATION: I, Maria Coppinger, Township Clerk of the Township of Mendham, do hereby certify the foregoing resolution was duly adopted by the Township Committee at a Regular Meeting held on Monday, March 9, 2020.

Maria F. Coppinger, Township Clerk

RESOLUTION NO. 2020-052
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MENDHAM
AMENDING THE PERSONNEL POLICIES AND PROCEDURES OF THE EMPLOYEE HANDBOOK

WHEREAS, on May 12, 2014 the Township Committee for the Township of Mendham determined that there was a need for personnel policies and procedures to ensure that employees and prospective employees are treated in a manner consistent with all applicable employment laws and regulations; and

WHEREAS, the State of New Jersey requires employers to have a Domestic Violence Policy; and

WHEREAS, the purpose of the State of New Jersey Domestic Violence Policy for Public Employers (herein "policy") is to set forth a uniform domestic violence policy for all public employers to adopt in accordance with N.J.S.A. 11A:2-6a. The purpose of this policy is also to encourage employees who are victims of domestic violence, and those impacted by domestic violence, to seek assistance from their human resources officers and provide a standard for human resources officers to follow when responding to employees.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mendham, County of Morris, State of New Jersey that the Employee Handbook is hereby amended to include the Domestic Violence Policy, a copy of which is attached hereto.

BE IT FURTHER RESOLVED that a copy of the policy shall be distributed to all Township employees and officials.

This resolution shall take effect immediately.

Adopted: March 9, 2020

Attest:

TOWNSHIP OF MENDHAM,
IN THE COUNTY OF MORRIS

Maria F. Coppinger, Township Clerk

Sarah Neibart, Mayor

CERTIFICATION: I, Maria F. Coppinger, Township Clerk of the Township of Mendham, do hereby certify the foregoing resolution was duly adopted by the Township Committee at a Regular Meeting held on Monday, March 9, 2020.

Maria F. Coppinger, Township Clerk

MENDHAM TOWNSHIP
DOMESTIC VIOLENCE POLICY

I. PURPOSE

The purpose of this Domestic Violence Policy (hereinafter "policy") is to enforce, implement and adopt the uniform domestic violence policy set forth by the State of New Jersey for all public employers to adopt in accordance with N.J.S.A. 11A:2-6a. The purpose of this policy is also to encourage the Township (hereinafter "Township") employees who are victims of domestic violence, and those impacted by domestic violence, to seek assistance from their human resources officers and provide a standard for human resources officers to follow when responding to employees.

II. DEFINITIONS

The following terms are defined solely for the purpose of this policy:

- 1) Domestic Violence - Acts or threatened acts, that are used by a perpetrator to gain power and control over a current or former spouse, family member, household member, intimate partner, someone the perpetrator dated, or person with whom the perpetrator shares a child in common or anticipates having a child in common if one of the parties is pregnant. Domestic violence includes, but is not limited to the following: physical violence; injury; intimidation; sexual violence or abuse; emotional and/or psychological intimidation; verbal abuse; threats; harassment; cyber harassment; stalking; economic abuse or control; damaging property to intimidate or attempt to control the behavior of a person in a relationship with the perpetrator; strangulation; or abuse of animals or pets.
- 2) Abuser/Perpetrator - An individual who commits or threatens to commit an act of domestic violence, including unwarranted violence against individuals and animals. Other abusive behaviors and forms of violence can include the following: bullying, humiliating, isolating, intimidating, harassing, stalking, or threatening the victim, disturbing someone's peace, or destroying someone's property.
- 3) Human Resources Officer (HRO) - An employee of the Township with a human resources job title, or its equivalent, who is responsible for orienting, training, counseling, and appraising staff. Persons designated by the Township as the primary or secondary contact to assist employees in reporting domestic violence incidents.
- 4) Intimate Partner - Partners of any sexual orientation or preference who have been legally married or formerly married to one another, have a child or children in common, or anticipate having a child in common if one party is pregnant. Intimate

partner also includes those who live together or have lived together, as well as persons who are dating or have dated in the past.

- 5) Temporary Restraining Order (TRO) - A civil court order issued by a judge to protect the life, health or well-being of a victim. TROs can prohibit domestic violence offenders from having contact with victims, either in person or through any means of communication, including third parties. TROs also can prohibit offenders from a victim's home and workplace. A violation of a TRO may be a criminal offense. A TRO will last approximately 10 business days, or until a court holds a hearing to determine if a Final Restraining Order (FRO) is needed. In New Jersey, there is no expiration of a FRO.
- 6) Victim - A person who is 18 years of age or older or who is an emancipated minor and who has been subjected to domestic violence by a spouse, former spouse, or any other person who is a present household member or was at any time a household member. A victim of domestic violence is also any person, regardless of age, who has been subjected to domestic violence by one of the following actors: a person with whom the victim has a child in common; a person with whom the victim anticipates having a child in common, if one of the parties is pregnant; and a person with whom the victim has had a dating relationship.
- 7) Workplace-Related Incidents - Incidents of domestic violence, sexual violence, dating violence, and stalking, including acts, attempted acts, or threatened acts by or against employees, the families of employees, and/or their property, that imperil the safety, well-being, or productivity of any person associated with the Township of Mendham, regardless of whether the act occurred in or outside the organization's physical workplace. An employee is considered to be in the workplace while in or using the resources of the Township. This includes, but is not limited to, facilities, work sites, equipment, vehicles, or while on work-related travel.

