

1. Meeting Agenda

Documents: [3-1-16 AGENDA ONLY 1322.PDF](#)

2. Meeting Packet

Documents: [3-1-16 AGENDA PACKET 1322.PDF](#)



# Common Council of the City of Summit

Closed Session Agenda for Tuesday, March 1, 2016

**7 : 0 0 p m – 7 : 2 0 p m**

(Produced by the Office of the Secretary to the Mayor and Council)

## ADEQUATE NOTICE

### RESOLUTION – Authorize Closed Session

1. Collective Bargaining Matters - NJSA 10:4-12.B (4)
  2. Purchase, lease or acquisition of property with public funds - NJSA 10:4-12.b (5)
  3. Public safety tactics and techniques - NJSA 10:4-12.b (6)
  4. Litigation and/or attorney-client privilege matters - NJSA 10:4-12.b (7)
    - Settlement Agreement TD Bank and Commerce Bank Tax Appeal
  5. Contract Negotiations (not collective bargaining) - NJSA 10:4-12.b (7)
    - 2016 City Solicitor
  6. Personnel matters - NJSA 10.4-12.b (8)
  7. Appointments - NJSA 10.4-12.b (8)
    - Memo – R. Licatese, re Unfilled Appointments
      - ◆ Mayor’s Appointments:
        - (confirmation required)
        - Arts Committee (5)
        - (no confirmation required)
        - Environmental Commission (Alt. 2)
      - ◆ Council Appointments:
        - Air Traffic Noise Advisory Board, UC (1 Alt.)
        - Historic Preservation (Alt. 2, Class C Res.)
        - Naming & Sponsorship Committee (1)
        - Parking Advisory Committee (1)
        - Passaic River Greenway Task Force (6)
        - Shade Tree Advisory Board (1 Builder/Dev.)
        - Zoning Board (Alt. 3)
- known for discussion
  - \* known for consideration

Only matters that have bullet points under them were known to need discussion at the time of agenda creation. The other subjects are those permitted for discussion and are listed in case they are needed.

## ADJOURN CLOSED SESSION



**Common Council of the City of Summit**  
**Regular Meeting Agenda for Tuesday, March 1, 2016**  
**7:30 PM**

(Produced by the Office of the Secretary to the Mayor and Council)

**COMMITTEE MEETING SCHEDULE**  
Committee - Time - Attendees - Office

**BUILDINGS AND GROUNDS COMMITTEE**

Monday 1:00 pm – 1:30 pm Dept. of Community Services  
Rubino, Sun, Cascais

**FINANCE and PERSONNEL COMMITTEE**

Monday 1:30 pm – 4:30 pm Large Conference Room  
Lizza, Rubino, McTernan, Mayor Radest, Rogers, Gerba, Licatese

**GENERAL SERVICES COMMITTEE**

Friday 8:00 am – 8:30 am Large Conference Room  
Naidu, Hurley, McNany, Leblein-Josephs

**SAFETY COMMITTEE (Police and Fire)**

Thursday 4:00 pm – 5:00 pm Police Chief's Conf. Room  
5:00 pm – 6:00 pm Police Chief's Conf. Room  
Ogden, Mayor Radest, Rogers, Evers, Weck

**WORKS COMMITTEE**

Monday 8:30 am – 9:30 am Dept. of Community Services  
Sun, Lizza, Cascais

**LAW COMMITTEE**

*As needed* 6:15 pm – 6:45 pm Small Conference Room  
Ogden, Naidu, Licatese, Visconi

(STAFF REMINDER: Please provide Committee Agendas for the Council President, City Administrator, and the Secretary for distribution on Wednesday.)



**ASSISTIVE LISTENING DEVICES AVAILABLE. SEE CITY CLERK.**



## **CALL TO ORDER**

### **ADEQUATE NOTICE COMPLIANCE STATEMENT**

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## **ROLL CALL**

### **PLEDGE OF ALLEGIANCE**

#### **EXPLANATORY NOTE REGARDING CLOSED SESSION**

*A closed session meeting, as authorized by State statute, was announced and held prior to the start of this meeting and the known items for discussion were listed on the published Closed Session agenda.*

#### **EXPLANATORY NOTE REGARDING HEARINGS AND COMMENTS**

*Please be advised that council meetings are broadcast live on Comcast Channel 36 and Verizon Channel 30 and rebroadcast on Thursdays and Saturdays on HomeTowne TV – Comcast 36 and Verizon 33.*

*When invited to speak, please come to the lectern, clearly state your name and address, spell your last name, and speak into the podium microphone so that your comments can be understood by all and properly recorded. Whenever an audience or Council member reads from a prepared statement, please give or email a copy to the City Clerk's Office at [rlicatase@cityofsummit.org](mailto:rlicatase@cityofsummit.org). To help facilitate an orderly meeting and to permit all to be heard, speakers are asked to limit their comments to approximately 3 minutes or so in length.*

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(The following matters were known at agenda deadline. Other matters may arise thereafter that need timely consideration or reaction.)

### **APPROVAL OF MINUTES**

- Regular and Closed Session Minutes of February 17, 2016

### **REPORTS**

- Mayor, City Administrator and Council President (Summit Historical Minute)

## **PRESENTATIONS**

- Mayor's Proclamation - Red Cross Month - Christy Hodde, Executive Director
- NJ Bike Walk Coalition

## **PUBLIC COMMENTS**

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## **ORDINANCE(S) FOR INTRODUCTION**

*\*Hearings will be at the meeting indicated below, unless otherwise noted*

<u>Number</u>	<u>Title</u>	<u>Hearing Date</u>
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### **FINANCE/PERSONNEL**

(ID # 4048)	Appoint City Solicitor ( <i>appoint new 2016 City Solicitor</i> ) ( <i>pending Closed Session discussion</i> )	03/15/16
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### **FINANCE/PERSONNEL**

(ID # 4049)	Bond Ordinance Providing for Improvement of Parking Facilities in and by the City of Summit, in the County of Union, New Jersey, Appropriating \$1,900,000 Therefore and Authorizing the Issuance of \$1,805,000 Bonds or Notes of the City for Financing Such Appropriation. ( <i>Improvements and Structural Repairs to Tier Parking Garage and Acquisition of New &amp; Additional Equipment - Transfer Station</i> )	03/15/16
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### **BUILDINGS AND GROUNDS**

(ID # 4016)	Amend Fees Ordinance - Establish Conference Room User Fees	03/15/16
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## **RESOLUTIONS**

*(Staff reports are attached as appropriate. Items are listed according to Council Committees, those in **italics** indicate secondary committee reference. Unless otherwise indicated, or desired by Committee Chair, or a Council member advises that they will be voting in the negative, all Committee resolutions may be voted on at once.)*

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(ID # 4102)	1. Resolution Providing for the Combination of Certain Issues of Bonds Into a Single Issue of General Bonds Aggregating \$9,955,000 in Principal Amount.
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- (ID # 4103) 2. Resolution Providing for the Combination of Certain Issues of Bonds Into a Single Issue of Assessment Bonds Aggregating \$845,000 In Principal Amount
- (ID # 4104) 3. Resolution Providing for the Combination of Certain Issues of Bonds Into a Single Issue of Sewer Bonds Aggregating \$4,071,000 in Principal Amount
- (ID # 4105) 4. Resolution Providing for the Combination of Certain Issues of Bonds Into a Single Issue of Parking Bonds Aggregating \$1,161,000 in Principal Amount
- (ID # 4019) 5. Resolution Determining the Form and Other Details of \$9,955,000 General Bonds of 2016, \$845,000 Assessment Bonds of 2016, \$4,071,000 Sewer Bonds of 2016, \$1,161,000 Parking Bonds of 2016 and \$13,800,000 School Bonds of 2016 and Providing for Their Sale
- (ID # 4037) 6. Authorize Emergency Temporary Appropriations (*Roll Call Vote*)
- (ID # 4035) 7. Authorize Emergency Temporary Appropriations - Sewer Utility (*Roll Call Vote*)
- (ID # 4036) 8. Authorize Transfer of Appropriation Reserves
- (ID # 4027) 9. Authorize Settlement Agreement TD Bank and Commerce Bank Tax Appeal (*Pending Closed Session discussion*)

**GENERAL SERVICES**

- (ID # 4047) 1. Authorize Two Year Interlocal Agreement with Townships of Livingston and Millburn for 2016-2017 Animal Control Services not to exceed \$20,000.00
- (ID # 4045) 2. Authorize Contract Execution - 2016-2017 Supplemental Animal Control Services - Animal Control Solutions not to Exceed \$3,000.00
- (ID # 4059) 3. Authorize Reduction in Bagged Meter Rate and Waiver of Noise Ordinance 343 Springfield Avenue

**WORKS**

- (ID # 4040) 1. Authorize Award of Bid - 2015 Curb & Sidewalk Project - Cifelli & Son General Contracting, Inc. - \$50,850.00
- (ID # 3958) 2. Authorize State Contract Purchase - (1) 2016 Ford F250 Truck with Snow Plow - \$32,187.50
- (ID # 4070) 3. Authorize Submission of Tree City USA Recertification

## **CONSENT AGENDA**

### **GENERAL SERVICES**

- (ID # 4018) 1. Authorize Refunds - Department of Community Programs
- (ID # 4029) 2. Authorize Parking Services Manager's Attendance - International Parking Conference

### **SAFETY**

- (ID # 4039) Grant Permission and Set Forth Conditions - 2016 Department of Community Programs-Coordinated Events

### **WORKS**

- (ID # 3451) Authorize Change Order No. 1 and Final - Magnolia, Montview, Primrose and Surrey Improvement Project - Cifelli & Son General Construction - \$18,374.55

### **FINANCE/PERSONNEL**

- (ID # 4009) 1. Refund Overpayment of 2012 Taxes - Tax Court Judgment
- (ID # 4010) 2. Refund Overpayment of 2013 Taxes- Tax Court Judgment
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- (ID # 4028) 5. Authorize Parking Refunds - Summit SmartCard, Prepaid Parking, and Overnight Parking Permits
- (ID # 4038) 6. Authorize Payment of Bills - \$563,988.13

## **COUNCIL MEMBERS' COMMENTS/NEW BUSINESS**

### **ADJOURNMENT REGULAR MEETING**

### **CLOSED SESSION (if needed and authorized)**

### **EXPLANATORY NOTE REGARDING CORRESPONDENCE, STAFF & LIAISON REPORTS, AND GENERAL INFORMATION ITEMS**

*By end of business on Friday before the meeting, unless otherwise indicated, all items on the agenda are distributed to the Mayor, Council, City Administrator, City Treasurer and City Solicitor. Department Heads and the Press are advised via email that the official agenda is available for review on the City's website. An official "Board" copy is available for public inspection in the City Clerk's Office, the Summit Free Public Library reference desk and on the City's website. Oral reports and delayed distributions are noted as needed. Information that arrives after the agenda is completed and sent to the "distribution list" has only been provided to the Mayor, Council, City Administrator and affected Department Head(s).*

## **CORRESPONDENCE**

Purchasing Letter - 2015 Curb & Sidewalk Project

RECEIVED AND FILED

## **GENERAL INFORMATION**

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### **Notices:**

1. Summit Planning Board hearing on 2/22/16, re 12 Kent Place Blvd
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4. NJDEP - Environmental Education Week - April 17-23, 2016
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City Clerk' Office



<b>ORDINANCE #</b>	<b>(ID # 4048)</b>
Introduction Date:	3/1/2016
Hearing Date:	3/15/2016
Passage Date:	
Effective Date:	3/24/16

**An Ordinance to Amend the code, Chapter II, Administration, Section 2-8 City Solicitor (Appoint New City Solicitor 2016) (Pending Closed Session Discussion)**

**Pending Closed Session discussion**



<b>ORDINANCE #</b>	<b>(ID # 4049)</b>
Introduction Date:	3/1/2016
Hearing Date:	3/15/2016
Passage Date:	
Effective Date:	4/13/16

**Bond Ordinance Providing for Improvement of Parking Facilities in and by the City of Summit, in the County of Union, New Jersey, Appropriating \$1,900,000 Therefore and Authorizing the Issuance of \$1,805,000 Bonds or Notes of the City for Financing Such Appropriation. (Improvements and Structural Repairs to Tier Parking Garage and Acquisition of New & Additional Equipment - Transfer Station)**

**BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT, IN THE COUNTY OF UNION, NEW JERSEY** (not less than two-thirds of all the members thereof affirmatively concurring), **AS FOLLOWS:**

The improvement described in Section 3 of this bond ordinance is hereby authorized as a general improvement to be made or acquired by The City of Summit, New Jersey. For the said improvement or purpose stated in said Section 3, there is hereby appropriated the sum of \$1,900,000, said sum being inclusive of all appropriations heretofore made therefor and including the sum of \$95,000 as a down payment for said improvement or purpose now available therefor in the Parking Utility Capital Improvement Fund of the City.

For the financing of said improvement or purpose and to meet the part of said \$1,900,000 appropriation not provided for by application hereunder of said down payment, negotiable bonds of the City are hereby authorized to be issued in the principal amount of \$1,805,000 pursuant to the Local Bond Law of New Jersey. In anticipation of the issuance of said bonds and to temporarily finance said improvement or purpose, negotiable notes of the City in a principal amount not exceeding \$1,805,000 are hereby authorized to be issued pursuant to and within the limitations prescribed by said Local Bond Law.

1) The improvement hereby authorized and purpose for the financing of which said obligations are to be issued is the improvement of municipally-owned parking facilities and locations in and by the City, including the improvement of the Springfield Avenue Tier Garage, by the installation of new lighting, the upgrade of the elevator, removal and replacement of water-proof coating, the upgrade of the electrical and surveillance systems, and the Transfer Station by the installation of a digital permitting system, together with for all the aforesaid all signage, paving, structures, appurtenances, equipment, work and materials necessary therefor or incidental thereto, all as shown on and in accordance with the plans and specifications therefor on file or to be filed in the office of the City Engineer or the Parking Services Manager and hereby approved. The estimated maximum amount of bonds or notes to be issued for said purpose is \$1,805,000. The estimated cost of said purpose is \$1,900,000, the excess thereof over the said estimated maximum amount of bonds or notes to be issued therefor being the amount of the said \$95,000 down payment for said purpose.

The following additional matters are hereby determined, declared, recited and stated:

The said purpose described in Section 3 of this bond ordinance is not a current expense and is a property or improvement which the City may lawfully acquire or make as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

The period of usefulness of said purpose within the limitations of said Local Bond Law, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is fifteen (15) years.

The supplemental debt statement required by said Local Bond Law has been duly made and filed in the office of the City Clerk and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey, and such statement shows that, while the net debt of the City determined as provided in said Local Bond Law is not increased by this bond ordinance, the gross debt of the City as defined in said Local Bond Law is increased by the authorization of the bonds and notes provided for in this bond ordinance by \$1,805,000, and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

An aggregate amount not exceeding \$190,000 for interest on said obligations, costs of issuing said obligations, engineering costs and other items of expense listed in and permitted under section 40A:2-20 of said Local Bond Law may be included as part of the cost of said improvement and is included in the foregoing estimate thereof.

This bond ordinance authorizes obligations of the City solely for a purpose described in subsection (h) of section 40A:2-7 of said Local Bond Law, and the said obligations authorized by this bond ordinance are to be issued for a purpose which is "self-liquidating" within the meaning and limitations of section 40A:2-45 of said Local Bond Law and are deductible, pursuant to subsection (c) of section 40A:2-44 of said Local Bond Law, from gross debt of the City.

All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer, provided that no note shall mature later than one year from its date.

The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with the notes issued pursuant to this bond ordinance, and the Chief Financial Officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. §40A:2-8. The Chief Financial Officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the dates of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body of the City at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the principal amount, interest rate and maturities of the notes sold, the price obtained and the name of the purchaser.

The full faith and credit of the City are hereby pledged to the punctual payment of the principal of and interest on the said obligations authorized by this bond ordinance. Said obligations shall be direct, unlimited obligations of the City, and, unless paid from the revenues of the parking utility of the City, the City shall be obligated to levy ad valorem taxes upon all the taxable property within the City for the payment of said obligations and interest thereon without limitation of rate or amount.

The capital budget or temporary capital budget of the City is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith and the resolutions promulgated by the Local Finance Board showing all detail of the amended capital budget or temporary capital budget and capital program as approved by the Director, Division of Local Government Services, are on file with the City Clerk and are available for public inspection. This bond ordinance shall take effect twenty (20) days after the first publication thereof after

final adoption, as provided by said Local Bond Law.

Dated:

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing ordinance was duly passed by the Common Council of said City at a regular meeting held on Tuesday evening,

Approved:

Mayor

City Clerk

# PARKING SERVICES AGENCY

CITY HALL, 512 SPRINGFIELD AVENUE SUMMIT, NJ 07901  
 908-522-5100  
 PARKING@CITYOFSUMMIT.ORG  
 WWW.CITYOFSUMMIT.ORG



## MEMORANDUM

To: Mayor Radest and Members of Common Council  
 From: *Rita* Rita M. McNany, Parking Services Manager  
 cc: City Administrator, CFO, DSC Director and City Engineer  
 Date: February 9, 2016  
 Re: Adopt Capital Budget - Parking Utility - \$1,900,000

Attached for your consideration is a resolution to adopt a capital budget in the amount of \$1,900,000 for necessary repairs to the Springfield Avenue Tier Garage and the necessary equipment for the Transfer Station to allow for digital permit access. Both projects need to begin in June creating a need to approve funding now.

In 2015, discussions in General Services and SPAC meetings focused on the need to begin necessary improvements to the Springfield Avenue Tier Garage. These improvements are listed below:

**Structural Repairs** include damage to waterproof coating and concrete spalls, damage along joints, underdeck rust staining due to water infiltration, underdeck crack, light fixtures with water infiltrations, damaged protective fencing, cable railing with damaged wires, damaged floor treads on stairwells. The last structural repairs to the Springfield Avenue Tier Garage were completed in 2009, seven years ago. While routine maintenance of the garages is performed daily/weekly, it is time for needed repairs. The structural repairs included project engineering oversight is projected at \$1,000,000.

For planning purposes, *"reinforced concrete structures can be expected to attain a useful life of 60 years provided a reasonable level of maintenance is provided. Based on the available plans, the structure is about 37 years old. Therefore, the life expectancy would be another 20 -25 years, again provided that regular maintenance is performed, in particular for the top deck."* (information provided by Boswell Engineering after site visit on February 8, 2016.)

**Elevator Repairs** - various repairs are needed such as removing rust of the elevator cab, shaft and roof. In addition, there is a wide crack along the floor of the front door, daylight around door frame, an elevator interior cab replacement with notable floor damage, repair the interior of elevator shaft that has corroded roof decking and corroded door frame support angles, replace the landing system, replace the headers and the tract, replace all door closures due to rust. The last elevator rehabilitation work was completed in 2003, thirteen years ago. Elevator repairs are estimated at \$325,000.

**Lighting Upgrade** - the lighting in the garage is the original lighting. The lighting will be upgraded to LED lighting which will increase the illumination within the garage. This also includes changing the original roof lights to new adjustable light posts which will offer easy and safe bulb replacement. Currently, the city needs to rent a lift to change out the lights on the roof of the garage. The lighting upgrade is estimated at \$175,000.

Attachment: Memo-Adopt Capital Budget (4049 : Bond Ordinance - Parking Utility Improvements - \$1,900,000.00)

An energy audit was performed in 2014 of the Tier Garage and it is anticipated that the City would receive a NJ Smart Building Rebate of approximately \$30,000 with an estimated annual reduction in electric costs of \$30,000 thereby with an estimated ten year savings of \$215,000. (information provided by an Energy Audit of August 13, 2014 performed by Summit Electrical Supply Company).

**Electrical Wiring Upgrade** – the electrical wiring of the garage is the original wiring and in many areas is frayed coupled with non-functioning junction boxes for light fixtures. Therefore it is being recommended that we update the wiring of the garage. The new lighting wiring is estimated at \$100,000.

**Entrance Sign** – in order to attract parkers to the Springfield Avenue Tier Garage location, a fabricated entrance sign is being proposed (see attached draft sign). The estimated cost of an attractive well-lit sign with installation is \$75,000.

**Surveillance Equipment and Surveillance Electrical** – the surveillance equipment is the original equipment installed which is technologically outdated and is currently non-functioning. The estimate to install a new camera surveillance system along with supportive electrical wiring is \$120,000.

**Dark Fiber** – Currently there is dark fiber run to the causeway (city sidewalk area from Springfield Avenue to the alleyway) from DeForest Avenue. In order to have the surveillance equipment installed we need to further run dark fiber into the Elevator Service Room for sufficient connectivity. The cost is estimated at \$25,000.

*The cost projections were updated on February 8, 2016 after further review of all proposals with our Engineering Consultant. The elevator proposal did not include the new interior improvements originally requested and the engineering consultant recommends the electrical wiring is in need of replacement. An additional \$200,000 is being requested.*

**Transfer Station – Digital Permitting and Automated License Plate Reader (ALPR) System**

In 2015, Council agreed to implement a digital permitting system with automated license plate reader system for Parking Services which would also require a license plate reader with sufficient signage for access to the Transfer Station. Final designs of specifically where the equipment will be placed are not finalized at this date. Further site review with the Community Services Director and City Engineer will take place. The cost projections for the Transfer Station are \$80,000.

The timeline is as follows:

February 17	Resolution for Temporary Capital Budget
March 1	Introduction of \$1.9M Bond Ordinance
March 15	Adopt Bond Ordinance and Award Engineering Contract
April 19	Authorize Bid Advertisement
April 22	Bid Specs Available
May 10	Bid Openings
May 17	Award Contracts
June 4/11	Tier Garage work will commence

The transfer station work will also begin in June, 2016.

### Summit Tier Garage- Photos of Representative Damage



Top Deck- Typical damage to waterproof coating and concrete spalls.

Attachment: Springfield Ave. Tier Garage Repair Photos (4049 : Bond Ordinance - Parking Utility Improvements - \$1,900,000.00)



Top Deck- Damage to waterproof coating and concrete spall- Close-up.



Top Deck- Damage along joint.



Top Deck- Damage along joint.



Underdeck- Rust staining due to water infiltration.