III. PERSONS COVERED BY THIS POLICY

All Township employees are covered under this policy. Casual/seasonal employees, interns, volunteers and temporary employees of the Township at any workplace location are also covered under this policy.

IV. TOWNSHIP TO DESIGNATE HUMAN RESOURCES OFFICER

The Township shall designate an HRO to assist employees who are victims of domestic violence.

The designated HRO will receive training on responding to and assisting employees who are domestic violence victims in accordance with this policy and the policy of the State of New Jersey. Should the HRO be unavailable at any time, the Township shall designate a secondary HRO, who will also be appropriately trained to

respond and assist domestic violence victims pursuant to this policy as well as the policy of the State of New Jersey.

Managers and supervisors are often aware of circumstances involving an employee who is experiencing domestic violence. Managers and supervisors are required to refer any employee who is experiencing domestic violence or who report witnessing domestic violence to the designated HRO. Managers and supervisors must maintain confidentiality, to the extent possible, and be sensitive, compassionate, and respectful to the needs of persons who are victims of domestic violence. The name and contact information of the Township's designated HRO will be provided to all employees.

This policy does not supersede applicable laws, guidelines, standard operating procedures, internal affairs policies, or New Jersey Attorney General directives and guidelines that impose a duty to report. For example, if there is any indication a child may also be a victim, reporting is mandatory to the Department of Children and Families, Child Protection and Permanency, under N.J.S.A. 9:6-8.13.

V. DOMESTIC VIOLENCE REPORTING PROCEDURES

Employees who are victims of domestic violence are encouraged to seek immediate assistance from the Township's HRO. Employees who have information about or witness an act of domestic violence against an employee, are encouraged to report that information to the designated HRO, unless the employee is required to report the domestic violence pursuant to applicable laws, guidelines, standard operating procedures, internal affairs policies, or New Jersey Attorney General directives and guidelines that impose a duty to report, in which case the employee must so report to the appropriate authority in addition to reporting to the designated HRO. Nothing in this policy shall preclude an employee from contacting 911 in emergency situations. Indeed, Township HROs shall remind employees to contact 911 if they feel they are in immediate danger.

Each designated HRO shall:

- A. Immediately respond to an employee upon request and provide a safe and confidential location to allow the employee to discuss the circumstances surrounding the domestic violence incident and the request for assistance.
- B. Determine whether there is an imminent and emergent need to contact 911 and/or local law enforcement.
- C. Provide the employee with resource information and a confidential telephone line to make necessary calls for services for emergent intervention and supportive services, when appropriate. The HRO or the employee can contact the appropriate Employee Assistance Program to assist with securing resources and confidential services.
- D. Refer the employee to the provisions and protections of The New Jersey Security and Financial Empowerment Act, N.J.S.A. 34:11C-1 et seq. (NJ SAFE)

- Act), referenced under Section VIII of this policy.
- E. In cases where domestic violence involved a sexual touching or sexual assault between Township employees, the HRO is also required to report the incident to the Township's EEO Officer or Title IX Officer, as appropriate.
 - F. If there is a report of sexual assault or abuse, the victim should be offered the services of the Sexual Assault Response Team.
 - G. Maintain the confidentiality of the employee and all parties involved, to the extent practical and appropriate under the circumstances, pursuant to this policy. (See Section VI).
 - H. Upon the employee's consent, the employee may provide the HRO with copies of any TROs, FROs, and/or civil restraint agreements that pertain to restraints in the work place and ensure that security personnel are aware of the names of individuals who are prohibited from appearing at the work location while the employee who sought the restraining order is present. All copies of TROs and FROs must be kept in a separate confidential personnel file.

VI. CONFIDENTIALITY POLICY

In responding to reports of domestic violence, the HRO shall seek to maintain confidentiality to protect an employee making a report of, witnessing, or experiencing domestic violence, to the extent practical and appropriate under the circumstances and allowed by law. Thus, this policy does not supersede applicable laws, guidelines, standard operating procedures, internal affairs policies, or New Jersey Attorney General directives and guidelines that impose a duty to report.

This confidentiality policy shall not prevent disclosure where to do so would result in physical harm to any person or jeopardize safety within the workplace. When information must be disclosed to protect the safety of individuals in the workplace, the HRO shall limit the breadth and content of such disclosure to information reasonably necessary to protect the safety of the disclosing employee and others and comply with the law. The HRO shall provide advance notice to the employee who disclosed information, to the extent possible, if the disclosure must be shared with other parties in order to maintain safety in the workplace or elsewhere. The HRO shall also provide the employee with the name and title of the person to whom they intend to provide the employee's statement and shall explain the necessity and purpose of the disclosure. For example, if the substance of the disclosure presents a threat to employees, then law enforcement will be alerted immediately.