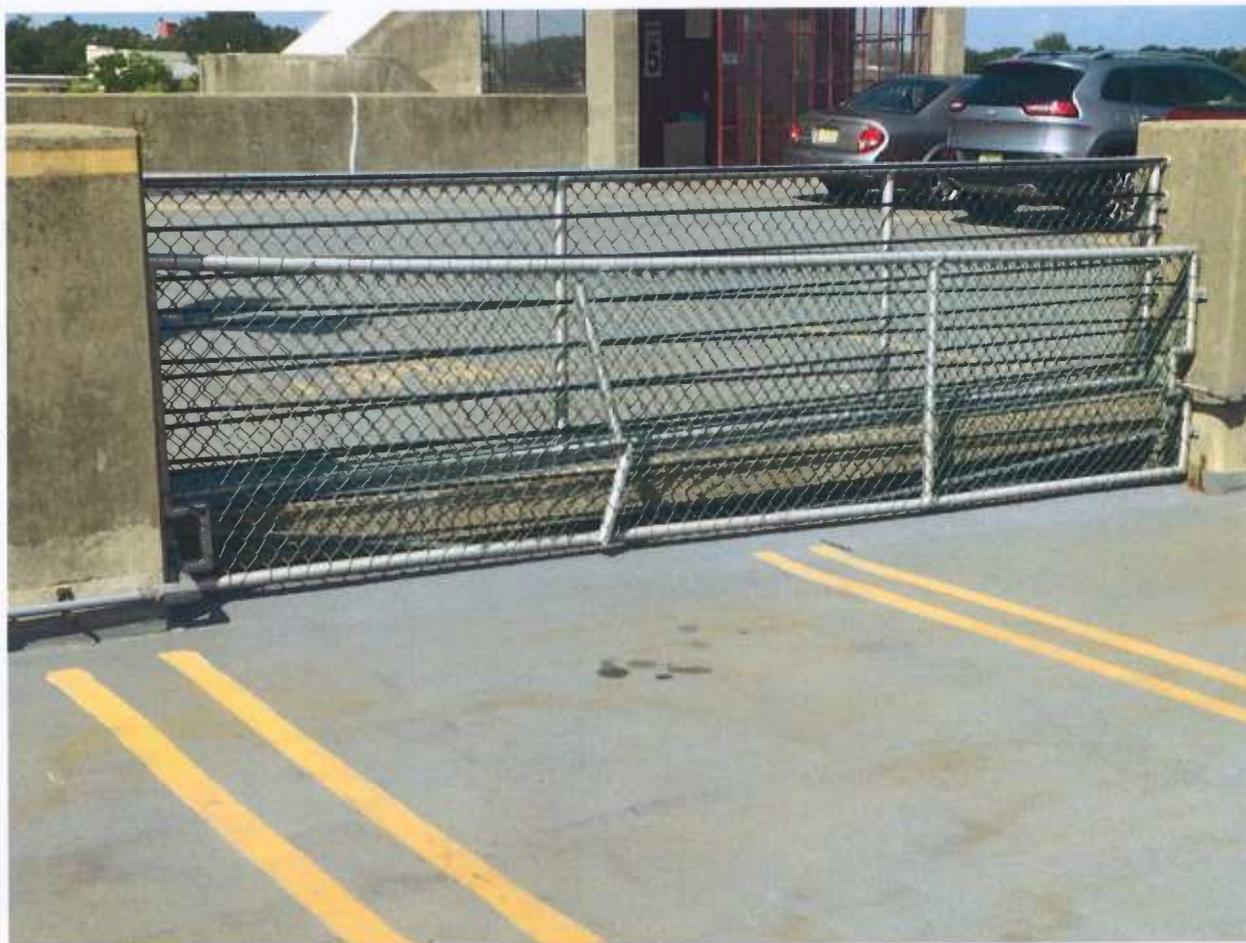
Underdeck- Crack with leaching due to water infiltration.



Underdeck- Note trough installed to catch leak through deck.



Light Fixture- Evidence of water infiltration.



Top Deck- Damaged fencing.



Cable Railing- Damaged wire.

Attachment: Springfield Ave. Tier Garage Repair Photos (4049 : Bond Ordinance - Parking Utility Improvements - \$1,900,000.00)



Stairway- Note damaged floor treads.



Elevator Entrance- Note daylight around door frame.

Attachment: Springfield Ave. Tier Garage Repair Photos (4049 : Bond Ordinance - Parking Utility Improvements - \$1,900,000.00)



Elevator Entrance- Paint damage to ceiling due to water infiltration.



Elevator Entrance- Note wide crack along floor in front of door.



Elevator Cab – Note floor wear damage to floor.



Interior of Elevator Shaft- Looking up- Note corroded roof decking.



Interior of Elevator Shaft- Looking up- Note corroded door frame support angles.



Interior of Elevator Shaft- Note corroded door frame support angle- Close-up.

<b>Ordinance #:</b>	
Introduction Date:	
Hearing Date:	
Passage Date:	
Effective Date:	

**AN ORDINANCE AMENDING THE CODE, CHAPTER XII, “PARKS, PUBLIC AREAS, RECREATION FACILITIES,” TO ADD SECTION 12-6, “CITY HALL CONFERENCE ROOMS”** *(Adds a fee schedule for reserving a City Hall Conference Room pursuant to the City Hall Conference Room Use Policy, as adopted by the Common Council.)*

WHEREAS, pursuant to N.J.S.A. 40:48-1(1), the governing body of a municipality may make, amend, repeal and enforce ordinances to manage, regulate, and control the finances and property, real and personal, of the municipality; and

NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT, as follows:

Section 1. Chapter XII, Section 12-6 entitled “City Hall Conference Rooms” is added such that the *Revised General Ordinances of the City of Summit* reads:

**12-6 CITY HALL CONFERENCE ROOMS.**

**12-6.1 Conference Room Use Policy.**

Conference Rooms in City Hall may be utilized for meetings and other events in accordance with the “City Hall Conference Room Use Policy,” as adopted by the Common Council of the City of Summit from time to time and kept on file in the City Clerk’s Office.

The City Clerk’s Office shall be responsible for scheduling of conference rooms and collection of fees in connection with conference room use.

**12-6.2 Fee Schedule**

Entities subject to fees for reserving a City Hall Conference Room pursuant to the City Hall Conference Room Use Policy, shall be responsible for the following fees for each 2.5-hour interval, or part thereof, of the reservation:

<u>Council Chambers/Court Room (CCC)</u>	<u>\$60.00</u>
<u>Whitman Community Room (WCR)</u>	<u>\$50.00</u>
<u>Large Conference Room (LCR)</u>	<u>\$40.00</u>
<u>Small Conference Room (SCR)</u>	<u>\$30.00</u>

Section 2. Effective Date.

This ordinance shall take effect upon final passage and publication as provided by law.

Dated:

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing ordinance was duly passed by the Common Council of said City at a regular meeting held on Tuesday evening,

Approved:

Mayor

City Clerk

# Memo

**TO:** Buildings and Grounds Committee  
Councilmember, Dr. Robert Rubino, Chairman  
Councilmember, Richard Sun, Member

**FROM:** Paul Cascais, Director, Department of Community Services

**DATE:** February 25, 2016

**SUBJECT:** Introduction of Ordinance, City Hall Conference Rooms

**COPY:** Michael Rogers, City Administrator  
Rosemary Licatese, City Clerk

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This memo is requesting members of the Common Council to consider the introduction of an ordinance amending the City of Summit Code, Chapter XII, to add section 12-6, entitled City Hall Conference Rooms.

As for background, the Governing Body passed a resolution at the February 17, 2016 Common Council meeting amending the City Hall Conference Room Use Policy (hereafter Policy).

Section 1 (h) (5) and Section 4 of the Policy refers to fees set forth in Chapter XII of the Revised General Ordinances of the City of Summit. The proposed attached ordinance reflects the addition of Section 12-6 "City Hall Conference Rooms" to the City of Summit Code, Chapter XII, entitled "Parks, Public Areas, Recreation Facilities". Section 12-6 establishes fees for the use of conference rooms in City Hall. The proposed fees are specific to each conference room in City Hall designated for meetings pursuant to Section 2 of the adopted Policy. The proposed fees specified in Section 12-6.2 are for 2.5 hour intervals, therefore, fees are not prorated in the event a user does not require the entire 2.5 scheduled block of time.

**RESOLUTION PROVIDING FOR THE COMBINATION OF CERTAIN ISSUES OF BONDS OF THE CITY OF SUMMIT, IN THE COUNTY OF UNION, NEW JERSEY, INTO A SINGLE ISSUE OF GENERAL BONDS AGGREGATING \$9,955,000 IN PRINCIPAL AMOUNT.**

March 1, 2016

**BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT, IN THE COUNTY OF UNION, NEW JERSEY, AS FOLLOWS:**

Section 1. Pursuant to the provisions of Section 40A:2-26 of the Local Bond Law of New Jersey, particularly paragraph (f) thereof and in lieu of the sale of more than one issue of bonds as provided for in said Local Bond Law, the several issues of bonds of this local unit described in Section 2 hereof, authorized pursuant to bond ordinances of the local unit heretofore adopted, shall be combined into a single and combined issue of bonds in the principal amount of \$9,955,000.

Section 2. The principal amount of the bonds of the several issues of bonds to be combined into a single issue as above provided, the bond ordinance authorizing each of said several issues described by reference to its title and date of adoption, and the period or average period of usefulness determined in each of said bond ordinances are respectively as follows:

<u>Principal Amount of Bonds</u>	<u>Title of Ordinance and Date of Adoption</u>	<u>Period or Average Period of Usefulness (in Years)</u>
\$329,000 bonds	“Bond ordinance appropriating \$1,161,000, and authorizing the issuance of \$2,090,000 bonds or notes of the City, for various improvements or purposes authorized to be undertaken by the City of Summit, in the County of Union, New Jersey”, finally adopted on October 5, 2010 (#2912)	20.32
\$10,000 bonds	“Bond ordinance providing for the acquisition of new and additional communication equipment by the City of Summit, in the County of Union, New Jersey, appropriating \$365,000 therefor and authorizing the issuance of \$347,500 bonds or notes of the City for	

financing such appropriation”, finally adopted on April 5, 2011 (#2940)

\$15,000 bonds	“Bond ordinance providing for the improvement of a portion of Ashland Road in and by the City of Summit, in the County of Union, New Jersey, appropriating \$500,000 therefor and authorizing the issuance of \$476,000 bonds or notes of the City for financing such appropriation”, finally adopted on August 12, 2011 (#2948)	10
\$200,000 bonds	“Bond ordinance appropriating \$2,750,000, and authorizing the issuance of \$2,618,000 bonds or notes of the City, for various improvements or purposes authorized to be undertaken by the City of Summit, in the County of Union, New Jersey”, finally adopted on August 12, 2011 (#2950)	14.22
\$65,000 bonds	“Bond ordinance providing for the improvement of a portion of Bellevue Avenue in and by the City of Summit, in the County of Union, New Jersey, appropriating \$708,000 therefor, and authorizing the issuance of \$674,000 bonds or notes of the City for financing such appropriation”, finally adopted on November 1, 2011 (#2960)	10
\$24,000 bonds	“Bond ordinance providing for the improvement of a portion of Euclid Avenue in and by the City of Summit, in the County of Union, New Jersey, appropriating \$173,000 therefor and authorizing the issuance of \$164,000 bonds or notes of the City for financing such appropriation”, finally adopted on November 1, 2011 (#2962)	10
\$45,000 bonds	“Bond ordinance providing for the improvement of a portion of Beechwood Avenue in and by the City of Summit, in the County of Union, New Jersey, appropriating \$368,000 therefor and authorizing the issuance of \$350,000 bonds or notes of the City for financing such appropriation”, finally adopted on November 1, 2011 (#2964)	10

\$1,500,000 bonds	“Bond ordinance appropriating \$2,274,000, and authorizing the issuance of \$2,164,000 bonds or notes of the City, for various improvements or purposes authorized to be undertaken by the City of Summit, in the County of Union, New Jersey”, finally adopted on June 19, 2012 (#2986)	12.76
\$70,000 bonds	“Bond ordinance providing for the improvement of a portion of DeForest Avenue in and by the City of Summit, in the County of Union, New Jersey, appropriating \$300,000 therefor and authorizing the issuance of \$285,000 bonds or notes of the City for financing such appropriation”, finally adopted on June 19, 2012 (#2985)	10
\$130,000 bonds	“Bond ordinance providing for the improvement of a portion of Bedford Road and Plain Street in and by the City of Summit, in the County of Union, New Jersey, appropriating \$350,000 therefor and authorizing the issuance of \$333,000 bonds or notes of the City for financing such appropriation”, finally adopted on June 19, 2012 (#2988)	10
\$38,000 bonds	“Bond ordinance providing for the improvement of a portion of Hawthorne Place in and by the City of Summit, in the County of Union, New Jersey, appropriating \$500,000 therefor and authorizing the issuance of \$476,000 bonds or notes of the City for financing such appropriation”, finally adopted on June 19, 2012 (#2989)	10
\$330,000 bonds	“Bond ordinance providing for the improvement of a portion of Hillcrest Avenue in and by the City of Summit, in the County of Union, New Jersey, appropriating \$600,000 therefor and authorizing the issuance of \$571,000 bonds or notes of the City for financing such appropriation”, finally adopted on June 19, 2012 (#2990)	10
\$307,000 bonds	“Bond ordinance providing for the improvement of a portion of Valley View Avenue in and by the City of Summit, in the County of Union, New Jersey, appropriating	10

\$650,000 therefor and authorizing the issuance of \$619,000 bonds or notes of the City for financing such appropriation”, finally adopted on June 19, 2012 (#2991)

\$348,000 bonds

“Bond ordinance providing for the improvement of a portion of Waldron Avenue in and by the City of Summit, in the County of Union, New Jersey, appropriating \$500,000 therefor and authorizing the issuance of \$476,000 bonds or notes of the City for financing such appropriation”, finally adopted on June 19, 2012 (#2992)

10

\$332,000 bonds

“Bond ordinance providing for the construction of an emergency services dispatch center for use jointly by the Borough of New Providence and the City of Summit, in the County of Union, New Jersey, appropriating \$365,000 therefor and authorizing the issuance of \$347,000 bonds or notes of the City for financing such appropriation”, finally adopted on February 5, 2013 (#3003)

15

\$436,000 bonds

“Bond ordinance providing for the improvement of a portion of Deforest Avenue in and by the City of Summit, in the County of Union, New Jersey, appropriating \$500,000 therefor and authorizing the issuance of \$476,000 bonds or notes of the City for financing such appropriation”, finally adopted on June 18, 2013 (#3016)

10

\$200,000 bonds

“Bond ordinance providing for the improvement of a portion of Middle Avenue in and by the City of Summit, in the County of Union, New Jersey, appropriating \$250,000 therefor and authorizing the issuance of \$238,000 bonds or notes of the City for financing such appropriation”, finally adopted on June 18, 2013 (#3017)

10

\$600,000 bonds

“Bond ordinance appropriating \$1,681,000 and authorizing the issuance of \$1,600,000 bonds or notes of the City for various improvements or purposes authorized to be undertaken by the City of Summit, in the County of Union, New Jersey”, finally

10.35

adopted on June 18, 2013 (#3019)

\$260,000 bonds	<p>“Bond ordinance providing for the improvement of a portion of Badeaue Avenue in and by the City of Summit, in the County of Union, New Jersey, appropriating \$400,000 therefor, directing a special assessment of part of the cost thereof, and authorizing the issuance of \$380,000 bonds or notes of the City for financing such appropriation”, finally adopted on July 2, 2013 (#3021)</p>	10
\$175,000 bonds	<p>“Bond ordinance providing for the improvement of a portion of Llewellyn Road in and by the City of Summit, in the County of Union, New Jersey, appropriating \$250,000 therefor, directing a special assessment of part of the cost thereof, and authorizing the issuance of \$238,000 bonds or notes of the City for financing the same”, finally adopted on July 2, 2013 (#3022)</p>	10
\$170,000 bonds	<p>“Bond ordinance providing for the improvement of a portion of Shadyside Avenue in and by the City of Summit, in the County of Union, New Jersey, appropriating \$300,000 therefor, directing a special assessment of part of the cost thereof, and authorizing the issuance of \$285,000 bonds or notes of the City for financing the same”, finally adopted on July 2, 2013 (#3023)</p>	10
\$700,000 bonds	<p>“Bond ordinance providing for the improvement of a portion of Essex Road in and by the City of Summit, in the County of Union, New Jersey, appropriating \$900,000 therefor, directing a special assessment of part of the cost thereof, and authorizing the issuance of \$857,000 bonds or notes of the City for financing the same”, finally adopted on September 3, 2013 (#3026)</p>	10
\$350,000 bonds	<p>“Bond ordinance providing for the improvement of a portion of various roads in and by the City of Summit, in the County of Union, New Jersey, appropriating \$500,000 therefor, directing a special assessment of part of the cost thereof, and authorizing the</p>	10

issuance of \$476,000 bonds or notes of the City for financing the same”, finally adopted on September 3, 2013 (#3027)

\$440,000 bonds

“Bond ordinance providing for the improvement of the Family Aquatic Center parking lot in and by the City of Summit, in the County of Union, New Jersey, appropriating \$500,000 therefor and authorizing the issuance of \$476,000 bonds or notes of the City for financing such appropriation”, finally adopted on November 6, 2013 (#3039)

10

\$375,000 bonds

“Bond ordinance providing for the improvement of Druid Hill Road in and by the City of Summit, in the County of Union, New Jersey, appropriating \$600,000 therefor, directing a special assessment of part of the cost thereof, and authorizing the issuance of \$571,000 bonds or notes of the City for financing the same”, finally adopted on July 29, 2014 (#3063)

10

\$250,000 bonds

“Bond ordinance providing for the improvement of Fairview Avenue in and by the City of Summit, in the County of Union, New Jersey, appropriating \$350,000 therefor, directing a special assessment of part of the cost thereof, and authorizing the issuance of \$333,000 bonds or notes of the City for financing the same”, finally adopted on July 29, 2014 (#3064)

10

\$800,000 bonds

“Bond ordinance providing for the improvement of Fernwood Road and Ridge Road in and by the City of Summit, in the County of Union, New Jersey, appropriating \$1,100,000 therefor, directing a special assessment of part of the cost thereof, and authorizing the issuance of \$1,047,000 bonds or notes of the City for financing the same”, finally adopted on July 29, 2014 (#3065)

10

\$666,000 bonds

“Bond ordinance providing for the improvement of DeForest Avenue in and by the City of Summit, in the County of Union, New Jersey, appropriating \$700,000 therefor and authorizing the issuance of \$666,000

10

bonds or notes of the City for financing such appropriation”, finally adopted on June 9, 2015 (#3087)

\$790,000 bonds

“Bond ordinance providing for the improvement of various roads in and by the City of Summit, in the County of Union, New Jersey, appropriating \$1,050,000 therefor and authorizing the issuance of \$790,000 bonds or notes of the City for financing such appropriation”, finally adopted on November 16, 2015 (#3096)

10

Section 3. The following matters are hereby determined with respect to said combined issue of bonds:

(a) The average period of usefulness, taking into consideration the respective amounts of obligations presently authorized to be issued pursuant to each of said bond ordinances, respectively, is eleven (11) years.

(b) The bonds of said combined issue shall be designated “General Bonds of 2016” and shall mature within the said average period of usefulness hereinabove determined.

(c) The bonds of said combined issue shall be sold and issued in accordance with the provisions of said Local Bond Law applicable to the sale and issue of a single issue of bonds.

Section 4. The following additional matters are hereby determined, declared, recited and stated:

(a) None of the bonds of the several issues of bonds described in Section 2 hereof has been heretofore sold or issued and the several bond ordinances described in Section 2 hereof have not heretofore been rescinded and now remain in full force and effect as authorizations for the amount of bonds set forth opposite the title of the several bond ordinances described in said Section 2 hereof.

(b) No bonds are authorized by any of the bond ordinances described in Section 2 hereof, except bonds in the amount set opposite the title of said bond ordinances in Section 2 hereof.

(c) The several purposes for the financing of which the bonds described in Section 2 hereof have been authorized to be issued pursuant to the respective bond ordinances described in Section 2 hereof are purposes for which bonds of this local unit may lawfully be issued pursuant to said Local Bond Law and are not purposes for which a deduction may be taken in any annual or supplemental debt statement of the local unit.

Section 5. This resolution shall take effect immediately.

The foregoing resolution was adopted by the following vote:

RECORDED VOTE

Ayes	(	Nays	(	Abstain	(
	(			Absent	(
	(				
	(				
	(				

Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk

**RESOLUTION PROVIDING FOR THE COMBINATION OF CERTAIN ISSUES OF BONDS OF THE CITY OF SUMMIT, IN THE COUNTY OF UNION, NEW JERSEY, INTO A SINGLE ISSUE OF ASSESSMENT BONDS AGGREGATING \$845,000 IN PRINCIPAL AMOUNT.**

March 1, 2016

**BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT, IN THE COUNTY OF UNION, NEW JERSEY, AS FOLLOWS:**

Section 1. Pursuant to the provisions of Section 40A:2-26 of the Local Bond Law of New Jersey, particularly paragraph (f) thereof and in lieu of the sale of more than one issue of bonds as provided for in said Local Bond Law, the several issues of bonds of this local unit described in Section 2 hereof, authorized pursuant to bond ordinances of the local unit heretofore adopted, shall be combined into a single and combined issue of bonds in the principal amount of \$845,000.