This policy does not supersede applicable laws, guidelines, standard operating procedures, internal affairs policies, or New Jersey Attorney General directives and guidelines where mandatory reporting is required by the appointing authority or a specific class of employees.

VII. CONFIDENTIALITY OF EMPLOYEE RECORDS

To ensure confidentiality and accuracy of information, this policy requires the HRO to keep all documents and reports of domestic violence in a confidential personnel file separate from the employee's other personnel records. These records shall be considered personnel records and shall not be government records available for public access under the Open Public Records Act. See N.J.S.A. 47:1A-10.

VIII. THE NEW JERSEY SECURITY AND FINANCIAL EMPOWERMENT ACT

The New Jersey Security and Financial Empowerment Act, N.J.S.A. 34:11C-1, et seq. (NJ SAFE Act), is a law that provides employment protection for victims of domestic or sexual violence.

The NJ SAFE Act allows a maximum of 20 days of unpaid leave in one 12-month period, to be used within 12 months following any act of domestic or sexual violence. To be eligible, the employee must have worked for the Township at least 1,000 hours during the 12-month period immediately before the act of domestic or sexual violence. Further, the employee must have worked for the Township for each working day during 20 or more calendar weeks in the current or immediately preceding calendar year. This leave can be taken intermittently in days, but not hours.

Leave under the NJ SAFE Act may be taken by an employee who is a victim of domestic violence, as that term is defined in N.J.S.A. 2C:25-19 and N.J.S.A. 30:4-27.6, respectively. Leave may also be taken by an employee whose child, parent, spouse, domestic partner, civil union partner, or other relationships as defined in applicable statutes is a victim of domestic or sexual violence.

Leave under the NJ SAFE Act may be taken for the purpose of engaging in any of the following activities, for themselves, or a child, parent, spouse, domestic partner, or civil union partner, as they relate to an incident of domestic or sexual violence:

- 1) Seeking medical attention;
- 2) Obtaining services from a victim services organization;
- 3) Obtaining psychological or other counseling;
- 4) Participating in safety planning, temporarily or permanently relocating, or taking other actions to increase safety;
- 5) Seeking legal assistance or remedies to ensure health and safety of the victim;
or
- 6) Attending, participating in, or preparing for a criminal or civil court proceeding relating to an incident of domestic or sexual violence.

IX. THE TOWNSHIP'S DOMESTIC VIOLENCE ACTION PLAN

The Township shall develop an action plan to identify, respond to, and

correct employee performance issues that are caused by domestic violence, pursuant to N.J.S.A. 11A:2-6a, and in accordance with the following guidelines:

- A. Designate an HRO with responsibilities pursuant to Sections IV and V of this policy.
- B. Recognize that an employee may need an accommodation as the employee may experience temporary difficulty fulfilling job responsibilities.
- C. Provide reasonable accommodations to ensure the employee's safety. Reasonable accommodations may include, but are not limited to, the following: implementation of safety measures; transfer or reassignment; modified work schedule; change in work telephone number or work-station location; assistance in documenting the violence occurring in the workplace; an implemented safety procedure, or other accommodation approved by the Township.
- D. Advise the employee of information concerning the NJ SAFE Act; Family and Medical Leave Act (FMLA); Family Leave Act (FLA); Temporary Disability Insurance (TOI); Americans with Disabilities Act (ADA); or other reasonable flexible leave options when an employee, or his or her child, parent, spouse, domestic partner, civil union partner, or other relationships as defined in applicable statutes is a victim of domestic violence.
- E. Commit to adherence to the provisions of the NJ SAFE Act, including that the Township will not retaliate against, terminate, or discipline any employee for reporting information about incidents of domestic violence, as defined in this policy, if the victim provides notice to the Human Resources Office of the status or if the Human Resources Office has reason to believe an employee is a victim of domestic violence.
- F. Advise any employee, who believes he or she has been subjected to adverse action as a result of making a report pursuant to this policy, of the civil right of action under the NJ SAFE ACT. And advise any employee to contact their designated Labor Relations Officer, Conscientious Employees Protection Act (CEPA) Officer and/or Equal Employment Opportunity Officer in the event they believe the adverse action is a violation of their collective bargaining agreement, the Conscientious Employees Protection Act or the New Jersey Law Against Discrimination and corresponding policies.
- G. The Township, its designated HRO, and employees shall familiarize themselves with this policy. This policy shall be provided to all employees upon execution and to all new employees upon hiring. Information and resources about domestic violence are encouraged to be placed in visible areas, such as restrooms, cafeterias, breakrooms, and where other resource information is located.

X. RESOURCES

This policy provides an Appendix listing resources and program information readily available to assist victims of domestic violence. These resources should be provided by the Township's HRO to any victim of domestic violence at the time of reporting.

XI. DISTRIBUTION OF POLICY

The Township shall distribute this policy, and any modifications thereto, to its designated HROs and all public employees.

XII. OTHER APPLICABLE REQUIREMENTS

In addition to this policy, the HRO and the Township's appointing authority must follow all applicable laws, guidelines, standard operating procedures, internal affairs policies, and New Jersey Attorney General directives and guidelines that impose a duty to report. Additionally, to the extent that the procedures set forth in this policy conflict with collective negotiated agreements or with the Family Educational Rights and Privacy Act (FERPA), the provisions of the negotiated agreements and the provisions of FERPA control.

XIII. POLICY MODIFICATIONS AND REVIEW

The Township may seek to modify this policy, to create additional protocols to protect victims of domestic violence but may not modify in a way that reduces or compromises the safeguards and processes set out in this policy.

The Township will review and modify this policy periodically and as needed.

XIV. POLICY ENFORCEABILITY

The provisions of this policy are intended to be implemented by the Township. These provisions do not create any promises or rights that may be enforced by any persons or entities.

XV. POLICY INQUIRIES AND EFFECTIVE DATE

Any questions concerning the interpretation or implementation of this policy shall be addressed to the Township Human Resources Manager, or his/her designee. This policy shall be enforceable upon the HRO's completion of training on this policy.

RESOLUTION NO. 2020-053
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MENDHAM
DESIGNATING MARA COPPINGER AS HUMAN RESOURCES OFFICER FOR THE TOWNSHIP OF
MENDHAM

WHEREAS, the State of New Jersey requires employers to have a Domestic Violence Policy; and

WHEREAS, the policy requires that the public employers designate a Human Resources Officer to assist employees who are victims of domestic violence; and

WHEREAS, the Township Administrator recommends Maria Coppinger to said position.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Mendham, County of Morris, State of New Jersey that Maria Coppinger be designated as Human Resources Officer for the Township of Mendham.

BE IT FURTHER RESOLVED that Maria Coppinger receive the appropriate training on responding to and assisting employees who are domestic violence victims in accordance with the policy.

This resolution shall take effect immediately.

Adopted: March 9, 2020

Attest:

TOWNSHIP OF MENDHAM,
IN THE COUNTY OF MORRIS

Maria F. Coppinger, Township Clerk

Sarah Neibart, Mayor

CERTIFICATION: I, Maria F. Coppinger, Township Clerk of the Township of Mendham, do hereby certify the foregoing resolution was duly adopted by the Township Committee at a Regular Meeting held on Monday, March 9, 2020.

Maria F. Coppinger, Township Clerk

RESOLUTION 2020-054
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MENDHAM
AUTHORIZING 2019 BUDGET APPROPRIATION TRANSFER

BE IT RESOLVED, by the Township Committee of the Township of Mendham, County of Morris and State of New Jersey, that 2019 Budget Appropriations Transfer totaling **\$114,000** are to be made in the following manner:

FROM:	AMOUNT
Group Insurance, Other Expenses	\$64,000
Streets and Roads Maintenance, Operating Expenses	\$15,000
Administration, Salary and Wages	\$10,000
Snow, Operating Expenses	\$25,000
TOTAL	\$114,000
TO:	AMOUNT
Legal, Operating Expenses	\$6,500
Capital Improvement Fund	\$100,000
Engineering Operating Expenses	\$7,500
TOTAL	\$114,000

NOW, THEREFORE, BE IT RESOLVED, by the Township of Mendham, (not less than two thirds of all members thereof affirmatively concurring) that in accordance with provision N.J.S.A. 40A:4-59, part of the surplus in the accounts heretofore mentioned be and the same is hereby transferred to the accounts mentioned as being insufficient and directs the Chief Financial Officer to execute this transfer transaction.

Adopted: March 9, 2020

Attest:

TOWNSHIP OF MENDHAM,
 IN THE COUNTY OF MORRIS

 Maria F. Coppinger, Township Clerk

 Sarah Neibart, Mayor

CERTIFICATION I, Maria F. Coppinger, Township Clerk of the Township of Mendham, do hereby certify the foregoing resolution was duly adopted by the Township Committee at a Regular Meeting held on Monday, March 9, 2020.

 Maria F. Coppinger, Township Clerk

RESOLUTION 2020-055
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MENDHAM
APPROVING ISSUANCE OF SOCIAL AFFAIR PERMIT FOR MENDHAM TOWNSHIP LIBRARY

WHEREAS, the State of New Jersey Division of Alcoholic Beverage Control requires that a Social Affair Permit be obtained by a bona fide, non-profit organization that wishes to hold a fund-raising event that encompasses the sale of alcoholic beverages; and

WHEREAS, the monies that accrue should be used for civic, religious, educational, or other purposes that are not for personal or profit-making corporate gain; and

WHEREAS, the application must be endorsed by the local issuing authority; and

WHEREAS, Mendham Township Library has submitted an application for a Social Affair Permit for their Wine Tasting Event on May 1, 2020 at Backer Farm, 32 Ironia Road, Mendham, NJ; and

WHEREAS, the Township Committee of the Township of Mendham, as the local issuing authority, has no objection to the granting of this special permit and authorizes the Township Clerk to execute the application on its behalf.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Mendham approves the issuance of a Social Affairs Permit to Mendham Township Library for its Wine Tasting Event on May 1, 2020 and authorizes execution of the permit application.