Section 2. The principal amount of the bonds of the several issues of bonds to be combined into a single issue as above provided, the bond ordinance authorizing each of said several issues described by reference to its title and date of adoption, and the period or average period of usefulness determined in each of said bond ordinances are respectively as follows:

<u>Principal Amount of Bonds</u>	<u>Title of Ordinance and Date of Adoption</u>	<u>Period or Average Period of Usefulness (in Years)</u>
\$17,000 bonds	“Bond ordinance providing for the improvement of a portion of Bedford Road and Plain Street in and by the City of Summit, in the County of Union, New Jersey, appropriating \$380,000 therefor and authorizing the issuance of \$333,000 bonds or notes of the City for financing such appropriation”, finally adopted on June 19, 2012 (#2988)	10
\$50,000 bonds	“Bond ordinance providing for the improvement of a portion of Hawthorne Place in and by the City of Summit, in the County of Union, New Jersey, appropriating \$500,000	10

therefor and authorizing the issuance of \$476,000 bonds or notes of the City for financing such appropriation”, finally adopted on June 19, 2012 (#2989)

\$30,000 bonds	“Bond ordinance providing for the improvement of a portion of Hillcrest Avenue in and by the City of Summit, in the County of Union, New Jersey, appropriating \$600,000 therefor and authorizing the issuance of \$571,000 bonds or notes of the City for financing such appropriation”, finally adopted on June 19, 2012 (#2990)	10
\$78,000 bonds	“Bond ordinance providing for the improvement of a portion of Valley View Avenue in and by the City of Summit, in the County of Union, New Jersey, appropriating \$650,000 therefor and authorizing the issuance of \$619,000 bonds or notes of the City for financing such appropriation”, finally adopted on June 19, 2012 (#2991)	10
\$50,000 bonds	“Bond ordinance providing for the improvement of a portion of Waldron Avenue in and by the City of Summit, in the County of Union, New Jersey, appropriating \$500,000 therefor and authorizing the issuance of \$476,000 bonds or notes of the City for financing such appropriation”, finally adopted on June 19, 2012 (#2992)	10
\$25,000 bonds	“Bond ordinance providing for the improvement of a portion of Llewellyn Road in and by the City of Summit, in the County of Union, New Jersey, appropriating \$250,000 therefor, directing a special assessment of part of the cost thereof, and authorizing the issuance of \$238,000 bonds or notes of the City for financing the same”, finally adopted on July 2, 2013 (#3022)	10
\$30,000 bonds	“Bond ordinance providing for the improvement of a portion of Shadyside Avenue in and by the City of Summit, in the County of Union, New Jersey, appropriating \$300,000 therefor, directing a special assessment of part of the cost thereof, and authorizing the issuance of \$285,000 bonds or	10

notes of the City for financing the same”, finally adopted on July 2, 2013 (#3023)

\$40,000 bonds	“Bond ordinance providing for the improvement of a portion of Badeaue Avenue in and by the City of Summit, in the County of Union, New Jersey, appropriating \$400,000 therefor, directing a special assessment of part of the cost thereof, and authorizing the issuance of \$380,000 bonds or notes of the City for financing such appropriation”, finally adopted on July 2, 2013 (#3021)	10
\$100,000 bonds	“Bond ordinance providing for the improvement of a portion of Essex Road in and by the City of Summit, in the County of Union, New Jersey, appropriating \$900,000 therefor, directing a special assessment of part of the cost thereof, and authorizing the issuance of \$857,000 bonds or notes of the City for financing the same”, finally adopted on September 3, 2013 (#3026)	10
\$50,000 bonds	“Bond ordinance providing for the improvement of a portion of various roads in and by the City of Summit, in the County of Union, New Jersey, appropriating \$500,000 therefor, directing a special assessment of part of the cost thereof, and authorizing the issuance of \$476,000 bonds or notes of the City for financing the same”, finally adopted on September 3, 2013 (#3027)	10
\$125,000 bonds	“Bond ordinance providing for the improvement of Druid Hill Road in and by the City of Summit, in the County of Union, New Jersey, appropriating \$600,000 therefor, directing a special assessment of part of the cost thereof, and authorizing the issuance of \$571,000 bonds or notes of the City for financing the same”, finally adopted on July 29, 2014 (#3063)	10
\$50,000 bonds	“Bond ordinance providing for the improvement of Fairview Avenue in and by the City of Summit, in the County of Union, New Jersey, appropriating \$350,000 therefor, directing a special assessment of part of the cost thereof, and authorizing the issuance of	10

\$333,000 bonds or notes of the City for financing the same”, finally adopted on July 29, 2014 (#3064)

\$200,000 bonds

“Bond ordinance providing for the improvement of Fernwood Road and Ridge Road in and by the City of Summit, in the County of Union, New Jersey, appropriating \$1,100,000 therefor, directing a special assessment of part of the cost thereof, and authorizing the issuance of \$1,047,000 bonds or notes of the City for financing the same”, finally adopted on July 29, 2014 (#3065)

10

Section 3. The following matters are hereby determined with respect to said

combined issue of bonds:

(a) The average period of usefulness, taking into consideration the respective amounts of obligations presently authorized to be issued pursuant to each of said bond ordinances, respectively, is ten (10) years.

(b) The bonds of said combined issue shall be designated “Assessment Bonds of 2016” and shall mature within the said average period of usefulness hereinabove determined.

(c) The bonds of said combined issue shall be sold and issued in accordance with the provisions of said Local Bond Law applicable to the sale and issue of a single issue of bonds.

Section 4. The following additional matters are hereby determined, declared, recited and stated:

(a) None of the bonds of the several issues of bonds described in Section 2 hereof has been heretofore sold or issued and the several bond ordinances described in Section 2 hereof have not heretofore been rescinded and now remain in full force and effect as authorizations for the amount of bonds set forth opposite the title of the several bond ordinances described in said Section 2 hereof.

(b) No bonds are authorized by any of the bond ordinances described in Section 2 hereof, except bonds in the amount set opposite the title of said bond ordinances in Section 2 hereof.

(c) The several purposes for the financing of which the bonds described in Section 2 hereof have been authorized to be issued pursuant to the respective bond ordinances described in Section 2 hereof are purposes for which bonds of this local unit may lawfully be issued pursuant to said Local Bond Law and are not purposes for which a deduction may be taken in any annual or supplemental debt statement of the local unit.

Section 5. This resolution shall take effect immediately.

The foregoing resolution was adopted by the following vote:

RECORDED VOTE

Ayes	(	Nays	(	Abstain	(
	(			Absent	(
	(				
	(				
	(				

Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk

**RESOLUTION PROVIDING FOR THE COMBINATION OF CERTAIN ISSUES OF BONDS OF THE CITY OF SUMMIT, IN THE COUNTY OF UNION, NEW JERSEY, INTO A SINGLE ISSUE OF SEWER BONDS AGGREGATING \$4,071,000 IN PRINCIPAL AMOUNT.**

March 1, 2016

**BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT, IN THE COUNTY OF UNION, NEW JERSEY, AS FOLLOWS:**

Section 1. Pursuant to the provisions of Section 40A:2-26 of the Local Bond Law of New Jersey, particularly paragraph (f) thereof and in lieu of the sale of more than one issue of bonds as provided for in said Local Bond Law, the several issues of bonds of this local unit described in Section 2 hereof, authorized pursuant to bond ordinances of the local unit heretofore adopted, shall be combined into a single and combined issue of bonds in the principal amount of \$4,071,000.

Section 2. The principal amount of the bonds of the several issues of bonds to be combined into a single issue as above provided, the bond ordinance authorizing each of said several issues described by reference to its title and date of adoption, and the period or average period of usefulness determined in each of said bond ordinances are respectively as follows:

Principal Amount of Bonds	Title of Ordinance and Date of Adoption	Period or Average Period of Usefulness (in Years)
\$66,200 bonds	"Bond ordinance providing for improvement of the sanitary sewerage system in and by the City of Summit, in the County of Union, New Jersey, appropriating \$550,000 therefor and authorizing the issuance of \$523,000 bonds or notes of the City for financing such appropriation", finally adopted on March 21, 2006 (2697)	40

\$181,500 bonds	“Bond ordinance appropriating \$850,000, and authorizing the issuance of \$809,000 bonds or notes of the City, for various improvements or purposes authorized to be undertaken by the City of Summit, in the County of Union, New Jersey, for the sanitary sewerage system”, finally adopted on August 17, 2007 (#2768)	36.11
\$288,900 bonds	“Bond ordinance providing for improvement of the sanitary sewerage system in and by the City of Summit, in the County of Union, New Jersey, appropriating \$850,000 therefor and authorizing the issuance of \$809,000 bonds or notes of the City for financing such appropriation”, finally adopted on July 29, 2008 (#2812)	40
\$1,001,700 bonds	“Bond ordinance appropriating \$1,150,000 therefor and authorizing the issuance of \$1,095,000 bonds or notes of the City for various improvements or purposes authorized to be undertaken by the City of Summit, in the County of Union, New Jersey for the sanitary sewerage system of the City”, finally adopted on September 7, 2010 (#2913)	30.6
\$254,700 bonds	“Bond ordinance appropriating \$835,000 and authorizing the issuance of \$795,000 bonds or notes of the City, for various improvements or purposes authorized to be undertaken by the City of Summit, in the County of Union, New Jersey, for the sanitary sewerage system of the City”, finally adopted on November 4, 2009 (#2873)	38.5
\$530,000 bonds	“Bond ordinance providing for improvement of the sanitary sewerage system in and by the City of Summit, in the County of Union, New Jersey, appropriating \$809,000 therefor and authorizing the issuance of \$530,000 bonds or notes of the City for financing such appropriation”, finally adopted on June 19, 2012 (#2987)	40

\$834,000 bonds	<p>“Bond ordinance providing for the improvement of sewerage facilities owned jointly by the City of East Orange, the Township of Hillside, in the County of Union, the Town of Irvington, the Township of Maplewood, in the County of Essex, the Township of Millburn, in the County of Essex, the City of Newark, the Borough of Roselle Park, the Village of South Orange, the City of Summit, the Township of Union, in the County of Union, and the Town of West Orange, appropriating \$900,000 therefor and authorizing the issuance of \$857,000 bonds or notes of the City of Summit for financing its share of costs of such improvement”, finally adopted on July 8, 2014 (#3056)</p>	40
\$914,000 bonds	<p>“Bond ordinance appropriating \$960,000, and authorizing the issuance of \$914,000 bonds or notes of the City, for various improvements or purposes authorized to be undertaken by the City of Summit, in the County of Union, New Jersey, for the sanitary sewerage system of the City”, finally adopted on June 9, 2015 (#3085)</p>	38.7

Section 3. The following matters are hereby determined with respect to said combined issue of bonds:

(a) The average period of usefulness, taking into consideration the respective amounts of obligations presently authorized to be issued pursuant to each of said bond ordinances, respectively, is thirty-seven (37) years.

(b) The bonds of said combined issue shall be designated “Sewer Bonds of 2016” and shall mature within the said average period of usefulness hereinabove determined.

(c) The bonds of said combined issue shall be sold and issued in accordance with the provisions of said Local Bond Law applicable to the sale and issue of a single issue of bonds.

Section 4. The following additional matters are hereby determined, declared, recited and stated:

(a) None of the bonds of the several issues of bonds described in Section 2 hereof has been heretofore sold or issued and the several bond ordinances described in Section 2 hereof have not heretofore been rescinded and now remain in full force and effect as authorizations for the amount of bonds set forth opposite the title of the several bond ordinances described in said Section 2 hereof.

(b) No bonds are authorized by any of the bond ordinances described in Section 2 hereof, except bonds in the amount set opposite the title of said bond ordinances in Section 2 hereof.

(c) The several purposes for the financing of which the bonds described in Section 2 hereof have been authorized to be issued pursuant to the respective bond ordinances described in Section 2 hereof are purposes for which bonds of this local unit may lawfully be issued pursuant to said Local Bond Law and are purposes for which a deduction may be taken in any annual or supplemental debt statement of the local unit.

Section 5. This resolution shall take effect immediately.

The foregoing resolution was adopted by the following vote:

RECORDED VOTE

Ayes	(	Nays	(	Abstain	(
	(			Absent	(
	(				
	(				
	(				
	(				

Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk

**RESOLUTION PROVIDING FOR THE  
COMBINATION OF CERTAIN ISSUES OF BONDS  
OF THE CITY OF SUMMIT, IN THE COUNTY OF UNION,  
NEW JERSEY, INTO A SINGLE ISSUE OF PARKING BONDS  
AGGREGATING \$1,161,000 IN PRINCIPAL AMOUNT.**

March 1, 2016

**BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF  
SUMMIT, IN THE COUNTY OF UNION, NEW JERSEY, AS FOLLOWS:**

Section 1. Pursuant to the provisions of Section 40A:2-26 of the Local Bond Law of New Jersey, particularly paragraph (f) thereof and in lieu of the sale of more than one issue of bonds as provided for in said Local Bond Law, the several issues of bonds of this local unit described in Section 2 hereof, authorized pursuant to bond ordinances of the local unit heretofore adopted, shall be combined into a single and combined issue of bonds in the principal amount of \$1,161,000.

Section 2. The principal amount of the bonds of the several issues of bonds to be combined into a single issue as above provided, the bond ordinance authorizing each of said several issues described by reference to its title and date of adoption, and the period or average period of usefulness determined in each of said bond ordinances are respectively as follows:

<u>Principal Amount of Bonds</u>	<u>Title of Ordinance and Date of Adoption</u>	<u>Period or Average Period of Usefulness (in Years)</u>
\$35,000 bonds	"Bond ordinance providing for improvements relating to the parking utility by the City of Summit, in the County of Union, New Jersey, appropriating \$368,000 therefor and authorizing the issuance of \$350,000 bonds or notes of the City for financing such appropriation", finally adopted on May 2, 2006 (#2713)	15

\$197,500 bonds	“Bond ordinance appropriating \$310,000 therefor and authorizing the issuance of \$295,000 bonds or notes of the City for various improvements or purposes authorized to be undertaken by the City of Summit, in the County of Union, New Jersey for the parking utility of the City”, finally adopted on November 4, 2009 (#2874)	13.43
\$24,000 bonds	“Bond ordinance appropriating \$750,000, and authorizing the issuance of \$714,000 bonds or notes of the City, for various improvements or purposes authorized to be undertaken by the City of Summit, in the County of Union, New Jersey, for the parking utility of the City”, finally adopted on May 15, 2012 (#2977)	13.44
\$476,000 bonds	“Bond ordinance providing for improvement of the parking utility by the City of Summit, in the County of Union, New Jersey, appropriating \$500,000 therefor and authorizing the issuance of \$476,000 bonds or notes of the City for financing such appropriation”, finally adopted on May 12, 2015 (#3078)	15
\$428,500 bonds	“Bond ordinance providing for the acquisition of new and additional equipment for use by the parking utility of the City of Summit, in the County of Union, appropriating \$450,000 therefor and authorizing the issuance of \$428,500 bonds or notes of the City for financing such appropriation”, finally adopted on June 9, 2015 (#3086)	15

Section 3. The following matters are hereby determined with respect to said combined issue of bonds:

(a) The average period of usefulness, taking into consideration the respective amounts of obligations presently authorized to be issued pursuant to each of said bond ordinances, respectively, is fourteen (14) years.

(b) The bonds of said combined issue shall be designated “Parking Bonds of 2016” and shall mature within the said average period of usefulness hereinabove determined.

(c) The bonds of said combined issue shall be sold and issued in accordance with the provisions of said Local Bond Law applicable to the sale and issue of a single issue of bonds.

Section 4. The following additional matters are hereby determined, declared, recited and stated:

(a) None of the bonds of the several issues of bonds described in Section 2 hereof has been heretofore sold or issued and the several bond ordinances described in Section 2 hereof have not heretofore been rescinded and now remain in full force and effect as authorizations for the amount of bonds set forth opposite the title of the several bond ordinances described in said Section 2 hereof.

(b) No bonds are authorized by any of the bond ordinances described in Section 2 hereof, except bonds in the amount set opposite the title of said bond ordinances in Section 2 hereof.

(c) The several purposes for the financing of which the bonds described in Section 2 hereof have been authorized to be issued pursuant to the respective bond ordinances described in Section 2 hereof are purposes for which bonds of this local unit may lawfully be issued pursuant to said Local Bond Law and are purposes for which a deduction may be taken in any annual or supplemental debt statement of the local unit.

Section 5. This resolution shall take effect immediately.

The foregoing resolution was adopted by the following vote:

RECORDED VOTE

Ayes	(	Nays	(	Abstain	(
	(			Absent	(
	(				
	(				
	(				
	(				

Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk

**RESOLUTION DETERMINING THE FORM AND OTHER DETAILS OF \$9,955,000 GENERAL BONDS OF 2016, \$845,000 ASSESSMENT BONDS OF 2016, \$4,071,000 SEWER BONDS OF 2016, \$1,161,000 PARKING BONDS OF 2016 AND \$13,800,000 SCHOOL BONDS OF 2016 OF THE CITY OF SUMMIT, IN THE COUNTY OF UNION, NEW JERSEY, AND PROVIDING FOR THEIR SALE.**

March 1, 2016

**BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT, IN THE COUNTY OF UNION, NEW JERSEY, AS FOLLOWS:**

Section 1. Terms of Bonds. The \$9,955,000 General Bonds of 2016 (the “General Bonds”) of the City of Summit, in the County of Union, New Jersey (the “City”), referred to and described in the resolution adopted pursuant to the Local Bond Law of the State of New Jersey, by the Common Council of the City on March 1, 2016, entitled “Resolution providing for the combination of certain issues of bonds of the City of Summit, in the County of Union, New Jersey, into a single issue of General Bonds aggregating \$9,955,000 in principal amount” and authorized by certain bond ordinances of the City therein described, shall be dated the date of delivery thereof (which is expected to be April 20, 2016), shall bear interest payable semi-annually on March 1 and September 1 in each year, commencing September 1, 2016, expressed in a multiple of 1/8 or 1/20 of 1%, shall mature (subject to the option of the successful bidder to establish term bonds in accordance with the provisions of the notice of sale) in the principal amount of \$560,000 on March 1, 2017, \$970,000 on March 1, 2018, \$985,000 on March 1, 2019, \$1,000,000 on March 1, 2020, \$1,020,000 on March 1, 2021, \$1,040,000 on March 1, 2022, \$1,060,000 on March 1, 2023, \$1,040,000 on March 1, 2024, \$1,105,000 on March 1, 2025 and \$1,135,000 on March 1, 2026, and shall each bear a distinctive number to distinguish it from all other General Bonds of said issue.

The \$845,000 Assessment Bonds of 2016 (the "Assessment Bonds") of the City, referred to and described in the resolution adopted pursuant to the Local Bond Law of the State of New Jersey, by the Common Council of the City on March 1, 2016, entitled "Resolution providing for the combination of certain issues of bonds of the City of Summit, in the County of Union, New Jersey, into a single issue of Assessment Bonds aggregating \$845,000 in principal amount" and authorized by certain bond ordinances of the City therein described, shall be dated the date of delivery thereof (which is expected to be April 20, 2016), shall bear interest payable semi-annually on March 1 and September 1 in each year, commencing September 1, 2016, expressed in a multiple of 1/8 or 1/20 of 1%, shall mature (subject to the option of the successful bidder to establish term bonds in accordance with the provisions of the notice of sale) in the principal amount of \$85,000 on March 1 in each of the years 2017 to 2025, both inclusive and \$80,000 on March 1, 2026, and shall each bear a distinctive number to distinguish if from all other Assessment Bonds of said issue.

The \$4,071,000 Sewer Bonds of 2016 (the "Sewer Bonds"), referred to and described in the resolution adopted pursuant to the Local Bond Law of the State of New Jersey, by the Common Council of the City on March 1, 2016, entitled "Resolution providing for the combination of certain issues of bonds of the City of Summit, in the County of Union, New Jersey, into a single issue of Sewer Bonds aggregating \$4,071,000 in principal amount" and authorized by certain bond ordinances of the City therein described, shall be dated the date of delivery thereof (which is expected to be April 20, 2016), shall bear interest payable semi-annually on March 1 and September 1 in each year, commencing September 1, 2016, expressed in a multiple of 1/8 or 1/20 of 1%, shall mature (subject to the option of the successful bidder to establish term bonds in accordance with the provisions of the notice of sale) in the principal

amount of \$201,000 on March 1, 2017, \$240,000 on March 1, 2018, \$245,000 on March 1, 2019, \$250,000 on March 1, 2020, \$255,000 on March 1, 2021, \$260,000 on March 1, 2022, \$265,000 on March 1, 2023, \$270,000 on March 1, 2024, \$275,000 on March 1, 2025, \$280,000 on March 1, 2026, \$290,000 on March 1, 2027, \$295,000 on March 1, 2028, \$305,000 on March 1, 2029, \$315,000 on March 1, 2030 and \$325,000 on March 1, 2031, and shall each bear a distinctive number to distinguish if from all other Sewer Bonds of said issue.

The \$1,161,000 Parking Bonds of 2016 (the "Parking Bonds"), referred to and described in the resolution adopted pursuant to the Local Bond Law of the State of New Jersey, by the Common Council of the City on March 1, 2016, entitled "Resolution providing for the combination of certain issues of bonds of the City of Summit, in the County of Union, New Jersey, into a single issue of Parking Bonds aggregating \$1,161,000 in principal amount" and authorized by certain bond ordinances of the City therein described, shall be dated the date of delivery thereof (which is expected to be April 20, 2016), shall bear interest payable semi-annually on March 1 and September 1 in each year, commencing September 1, 2016, expressed in a multiple of 1/8 or 1/20 of 1%, shall mature (subject to the option of the successful bidder to establish term bonds in accordance with the provisions of the notice of sale) in the principal amount of \$61,000 on March 1, 2017, \$75,000 on March 1 in each of the years 2018 through 2020, both inclusive, \$80,000 on March 1 in each of the years 2021 through 2023, both inclusive, \$85,000 on March 1 in each of the years 2024 and 2025, \$90,000 on March 1 in each of the years 2026 through 2028, both inclusive, \$95,000 on March 1, 2029, and \$100,000 on March 1, 2030, and shall each bear a distinctive number to distinguish if from all other Parking Bonds of said issue.

The \$13,800,000 School Bonds of 2016 (the “School Bonds”, and together with the General Bonds, the Assessment Bonds, the Sewer Bonds and the Parking Bonds, the “Bonds”), authorized by virtue of a bond ordinance entitled “An ordinance appropriating funds for a school improvement in the City of Summit, in the County of Union, New Jersey, and authorizing the issuance of \$17,550,000 school bonds or notes of the City to meet said appropriation”, finally adopted on February 18, 2014 (#3045) shall be dated the date of delivery thereof (which is expected to be April 20, 2016), shall bear interest payable semi-annually on March 1 and September 1 in each year, commencing September 1, 2016, expressed in a multiple of 1/8 or 1/20 of 1%, shall mature (subject to the option of the successful bidder to establish term bonds in accordance with the provisions of the notice of sale) in the principal amount of \$560,000 on March 1, 2017, \$825,000 on March 1, 2018, \$835,000 on March 1, 2019, \$850,000 on March 1, 2020, \$860,000 on March 1, 2021, \$885,000 on March 1, 2022, \$900,000 on March 1, 2023, \$920,000 on March 1, 2024, \$940,000 on March 1, 2025, \$965,000 on March 1, 2026, \$990,000 on March 1, 2027, \$1,020,000 on March 1, 2028, \$1,050,000 on March 1, 2029, \$1,080,000 on March 1, 2030 and \$1,115,000 on March 1, 2031, and shall each bear a distinctive number to distinguish if from all other School Bonds of said issue.

Section 2. Book-Entry-Only Bonds. The Bonds shall be issued by means of a book-entry system with no physical distribution of bond certificates made to the public. The Bonds shall be issued in registered form and bond certificates for each maturity of each series will be issued to The Depository Trust Company, New York, New York (“DTC”), registered in the name of its nominee Cede & Co., and immobilized in its custody. A book-entry system will be employed, evidencing ownership of the Bonds in principal amount of \$5,000 or any \$1,000 increment in excess thereof, with transfers of ownership affected on the records of DTC and its

participants pursuant to rules and procedures adopted by DTC and its participants. The successful bidder, as a condition to the delivery of the Bonds, will be required to deposit the bond certificates with DTC, registered in the name of Cede & Co. So long as Cede & Co. is the registered owner of the Bonds, principal and redemption price, if any, of and interest on the Bonds will be payable by the City or its agent to DTC or its nominee as registered owner of the Bonds. The Bonds shall be executed in the name of the City by the manual or facsimile signatures of its Mayor and its Chief Financial Officer, under the seal of the City affixed, imprinted or otherwise reproduced thereon and attested by the manual signature of its City Clerk.