ADOPTED: March 9, 2020

ATTEST:

TOWNSHIP OF MENDHAM,
IN THE COUNTY OF MORRIS

Maria F. Coppinger, Township Clerk

Sarah Neibart, Mayor

CERTIFICATION: I, Maria Coppinger, Township Clerk of the Township of Mendham, do hereby certify the foregoing resolution was duly adopted by the Township Committee at a Regular Meeting held on Monday, March 9, 2020.

Maria F. Coppinger, Township Clerk

RESOLUTION 2020-056

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MENDHAM AUTHORIZING THE CHIEF FINANCE OFFICER TO SOLICIT REQUESTS FOR QUALIFICATIONS FROM ARCHITECTS AND ENGINEERS FOR RENOVATION OF THE MUNICIPAL OFFICE BUILDING AND POLICE FACILITY

WHEREAS, the Township Committee of the Township of Mendham has a need to evaluate the renovations of the Administration Building and Police Facilities.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mendham, County of Morris hereby authorizes the Chief Finance Officer to solicit Request for Qualifications from Architects and Engineers (mechanical, electrical, plumbing, structural and fire prevention).

Adopted: March 9, 2020

Attest:

TOWNSHIP OF MENDHAM,
IN THE COUNTY OF MORRIS

Maria F. Coppinger, Township Clerk

Sarah Neibart, Mayor

CERTIFICATION: I, Maria F. Coppinger, Township Clerk of the Township of Mendham, do hereby certify the foregoing resolution was duly adopted by the Township Committee at a Regular Meeting held on Monday, March 9, 2020.

Maria F. Coppinger, Township Clerk

RESOLUTION NO. 2020-057
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MENDHAM
AUTHORIZING DISCUSSION WITHOUT THE PRESENCE OF THE PUBLIC

WHEREAS, the Open Public Meetings Act permits the exclusion of the public from a meeting in certain circumstances; and

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

WHEREAS, the Township Committee wishes to discuss without the presence of the public the following:

N.J.S.A. 10:4-12.b (4) – Teamsters

Collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body:

N.J.S.A. 10:4-12.b (8) – Tax Assessor, Administration and Non-Union Employees

(8) matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of, promotion, or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that the matter or matters be discussed at a public meeting.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Mendham, in the County of Morris, New Jersey that the Township Committee shall meet in executive session, from which the public shall be excluded, for the matters mentioned above.

BE IT FURTHER RESOLVED, minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

Adopted: March 9, 2020

Attest:

TOWNSHIP OF MENDHAM,
IN THE COUNTY OF MORRIS

Maria F. Coppinger, Township Clerk

Sarah Neibart, Mayor

CERTIFICATION: I, Maria F. Coppinger, Township Clerk of the Township of Mendham, do hereby certify the foregoing resolution was duly adopted by the Township Committee at a Regular Meeting held on Monday, March 9, 2020.

Maria F. Coppinger, Township Clerk

RESOLUTION 2020-058
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MENDHAM
AUTHORIZING THE PAYMENT OF BILLS

BE IT RESOLVED, by the Township Committee of the Township of Mendham, in the County of Morris, New Jersey, that the Chief Financial Officer be and hereby is authorized to pay current bills as attached hereto and made a part hereof, contingent upon the approval of the Finance Committee.

Adopted: March 9, 2020

Attest:

TOWNSHIP OF MENDHAM,
IN THE COUNTY OF MORRIS

Maria F. Coppinger, Township Clerk

Sarah Neibart, Mayor

CERTIFICATION: I, Maria F. Coppinger, Township Clerk of the Township of Mendham, do hereby certify the foregoing resolution was duly adopted by the Township Committee at a Regular Meeting held on Monday, March 9, 2020.

Maria F. Coppinger, Township Clerk

P.O. Type: All	Include Project Line Items: Yes	Open: N	Paid: N	Void: N	Stat/Chk	First Rcvd	Chk/Void	1099
Range: First to Last		Rcvd: Y	Held: Y	Aprv: N	Date	Enc Date	Date	Excl
Format: Detail without Line Item Notes		Bid: Y	State: Y	Other: Y				
Vendor # Name	Contract PO Type	Amount	Charge Account	Acct Type Description				
ABBAGEL A & B BAGEL II, LLC.								
20-00114 01/17/20 STORM CREW MEALS	B	83.00	0-01-26-290-150	B Miscellaneous	R	01/17/20 03/06/20	027	N
3 STORM CREW MEALS		83.00						
Vendor Total:		83.00						
ALLEN ALLEN PAPER & SUPPLY CO								
20-00116 01/17/20 JANITORIAL SUPPLIES	B	354.56	0-01-26-310-030	B Miscellaneous Supplies	R	01/17/20 03/06/20	079929	N
3 JANITORIAL SUPPLIES		354.56						
Vendor Total:		354.56						
APRUZ APRUZZESE, MCDERMOTT,								
20-00267 03/04/20 LABOR ATTORNEY	B	663.00	0-01-20-156-027	B Legal-General	R	03/04/20 03/06/20	222859	N
2 LABOR ATTORNEY JANUARY 2020		663.00						
Vendor Total:		663.00						
BASK BASKING RIDGE COUNTRY CLUB								
20-00261 02/24/20 DEPOSIT FOR GIRLS NIGHT OUT		500.00	T-14-56-870-802	B RESERVE - SELF SUSTAINING PROGRAMS	R	02/24/20 03/06/20		N
1 DEPOSIT FOR GIRLS NIGHT OUT		500.00						
Vendor Total:		500.00						
BROWSE TIMOTHY & SUSAN BROWSE								
DE002394 02/21/20 DRIVEWAY BOND RELEASE		500.00	030680-4	P DRIVEWAY BOND - BROWSE	R	02/21/20 03/06/20		N
1 DRIVEWAY BOND RELEASE		500.00						
Vendor Total:		500.00						

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
GRIFALL GRIFFITH-ALLIED TRUCKING LLC	20-00129 01/17/20 UNLEADED / DIESEL FUEL	12 UNLEADED FUEL 02/21/20	Continued 1,539.20 3,473.38	0-01-31-430-060	B GASOLINE	R	01/31/20 03/06/20	14654762		N
	Vendor Total:		3,473.38							
GSEQUAL GARDEN STATE EQUALITY	20-00246 02/19/20 MUNICIPAL ALLIANCE	1 MUNICIPAL ALLIANCE	100.00	9-24-15-110-001	B County Grant - Matching Funds	R	02/19/20 03/06/20			N
		2 MUNICIPAL ALLIANCE	400.00	9-24-15-100-001	B County DEDR Grant	R	02/19/20 03/06/20			N
	Vendor Total:		500.00							
GUANILL JOE GUANILL	20-00264 02/24/20 DMV REIMBURSEMENT	1 DMV REIMBURSEMENT	60.00	0-01-26-290-031	B Supplies-Tires,Welding,Lube,oil,sealer	R	02/24/20 03/06/20			N
	Vendor Total:		60.00							
HOLLITEC HOLLITEC, LLC	20-00239 02/19/20 CONFERENCE MARCH 26-27, 2020	1 CONFERENCE MARCH 26-27, 2020	495.00	0-01-25-240-042	B Conferences/Education	R	02/19/20 03/06/20	0209-01-2020		N
	Vendor Total:		495.00							
IACP IACP	20-00229 02/19/20 DUES 2020	1 DUES 2020	190.00	0-01-25-240-044	B Dues/Memberships	R	02/19/20 03/06/20	0092605		N
	Vendor Total:		190.00							
JCP&L JCP&L	20-00020 01/09/20 ELECTRIC USAGE 2020	11 ELECTRIC USAGE	2,153.54	0-01-31-430-025	B ELECTRICITY	R	01/09/20 03/06/20	95008424407		N
		12 ELECTRIC USAGE	1,467.58	0-01-31-430-025	B ELECTRICITY	R	01/09/20 03/06/20	100068296936		N
		13 ELECTRIC USAGE	249.46	0-01-31-430-025	B ELECTRICITY	R	01/09/20 03/06/20	100078992920		N
	Vendor Total:		3,870.58							

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
MCELV MORRIS COUNTY ELEVATOR, LLC	20-00237 02/19/20 2020 SERVICE AGREEMENT	1 2020 SERVICE AGREEMENT	1,193.00	0-01-26-310-028	B Professional Services	R	02/19/20 03/06/20	16906		N
	Vendor Total:		1,193.00							
METLIFE METLIFE - GROUP BENEFITS	20-00006 01/07/20 2020 DENTAL INSURANCE	5 2020 DENTAL INSURANCE	5,536.05	0-01-23-220-093	B Dental	R	01/07/20 03/06/20	MARCH		N
	Vendor Total:		5,536.05							
MFORO MAPLECREST FORD OF MENDHAM, INC	20-00101 01/15/20 MISC SUPPLIES	2 MISC SUPPLIES POLICE CAR 8	225.99	0-01-25-240-026	B Maintenance/Repairs	R	01/15/20 03/06/20	40365		N
		3 MISC SUPPLIES POLICE CAR 9	123.16	0-01-25-240-026	B Maintenance/Repairs	R	01/15/20 03/06/20	40369		N
			349.15							
	Vendor Total:		349.15							
MGARD MENDHAM GARDEN CENTER	20-00138 01/17/20 MISC SUPPLIES	10 MISC SUPPLIES	17.60	0-01-26-290-026	B Tool/Equipment Repairs	R	02/21/20 03/06/20	1-103903		N
	Vendor Total:		17.60							
MPLYW MENDHAM PLYWOOD & BUILDING	20-00139 01/17/20 MISC SUPPLIES	6 MISC SUPPLIES	26.23	0-01-26-310-024	B Buildings Maintenance/Repairs	R	02/21/20 03/06/20	1646		N
		7 MISC SUPPLIES	15.16	0-01-26-310-024	B Buildings Maintenance/Repairs	R	02/21/20 03/06/20	1735		N
		8 MISC SUPPLIES	45.60	0-01-26-310-024	B Buildings Maintenance/Repairs	R	02/27/20 03/06/20	14868		N
		10 MISC SUPPLIES (M-4)	7.98	0-01-26-290-025	B Vehicle Maintenance/Repairs	R	02/28/20 03/06/20	1874		N
			94.97							
	Vendor Total:		94.97							