Section 3. Redemption. The Bonds of each series maturing prior to March 1, 2027 are not subject to redemption prior to maturity at the option of the City. The Bonds of each series maturing on or after March 1, 2027 are subject to redemption prior to maturity at the option of the City upon notice as described below in whole or in part, in any order of maturity and by lot within a maturity if less than all the Bonds of such maturity are to be redeemed, on any date on or after March 1, 2026, at a redemption price equal to 100% of the principal amount thereof, together with interest accrued, if any, to the date fixed for redemption. Notice of redemption shall be given by first-class mail, postage prepaid, to the registered owners of the Bonds or portions thereof to be redeemed, not less than thirty (30) days nor more than sixty (60) days prior to the redemption date, but such mailing shall not be a condition precedent to such redemption and failure so to mail any such notice shall not affect the validity of any proceedings for the redemption of Bonds. If notice of redemption shall have been given as aforesaid, the Bonds or portions thereof specified in said notice shall become due and payable at the redemption price on the redemption date therein designated and if, on the redemption date, moneys for payment of the redemption price of all the Bonds to be redeemed, together with

interest to the redemption date, shall be available for such payment on said date, then from and after the redemption date interest on such Bonds shall cease to accrue and become payable. Less than all of a Bond in a denomination in excess of \$5,000 may be so redeemed, and in such case, upon the surrender of such Bond, there shall be issued to the registered owner thereof, without charge therefor, for the unredeemed balance of the principal amount of such Bond, Bonds of like series, designation, maturity and interest rate in any of the authorized denominations.

Section 4. Forms of Bonds. The Bonds shall be in substantially the following forms with such changes and modifications as may be required, necessary, convenient or desirable for delivery thereof (including the inclusion of mandatory sinking fund provisions if term Bonds are specified by the successful bidder)

Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk

Resolution (ID # 4037)  
March 1, 2016

**AUTHORIZE EMERGENCY TEMPORARY APPROPRIATIONS (ROLL CALL VOTE)**

WHEREAS, emergent conditions have arisen with respect to either funds being needed for salaries and/or payments being due to various vendors, and

WHEREAS, adequate provisions were not made in the 2016 Temporary Budget, and N.J.S.A. 40A:4-20 provides for creation of emergency temporary appropriations, and

WHEREAS, the total emergency temporary resolutions adopted in the year 2016 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951 as amended) including this resolution total \$220,000.00.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT (not less than two-thirds of all the members thereof affirmatively concurring):

That, in accordance with N.J.S.A. 40A:4-20:

1. The emergency temporary appropriations listed below will be provided for in the 2016 Budget under the titles shown and for the amounts given be and the same are hereby as follows:

	<u>Salaries</u>	<u>Other Expenses</u>
xxxxx		\$0.00
xxxxx		0.00
Subtotal		\$0.00

**In the Total Amount of \$00.00**

2. Two certified copies of this resolution be filed with the Director of Local Government Services.

Dated March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening March 1, 2016.

City Clerk



**Finance**  
R - Finance/Personnel

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 03/01/16 07:30 PM

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**RESOLUTION (ID # 4037)**

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DOC ID: 4037

TO: Mayor and Common Council  
FROM: Marge Gerba, City Treasurer  
DATE: February 5, 2016

**SUMMARY**

This resolution authorizes emergency temporary appropriations to the Current Fund Budget for payment of School Bond Principal and Interest due in the first quarter and not included in the Temporary Budget submitted for the January 4<sup>th</sup> meeting.

The Temporary Budget may be amended at any time up to and including January 30<sup>th</sup> and is limited to 26.25% of the prior year's budget. After that date, the limit on appropriations is removed and any appropriation which becomes necessary prior to final adoption of the budget (and which has not been included in the Temporary Budget) are made through an Emergency Temporary Appropriation resolution. This resolution must be adopted by at least 2/3 of the full membership of the governing body.

Resolution (ID # 4035)  
March 1, 2016

**AUTHORIZE EMERGENCY TEMPORARY APPROPRIATIONS - SEWER UTILITY (ROLL CALL VOTE)**

WHEREAS, emergent conditions have arisen with respect to either funds being needed for payments being due to various vendors, and

WHEREAS, adequate provisions were not made in the 2016 Sewer Utility Temporary Budget, and N.J.S.A. 40A:4-20 provides for creation of emergency temporary appropriations, and

WHEREAS, the total emergency temporary resolutions adopted in the year 2016 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951 as amended) including this resolution total \$1,323,437.50

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT (not less than two-thirds of all the members thereof affirmatively concurring):

That in accordance with N.J.S.A. 40A:4-20:

1. The emergency temporary appropriations listed below will be provided for in the 2016 Sewer Utility Budget under the titles shown and for the amounts given be and the same are hereby made as follows:

	<u>Salaries</u>	<u>Other Expenses</u>
Sewer Operating		
Joint Meeting Maintenance		\$500,000.00
		\$500,000.00
In the Total Amount of	<u>\$500,000.00</u>	

2. Two certified copies of this resolution be filed with the Director of Local Government Services.

Dated March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk



**Finance**  
R - Finance/Personnel

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 03/01/16 07:30 PM

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**RESOLUTION (ID # 4035)**

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DOC ID: 4035

TO: Mayor and Common Council  
FROM: Marge Gerba, City Treasurer  
DATE: February 5, 2016

**SUMMARY**

This resolution authorizes emergency temporary appropriations to the Sewer Utility, allowing for continued operations until the Sewer Budget is finally adopted.

The Temporary Budget may be amended at any time up to and including January 30<sup>th</sup>. However, after that date any appropriation which becomes necessary prior to final adoption of the budget, and which has not been included in the Temporary Budget, must be made through an Emergency Temporary Appropriation resolution. This resolution must be adopted by at least 2/3 of the full membership of the governing body.

Resolution (ID # 4036)  
March 1, 2016

**AUTHORIZE TRANSFER OF APPROPRIATION RESERVES**

WHEREAS, there appears to be a surplus in the following 2015 Reserve Fund Operating Accounts over and above the demands to be necessary:

FROM

		Salaries and Wages	Other Expenses
20-165-000	Engineering		100.00
	Total		100.00
	Total amount transferred from:	<b>\$100.00</b>	

WHEREAS, there appears to be insufficient funds in the following 2015 Reserve Fund Operating Accounts to meet the demands thereof:

TO

		Salaries and Wages	Other Expenses
22-195-000	Code Enforcement		100.00
	Total		100.00
	Total amount transferred to:	<b>\$100.00</b>	

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk



**Finance**  
R - Finance/Personnel

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 03/01/16 07:30 PM

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**RESOLUTION (ID # 4036)**

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DOC ID: 4036 A

TO: Mayor and Common Council

FROM: Marge Gerba, City Treasurer

DATE: February 5, 2016

**SUMMARY**

This resolution transfers funds from reserve year operating accounts with a balance to reserve year operating accounts with insufficient funds.

These transfers are only allowed during the first three months of the current year.

Resolution (ID # 4027)  
March 1, 2016

**AUTHORIZE SETTLEMENT AGREEMENT TD BANK AND COMMERCE BANK TAX  
APPEAL (PENDING CLOSED SESSION DISCUSSION)**

Pending Closed Session Discussion

Resolution (ID # 4047)  
March 1, 2016

**AUTHORIZE TWO-YEAR INTERLOCAL AGREEMENT WITH TOWNSHIPS OF  
LIVINGSTON AND MILLBURN FOR 2016-2017 ANIMAL CONTROL SERVICES NOT TO  
EXCEED \$20,000.00**

WHEREAS, the Health Officer, in a memo dated February 9, 2016, recommends entering into a two-year Interlocal Agreement with the Township of Livingston and Township of Millburn for Animal Control Services, and

WHEREAS, the term of the agreement shall be for a period of two years effective January 1, 2016 through December 31, 2017, and

WHEREAS, the cost of the agreement is not to exceed \$20,000.00, and

WHEREASE, funds will be certified upon inclusion in and adoption of the respective years' budgets.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the Mayor and City Clerk be and they are hereby authorized to sign a two-year Interlocal Agreement with the Township of Livingston and Township of Millburn for 2016-2017 Animal Control Services described above.

Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk



**Health Department**  
R - General Services

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 03/01/16 07:30 PM

**RESOLUTION (ID # 4047)**

DOC ID: 4047

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TO: Mayor and Common Council  
FROM: Megan Avallone, Health Department Director  
DATE: February 9, 2016

**SUMMARY**

**INTERLOCAL AGREEMENT FOR ANIMAL CONTROL SERVICES  
BETWEEN City of Summit  
AND THE TOWNSHIP OF MILLBURN AND TOWNSHIP OF LIVINGSTON**

This Agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by and between the City of Summit, a municipal corporation of the State of New Jersey, maintaining an office at 512 Springfield Avenue, Summit, NJ 07901 and the Township of Millburn (“Millburn”), a municipal corporation of the State of New Jersey, maintaining an office at 375 Millburn Avenue, Millburn, New Jersey 07041 and the Township of Livingston (“Livingston”), a municipal corporation of the State of New Jersey, maintaining an office at 357 South Livingston Avenue, Livingston, NJ 07039 (collectively as the “Providers”).

WHEREAS, pursuant to the powers granted to it by the statutes of the State of New Jersey, the City of Summit and the providers did, through the provisions of duly adopted Resolutions agree to enter into an Interlocal Agreement whereby it was agreed that Millburn and Livingston would provide Animal Control Services to the City of Summit.

WHEREAS, the governing bodies of the City of Summit and the providers have, by the appropriate Resolutions duly authorized the execution of this Agreement; and

WHEREAS, The City of Summit and the providers have agreed that Millburn and Livingston will provide Animal Control Services to the City of Summit.

1. The City of Summit is in need of Animal Control Services as mandated by NJSA 4:19-15.16 et seq. (as regulated by NJAC 8:23A) and Millburn/Livingston have the ability to provide such services and have agreed to do so, pursuant hereto. The City of Summit and Millburn/Livingston have agreed that they will provide Animal Control Services to the City of Summit as followed:

- a. Animal Sheltering: The provider’s Animal Control Officer will take all dogs/cats captured in the City of Summit to the Township of Livingston’s Animal Shelter. Dogs will be impounded as required by State and Municipal Regulations, for reasons including running at large, suspected rabies, vicious or dangerous dog, etc.

Animals are to be held for a period of up to fourteen (14) days, affording the opportunity of reclamation by the owner during the first mandatory seven (7) day period. The second seven (7) period will allow the provider’s time to find a proper disposition for the animal through adoption or relocation. The City of Summit will be responsible for the cost of sheltering dogs and cats captured in the City of Summit. The City of Summit will pay the amount of \$40.00 per day. The City of Summit will also be responsible for any costs associated with caring for an animal being sheltered. This includes, but is not limited to, the time an Animal Control Officer spends feeding and caring for an animal during off-duty hours. Off duty-hours are considered any time before or after 8:00AM – 4:30PM, Monday through Friday and all weekends and municipally recognized holidays.

- b. Animal Complaint Investigation: The provider's Animal Control Officer will refer all animal complaints including animal cruelty to the SPCA, if not already reported by the municipality's Police Department. The Animal Control Officer will be authorized by the City of Summit to address all animal complaints. Complaints will be filed by the municipality in their respective court with the Animal Control Officer available to be a witness in court case if necessary.

The provider's Animal Control Officer will not be involved in any court matters and/or litigation already in progress prior to the providers initially performing Animal Control Services.

- c. Patrolling Services: The provider's Animal Control Officer will not be required to provide patrolling services. Should at some time the City of Summit require a patrolling service the minimum time charge will be one half day's rate, which is a minimum of four (4) hours.
- d. Injury Treatment for Dogs and Cats and Other Wildlife: All dogs, cats and wildlife captured in City of Summit requiring emergency treatment will be transported to a licensed veterinarian to be treated for their emergency needs. The veterinarian will be chosen by the City of Summit and will preferably be within the borders of said municipality. If the emergency treatment is after hours, the provider's will seek treatment at a 24 hour facility or one of their choosing that will accommodate. The bill for the emergency treatment will be the responsibility of City of Summit. The City of Summit may advise the providers of any medical or financial limits the municipality may wish to place on the care of the animals in writing as an addendum to this agreement.
- e. Removal and Disposition of Dead Dogs and Cats: The provider's Animal Control officer will dispose of dead dogs, cats or wildlife related to a call in which they have responded. Any dogs, cats or other wildlife found on the roadways of the City of Summit will be the responsibility of Summit to dispose of properly. Should the municipality have a vet willing to perform this service the Animal Control Officer will transport the animal carcass to the chosen veterinarian. Thereafter, the animal will be cremated. All expenses related to the disposal of dead animals will be the responsibility of the City of Summit.
- f. Submission of Specimens for Rabies Examination: The provider's Animal Control Officer will transport a potential rabid animal to a licensed veterinarian to be decapitated; the head will then be transported to Morristown Memorial Hospital or other state licensed facility for further processing (i.e. The Department of Health in Trenton). The expense for rabies examination is to be paid by the City of Summit.

2. It is understood and agreed by and between the parties that Millburn and Livingston will be the host communities. Millburn and Livingston will employ the Animal Control Officer. City of Summit will reimburse Millburn or Livingston for services rendered.
3. It is understood and agreed that the cost for the services of the Animal Control Officer will be \$40.66 per hour during normal operating hours. Normal operating hours are considered Monday through Friday 8:00AM – 4:30PM. The rate of service after normal operating hours or during weekends or municipally recognized holidays will be \$60.99 per hour.
4. The City of Summit, with the execution of this agreement, agrees to pay an initial yearly fee of \$500.00 to help offset any costs associated with equipment or sheltering.
5. It is understood and agreed that any additional cost to the third parties incurred by Millburn or Livingston will be the responsibility of City of Summit.
6. The provider's shall bill the City of Summit for services rendered on a monthly basis and the City of Summit must pay the bills within sixty (60) days of receipt of the billing notice.
7. This Agreement shall continue in effect for a period of one (2) years from its effective date. The City of Summit or any provider may, upon sixty (60) days written notice, terminate the Agreement.
8. The providers reserve the right to adjust any fees associated with this agreement with sixty (60) days written notice to the City of Summit.
9. In the event that this Agreement shall be invalidated by a court of competent jurisdiction, the consenting parties agree that they shall each, on an interim emergency basis, provide within their respective Municipalities said services.
10. Each of the Municipalities will and does hereby indemnify the other against and agree to save the other harmless from any and all claims for damages, whether for personal injury or property damage or otherwise, arising out of services responded to by the other by the employees of the respective Municipalities.

This Agreement may only be modified in writing and signed by the Municipalities and should not exceed \$20,000.00 in costs to City of Summit without written notice and confirmation from the City of Summit.

IN WITNESS WHEREOF, each party has caused its authorized official to sign and seal this Agreement the day and year first above written.

ATTEST:

CITY OF SUMMIT

\_\_\_\_\_  
Rosalia M. Licatase, City Clerk

\_\_\_\_\_  
Nora Radest, Mayor

ATTEST:

TOWNSHIP OF MILLBURN

\_\_\_\_\_  
Christine Gatti, Clerk

\_\_\_\_\_  
Mayor  
Please Print \_\_\_\_\_

ATTEST:

TOWNSHIP OF LIVINGSTON

\_\_\_\_\_  
Glenn Turteltaub, Clerk

\_\_\_\_\_  
Mayor  
Please Print \_\_\_\_\_



Department of Health  
Megan Avallone, MS, RN, HO  
Director of Health  
(908) 789-4070 ext. 4073  
[mavallone@westfieldnj.gov](mailto:mavallone@westfieldnj.gov)

**Westfield Regional Health Department**  
425 East Broad Street  
Westfield, New Jersey 07090  
(908) 789-4070, (908) 789-4076 Fax  
E-mail: [health@westfieldnj.gov](mailto:health@westfieldnj.gov)  
Website: <http://westfieldnj.gov/health>

MEMORANDUM

**TO:** Mayor Radest & Members of Common Council

**FROM:** Megan Avallone—Health Officer

**SUBJECT:** Animal Control Contract

**DATE:** February 19, 2016

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In 2013 the City entered into an agreement for animal control services with the Townships of Millburn and Livingston. The Township of Livingston provides animal sheltering; the Township of Millburn provides the animal control officer response.

The attached renewal agreement is proposed for a two-year term. The rates included in this proposal include a \$500 shelter maintenance fee and a sheltering rate of \$40.00 per day. The fee for responding to animal related incidents is \$40.66 per hour during the hours of 8:00 am –4:30 pm Monday through Friday and an hourly rate of \$60.99 during other time periods.

Also enclosed is a contract proposal from Animal Control Solutions for supplementary animal control services. This agreement is proposed through December 31, 2017. The contract allows for a designated person (i.e. the Health Officer) to have the authority to determine when to enact the services provided. The fee for these supplementary services is a monthly retainer of \$150.00 and a call out fee of \$220.00.

During the past few months, neighboring communities have had an increase in rabid animal attacks and allowing for supplementary coverage during an emergency will provide for comprehensive services if needed.

A resolution authorizing the approval of these agreements together is recommended.

Cc: Summit Board of Health

Resolution (ID # 4045)  
March 1, 2016

**AUTHORIZE CONTRACT EXECUTION - 2016-2017 SUPPLEMENTAL ANIMAL CONTROL SERVICES - ANIMAL CONTROL SOLUTIONS NOT TO EXCEED \$3,000.00**

WHEREAS, the Health Officer, in a memo dated February 9, 2016 recommends awarding a contract for supplemental animal control services for January 1, 2016 through December 31, 2017 to allow for coverage and comprehensive services during an emergency if needed to be authorized by a designated representative of the City, and

WHEREAS, Animal Control Solutions, LLC, has submitted a proposal received February 19, 2016 to perform supplemental animal control services which includes a monthly retainer of \$150.00 and call out fee of \$200.00, and

WHEREAS, the Health Officer estimates the value of the two-year contract is not to exceed \$3,000.00, and

WHEREAS, funds will be certified upon inclusion in and adoption of the respective years' budgets.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

1. That the Mayor and the City Clerk are hereby authorized and directed to sign an agreement with Animal Control Solutions, LLC, 2 Marshall Drive, Flemington, NJ 08822, for 2016-2017 Supplemental Animal Control Services described above.
2. That the Health Officer be designated as the representative from the City with the authority to determine when to enact the supplemental services.
3. That this contract is awarded, without competitive bidding in accordance with N.J.S.A. 40A:11-6.1(a) of the Local Public Contracts law because it is under the current bid threshold.
4. That this contract is awarded subject to Animal Control Solutions, LLC meeting the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq. (Affirmative Action), and N.J.S.A. 52:32-44 (Business Registration) and the City's adopted minimum standard insurance requirements.

Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk



Department of Health  
Megan Avallone, MS, RN, HO  
Director of Health  
(908) 789-4070 ext. 4073  
[mavallone@westfieldnj.gov](mailto:mavallone@westfieldnj.gov)

**Westfield Regional Health Department**  
425 East Broad Street  
Westfield, New Jersey 07090  
(908) 789-4070, (908) 789-4076 Fax  
E-mail: [health@westfieldnj.gov](mailto:health@westfieldnj.gov)  
Website: <http://westfieldnj.gov/health>

MEMORANDUM

**TO:** Mayor Radest & Members of Common Council

**FROM:** Megan Avallone—Health Officer

**SUBJECT:** Animal Control Contract

**DATE:** February 19, 2016

---

In 2013 the City entered into an agreement for animal control services with the Townships of Millburn and Livingston. The Township of Livingston provides animal sheltering; the Township of Millburn provides the animal control officer response.

The attached renewal agreement is proposed for a two-year term. The rates included in this proposal include a \$500 shelter maintenance fee and a sheltering rate of \$40.00 per day. The fee for responding to animal related incidents is \$40.66 per hour during the hours of 8:00 am –4:30 pm Monday through Friday and an hourly rate of \$60.99 during other time periods.

Also enclosed is a contract proposal from Animal Control Solutions for supplementary animal control services. This agreement is proposed through December 31, 2017. The contract allows for a designated person (i.e. the Health Officer) to have the authority to determine when to enact the services provided. The fee for these supplementary services is a monthly retainer of \$150.00 and a call out fee of \$220.00.

During the past few months, neighboring communities have had an increase in rabid animal attacks and allowing for supplementary coverage during an emergency will provide for comprehensive services if needed.

A resolution authorizing the approval of these agreements together is recommended.

Cc: Summit Board of Health

**PROFESSIONAL SERVICES CONTRACT BETWEEN ANIMAL CONTROL SOLUTIONS LLC,  
AND THE CITY OF SUMMIT**

**THIS AGREEMENT**, made this 1st day of February, 2016 between the City of Summit, having its municipal offices at 512 Springfield Avenue, Summit, New Jersey 07901 and hereinafter referred to as the "Municipality"; and Animal Control Solutions, LLC having its principal place of business at 2 Marshall Drive, Flemington, New Jersey 08822 hereinafter referred to as the "Contractor";

**WITNESSETH:**

**WHEREAS**, the Municipality requires professional back-up animal control services

**WHEREAS**, the Contractor is available to perform the necessary services for the Municipality and has the expertise and staff to provide these services

**WHEREAS**, The Municipality desires the Contractor to undertake professional services as outlined in Schedule A

**WHEREAS**, said services are professional in nature and are therefore excluded from the Bidding Laws of the State of New Jersey

**NOW, THEREFORE**, in consideration of the promises and the mutual covenants, conditions and agreements contained herein, the parties hereto agree that the Contractor shall provide the services outlined in the proposal attached hereto as Schedule A.

**SECTION 1 – MUNICIPALITY’S RESPONSIBILITIES**

The Municipality Shall:

1. Provide full information as to its requirements
2. Assist the Contractor by placing at its disposal all available information.
3. Designate a person to act as the Municipality’s representative with respect to the work to be performed under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define Municipality’s policies and decisions with respect to Contractor’s services. Such person shall not have authority to modify the Scope of Work nor amend or modify this Agreement.
4. Designate a person or persons that shall conduct all official correspondence with residents. This shall include but is not limited to mailing of ordinance warnings and summonses. They shall also notify residents of all health alerts as directed by the New Jersey and County health departments.
5. Give prompt notice to the Contractor whenever the Municipality observes or otherwise becomes aware of any development that affects the scope or timing for services.
6. Maintain and grant access to a designated holding facility for the drop off of impounded animals either through the Contractor or on their own.
7. Maintain a contract with an after-hours emergency veterinarian for the purpose of caring for severely injured impounded domestic animals either through the Contractor or on their own.
8. Be billed directly from the designated holding facility, or Contractor and any veterinarians for all costs of animal impoundment, treating injured animals, or preparing animals for rabies testing, and shall indemnify and hold harmless the Contractor from any and all such charges. This is to include but is not limited to impounding and veterinary fees for animals whose owner refuses or is unable to pay, Dangerous Dog impoundments, evictions, owner arrest, or any other owned animal impoundment. Under state statute, all aforementioned impoundments the municipality shall be able to recoup said costs through summons. The Contractor shall issue appropriate summons on the behalf of the Municipality to recoup said fees.