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
RANDOLPH TOWNSHIP	20-00257 02/24/20	HYDRANTS	4,000.00	0-01-25-266-020	B FIRE HYDRANTS OE	R		02/24/20	03/06/20			N
	Vendor Total:		4,000.00									
RDS SOLUTIONS, INC	19-00551 08/09/19	SERVICE CALL 07/09/19	446.53	9-01-20-100-026	B Maintenance/Repairs	R		08/09/19	03/06/20		2019-1	N
	Vendor Total:		446.53									
READY005 READY REFRESH BY NESTLE	20-00163 01/17/20	WATER COOLER REFILLS 2020	56.85	0-01-20-100-150	B Miscellaneous	R		01/17/20	03/06/20		0080444746937	N
	Vendor Total:		56.85									
RECORD RECORDER PUBLISHING COMPANY	20-00164 01/17/20	LEGAL ADVERTISEMENTS	26.01	0-01-20-120-023	B Printing Advertising Outreach	R		01/17/20	03/06/20		329580	N
	17	LEGAL ADVERTISEMENTS 02/13/20	20.91	0-01-20-120-023	B Printing Advertising Outreach	R		01/17/20	03/06/20		329581	N
	18	LEGAL ADVERTISEMENTS 02/13/20	46.92									
	Vendor Total:		46.92									
RELENT RELENTLESS LLC	20-00231 02/19/20	NATIONAL INTERDICTION CONF	700.00	0-01-25-240-042	B Conferences/Education	R		02/19/20	03/06/20		112	N
	1	NATIONAL INTERDICTION CONF	700.00									
	Vendor Total:		700.00									
REMINGTON REMINGTON ARMS COMPANY, LLC	20-00230 02/19/20	TRAINING	500.00	0-01-25-240-042	B Conferences/Education	R		02/19/20	03/06/20			N
	1	TRAINING	500.00									
	Vendor Total:		500.00									

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
SERVUS SERV-US	20-00259 02/24/20 MISC SUPPLIES	1 MISC SUPPLIES	210.00	0-01-26-290-058	B Tools/Equipment	R	02/24/20 03/06/20		2658		N
	Vendor Total:		210.00								
SHEAF SHEAFFER SUPPLY INC	20-00148 01/17/20 MISC SUPPLIES	10 MISC SUPPLIES HARDWARE	89.70	0-01-26-290-038	B Hardware/Lumber	R	01/17/20 03/06/20		1107905000101		N
		11 MISC SUPPLIES HAND TOOLS	7.90	0-01-26-290-038	B Hardware/Lumber	R	02/27/20 03/06/20		1107905000101		N
		12 MISC SUPPLIES HARDWARE	11.56	0-01-26-290-038	B Hardware/Lumber	R	02/27/20 03/06/20		1106984000201		N
		13 MISC SUPPLIES HAND TOOLS	79.95	0-01-26-290-038	B Hardware/Lumber	R	02/27/20 03/06/20		1106984000201		N
	Vendor Total:		189.11								
STAPLES STAPLES BUSINESS ADVANTAGE	20-00104 01/15/20 OFFICE SUPPLIES	9 OFFICE SUPPLIES	40.91	0-01-25-240-036	B Office/Computer Supplies	R	01/27/20 03/06/20		3437542005		N
		10 OFFICE SUPPLIES	299.99	0-01-25-240-036	B Office/Computer Supplies	R	01/30/20 03/06/20		3439037983		N
		11 OFFICE SUPPLIES	44.91	0-01-25-240-036	B Office/Computer Supplies	R	02/27/20 03/06/20		3439328266		N
	Vendor Total:		385.81								
20-00225 02/10/20 OFFICE SUPPLIES	1 ADMIN OFFICE SUPPLIES	2 FINANCE OFFICE SUPPLIES	141.02	0-01-20-100-036	B Office/Computer Supplies	R	02/10/20 03/06/20		3439103920		N
		3 CLERK OFFICE SUPPLIES	71.37	0-01-20-130-036	B Office/Computer Supplies	R	02/10/20 03/06/20		3439103920		N
		4 BOH OFFICE SUPPLIES	5.33	0-01-20-120-150	B Miscellaneous	R	02/10/20 03/06/20		3439103920		N
	Vendor Total:		89.16	0-01-20-120-150	B Miscellaneous	R	02/10/20 03/06/20		3439103920		N
			306.88								
20-00202 02/03/20 VEHICLE MAINTENANCE	5 VEHICLE MAINTENANCE M-23		90.32	0-01-26-290-025	B Vehicle Maintenance/Repairs	R	02/03/20 03/06/20		0220172-IN		N
	Vendor Total:		90.32								

TIMMER WIE TIMMERMAN CO, INC
20-00202 02/03/20 VEHICLE MAINTENANCE
5 VEHICLE MAINTENANCE M-23

Vendor # Name	PO # PO Date Description	Item Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
TYLERTEC TYLER TECHNOLOGIES, INC.												
19-00456 06/17/19 SOFTWARE												
1 SOFTWARE												
				3,977.00	9-01-25-265-030	B Miscellaneous Supplies	R	06/17/19	03/06/20		025-286918	N
				Vendor Total:								
VERIZON VERIZON												
20-00028 01/09/20 INTERNET SERVICES												
				109.99	0-01-31-430-050	B TELEPHONE	R	01/09/20	03/06/20		154802669000153	N
				109.99	0-01-31-430-050	B TELEPHONE	R	01/09/20	03/06/20		154801601000198	N
				219.98								
				Vendor Total:								
WIRE VERIZON WIRELESS												
20-00029 01/09/20 WIRELESS CHARGES												
				304.10	0-01-25-240-202	B WDT- Verizon	R	01/09/20	03/06/20		9849039690	N
				665.87	0-01-31-430-050	B TELEPHONE	R	01/09/20	03/06/20		9849039690	N
				969.97								
				Vendor Total:								
WOODLAND WOODLAND LAKE, INC												
20-00275 03/04/20 QUALIFIED COMMUNITY REIMB.												
				904.24	9-01-31-430-045	B STREET LIGHTING - WOODLAND LAKES	R	03/04/20	03/06/20			N
				1,520.66	9-01-26-291-029	B Contracts - Woodland Lakes	R	03/04/20	03/06/20			N
				2,424.90								
				Vendor Total:								
WSTLW THOMSON REUTERS												
20-00106 01/15/20 CONTRACTS / SERVICES												
				238.48	0-01-25-240-029	B Contracts	R	01/15/20	03/06/20		841787828	N
				238.48								
				Vendor Total:								

Total Purchase orders: 73 Total P.O. Line Items: 131 Total List Amount: 2,250,442.06 Total Void Amount: 0.00

Vendor # Name	PO # PO Date Description	Amount	Charge Account	Contract PO Type	Acct Type Description	Stat/Chk	Enc Date	First Rcvd	Chk/Void	1099	
Item Description									Date	Invoice	Excl

Totals by Year-Fund								
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	Total
CURRENT FUND BUDGET	0-01	2,211,016.01	0.00	2,211,016.01	0.00	0.00	0.00	2,211,016.01
	0-07	105.00	0.00	105.00	0.00	0.00	0.00	105.00
	0-09	105.00	0.00	105.00	0.00	0.00	0.00	105.00
	0-26	0.00	0.00	0.00	0.00	0.00	1,474.38	1,474.38
Year Total:		2,211,226.01	0.00	2,211,226.01	0.00	0.00	1,474.38	2,212,700.39
CURRENT FUND BUDGET	9-01	33,406.81	0.00	33,406.81	0.00	0.00	0.00	33,406.81
	9-24	500.00	0.00	500.00	0.00	0.00	0.00	500.00
Year Total:		33,906.81	0.00	33,906.81	0.00	0.00	0.00	33,906.81
GENERAL CAPITAL FUND	C-04	1,152.50	0.00	1,152.50	0.00	0.00	0.00	1,152.50
	G-02	1,973.25	0.00	1,973.25	0.00	0.00	0.00	1,973.25
RECREATION COMM.	T-14	709.11	0.00	709.11	0.00	0.00	0.00	709.11
Total of All Funds:		2,248,967.68	0.00	2,248,967.68	0.00	0.00	1,474.38	2,250,442.06

Project Description	Project No.	Rcvd Total	Held Total	Project Total
PLANNING BOARD - PITNEY FARM	010100-1	255.56	0.00	255.56
LOT GRADING - ZINNO	020090-3	86.25	0.00	86.25
LOT GRADING - ECROW BLAIR-HERM	020095-3	86.25	0.00	86.25
LOT GRADING ESCROW - NITZ	020096-5	115.00	0.00	115.00
LOT GRADING ESCROW - KURAS	020101-5	86.25	0.00	86.25
LOT GRADING - CULNEN	020107-7	105.07	0.00	105.07
DRIVEWAY BOND - BROWSE	030680-4	500.00	0.00	500.00
80H - SEPTIC	060604-9	240.00	0.00	240.00
Total of All Projects:		<u>1,474.38</u>	<u>0.00</u>	<u>1,474.38</u>