**SECTION 2 - PERIOD OF SERVICE**

1. The Contractor shall proceed with the performance of services as outlined in Schedule A attached. The term of this Agreement shall be from February 1, 2016 through December 31, 2017.
2. This Agreement may be terminated by either party upon ninety (90) days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. The Contractor shall be paid in full for services rendered and expenses incurred to the termination date.
3. The Contractor reserves the right to suspend all services if payments or any part thereof are not received within 45 days from invoice date. The Contractor shall notify the Municipality in writing prior to any suspension of services. During the suspension the contract shall remain in full force and effect and monthly payments shall continue to accrue. Due to the emergency nature of service the Contractor shall continue to provide service on a cash only per call basis, at a rate of \$500 per call out. All call outs shall be directed solely by the Municipality.

### **SECTION 3 – PAYMENTS TO ANIMAL CONTROL SOLUTIONS, LLC**

1. The Contractor shall charge a Monthly fee of \$150.00 for any and all services listed in Schedule A.
2. The Contractor shall charge a per call-out fee of \$220.00 paid monthly. A call-out is defined as each time the ACO is required to physically respond to a incident. This includes follow-ups on previous call-outs.
3. Kenneling and Veterinarian fees billed by the Contractor shall be paid monthly and in accordance with Schedule B.

### **SECTION 4 – INSURANCE**

1. The Contractor shall maintain general liability and automobile liability insurance in minimum amounts of \$1 million for bodily injury and property damage per occurrence and in aggregate.
2. The Contractor shall also carry a minimum of \$1 million in excess liability coverage. In addition, the standard worker's compensation insurance coverage shall be maintained.

### **SECTION 5 – EQUIPMENT AND VEHICLES**

1. The Contractor shall provide all equipment necessary to perform all duties listed is Schedule A.
2. The Contractor shall provide vehicles fully compliant with New Jersey State regulations.

### **SECTION 6 - ADDITIONAL CONDITIONS**

1. Animal Control Solutions, LLC shall reserve the right to enter into an agreement similar to this with any other Municipalities in the State of New Jersey.

### **SECTION 6 – AFFIRMATIVE ACTION**

1. The parties to this Contract agree to incorporate into this Contract the mandatory language of subsection 3.4(a) of the Regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time-to-time and the Contractor agrees to comply fully with the terms, provisions and obligations of said subsection which shall be applied subject to the terms of subsection 3.4(d) of said Regulations.
2. The parties to this contract agree to incorporate into this Contract the mandatory language of Section 5.3 of the Regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time-to-time and the contractor agrees to comply fully with the terms, provisions and obligations of said section 5.3. A copy of the Contractor's certificate of compliance is attached hereto.

### **SECTION 7 – NON-FAIR AND OPEN CONTRACT CONTRIBUTION ADDENDUM POLITICAL CONTRIBUTION DISCLOSURE.**

1. This contract has been awarded to Animal Control Solutions, LLC based on the merits and abilities of Animal Control Solutions, LLC to provide the goods or services as described herein. This contract was not awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20.4 et seq. As such, the undersigned does hereby attest that Animal Control Solutions, LLC it's subsidiaries, assigns or principals controlling in excess of 10% of the company

has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004,c.19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party an elective public officer of the City of Summit, County of Union when the contract is awarded, or to any candidate committee of any person serving in a elective public officer of the City of Summit, County of Union when the contract is awarded.

**IN WITNESS WHEREOF**, we have set our hands and seals this 1st day of February 2016.

**ATTEST:** **ANIMAL CONTROL SOLUTIONS, LLC**

\_\_\_\_\_  
BY: \_\_\_\_\_  
Thomas Dodd, President

**ATTEST:** **CITY OF SUMMIT**

\_\_\_\_\_  
BY: \_\_\_\_\_  
Rosalia M. Licatese, City Clerk                      Nora Radest, Mayor

Attachment: Animal Control Solutions 2016 (4045 : Authorize Contract - 16-17 Supplemental Animal Control Services - Animal Control Solutions nte \$3k)

## Schedule A

**ANIMAL CONTROL SERVICES To Be Provided By The Contractor****Definitions**

**Owner:** Any person or persons to include property owners and private businesses owners who have shown a interest or permitted their tenants or employees to show interest in a domestic animal by having the domestic animal in their keeping or allowing the domestic animal to remain on their property, or provided food, water, shelter, or veterinary care to a domestic animal for a period of time exceeding 7 days without notifying the municipality or the municipal animal control agency at the time when the domestic animal was first discovered.

**Domestic Animal Apprehension and Impoundment**

1. Animal Control Solutions, LLC shall respond and impound dogs that are running loose within the borders of the contracting municipality. The impounded animals shall be transported and sheltered at the designated holding facility for a time period prescribed by law.
2. Animal Control Solutions, LLC shall respond and impound all stray dogs that have been found and confined within the borders of the contracting municipality. The impounded animals shall be transported and sheltered at the designated holding facility for a time period prescribed by law.
3. Animal Control Solutions, LLC shall respond, treat, impound, and transport to a veterinarian all severely injured stray dogs and cats found within the borders of the contracting municipality.
4. Animal Control Solutions, LLC shall respond, impound, and transport to a designated holding facility all dogs under the New Jersey Potentially Dangerous and Vicious Dog Act.
5. Animal Control Solutions, LLC shall respond and remove all stray cats within the borders of the contracting municipality. Animal Control Solutions, LLC shall require the complaining party to wait a period of 3 days prior to any attempts in capturing and removing the animal unless the animal is reported to be sick or injured. This allows the animal to return to its owner. If traps are required, the duration of the trapping will not exceed five (5) days unless cats are activity being captured. Animal Control Solutions, LLC. will provide the trap and bait, however the complaining party will be responsible for setting, monitoring, and rebaiting the trap daily unless the complaining party is handicapped, elderly, or has a ailment. The complaining party shall call when the cat is trapped for pick-up. Complaining parties are required to trap only during hours which will be provided to them. There will be a deposit required for any traps loaned. Any cat that has been provided food, shelter, or any care whatsoever shall not be considered stray and the resident shall be responsible for the costs of the animal removal. The municipality may choose to cover these costs on a case by case basis. (See #7)
6. Animal Control Solutions, LLC shall assist law enforcement in removing and impounding owned domestic dogs and cats only in the event of the owner's arrest, eviction, or death within the borders of the contract municipality. In the event of a eviction a signed copy of a eviction warrant shall be provided prior to the removal of the animal. Under state statute the landlord is responsible for the boarding of the animal for seven (7) days. The landlord will be required to make arrangements and payment with a holding facility or with Animal Control Solutions, LLC prior to the removal of the animal. The impounded animals shall be transported and sheltered at the designated holding facility for a time period prescribed by law.
7. Animal Control Solutions, LLC shall reserve the right to charge residents or businesses requesting services not included in the contract. These services include, but are not limited to, owned feral and unwanted cat removal on private property.
8. Animal Control Solutions, LLC shall keep and maintain accurate records of each animal impounded as per New Jersey Law.

9. Animal Control Solutions, LLC shall allow owners of unwanted animals to surrender their pets who are deemed adoptable to our non-profit rescue Friends of Animal Control Solutions, LLC with the following exceptions. If FOACS is unable to take in the animal the owner shall be given contact information to other local shelters and rescue groups. FOACS will not accept any owned animal for euthanasia only. Owners seeking euthanasia only shall be directed to a veterinarian. If the animal is accepted by FOACS owners must provide proof of ownership and prior to the animals surrender. All costs of this service shall be the responsibility of the owner.

### **Rabies Quarantine and Testing**

1. Animal Control Solutions, LLC shall respond and take appropriate action under New Jersey Health Code to all reported animal bites within the borders of the contracting municipality.
2. Animal Control Solutions, LLC shall conduct quarantine rechecks as per New Jersey Health Code.
3. If rabies testing is required, Animal Control Solutions, LLC shall transport the biting animal to a local veterinarian to be prepared for testing.
4. Animal Control Solutions, LLC will transport rabies specimens to local and county health offices for transport
5. Animal Control Solutions, LLC will not transport rabies specimens to State Health offices.
5. Animal Control Solutions, LLC shall keep and maintain accurate records of each animal quarantined as per New Jersey Law.

### **Wildlife**

1. Animal Control Solutions, LLC shall respond, capture and destroy all wildlife that has bitten any human or companion animal within the borders of the municipality. The biting animal's remains will be transported to a veterinarian to be prepared for rabies testing.
2. Animal Control Solutions, LLC shall respond, remove or destroy all wildlife that the Animal Control Officer feels is sick or injured, or has entered and is occupying the immediate living space of a residence (not attic, basement, garage, out buildings, businesses, trashcans, traps, or dumpsters). All other wild animal issues will be considered nuisance wildlife. Under NJ Wildlife Conservation Guidelines wildlife can not be removed from a property unless it has caused over \$500 worth of property damage. Certain species of wildlife are protected under state statute and can not be removed unless it poses a threat of immediate danger. Other species are protected during certain times of the year and can not be removed during those times for any reason. Residents shall be directed to call Animal Control Solutions, LLC or NJ Fish and Game dept of Wildlife Conservation prior to removing or trapping any wild animal. Callers shall be informed that nuisance wildlife is not covered under this contract and they will be solely responsible for all costs in the removing or exclusion of nuisance wildlife. (See #4)
3. Animal Control Solutions, LLC shall respond and remove all dead small mammals (excluding deer and skunks) from public roadways and Municipal owned property. This service shall be conducted twice per week at the discretion of Animal Control Solutions, LLC
4. Animal Control Solutions, LLC shall reserve the right to charge residents or businesses requesting services not included in the contract. These services include, but are not limited to, nuisance wildlife removal. Nuisance wildlife complaints shall be handled through our pest control service ACS Pest Control, LLC.

### **Livestock**

1. Animal Control Solutions, LLC shall respond to all request of livestock running loose.
2. If unable to locate owner, Animal Control Solutions, LLC shall attempt to capture and transport all stray livestock to one of it's holding farms. This service can be limited due to the size of animals and the availability of a farm capable to housing animal.
3. Cost for the boarding and feed of livestock shall be borne buy the owner. After seven (7) days if the livestock goes unclaimed it shall become the property of the farm holding the animal.

### **Pet Census and Licensing**

1. Animal Control Solutions, LLC shall conduct a yearly pet census, as prescribed by New Jersey Law. This census shall be administered while answering calls from residents and police (not door to door). A list of all unlicensed pets shall be given to the contracting municipality each month.

2. Animal Control Solutions, LLC shall at a date and time directed by the contracting municipality sign summons against residents that are noncompliant with pet licensing.

#### **Ordinance and Law Violations**

1. Animal Control Solutions, LLC shall issue summons at the discretion of the issuing officer under the contract municipality's ordinances and State Statutes.

2. Animal Control Solutions, LLC shall appear to all mandated court hearings.

#### **Animal Cruelty**

Animal Control Solutions, LLC shall respond to animal cruelty incidents that are emergent in nature. An example of an emergent incident would be an animal locked in a car during inhumane conditions. All other animal cruelty complaints shall be handled by the local police department or forwarded by the contracting municipality to the New Jersey Society for the Prevention of Cruelty to Animals, 1-800-582-5979. Animal Control Solutions, LLC shall assist only in the transport of the animals to a holding facility or to a licensed vet for treatment at the direction of the law enforcement officer in charge or the municipality. Animal hoarding is considered cruelty by state statute. Therefore, Animal Control Solutions, LLC shall not be responsible for any boarding or medical care costs for animals in hoarding conditions. The decision shall be solely on the municipality or SPCA if the animals should be impounded for their safety. All costs involved shall be borne by the municipality or SPCA. These costs can be recuperated in court under statute.

#### **Record Keeping**

1. Animal Control Solutions, LLC shall keep and maintain accurate records of all actions performed within the borders of the contracting municipality.

2. Animal Control Solutions, LLC shall provide a monthly report of these records to the contracting municipality.

#### **Emergency Disaster Response**

1. During a "State of Emergency" under the direction of the municipality and Emergency Management Coordinator Animal Control Solutions, LLC shall attempt rescue and transport all displaced and injured animals to a holding facility designated by the municipality. Animal Control Solutions, LLC shall be classified by the County OEM coordinator as a first responder prior to responding to an incident during a "State of Emergency". Due to the emergent disposition of these events, Animal Control Solutions, LLC reserves the right to prioritize requests for assistance. During major incidents the municipality shall request support from the County Animal Emergency Response Team. If under an emergency fuel ration the municipality shall permit Animal Control Solutions, LLC to refuel at their municipal fuel depot. Animal Control Solutions, LLC shall reimburse the municipality of all fuel used at cost.

Schedule B

Kenneling and Veterinary Fees

The following is the schedule of fees that will apply for the impounding of stray dogs and cats through Animal Control Solutions, LLC. It also covers any additional costs that may be necessary under NJSA Title 4. Pet owners will be responsible for the claiming fees for their pets. However, in the event the owner refuses or is unable to pay claiming fees the Municipality shall be billed for those fees.

Emergency Veterinarian care shall be determined on a case by case basis. Animal Control Solutions, LLC. shall only provide minimal care only to keep the injured animal comfortable until a owner is located. Only when a licensed Veterinarian has deemed the animal to be beyond reasonable care shall the animal be euthanized prior to the state required 7 day hold or as applicable by law.

Municipalities may choose to contract directly with holding facility instead of paying the rates listed bellow. The facility the municipality chooses must be local and Animal Control Solutions must have 24 hour access to this facility.

Dogs:

1 day board	\$40.00
7 day board	\$280.00 (includes adoption prep or euthanasia and disposal)
10 day board (bite case)	\$400.00
Euthanasia and Disposal	\$60.00 (Seriously injured and cannot be held)
Disposal Only (dead dog)	\$50.00
Exam for Injured Animal	\$40.00
Prepare Rabies Specimen	\$40.00
Dangerous Dog Act	\$40.00 per day

Cats:

1 Day Board	\$35.00
7 Day Board	\$245.00 (includes adoption prep or euthanasia and disposal)
10 Day Board (bite case)	\$350.00
Euthanasia and Disposal	\$50.00 (seriously injured and cannot be held)
Disposal Only (dead cat)	\$40.00
Exam for Injured Animal	\$40.00
Prepare Rabies Specimen	\$40.00

Wildlife:

Prepare Rabies Specimen	\$40.00
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Livestock:

1 day board	\$50.00
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Pocket Pets (Rabbits, hamsters, gerbils, pet birds, etc.)

1 day board

\$50.00 (only picked up in abandonment incidents from police)

Resolution (ID # 4059)  
March 1, 2016

**AUTHORIZE REDUCTION IN BAGGED METER RATE AND WAIVER OF NOISE  
ORDINANCE 343 SPRINGFIELD AVENUE**

WHEREAS, in a memo dated February 19, 2016, the Parking Services Manager advised that the 343 Springfield Avenue Improvement Project work is to be performed by Haas Construction, and

WHEREAS, it is anticipated that the work will be done during weekdays and some weekends between 6:00 am and 4:00 pm starting February 22, 2016 through August 2016, weather permitting and

WHEREAS, Council has previously granted a reduction in the bagged meter fees for long-term construction projects and Haas Construction requires that a reduction in the bagged meter rate along with a dumpster fee permit obtained for the duration of the project.

WHEREAS, in order to conduct the work required by August 2016, it may be necessary to perform the work in the early mornings and late evenings during the aforementioned weekdays and weekends which requires a waiver of the City's noise ordinance.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the noise ordinance is hereby waived to allow for all the improvements at 343 Springfield Avenue to be completed by Haas Construction as mentioned above.

Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk

# PARKING SERVICES AGENCY

CITY HALL, 512 SPRINGFIELD AVENUE SUMMIT, NJ 07901  
 908-522-5100  
 PARKING@CITYOFSUMMIT.ORG  
 WWW.CITYOFSUMMIT.ORG



## MEMORANDUM

To: Mayor Radest and Members of Common Council  
 From: Rita M. McNany, Parking Services Manager  
 cc: City Administrator Rogers, Police Chief Weck, Fire Chief Evers, Lt. Richel, DCS Director Cascais, Deputy DSC Director Schragger  
 Date: February 19, 2016  
 Re: **343 Springfield Avenue - Haas Construction - Waiver of Noise Ordinance and Bagged Meter Fee Reduction**

As you may be aware, the movie theatre is closing and the building will be undergoing construction located at 343 Springfield Avenue. Haas Construction Management, LLC will be handling this project.

The project started February 22 and is expected to last until August, 2016.

For your consideration is the following:

1. Waiver of Noise Ordinance - see attached letter dated February 17, 2016

"Our daily activities generally begin as early as 6 AM and finish at 4 PM. There will be certain days and activities that will require extensions to these times to avoid interference with pedestrian and street traffic. For this reason we request that a waiver be granted with regard to the current noise ordinance, to allow us to operate safely and with minimal disruption to the public." Haas Construction Management

The Police and Building departments are aware of this request.

If council approves this waiver, a letter will be sent advising all properties owners/tenants within 200 feet of 343 Springfield Avenue.

2. Reduction in the bagged meter rate and dumpster permit fee.

Council has previously granted a reduction in the bagged meter fees for long-term construction projects. Haas Construction Management, LLC is asking for a reduction in the bagged meters and the dumpster permit fees. Please see below email received from Haas Construction Management, LLC.

Attachment: Memo-343 Springfield Ave (4059) : Reduction in Bagged Meter Rate and Waiver of Noise Ordinance)

Here are the calculations:

	Current Fees	Total Current Fees Duration of Project	Proposed Fees (previously granted by Council)	Total Proposed Fees Duration of Project
Dumpster Permit	\$35 per day - 7 days per week	\$5,880	\$20 per day - 7 days per week	\$3,360
Bagged Meter	\$25 per day - 6 days per week	\$3,660	\$10 per day - 6 days per week	\$1,440
Total		\$9,480		\$4,800

Haas Construction Management has also purchased 24 hour parking for one of their vehicles and the other contract workers will be purchasing day parking (in the KLot) which could be for another 10 to 20 vehicles at the daily visitor pass rate of \$5 per day.

Thank you for your consideration in this matter.

---

Email received by Haas Construction Management:

**From:** Doug Gordon

**Sent:** Tuesday, February 09, 2016 4:45 PM

**To:** 'rmcnany@cityofsummit.org' <rmcnany@cityofsummit.org>

**Cc:** Dave wilkinson <dwilkinson@haascm.com>; 'David L Richel' <DRichel@SPDNJ.org>

**Subject:** 343 Springfield Ave (MRY Associates owned), request for metered space

Rita,

Thank you for your cooperation while speaking with Dave Wilkinson today regarding the parking logistics for the above construction. As discussed, we would like to arrange to have the spaces for meters #66 and #67 contracted for our use starting ASAP until at least August 1<sup>st</sup>. Please let us know what steps we need to take towards locking these in and what rates you would be able to offer for a long term lease like this. Thanks in advance and we appreciate your help.

Also, I have copied Dave Richel of the Summit Police Dept. to keep him in the loop. We had approached him about the fact that we were looking to use these spaces for debris containers and deliveries throughout the duration of this project.

Doug Gordon

Haas Construction Management, LLC

51 Cannonball Road | Pompton Lakes NJ 07442

T:201-485-7733 | F:201-651-7750 | C:201-314-9208

[www.haascm.com](http://www.haascm.com)

<image001.jpg>



Developing business, buildings, and relationships through superior performance  
 T: 201-485-7733 F: 201-651-7750 www.haasc.com

February 17, 2016

City of Summit  
 512 Springfield Ave  
 Summit NJ, 07901  
 Attn.: Rita McNany, Parking Services Manager  
 Via e-mail to: RMcNany@cityofsummit.org



RE: Waiver of Noise Ordinance, 343 Springfield Ave, Summit

Dear Ms. McNany:

As we recently discussed our firm will be engaged in construction activities at the above referenced address starting Monday February 22<sup>nd</sup> and continuing through roughly August 1<sup>st</sup>. Our daily activities generally begin as early as 6:00 am and finish at 4:00 pm. There will be certain days and activities that will require extensions to these times to avoid interference with pedestrian or street traffic. For this reason we request that a waiver be granted with regard to the current noise ordinance, to allow us to operate safely and with minimal disruption to the public. In an effort to maintain a team approach with the city for this project, we will keep in constant communication with Parking Services, the Police Dept, and the Building dept, and give ample notice when we may need to operate outside of the current allowable working hours.

Thank you in advance for your cooperation in this matter. Please keep my contact information and don't hesitate to reach out for any clarification or assistance.

Very truly yours,  
 Doug Gordon

A handwritten signature in black ink, appearing to read 'Doug Gordon'.

*HAAS CONSTRUCTION MANAGEMENT, LLC*  
*Vice President*

Cc: Dave Wilkinson, HCM: [dwilkinson@haasc.com](mailto:dwilkinson@haasc.com)  
 Anthony Vieira, Normandy Real Estate Partners: [AVieira@normandyrealty.com](mailto:AVieira@normandyrealty.com)  
 Mark Yeager, MRY Associates: [myeager@mryassociates.com](mailto:myeager@mryassociates.com)

51 Cannonball Rd.  
 Pompton Lakes, NJ 07442  
 Telephone 201-485-7733  
 Facsimile 201-651-7750  
 Email: ahaas@haasc.com

Attachment: Memo-343 Springfield Ave (4059 : Reduction in Bagged Meter Rate and Waiver of Noise Ordinance)

Resolution (ID # 4040)  
March 1, 2016

**AUTHORIZE AWARD OF BID - 2015 CURB & SIDEWALK PROJECT - CIFELLI & SON  
GENERAL CONTRACTING, INC. - \$50,850.00**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That, in accordance with the City Treasurer's certification of availability of funds in Account Nos. C-04-30-084-00E-030 and C-04-30-066-00E-010, a copy of which is hereto attached and made a part of this resolution, and as recommended in memo from the City Engineer, bids received by the Purchasing Agent on Tuesday, February 2, 2016, shall be awarded as follows:

**2015 CURB AND SIDEWALK PROJECT**

Cifelli & Son General Contracting, Inc.	\$50,850.00
81 Franklin Avenue	
Nutley, NJ 07110	

FURTHER RESOLVED that Contracts/Purchase Orders shall be in the form approved by the City Solicitor.

Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk



DCS - Engineering Division  
R - Works

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 03/01/16 07:30 PM

## RESOLUTION (ID # 4040)

DOC ID: 4040

TO: Mayor and Common Council  
FROM: Aaron Schrager, City Engineer  
DATE: February 8, 2016

### SUMMARY

Five (5) bids were received and opened for the 2015 Curb & Sidewalk Improvement Project at City Hall, February 2, 2016 at 11:00 AM.

Based on a review of the submitted documents and a bid summary for the project, the low bidder for this project is Cifelli & Son General Construction of Nutley, New Jersey. Their total bid price was \$50,850.00. The City has a working history with Cifelli who has successfully completed work in the City before. In general the bidding was very competitive and in line with engineers estimate. This project includes improvements settled slabs at the NJ Transit bridges on Summit Avenue and Springfield Avenue, curb and sidewalk repairs at Elm Street and Crescent Avenue in preparation of next year's paving project by DPW, ramps at BOE property (cost to be reimbursed), and the ADA ramp at the City Hall parking lot.

Funding for this project is available as follows:

C-04-30-084-00E-030- Capital Ordinance – Pedestrian Safety \$20,000.00  
C-04-30-066-00E-010 – Capital Ordinance – Road Program \$30,850.00

Based on the above, I recommend award of a contract to Cifelli & Son General Construction in the amount of \$50,850.00 for the 2015 Curb & Sidewalk Improvement Project.

**2015 Curb & Sidewalk Project** **2/5/2016**  
**BID SUMMARY**  
*Preliminary - Subject to Attorney Review*  
**BASE BID**

ITEM	DESCRIPTION	Unit	Qty.	Cifelli & Son General Constructio 81 Franklin Avenue Nutley, NJ 07110		Diamond Construction 35 Beaverson Blvd Suite 2C Brick NJ 08723		M Sky Construction Corp 830 Route 15 So. Lake Hopatcong, NJ 07849		Vektor Corporation 8 Dante Road Monroe, NJ 08831		Your Way Construction Inc 404 Coit Street Irvington NJ 07111	
				Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
1	MOBILIZATION	LS	LS	\$2,000.00	\$2,000.00	\$6,000.00	\$6,000.00	\$2,000.00	\$2,000.00	\$6,000.00	\$6,000.00	\$1,500.00	\$1,500.00
2	CLEARING SITE	LS	LS	\$2,000.00	\$2,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$17,000.00	\$17,000.00	\$2,430.00	\$2,430.00
3	MAINTENANCE AND PROTECTION OF TRAFFIC	LS	LS	\$1,000.00	\$1,000.00	\$2,000.00	\$2,000.00	\$10,000.00	\$10,000.00	\$8,000.00	\$8,000.00	\$675.00	\$675.00
4	UTILITY COORDINATION	LS	LS	\$500.00	\$500.00	\$1,000.00	\$1,000.00	\$2,000.00	\$2,000.00	\$4,300.00	\$4,300.00	\$675.00	\$675.00
5	PARKING AND MATERIAL STORAGE	ALLOW	ALLOW	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
6	CONSTRUCTION SIGNS	SF	25	\$10.00	\$250.00	\$1.00	\$25.00	\$50.00	\$1,250.00	\$1.00	\$25.00	\$20.25	\$506.00
7	DRUMS	UNIT	50	\$1.00	\$50.00	\$1.00	\$50.00	\$10.00	\$500.00	\$1.00	\$50.00	\$6.75	\$337.00
8	CONES	UNIT	50	\$2.00	\$100.00	\$1.00	\$50.00	\$1.00	\$50.00	\$1.00	\$50.00	\$6.75	\$337.00
9	DGA BASE COURSE, 6" THICK, IF AND WHERE DIRECTED	SY	50	\$10.00	\$500.00	\$10.00	\$500.00	\$25.00	\$1,250.00	\$1.00	\$50.00	\$5.94	\$297.00
10	GRANITE CURB	LF	100	\$35.00	\$3,500.00	\$30.00	\$3,000.00	\$40.00	\$4,000.00	\$20.00	\$2,000.00	\$101.40	\$10,140.00
11	9" X 18" CONCRETE CURBING	LF	100	\$35.00	\$3,500.00	\$20.00	\$2,000.00	\$40.00	\$4,000.00	\$20.00	\$2,000.00	\$97.70	\$9,770.00
12	CONCRETE DRIVEWAY, 6" THICK, IF AND WHERE DIRECTED	SY	125	\$70.00	\$8,750.00	\$64.00	\$8,000.00	\$75.00	\$9,375.00	\$55.00	\$6,875.00	\$119.50	\$14,937.00
13	CONCRETE SIDEWALK, 4" THICK, IF AND WHERE DIRECTED	SY	350	\$68.00	\$23,800.00	\$60.00	\$21,000.00	\$60.00	\$21,000.00	\$55.00	\$19,250.00	\$90.40	\$31,640.00
14	DETECTABLE WARNING SURFACE, BRICKS	SY	12	\$200.00	\$2,400.00	\$250.00	\$3,000.00	\$300.00	\$3,600.00	\$200.00	\$2,400.00	\$90.00	\$1,080.00
15	HOT MIX ASPHALT DRIVEWAY 5" THICK	SY	50	\$30.00	\$1,500.00	\$40.00	\$2,000.00	\$70.00	\$3,500.00	\$10.00	\$500.00	\$86.10	\$4,305.00
<b>TOTAL</b>				<b>\$50,850.00</b>		<b>TOTAL</b>	<b>\$54,625.00</b>	<b>TOTAL</b>	<b>\$68,525.00</b>	<b>TOTAL</b>	<b>\$69,500.00</b>	<b>TOTAL</b>	<b>\$79,630.00</b>

denotes mathematical correction  
 \* Rejected due to Insufficient Consent of Surety

Aaron J. Schrager  
 Professional Engineer  
 New Jersey Lic. No. 46143  
 City Engineer



Attachment: 2015 Curb & Sidewalk Project Bid Summary 2.5.2016 (4040 : Award Bid - 2015 Curb &

Certification of Availability of Funds  
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This is to certify to the Mayor and Common Council of the City of Summit that funds for the following resolution are available:

Resolution Date: March 1, 2016  
Doc Id: 4040

Vendor: Cifelli & Sons General Construction  
81 Franklin Avenue  
Nutley, NJ 07110

Purchase Order Number: 16-00840

Account Number	Amount	Department Description
C-04-30-084-00E-030	\$20,000.00	3084E DCS Pedestrian Safety Improvement Project
C-04-30-066-00E-010	\$30,850.00	3066 Various Roads & Locations Improvements
<b>Total</b>	<b>\$50,850.00</b>	

Only amounts for the current Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated.

*Margaret V. Gerba*  
City Treasurer/CFO

Resolution (ID # 3958)  
March 1, 2016

**AUTHORIZE STATE CONTRACT PURCHASE - (1) 2016 FORD F250 TRUCK WITH SNOW  
PLOW - \$32,187.50**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That, in accordance with the City Treasurer's certification of the availability of funds in Account #C-04-30-084-00C-030, a copy of which is attached hereto and made a part of this resolution, and the memo dated January 19, 2016 from the City Engineer, pursuant to State Contract Vendor #A88727, Contract #T-2100, from Beyer Ford, 170 Ridgedale Avenue, Morristown, NJ 07962, purchase of one (1) new, unused 2016 Ford F250 SuperDuty 4WD pickup truck with Boss snow plow, 8' bed, and trailer towing package, at a total cost of \$32,187.50 be and is hereby authorized.

Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk



DCS - Public Works Division  
R - Works

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 03/01/16 07:30 PM

## RESOLUTION (ID # 3958)

DOC ID: 3958

TO: Mayor and Common Council

FROM: Christopher Holenstein, Assistant Superintendent of Public Works

DATE: January 19, 2016

Please allow me to recommend the purchase of one new, unused 2016 Ford F250 SuperDuty 4WD Pickup Truck with Boss snow plow for the Division of Public Works fleet. This new truck is to be painted our current fleet color, will have a regular cab, automatic transmission, 8' bed, and trailer towing package. All standard and optional equipment included on this vehicle is listed on the attached itemized list. This vehicle is to be purchased through the New Jersey State Contract #A88727.

This vehicle purchase is a planned capital replacement of Truck #61 of the Garbage and Trash Unit (G&T). The purchase of this vehicle was approved through the 2015 Capital Budget process. The vehicle being replaced is a 2008 Ford F250 4WD pickup with liftgate and snow plow, purchased in 2007. This vehicle is used for MDA staff transportation, supervision of the G&T and contracted recycling operations, collection and transport of recyclable electronics, and in support of the DPW snow removal operation. The current mileage on the truck is approximately 67,700 miles. After the purchase and acquisition of the new truck and accessories, the truck being replaced will be recommended for auction.

The vendor for the base vehicle purchase and snow plow is Beyer Ford, 170 Ridgedale Avenue, Morristown, NJ 07960. **The cost to this vendor for this vehicle is \$32,187.50.** Additional vendors will be used after delivery to outfit the vehicle with radio equipment, safety equipment, emergency lights, and a power lift gate.

Funding for this purchase is provided in the 2015 Capital Budget, Account # C-04-30-084-00C-030, with a budget amount of \$35,000.00.

Please contact me if you have any questions regarding this recommendation.



# BEYER FORD

170 Ridgedale Ave.  
Morristown, NJ 07960

## Quote

To: Summit	From: Coert Seely
	Phone/Fax: (973) 463- 3065 / (973) 884-2650
	Vehicle Beyer Fleet
	Pick Up 31 Williams Parkway
	Location East Hanover, NJ 07936

**2016 FORD F-250 4WD REG CAB 137" WB**  
**STATE CONTRACT**  
**A88727**

6.2L V8 Engine	Seating capacity of 3
6 speed automatic transmission with OD	Front 40-20-40 split-bench seat
Part-time 4 wheel drive	4-way driver seat adjustment
Front Mono-beam non-independent suspension	Manual driver lumbar support
Rear rigid axle leaf suspension with HD shocks	4-way passenger seat adjustment
Firm ride suspension	Center front armrest with storage
Hydraulic power-assist re-circulating ball steering	AM/FM stereo radio
Front and rear 17" x 7.5" argent steel wheels	2 speakers
LT245/75SR17.0E BSW AS front and rear tires	Fixed antenna
2 doors	Halogen aero-composite headlights
Driver and passenger manual door mirrors	Variable intermittent front windshield wipers
Black door mirrors	Light tinted windows
Black bumpers	Front reading lights
Trailer hitch	Tachometer
Trailer harness	Oil pressure gauge
8- Foot Bed	Outside temperature display
Clearcoat paint	Low tire pressure warning
Manual air conditioning	Trip odometer
Manual front windows	4-wheel ABS brakes
Manual door locks	Brake assist
Manual tilt steering wheel	4-wheel disc brakes
Manual telescopic steering wheel	AdvanceTrac w/Roll Stability Control electronic stability
Day-night rearview mirror	ABS and driveline traction control
Front cupholders	Dual front impact airbag restraint system
Passenger visor vanity mirror	Dual seat mounted side impact airbag restraint system
Curtain 1st row overhead airbag restraint system	SecuriLock immobilizer
Manual door locks	Manually adjustable front head restraints

**Base Price      \$      22,750.00**

Attachment: Summit 9-10-15 2016 State of New Jersey F250 Pick Up 137 WB 4x4 (3958 : Authorize State Contract Purchase - (1) 2016 Ford F250



Certification of Availability of Funds

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This is to certify to the Mayor and Common Council of the City of Summit that funds for the following resolution are available:

Resolution Date: March 1, 2016  
Resolution Doc Id: 3958

Vendor: Beyer Ford Fleet  
175 Route 10  
East Hanover, NJ 07936

Purchase Order Number: 15-04373

Account Number	Amount	Account Description
C-04-30-084-00C-030	\$32,187.50	3084 DCS Pickup Truck w/Plow

Only amounts for the current Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated.

*Margaret V. Gerba*  
City Treasurer/CFO

Attachment: Certification of Availability of Funds Beyer Ford Fleet 3-1-16 (3958 : Authorize State Contract Purchase - (1) 2016 Ford F250 Truck

Resolution (ID # 4070)  
March 1, 2016

**AUTHORIZE SUBMISSION OF APPLICATION FOR TREE CITY USA RECERTIFICATION**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the proper City Officer(s) be and they are hereby authorized to sign and submit an application to the New Jersey Forest Service, Division of Parks and Forestry for recertification as a "Tree City, USA".

Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk



Community Service Department (DCS)  
R - Works

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 03/01/16 07:30 PM

**RESOLUTION (ID # 4070)**

DOC ID: 4070

TO: Mayor and Common Council

FROM: Paul Cascais, Director - Department of Community Services

DATE: February 19, 2016

The 2016 application for recertification as a Tree City, USA is due for submittal to the New Jersey Forest Service, Community Forestry Program.

Tree City ,USA designation recognizes communities that have proven their commitment to an effective ongoing community forestry program. There is no cost to the City for this designation and Summit has been a proud recipient of Tree City USA for 19 years. The benefit of having the designation is for the opportunity for potential financial assistance, preference is often given to Tree City USA communities when allocations of grant money are made for trees or urban forestry programs.

It is my recommendation council passes a resolution for the submittal of the 2016, Tree City USA recertification application

Attached please find the completed *Tree City USA Recertification Application, 2015 Annual Accomplishment Report, 2015 Annual Work Plan and a 2015 Arbor Day Proclamation* which will be submitted with the completed Application and the Governing Body adopted resolution .

**Community Services**

# Memo

**TO:** Paul Cascais, Director, Department of Community Services

**FROM:** John Linson, City Forester 

**DATE:** February 2, 2016

**SUBJECT:** Tree City, USA Recertification

**COPY TO:** Christopher Holenstein, Public Works Manager  
Public Works File

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The 2016 application for recertification as a Tree City, USA is due for submittal to the New Jersey Forest Service, Community Forestry Program.

Tree City USA recognizes communities that have proven their commitment to an effective, ongoing community forestry program. There is no cost to the City for this designation and Summit has been a proud recipient of Tree City, USA for 20 years.

A resolution from members of Common Council is necessary to authorize the filing of this application with a signature of the Mayor.

- Recommend Resolution Authorizing Application Submission for  
Tree City USA designation

By: 

Paul Cascais, Director, Department of Community Services

# New Jersey Shade Tree and Community Forestry Assistance Act Annual Accomplishment Report

## ANNUAL ACCOMPLISHMENT REPORT FORM

Municipality	<u>City of Summit</u>
County	<u>Union County</u>
Address	<u>City Hall</u>
	<u>512 Springfield Avenue</u>
	<u>Summit, N.J. 07901-2667</u>
Contact Name and Title	<u>Paul Cascais, Director of Community Services</u>
Phone #	<u>908-273-6404</u>
Fax # and E-mail	<u>908-608-1214      Pcascais@cityofsummit.org</u>
Organization Name	<u>City of Summit Department of Community Services</u>
Mayor/County Freeholder's Signature	<u></u>
Date of Management Plan Approval	<u>February 2013</u>
Time Period Covered in Management Plan	<u>2013-2017</u>
Date of Annual Accomplishment Report Submission	<u></u>
Accomplishment Report for Calendar Year	<u>2015</u>

**\*PLEASE INCLUDE THIS FORM AS THE COVER PAGE TO YOUR ANNUAL ACCOMPLISHMENT REPORT**

*To Submit Report:*  
**Community Forestry Program**  
**Attn: Alexander McCartney**  
**Mail Code: 501-04**  
**P.O. Box 420**  
**Trenton, NJ 08625**

**CITY OF SUMMIT  
NEW JERSEY SHADE TREE AND COMMUNITY FORESTRY ASSISTANCE ACT  
2015 ANNUAL ACCOMPLISHMENT REPORT**

**Community Forestry Program Administration**

There have been changes in the Administration this year.

Paul Cascais is our new Director of Community Services; Aaron Schrager is the City Engineer and John Linson as Forestry Consultant. Chris Holenstein is the Project Manager. Rich Caputo is the Recreation, Parks and Shade Tree Foreman. Tom Lynaugh is the Assistant Recreation, Parks and Shade Tree Foreman.

The Shade Tree Advisory Committee for 2015 was as follows:

Paul Cascais, Superintendent of Public Works (Core Certified)  
Dixon Peer  
John Kilby  
Christina Amundson, (core certified)  
John Linson, Forestry Consultant  
Sheila Bonnell, (core certified)  
Marc Montefusco, Reeves-Reed Arboretum  
Bill Callahan, SADC Liason

Meetings were held on:

February 17, 2015  
March 17, 2015  
April 21, 2015  
May 19, 2015  
June 16, 2015  
October 13, 2015  
November 10, 2015  
December 8, 2015

**Training and Professional Development**

Two DPW employees attended the ACRT Line Clearance Recertification Course sponsored by Downes Tree Service.

19 CEU's were accrued in 2015 by three individuals.

Page 2 of 4

**Public Education/Awareness/Outreach**

Two Arbor Day ceremonies were conducted on April 24. The first was at the Summit Public Library. The second was on the Jefferson Primary Center. See attached photo.

The Shade Tree Advisory Committee also sponsored an evening presentation of Native Trees and Shrubbery in Summit at the Summit Library on April 23. See attached listing.

The City website was updated several times in 2015 to expand Shade Tree presence and dispose applicable public information.

**TREE CITY, U.S.A. – STANDARD 3****STATEMENT OF TREE BUDGET**

The 2015 Parks and Shade Tree Unit budget was as follows:

<u>Salaries</u>	.....	\$570,293
<u>Overtime</u>	.....	\$1,824

**Operating Budget**

Grounds Maintenance Material .....	\$46,595
Tools .....	1,824
Tree Planting .....	21,045 **
Equipment Maintenance .....	30,710
Vehicle Maintenance.....	21,106
Tree Services .....	
Pruning/trimming .....	\$16,335 *
Tree removals.....	10,275 *
Forestry services.....	37,000 *
Equipment (power equipment).....	971
Clothing Purchase/cleaning.....	2,727
Conference and Meeting.....	80

In addition, the City provides 100 hours of volunteer, in-kind services through the Shade Tree Advisory Committee and the Public Works Committee activities  
 @\$23/hr.....\$2,300

<b>Grand Total</b>	<b>\$773,916</b>
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\* These budget items represent a commitment by the Common Council to address tree management through preventative maintenance, replacing newly-removed trees and filling other tree vacancies.

\*\*City applies for several grants a year for tree supply.

Page 4 of 4

**Plan Implementation/Tree City, U.S.A. – Standard 3**

**Conducted a windshield tree survey of all City right-of-way. Filed an Annual Accomplishment Report with NJ Forest Service. No CSIP Grants were available this year.**

**Obtained a Greening Union County Grant to plant 50 trees.**

**Contractually planted 90 street trees.**

**Responded to hundreds of customer service requests.**

**Reviewed and provided tree and landscape comments and recommendations for Zoning and Planning Board applications.**

**Enforced Tree Removal Ordinance.**

**Interacted with Engineering Department regarding road reconstruction and other municipal projects.**

**Sent two employees to ACRT Line Clearance re-certification courses.**

**See attached 2015 Annual Work Plan.**

**Community Stewardship Incentive Program**

**The City of Summit has great interest in applying for C.S.I.P. Grants, but none were available in 2015.**

# TREE CITY USA Application for Recertification

Mail completed application with requested attachments to your state forester no later than December 31. The TREE CITY USA award is in recognition of work completed by the community during the calendar year. Please provide information for the year ending.

(Some states require information in addition to the requested on this application. Check with your state foresters.)

As Mayor of the community of the City of Summit, N.J.  
(Title - Mayor or other city official)

I herewith make application for this community to be officially recertified as a Tree City USA for 2015, having achieved the standards set forth by The National Arbor Day Foundation as noted below. (year)

### Standard 1: A Tree Board or Department

List board members, and meeting dates for the past year; or name of city department and manager.

Paul Cascais, Dixon Peer, John Kilby, Christina Amundson, John Linson, Marc Montefusco,  
Sheila Bonnell, + Bill Callahan 2/17, 3/17, 4/21, 5/19, 6/16, 10/13, 11/10, and 12/8

### Standard 2: A Community Tree Ordinance

Check One:  Our ordinance as last submitted is unchanged and still in effect.  
 Our ordinance has been changed. The new version is attached.

### Standard 3: A Community Forestry Program with an Annual Budget of at Least \$2 Per Capita

Total community forestry expenditures ..... \$ 773,916  
Community populations ..... 2010 Census ..... 21,131

Attach annual work plan outlining the work carried out during the past year. Attach breakdown of community forestry expenditures.

### Standard 4: An Arbor Day Observance and Proclamation

Date observance was held April 25, 2015  
Attach program of activities and/or news coverage. Attach Arbor Day proclamation.

Signature \_\_\_\_\_ Title Mayor Date \_\_\_\_\_

Please type or print the following:

#### Mayor or equivalent:

Name: Nora G. Radest  
Title: Mayor  
Address: City Hall 512 Springfield Avenue  
City, State, Zip: Summit, N.J. 07901-2667  
Phone #: 908-273-6400  
Email: Nradest@cityofsummit.org

#### City Forestry Contact:

Name: Paul Cascais  
Title: Director of Community Services  
Address: 512 Springfield Avenue  
City, State, Zip: Summit, N.J. 07901-2667  
Phone #: 908-277-9458  
Email: pcascais@cityofsummit.org

NOTE: Application will not be processed without Standard 3 and 4 attachments.

## Certification

(To Be Completed By The State Forester)

(Community)

The above named community has made formal application to this office. I am pleased to advise you that we reviewed the application and have concluded that, based on the information contained herein, said community is eligible to be recertified as a Tree City USA, for the \_\_\_\_\_ calendar year, having in my opinion met the four standards of achievement in urban forestry.

Signed \_\_\_\_\_ State Forester Date \_\_\_\_\_

#### Person in State Forester's Office who should receive recognition material:

Name: \_\_\_\_\_ UPS Address: \_\_\_\_\_  
Title: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_  
Agency: \_\_\_\_\_ PH #: \_\_\_\_\_ Email: \_\_\_\_\_

## Requests by Type

1/6/2016 9:54 AM

This report shows Service Requests by type, separated by status (Open, In Progress and Closed).

### Criteria used for this report:

Start Date Greater Than or Equal To: 1/1/2015 12:00 AM

End Date Less Than or Equal To: 12/31/2015 12:00 AM

Request Type(s) Equals Any Of: 88, 208, 209, 218, 210, 219, 211, 216, 212, 213, 214, 4447, 215, 217, 342

Request Type	1 - Open	2 - Progress	3 - Closed	Total
FREE PRUNING/TRIMMING	155	7	47	209
Tree Removal Permit	9	1	191	201
CITY TREE REMOVAL	153	7	21	181
FREE INSPECTIONS AND INVENTORY (HAZARD SURVEY)	31	8	23	62
STUMP REMOVAL	9	1	12	22
Street Tree Request	3	1	1	5
FREE AND SHRUB SPRAYING	1	0	2	3
BRACING AND CABLING	2	0	0	2
LOG AND GROUND CLEARING	1	0	1	2
STORM DAMAGE CLEANUP	0	0	1	1

# Summit City

## 2015 Community Forestry Status Report (end-year)

Status is awarded by compliance with the four requirements of the New Jersey Shade Tree and Community Forestry Assistance Act (P.L. 1996, Chapter 135).

### Approved Status:

**NO**

If the box says NO, please check the requirements below to see those that are missing.

To reach and maintain approved status, the community must stay up to date with these four requirements:

1. Community Forestry Management Plan
2. Core Trained Community Representatives
3. Continuing Education Credits
4. Annual Accomplishment Report

### 1. COMMUNITY FORESTRY MANAGEMENT PLAN

A current approved Community Forestry Management Plan is required for Approved Status

Initial Management Plan Status	Approved	Initial Management Plan Approved to start in	2001
Second 5-year Management Plan Status	Approved	Second Management Plan Approved to start in	2007
Third 5-year Management Plan Status	Approved	Third Management Plan Approved to start in	2013
Fourth 5-year Management Plan Status	N/A	Fourth Management Plan Approved to start in	
ManagementPlanContactName	Paul Cascais	Most Recent Plan Expires on December 31st of	2017

### 2. CORE TRAINED COMMUNITY REPRESENTATIVES

The Act requires each municipality/county have at least two CORE Trained individuals, one municipal employee and one community volunteer who must be currently active in the program. An elected official will qualify as either a municipal employee or a community volunteer.

Primary CORE Volunteer Ellen Dickson Primary CORE Municipal Employee Paul Cascais

\*Additional CORE Trained Representatives are listed on Page #2 of this Status Report.

### 3. CONTINUING EDUCATION UNITS

At least two individuals representing your municipality/county must accrue a total of 8 Continuing Education Units (CEUs) annually to maintain Approved Status under the Act. Any individual can attain CEUs on behalf of your municipality/county, they do not have to be CORE trained. CORE Training does not count toward CEU credits.

2015 CEU Credits 19 Number of Individuals Who Have Acquired CEU Credits to date in 2015 3

\*Details about CEU's are listed on Page #2 of this Status Report

### 4. ANNUAL ACCOMPLISHMENT REPORT

An Annual Accomplishment Report details Community Forestry Management Plan implementation. An Annual Accomplishment Report and cover sheet developed in accordance with the community forestry program guidelines must be submitted by February 15th each year detailing the prior year's work.

Annual Accomplishment Report for 2015 Due 2/15/2016

State Forest Service | Department of Environmental Protection | State of NJ  
Contact: Carrie.Sargeant@dep.nj.gov 609.292.2532

This Status Report is up to date as of: January 28, 2015

If the tables are blank then there are no records on file.

## CORE Trained Representatives

Name	TypeofRepresentative	PrimaryContact	Date Of Training
Ellen Dickson	Elected Official	YES	10/27/2006
Paul Cascais	Municipal Employee	YES	2/8/2002
Christina Amundson	Volunteer	NO	10/26/2013
Sheila Bonnell	Volunteer	NO	10/26/2013
Christopher Holenstein	Municipal Employee	NO	10/21/2005

CourseParticipant	CourseTitle	CourseDate	CEUCredits
Marian Glenn	ANJEC Effective Commissions Roseland	3/28/2015	2
Anthony D'Angelo	ACRT Line Clearance Recertification	02/16/2015	8
Peter Paradise	ACRT Line Clearance Recertification	02/16/2015	8
Marian Glenn	ANJEC EC Green Stormwater	10/09/2015	1

# Proclamation

## Office of the Mayor

WHEREAS, in 1872 J. Sterling Morton created a special day set aside for the planting of trees called "Arbor Day", which is now observed throughout the nations and the world, and

WHEREAS, trees reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, beautify our community, and are a source of joy and spiritual renewal, and

WHEREAS, the City of Summit is a *Tree City USA* for 20 consecutive years, recognized for its protection of trees and its proactive tree planting program, and

WHEREAS, the City of Summit will celebrate its 21<sup>st</sup> consecutive Arbor Day on April 24, 2015 with the planting of an Armstrong Sugar Maple tree at the Jefferson Primary Center, and with the planting of six trees (three Sargent Cherries and three Japanese Tree Lilacs) at the Summit Free Public Library.

NOW, THEREFORE, I, Ellen Dickson, Mayor of the City of Summit, do hereby proclaim Friday, April 25, 2015 as:

### *ARBOR DAY*

in the City of Summit, and I urge all citizens to support efforts that protect our trees and woodlands and our City's urban forestry program, and to plant trees that will gladden hearts and promote the well being of present and future generations.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Summit to be affixed this fourteenth day of April in the year two thousand and fifteen.



  
Ellen Dickson, Mayor

Resolution (ID # 4018)  
March 1, 2016

**AUTHORIZE REFUNDS - DEPARTMENT OF COMMUNITY PROGRAMS**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the proper officers of the City be and they are hereby authorized and directed to draw check(s) in the amount(s) indicated below for the payment(s) of refund associated with recreation program fees associated with the Department of Community Programs:

Name/Address	Program	Refund Amount
Jill Kogan-Vilato 57 High Street Summit, NJ 07901	Karate	\$130.00
Melanie Lee 51 Ashwood Avenue Summit, NJ 07901	Karate	\$260.00
Brendon Passikoff 52 Windsor Road Clifton, NJ 07012	Baseball Skills	\$65.00
Catarina Lacerda 11 Oaklawn Road Summit, NJ 07901	Baseball Skills	\$65.00
Suzanne Jaques 127 Summit Avenue #7 Summit, NJ 07901	Skating	\$14.00

Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk

Resolution (ID # 4029)  
March 1, 2016

**AUTHORIZE PARKING SERVICES MANAGER'S ATTENDANCE - INTERNATIONAL  
PARKING CONFERENCE**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the Parking Services Manager be and she is hereby authorized to attend the 2016 International Parking Conference & Exposition Conference in Nashville, TN from May 16-20, 2016.

FURTHER RESOLVED that an itemized listing of expenses be submitted to the City Treasurer following the close of the Conference.

Dated: March 1, 2016

I, Rosalia Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk

# PARKING SERVICES AGENCY

CITY HALL, 512 SPRINGFIELD AVENUE SUMMIT, NJ 07901

908-522-5100

PARKING@CITYOFSUMMIT.ORG

WWW.CITYOFSUMMIT.ORG



## MEMORANDUM

To: Mayor Radest and Members of Common Council  
 From: *Rita M. McNany* Rita M. McNany, Parking Services Manager  
 Date: February 5, 2016  
 Re: **Attendance at the 2016 International Parking Conference & Exposition (IPI)**

I respectfully request your permission to attend the 2016 International Parking Conference & Exposition in Nashville, TN.

Please see my attached memo to City Administrator Michael Rogers and his support in my attendance at this year's conference. The cost of the trip is included in the 2016 Parking Services operating budget. The last conference I attended was in 2014.

I appreciate your permission to attend this conference. Thank you.

Attachment: Memos Attendance 2016 IPI Conf. (4029 : Authorize Parking Services Manager's Attendance - International Parking Conference)

# PARKING SERVICES AGENCY

CITY HALL, 512 SPRINGFIELD AVENUE SUMMIT, NJ 07901

908-522-5100

PARKING@CITYOFSUMMIT.ORG

WWW.CITYOFSUMMIT.ORG



## MEMORANDUM

To: Michael Rogers, City Administrator  
 From: Rita M. McNany, Parking Services Manager  
 Date: February 5, 2016  
 Re: Attendance - 2016 International Parking Conference & Exposition (IPI)

Since 2005, I have been a member of the International Parking Institute which is a worldwide organization specializing in the current issues and technologies within the parking industry. My association with this invaluable organization provides the opportunity to network with a variety of industry experts and colleagues.

Annually, IPI offers the parking Industry's best trade and educational conference. The conference enables me to meet vendors and compare multiple types of technologies available while seeking out opportunities to cut costs and streamline our overall operations all in one setting.

This year's IPI Conference is being held in Nashville, TN from May 16 - 20. The last conference I attended was in 2014.

The IPI Conference offers a myriad of education presentations by both industry experts and peers that are facing similar challenges. These seminars reduce research time and costs, the City would otherwise incur. Once I return, I will submit a report to you and the Mayor and Council on the seminars attended.

The total cost of the conference is as follows:

Conference Fees	\$ 765.00
Hotel, Airfare (not to exceed)	\$1,133.20
Meals (\$25/day)	\$ 125.00
Total Conference Cost	\$2,023.20

The above costs are included in the 2016 operating budget of the Parking Services Agency. I respectfully request your permission to attend. Thank you.

Approved - Michael Rogers  
 2/5/16

**GRANT PERMISSION AND SET FORTH CONDITIONS - 2016 DEPARTMENT OF  
COMMUNITY PROGRAMS-COORDINATED EVENTS**

WHEREAS, throughout the year, the Department of Community Programs (DCP) coordinates a variety of events on behalf of the Mayor's July 4<sup>th</sup> Celebration Committee, the Police Athletic League (PAL), the Summit Police Department as well as for the City of Summit, and

WHEREAS, the DCP has provided a list of community events for 2016 on behalf of the aforementioned organizations, as shown below, and

WHEREAS, in addition to meeting all the conditions of Section 12-1, Rules and Regulations For Use of Public Property of the Code, the 2015 DCP-coordinated events require additional permissions for all proposed events for 2015 as follows:

**Event: PAL Egg Hunt – Village Green – Saturday, March 19, 2016 (Rain Date: Saturday, March 26, 2016) 10:00 a.m. – 12:00 pm (Set-up 9:00 am)**

Permission:

1. Placement of the Showmobile on Elm Street facing the Village Green, subject to the discretion of the Police Chief.
2. Block a portion of Elm Street, from Broad Street including the first entrance of the Elm Street lot, from 8 a.m. to 12 p.m.

Conditions:

- i. Event is subject to receiving the insurance certificate from the PAL as required in the property use ordinance or by the City's Risk Manager.
- ii. At least one week prior to the event date, a request shall be submitted to the Parking Services Manager for the number of barricades needed for the event.

**Event: Memorial Day Parade - Mayor's Fourth of July Celebration Committee – Village Green – Monday, May 30, 2016 – 10:00 am – 12:00 pm**

Permission:

1. Parade route starting at 10:00 a.m. from the Bouras parking lot to Beechwood Road, right onto Springfield Avenue, left onto Maple Street, left onto Broad Street, right onto Elm Street ending at the Village Green.
2. Placement of the Showmobile on the Village Green is hereby authorized.

Conditions:

1. Event is subject to receiving the insurance certificate from the Mayor's Fourth of Celebration Committee, as required in the property use ordinance or by the City's Risk Manager.

2. Event use of roadways or sidewalks is subject to supervision of the Police Chief.
3. Block a portion of Elm Street, from Broad Street to the first entrance of the Elm Street lot, for display of military vehicles.

**Event:** **PAL Pet Show - – Village Green – Sunday, June 12, 2016 (Rain Date: Sunday, June 26, 2016) – 11:00 am – 1:00 pm (set-up 9:00 am)**

Permission:

Placement of the Showmobile on the Village Green is hereby authorized.

Conditions:

1. Event is subject to receiving the insurance certificate from the PAL, as required in the property use ordinance or by the City’s Risk Manager.
2. A request shall be submitted to the Parking Services Manager for the number of barricades needed for the event.

**Event:** **Summer Concert Services – DCP - – Village Green – Tuesdays July 12, 19, 26 and August 9, 2016 – 7:00 pm – 9:00 pm (set-up 4:00 pm) (Rain Date: subject to availability of Village Green and talent)**

Permission:

1. Placement of the Showmobile, bands, tables, and 10 x10 tents on the Village Green is hereby authorized, subject to approval by the Fire Inspector.
2. That DCP shall be responsible for obtaining approval from the Department of Community Services regarding the appropriate size and wording of any promotional signs and/or banners to be displayed at the Village Green.
3. That the installation of said promotional signs or banners at the Village Green, shall be displayed no more than 2 weeks prior to the first scheduled event and shall be removed on the Monday following the last scheduled event.

Conditions:

At least one week prior to the event date, a request shall be submitted to the Parking Services Manager for the number of barricades needed for the event.

**Event:** **Screen on the Green Movie Series/Dance Party - DCP – Village Green – Thursdays, July 21 and 28, August 4 and 11, 2016 and Scream on the Green Friday, October 28, 2016 8:00 pm – 10:00 pm (Rain Dates: July 25, August 1, August 8, August 15 and October 31, 2016) (set-up 9:00 am)**

Permission:

Placement of an inflatable movie screen, DJ music, information tables and 10 x 10 tents on the Village Green is hereby authorized, subject to the approval of the Fire Inspector.

Conditions:

At least one week prior to the event date, a request shall be submitted to the Parking Services Manager for the number of barricades needed for the event.

**Event:** **National Night Out – Summit Police Department – Village Green – Tuesday, August 2, 2016 – 6:00 pm – 8:30 pm (set-up 4:00 pm) (Rain Date: Wednesday, August 3, 2016 – (same time))**

Permission:

1. Placement of the Showmobile on the Village Green.
2. Display of various City and County vehicles and demonstrations.
3. Temporary closure of Elm Street, between Broad Street and the first entrance to the Elm Street Lot.
4. At least one week prior to the event date, a request shall be submitted to the Parking Services Manager for the number of barricades needed for the event.
5. That permission is granted to display “National Night Out” Banners at the Village Green and on the Mayor’s Balcony at City Hall.

**Event:** **PAL Halloween Parade and Activities – Village Green – Saturday, October 22, 2016 3:00 – 6:00 pm Rain Date: October 29, 2016 – (same time)**

Permission:

1. Parade route starting at 10:00 a.m. from the Bouras parking lot to Beechwood Road, right onto Springfield Avenue, left onto Maple Street, left onto Broad Street, right onto Elm Street ending at the Village Green.
2. Placement of the Showmobile on the Village Green is hereby authorized.

Conditions:

- iii. Event is subject to receiving the insurance certificate from the PAL as required in the property use ordinance or by the City’s Risk Manager.
- iv. At least one week prior to the event date, a request shall be submitted to the Parking Services Manager for the number of barricades needed for the event.

**Event:** **Fourth of July Activities - Mayor’s Fourth of July Celebration Committee – Soldiers Memorial Field, Memorial Soccer Fields/Cornog Field House, Baseball Fields – Monday, July 4, 2016 – 9:00 am – 10:00 pm Rain Date: July 5, 2016 – Fireworks Display (at dusk)**

Permission:

1. Use of mechanical rides.
2. Sale of food and the like.
3. Soliciting of contributions specific to this public event pursuant to N.J.A.C. 5:34-9.4 (c).
4. Use of such amplification as may be necessary to announce specific events and aerial fireworks.

5. Closing portions of Ashland Road and Myrtle Avenue, Larned Road, Clearview Avenue, Watchung Avenue and Parkview Terrace from 6:00 p.m. to 10:00 p.m. as determined by the Police Department.
6. Conducting a concert starting 7:00 p.m.
7. Conducting fireworks between 9:00 p.m. and 10:00 p.m. (rain date of Tuesday, July 5, will consist of fireworks display and entertainment only).
8. Waiver of the New Jersey Prevention Bureau Fee.

Conditions:

1. Event is subject to receiving the insurance certificate from the Mayor's Fourth of Celebration Committee, as required in the property use ordinance or by the City's Risk Manager.
2. Event use of roadways or sidewalks is subject to supervision of the Police Chief.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

1. That the aforementioned events be and they are hereby approved subject to the conditions set forth herein.
2. That whenever peddlers are included in any of the aforementioned events, that those holding valid peddler's licenses from the City of Summit shall be given the right of first refusal to peddle at said events.
3. That Property Restoration escrow deposits be and they are hereby waived.
4. That for all events requiring off-duty police officers for safety and security, the DCP Director, on behalf of the organization, shall coordinate same with Police Department, which shall be subject to the approval of the Chief of Police.
5. That for all events using tents, grills, propane or open flame apparatus, the DCP Director, on behalf of the organization, shall advise the Fire Department and obtain any required permits for same and the applicant shall coordinate any required fire inspections with the Fire Department, which shall be subject to the approval of the Fire Inspector.
6. That for all events offering food and refreshments the DCP Director, on behalf of the organization, shall advise the Health Department so that if health permits and/or inspections are deemed required, the applicant shall coordinate same with the Health Department.
7. That for all events requiring workers from the Division of Public Works for maintenance and clean-up services the DCP Director, on behalf of the organization, shall coordinate same with the Superintendent of Public Works.

Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk

**AUTHORIZE CHANGE ORDER NO. 1 AND FINAL - MAGNOLIA, MONTVIEW, PRIMROSE  
AND SURREY IMPROVEMENT PROJECT - CIFELLI & SON GENERAL CONSTRUCTION -  
\$18,374.55**

WHEREAS, based on the actual quantities utilized during the Magnolia, Montview, Primrose and Surrey Improvement Project, the City Engineer, in a memo dated September 15, 2015, recommends Change Order No. 1 increasing the original contract with Cifelli & Son General Construction by \$18,374.55, which in the aggregate does not exceed 20% of the net contract amount.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

- . That funds in the total amount of \$18,374.55 are available in Account No. C-04-30-027-00A-001 and have been certified by the City Treasurer, attached hereto.
- . That the City Treasurer be and she is hereby authorized to issue Change Order No. 1 to Cifelli & Son General Construction, 81 Franklin Avenue, Nutley, NJ 07110, for \$18,374.55 for the above mentioned work.

Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk



---

**RESOLUTION (ID # 3451)**

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DOC ID: 3451

TO: Mayor and Common Council  
FROM: Aaron Schrager, City Engineer  
DATE: September 15, 2015

**SUMMARY**

Attached, please find Change Order No. 1 (Final) for the Magnolia, Montview, Primrose, & Surrey Project. The Contractor, Cifelli & Son General Construction, has completed all work satisfactorily and Change Order No. 1 (Final) adjusts the contract based on the actual quantities utilized during this project as verified by the Engineering Division. Change Order No. 1 (Final) increases the contract by \$18,374.55 or 4.2%.

The primary reason for the increase was the presence of solid bedrock along the proposed drainage extension in Mountain Avenue. This unforeseen condition required the mobilization of additional equipment and added approximately three (3) days of work to the project.

Cifelli & Son was awarded the contract in the amount of \$417,012.50. The amended contract amount, including Change Order No. 1 is \$435,387.05.

Based on the above information, I recommend Common Council approve Change Order No. 1 (Final) for the Magnolia, Montview, Primrose, & Surrey Project which decreases and finalizes the contract to \$435,387.05.

If you have any questions, please contact me at your earliest convenience

**Project Change Order**  
**The City of Summit**

**No. 1 & Final**

**Project:** Magnolia, Montview, Primrose, Surrey Construction Project

**Contractor:** Cifelli & Son Construction  
 81 Franklin Avenue  
 Nutley, NJ

The following changes are authorized to this contract:

**A** Itemized Changes

Item	Purpose	Unit Price	Quantity	Amount [Add; (deduct)]
3	TREE REMOVAL, OVER 18" to 36", IF AND WHERE DIRECTED	\$4,000.00	-1	(\$4,000.00)
6	UTILITY COORDINATION	\$500.00	-1	(\$500.00)
7	PARKING AND MATERIAL STORAGE	\$2,000.00	-1	(\$2,000.00)
8	INLET FILTERS, TYPE 1	\$50.00	-6	(\$300.00)
9	HMA MILLING, VARIES 2" TO 4"	\$3.00	-450	(\$1,350.00)
10	HOT MIX ASPHALT SURFACE COURSE, MIX I-5	\$80.00	-50.5	(\$4,040.00)
11	HOT MIX ASPHALT BASE COURSE, MIX I-2	\$5.00	-689.59	(\$3,447.95)
12	DGA BASE COURSE, 6" THICK, IF AND WHERE DIRECTED	\$4.00	-500	(\$2,000.00)
14	HOT MIX ASPHALT DRIVEWAY, 5" THICK	\$35.00	-50	(\$1,750.00)
15	CONCRETE DRIVEWAY, 6" THICK, IF AND WHERE DIRECTED	\$58.00	-23	(\$1,334.00)
16	CONCRETE SIDEWALK, 4" THICK, IF AND WHERE DIRECTED	\$54.00	-8	(\$432.00)
18	RESET MANHOLE, SANITARY SEWER, USING NEW CASTING	\$800.00	1	\$800.00
19	GRANITE CURB	\$24.00	-195	(\$4,680.00)
21	FUEL PRICE ADJUSTMENT	\$500.00	-1	(\$500.00)
22	FULL DEPTH REPAIR, IF AND WHERE DIRECTED	\$24.00	1225	\$29,400.00
23	CONSTRUCTION SIGNS	\$1.00	-25	(\$25.00)
24	CONSTRUCTION IDENTIFICATION SIGNS, 18" X 36"	\$40.00	-8	(\$320.00)
25	TRAFFIC STRIPES, 4" THICK	\$1.50	-450	(\$675.00)
26	TRAFFIC STRIPES, 12" THICK	\$3.00	-27	(\$81.00)
27	TRAFFIC STRIPES, 18" THICK	\$3.25	-114	(\$370.50)
33	EXCAVATION, UNCLASSIFIED, IF AND WHERE DIRECTED	\$30.00	-200	(\$6,000.00)
36	12" REINFORCED CONCRETE PIPE, CLASS IV	\$55.00	-54	(\$2,970.00)
39	RECONSTRUCTED INLET, TYPE B, USING NEW CASTING	\$1,500.00	1	\$1,500.00
Z1	ROCK EXCAVATION	\$250.00	79	\$19,750.00
Z2	DRAIN PIPE CONNECTION	\$850.00	2	\$1,700.00
Z3	6" DRAIN PIPE	\$40.00	50	\$2,000.00

<b>B</b>	Net change to contract:	\$18,374.55
<b>C</b>	Original contract sum:	\$ 417,012.50
<b>D</b>	20% of original contract sum =	\$ 83,402.50
<b>E</b>	Total of all previous change orders:	\$ -
<b>E</b>	Total of all C.O.s (NOT TO EXCEED LINE D)	\$18,374.55
<b>G</b>	New contract total:	\$435,387.05

Recommended by:

Signed: \_\_\_\_\_  
 Department Head

Date: \_\_\_\_\_

Authorized by:

Signed: \_\_\_\_\_  
 Purchasing Agent

Date: \_\_\_\_\_

Accepted by contractor's agent:

Signed: Lisa Cifelli

Firm: Cifelli + Son Contr. Inc.

Date: November 30, 2015

Approved by Council Resolution:

Date: \_\_\_\_\_

Certified: \_\_\_\_\_  
 City Clerk

Certification of Availability of Funds

This is to certify to the Mayor and Common Council of the City of Summit that funds for the following resolution are available:

Resolution Date: March 1, 2016  
Doc Id: 3451

Vendor: Cifelli & Sons General Construction  
81 Franklin Avenue  
Nutley, NJ 07110

Purchase Order Number: 14-02701

Account Number	Amount	Department Description
C-04-30-027-00A-001	\$18,374.55	3027 Various Road Improvements Change Order 1 Bringing contract total to \$435,387.05

Only amounts for the current Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated.

*Margaret V. Gerba*  
City Treasurer/CFO

Attachment: Certification of Availability of Funds Cifelli 3-1-2016 (3451 : Authorize Change Order No. 1 & Final - Magnolia, Montview, Primrose,

Resolution (ID # 4009)  
 March 1, 2016

**REFUND OVERPAYMENT OF 2012 TAXES - TAX COURT JUDGMENT**

WHEREAS, the Collector of Taxes has received a Tax Court Judgment from the Tax Court of New Jersey reducing the assessment on the following properties for 2012.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT;

That the proper City officers be and they are hereby authorized and directed to issue a check(s) as follows:

Block	Lot	Name	Amount
1803	2	573 Springfield Associates LLC 573 Springfield Ave  2012 Original Assessment: 470,200 = \$18,652.84 Per Tax Court, Assessment: 390,000 = \$15,471.30  <b>Total to be Refunded</b>  Check Payable to: 573 Springfield Assoc. and Nathan P. Wolf, Esq.  Mail to: Nathan P. Wolf, Esq. 673 Morris Avenue Springfield, NJ 07081	          \$3,181.54

Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk

Resolution (ID # 4010)  
March 1, 2016

**REFUND OVERPAYMENT OF 2013 TAXES- TAX COURT JUDGMENT**

WHEREAS, the Collector of Taxes has received a Tax Court Judgment from the Tax Court of New Jersey reducing the assessment on the following properties for 2013.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT;

That the proper City officers be and they are hereby authorized and directed to issue a check(s) as follows:

Block	Lot	Name	Amount
1803	2	573 Springfield Associates LLC 573 Springfield Ave  2013 Original Assessment: 470,200 = \$19,099.53 Per Tax Court, Assessment: 390,000 = \$15,841.80  <b>Total to be Refunded</b>  Check Payable to: 573 Springfield Assoc. and Nathan P. Wolf, Esq.  Mail to: Nathan P. Wolf, Esq. 673 Morris Avenue Springfield, NJ 07081	\$3,257.73

Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk

**REFUND OVERPAYMENT OF 2014 TAXES - TAX COURT JUDGMENT**

WHEREAS, the Collector of Taxes has received a Tax Court Judgment from the Tax Court of New Jersey reducing the assessment on the following properties for 2014.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the proper City officers be and they are hereby authorized and directed to issue a check(s) or credit as follows:

Block	Lot	Name	Amount
1803	2	573 Springfield Associates LLC 573 Springfield Ave.  2014 Original Assessment:       470,200 = 19,315.82 Per Tax Court, Assessment:  390,000 = 16,021.20  <b>Amount to be Refunded</b>  Check Payable to: 573 Springfield Assoc. and Nathan P. Wolf, Esq.  Mail to: Nathan P. Wolf, Esq. 673 Morris Ave Springfield , NJ 07081	\$3,294.62
1405	5	Dev, Sachin 133 Beekman Road  2014 Original Assessment:       354,300 = 14,554.65 Per Tax Court, Assessment:  331,300 = 13,609.81  <b>Amount to be Refunded</b>  Check Payable to: Jennifer R. Jacobus, Esq and Dev, Sachin and Kumar,A.  Mail to: Jennifer R. Jacobus, Esq. 301 South Livingston Ave. Livingston, NJ 07039	\$944.84

3103	8	<p>Grady, James &amp; Lisa 7 Manor Hill Road</p> <p>2014 Original Assessment: 681,400 = 27,991.92 Per Tax Court, Assessment: 650,800 = 26,734.87</p> <p><b>Subtotal</b></p> <p>2015 (Freeze Act) Original Assessment: 681,400 = 28,734.64 Per Tax Court, Assessment: 650,800 = 27,444.24</p> <p><b>Subtotal</b></p> <p><b>Amount to be Refunded</b></p> <p>Check Payable to: James &amp; Lisa Grady and Stephen Severud Trust Account</p> <p>Mail to: Stephen Severud, Esq. 59 East Mill Road Long Valley, NJ 07853</p>	<p>\$1,257.05</p> <p>\$1,290.40</p> <p>\$2,547.45</p>
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Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk

Resolution (ID # 4014)  
March 1, 2016

**REFUND OVERPAYMENT OF 2015 TAXES - TAX COURT JUDGMENT**

WHEREAS, the Collector of Taxes has received a Tax Court Judgment from the Tax Court of New Jersey, reducing the assessment on the following properties for 2015.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the proper City officers be and they are hereby authorized and directed to issue a check(s) or credit as follows:

Block	Lot	Name	Amount
1405	5	Dev, Sachin 133 Beekman Road  2015 Original Assessment:           354,300 = 14,940.84 Per Tax Court, Assessment:   331,300 = 13,207.65  <b>Amount to be Refunded</b> Check Payable to: Jennifer R. Jacobus, Esq. and Dev, Sachin and Kumar,A.  Mail to: Jennifer R. Jacobus, Esq. 301 South Livingston Ave. Livingston, NJ 07039	\$1,733.19

Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk

Resolution (ID # 4028)  
March 1, 2016

**AUTHORIZE PARKING REFUNDS - SUMMIT SMARTCARD, PREPAID PARKING, AND  
OVERNIGHT PARKING PERMITS**

WHEREAS, Summit SmartCards, which have been previously purchased from the City through the Parking Utility Account, have been returned because of a lack of need for the cards or due to a malfunction of said cards, and

WHEREAS, individuals who have purchased prepaid parking and no longer require parking in Summit, and

WHEREAS, individuals who have purchased overnight parking permits that have moved or acquired other off-street parking and no longer require such permit.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the City Treasurer be and is hereby authorized to issue checks to reimburse Summit SmartCard and prepaid parking and users of overnight permits in the amount(s) on the attached list.

Dated: March 1, 2016

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1, 2016.

City Clerk

SUMMIT SMARTCARD, PREPAID PARKING, AND OVERNIGHT PARKING PERMITS REFUNDS  
COUNCIL MEETING DATE: March 1, 2016

NAME	ADDRESS	TYPE	REASON	REFUND AMOUNT
Andria Tusa	20 Phillips Dr., Succasunna, NJ 07876	Tier Garage	Parking Holiday (snow)	\$4.00
				\$4.00

Attachment: Refunds March 1, 2016 (4028 : Authorize Parking Refunds - Summit SmartCard, Prepaid

Resolution (ID # 4038)  
March 1, 2016

**AUTHORIZE PAYMENT OF BILLS - \$563,988.13**

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT:

That the proper officers of the City be and they are hereby authorized and directed to draw checks for a total of **\$563,988.13** for the payment of the itemized bills listed on the following Schedule "A" which have been approved by several committees and the President of the Common Council and which are made a part of the minutes of this meeting.

Dated: March 1st 2016

I, Rosalia M. Licatese, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, March 1st 2016.

City Clerk



**Finance**  
CA - Finance/Personnel

[www.cityofsummit.org](http://www.cityofsummit.org)

Meeting: 03/01/16 07:30 PM

**RESOLUTION (ID # 4038)**

DOC ID: 4038

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TO: Mayor and Common Council

FROM: Marge Gerba, City Treasurer

DATE: February 5, 2016

Authorize Payment of Bills - \$563,988.13

# BILL LIST

## REGULAR MEETING

MARCH 1<sup>ST</sup> 2016

Rcvd Batch Id Range: First to Last Rcvd Date Start: 0 End: 02/19/16 Report Format: Condensed

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
02/19/16	CAPITAL	15-04512	OFF DUTY HOSPITAL ROADS PROJ	CITYOF46 CITY OF SUMMIT OFF DUTY	16,500.00	
02/19/16	CAPITAL	15-04491	DPW ROAD REPAIR SUPPLIES	GARDENBO GARDEN STATE BOBCAT	2,149.92	
02/19/16	CAPITAL	16-00482	ORDINANCE PREP GENERAL 10/2015	HAWKIN66 HAWKINS, DELAFIELD & WOOD LLP	7,883.44	
02/19/16	CAPITAL	16-00483	PROF SRVCS SCH TEMP NOTE 10/15	HAWKIN66 HAWKINS, DELAFIELD & WOOD LLP	11,827.44	
02/19/16	CAPITAL	16-00492	BAN ISSUANCE GENERAL 10/2015	HAWKIN66 HAWKINS, DELAFIELD & WOOD LLP	9,126.89	
02/19/16	CAPITAL	15-03735	DOWNTOWN WAYFINDING SIGNS	LOUMARCS LOUMARC SIGNS	16,096.00	
02/19/16	CAPITAL	16-00588	#11 Recreation Center Designs	THEROS50 THE ROSEN GROUP	2,750.00	
Total for Batch: CAPITAL					66,333.69	
02/19/16	DCP	16-00730	113220 Building Keys	COLLIN33 COLLINE BROS LOCK & SAFE CO.,	6.12	
02/19/16	DCP	16-00368	Building Materials BPO	DREYER50 DREYER'S LUMBER & HARDWARE CO.	64.91	
02/19/16	DCP	16-00746	9022555 Galvanized spikes for	HOMEDE33 HOME DEPOT CREDIT SERVICES	396.11	
02/19/16	DCP	16-00582	06145927-001 wood for Golf	MYLESF50 MYLES F. KELLY, INC.	290.76	
02/19/16	DCP	16-00584	Education Conference 2/28-3/2	NJRPA066 NJRPA	1,320.00	
02/19/16	DCP	15-01929	2015 SOCIAL SERVICES CONTRACT	SAGEEL50 SAGE ELDERCARE, INC	11,358.92	
02/19/16	DCP	16-00774	Golf Pencils with Logo	SEABOA50 SEABOARD PENCIL CO INC	196.68	
02/19/16	DCP	16-00369	Office Supplies BPO	STAPLESR STAPLES ADVANTAGE CREDIT SRVCS	196.66	
02/19/16	DCP	16-00642	Slide Permit Fee	STATE061 STATE OF NEW JERSEY	560.00	
02/19/16	DCP	16-00747	Building Maint. BPO	SUMMIT40 SUMMIT IND. HARDWARE #365	18.25	
02/19/16	DCP	16-00253	Meeting Supplies Blanket PO	VILLAG50 VILLAGE SUPERMARKETS	15.06	
02/19/16	DCP	16-00647	02940277226 Supplies	VILLAG50 VILLAGE SUPERMARKETS	33.54	
02/19/16	DCP	16-00729	02940488730 Coffee Mate	VILLAG50 VILLAGE SUPERMARKETS	9.98	
02/19/16	DCP	16-00732	4402 Shipping missed in	WITTEK50 WITTEK	13.48	
Total for Batch: DCP					14,480.47	
02/19/16	FINANCE	16-00761	REF OVPLYMT 1ST QTR 2016 3308/5	395PL005 395 Pleasant Valley Way, LP	3,162.75	
02/19/16	FINANCE	15-00635	MADISON IT SERVICES 2015	BOROUGHM BOROUGH OF MADISON	12,212.50	
02/19/16	FINANCE	15-03239	Invs 23160 & 97840 Laptop/warr	CDW-G050 CDW-GOVERNMENT, INC.	803.31	
02/19/16	FINANCE	16-00557	SHS COS MORRIS/WEAVER 1247	CITYOF46 CITY OF SUMMIT OFF DUTY	640.00	
02/19/16	FINANCE	16-00558	SHS COS MORRIS/WEAVER 1422	CITYOF46 CITY OF SUMMIT OFF DUTY	2,400.00	
02/19/16	FINANCE	16-00559	SHS COS MORRIS/WEAVER 1466	CITYOF46 CITY OF SUMMIT OFF DUTY	1,600.00	
02/19/16	FINANCE	16-00560	SHS COS MORRIS/WEAVER 1499	CITYOF46 CITY OF SUMMIT OFF DUTY	1,600.00	
02/19/16	FINANCE	16-00764	REF OVPLYMT 1QTR 2016 5106/6	CORNFO05 CORNFORTH, JAY & JENNIFER	449.11	
02/19/16	FINANCE	16-00567	Ceremonial Scissors	ENGRAVAW ENGRAVINGAWARDSGIFTS.COM	109.00	
02/19/16	FINANCE	16-00766	2016 NEW MEMBER MELISSA BERGER	GOVERN81 GFOA OF NEW JERSEY	90.00	
02/19/16	FINANCE	15-04539	Agency Membership Renewal	IPMAHR IPMA-HR	390.00	
02/19/16	FINANCE	15-00193	SUBSCRIPTION RENEWAL CONTRACT	LEXISN50 LEXISNEXIS BUSINESS &	182.58	
02/19/16	FINANCE	16-00762	REF OVPLYMT 1ST QT 2016 1103/3	LOWMA005 LOWMAN, JEFFREY & LEE ANNE	525.02	
02/19/16	FINANCE	15-00864	2015 MONTHLY RETAIN C1124-1001	MCELRO50 MCELROY, DEUTSCH, MULVANEY	3,053.77	
02/19/16	FINANCE	15-01166	2015 SPECIAL PRJTS C1124-1002	MCELRO50 MCELROY, DEUTSCH, MULVANEY	3,718.18	
02/19/16	FINANCE	16-00684	EMAIL SERVICES FOR 2016	MICROS75 MICROSYSTEMS - NJ. COM LLC	120.00	
02/19/16	FINANCE	16-00570	2016 Membership Dues	NJLEAG50 NJ LEAGUE OF MUNICIPALITIES	1,518.00	
02/19/16	FINANCE	16-00765	REF OVPLYMT 2014 TCJ 1911/1	NWOLF105 Law Office of Nathan Wolf, LLC	14,728.14	
02/19/16	FINANCE	15-04335	Digital Image - McTernan	POSITI33 POSITIVE IMAGE PHOTOGRAPHY	25.00	
02/19/16	FINANCE	15-04538	Anti-Spam/Fortressing Sept/Oct	RIVERI50 RIVER INTERNET COMMUNICATIONS	1,500.00	
02/19/16	FINANCE	16-00571	Council Chairs	STANDARD STANDARD CHAIR OF GARDNER	744.00	
02/19/16	FINANCE	16-00767	2016 NEW MEMBER MELISSA BERGER	TCTA100 TCTA MEMBERSHIP SERVICE	100.00	
02/19/16	FINANCE	15-00189	ANIMAL CNTL CONTRACT YR 2 OF 2	TOWNSH56 TOWNSHIP OF MILLBURN	1,941.58	
02/19/16	FINANCE	16-00344	OFFDUTY SHS TRAFFIC	UNIONC43 UNION COUNTY POLICE	240.00	
02/19/16	FINANCE	16-00346	OFFDUTY TRAFFIC PASSAIC ST	UNIONC57 UNION COUNTY SHERIFF'S OFFICE	4,410.00	
02/19/16	FINANCE	16-00564	TA OFFICE SUPPLIES	VILLAG25 VILLAGE OFFICE SUPPLY	145.98	
02/19/16	FINANCE	16-00568	Organization mtg order	VILLAG50 VILLAGE SUPERMARKETS	209.37	

Attachment: Bill List 3-1-16 (4038 : Authorize Payment of Bills - \$563,988.13)

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
02/19/16	FINANCE	16-00486	TAX COLLECTOR VITAL 2016	VITALC50 VITAL COMMUNICATIONS, INC.	100.00	
02/19/16	FINANCE	16-00003	BLANKET SUPPLY ORDERS	WBMASON W.B. MASON CO, INC	222.31	
02/19/16	FINANCE	16-00763	REF OVPYMT 1ST QT 2016 5106/14	WELLSF50 WELLS FARGO R.E. TAX SERVICE	1,136.49	
Total for Batch: FINANCE					58,077.09	
02/19/16	HEALTH	16-00339	OFFICE SUPPLIES, LICENSE TAGS	MGLFOR50 MGL PRINTING SOLUTIONS	118.00	
02/19/16	HEALTH	16-00376	BOH Office Supplies 2016	STAPLE51 STAPLES CREDIT PLAN	11.89	
Total for Batch: HEALTH					129.89	
02/19/16	PARKCAP	15-03381	PARKING DIGITAL PERMITTING	GTECNA GTECNA	21,805.00	
02/19/16	PARKCAP	16-00481	ORDINANCE PREP PARKING 10/2015	HAWKIN66 HAWKINS, DELAFIELD & WOOD LLP	968.88	
02/19/16	PARKCAP	16-00491	BAN ISSUANCE PARKING 10/2015	HAWKIN66 HAWKINS, DELAFIELD & WOOD LLP	2,268.97	
Total for Batch: PARKCAP					25,042.85	
02/19/16	PARKING	16-00290	INV#127334 RIBBON AGP XL	AMANOMCG AMANO MCGANN INC	510.00	
02/19/16	PARKING	16-00738	2016 PREMIUM SUPPORT AGREEMENT	AMANOMCG AMANO MCGANN INC	38,587.50	
02/19/16	PARKING	16-00087	821553360	ATMOBIL AT&T MOBILITY	281.97	
02/19/16	PARKING	16-00717	INV#3502 1/23 /#3503 1/23/16	CAPORA33 CAPORASO EXCAVATING INC	5,660.00	
02/19/16	PARKING	16-00731	IN#3509 SNOW REMOVAL FROM LOTS	CAPORA33 CAPORASO EXCAVATING INC	29,843.75	
02/19/16	PARKING	16-00316	#5067 STRATUS REPAIR	CITYAU50 CITY AUTO TOP	640.00	
02/19/16	PARKING	16-00719	INV#5090 TRUCK RIGHT CUSHION	CITYAU50 CITY AUTO TOP	385.00	
02/19/16	PARKING	16-00472	2016 Downtown Idea Exchange	DOWNT050 DOWNTOWN RESEARCH & DEVELOPMEN	236.50	
02/19/16	PARKING	16-00473	2016 FIRE ALARM MONITORING	FIRECO66 FIRE CONTROL ELECTRICAL SYSTEM	1,030.00	
02/19/16	PARKING	16-00314	INV#8685 4TH QTR E-TICKETS	GOLDTYPE GOLD TYPE BUSINESS MACHINE INC	5,268.24	
02/19/16	PARKING	16-00301	#YE1439 DEC EMS/#YP083 AUG EXT	INTEGRTS INTEGRATED TECHNICAL SYSTEMS	965.00	
02/19/16	PARKING	16-00447	2016 Extended Service Contract	INTEGRTS INTEGRATED TECHNICAL SYSTEMS	19,852.00	
02/19/16	PARKING	16-00720	#5746498 WINDEX LOT MAINTENANC	KRYSTO33 KRYSTON'S HARDWARE	22.28	
02/19/16	PARKING	15-04498	ORDER#5744542 BRIAN SHIRTS	LANDSE50 LANDS' END BUSINESS OUTFITTERS	92.45	
02/19/16	PARKING	16-00449	2016 MEMBERSHIP #300002537	NATION54 NATIONAL PARKING ASSOCIATION	395.00	
02/19/16	PARKING	16-00420	4TH Qtr Park & Rail	NJTRAN50 NJ TRANSIT	11,707.07	
02/19/16	PARKING	16-00711	INV#SI38478 JANUARY PROC FEES	PAYMENTP PAYMENT PROCESSING, INC.	100.00	
02/19/16	PARKING	16-00317	INV#552683 MALIBU OIL	QUALIT25 QUALITY AUTOMOTIVE CO.	15.61	
02/19/16	PARKING	16-00714	#551562 TRUCK	QUALIT25 QUALITY AUTOMOTIVE CO.	32.36	
02/19/16	PARKING	16-00715	IN#553388/553516/553531/553472	QUALIT25 QUALITY AUTOMOTIVE CO.	289.08	
02/19/16	PARKING	16-00716	INV#553557/553833	QUALIT25 QUALITY AUTOMOTIVE CO.	126.76	
02/19/16	PARKING	16-00421	INV#19415	SUMMIT25 SUMMIT ELECTRICAL SUPPLY CO	621.83	
02/19/16	PARKING	16-00733	IN#529301 HEFTY RECYC BAGS	SUMMIT40 SUMMIT IND. HARDWARE #365	56.04	
02/19/16	PARKING	16-00426	#5791 BSG RECHRG MACH SERVICE	TAKEAPOW TAKE A POWDER INC	200.00	
02/19/16	PARKING	16-00230	2016 ELEVATOR SERVICE PARKING	THYSSE50 THYSSENKRUPP ELEVATOR CORP.	1,858.48	
02/19/16	PARKING	16-00831	PARKING REFUND	TUSAANDR TUSA, ANDRIA	4.00	
02/19/16	PARKING	16-00718	#276789 B. GINGRICH	UNIUNI UNIVERSAL UNIFORM SALES CO INC	282.89	
02/19/16	PARKING	16-00423	INV#106559C5622 WRAFTER, SEAN	VALLEYHE VALLEY HEALTH MEDICAL GROUP	65.00	
02/19/16	PARKING	16-00333	V-WIRELESS PARKING MODEM	VERIZ408 VERIZON WIRELESS	481.44	
02/19/16	PARKING	16-00318	INV#4057923/4061394	VILLAG25 VILLAGE OFFICE SUPPLY	51.69	
Total for Batch: PARKING					119,661.94	
02/19/16	SAFETY	16-00598	FD INV 0047418 - FNQU-6-600 FU	AIRC AIR CENTER INC.	150.75	
02/19/16	SAFETY	16-00351	PD- Replacement Batteries	ALLT ALL TRAFFIC SOLUTIONS	1,020.00	
02/19/16	SAFETY	16-00315	FD CPS TRAINING - EE & PI	CENTER66 CENTER FOR PUBLIC SAFETY	790.00	
02/19/16	SAFETY	16-00605	FD A/C 8702 10-9 THRU 12/10/15	CHATHAM8 CHATHAM NAPA	369.77	
02/19/16	SAFETY	16-00686	OFFDUTY DISPATCH MAY 1219	CITYOF46 CITY OF SUMMIT OFF DUTY	6,720.00	
02/19/16	SAFETY	16-00687	OFFDUTY DISPATCH MAY 1252	CITYOF46 CITY OF SUMMIT OFF DUTY	6,200.00	
02/19/16	SAFETY	16-00688	OFFDUTY DISPATCH MAY 1511	CITYOF46 CITY OF SUMMIT OFF DUTY	1,100.00	
02/19/16	SAFETY	16-00530	FD INV 201624 EM D NELSON	EMERGEMP EMERGENCY MANAGER PROJECT, LLC	500.00	

Attachment: Bill List 3-1-16 (4038 : Authorize Payment of Bills - \$563,988.13)

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
02/19/16	SAFETY	16-00467	PD- Uniform Replacement	GALLS050 GALLS	49.32	
02/19/16	SAFETY	16-00529	FD - REIMB VOL CAND BKGRD CHEC	HILLLIASS HILLIAS, SEAN L.	55.45	
02/19/16	SAFETY	16-00474	PD- IACP 2016 Membership Dues	IACP0050 IACP	150.00	
02/19/16	SAFETY	16-00708	FD REIMB EXP FH DESIGN SEMINAR	IMBIMB50 IMBIMBO, PAUL	574.40	
02/19/16	SAFETY	16-00043	PD- Computer Software	ITSAVVY ITSAVVY LLC	812.04	
02/19/16	SAFETY	16-00599	FD SERVICE CALL 1-20-2016	JHOGGP50 J HOGG PLUMBING AND HEATING	145.95	
02/19/16	SAFETY	16-00587	PD- Contract Services	L3MOBILE L3-MOBILE VISION INC	247.50	
02/19/16	SAFETY	16-00167	TRANSLATION SERVICE BLANKET	LANGUA50 LANGUAGE LINE SERVICES	49.94	
02/19/16	SAFETY	16-00755	PD- Membership Dues 2016	MAGLOC50 MAGLOCLN	400.00	
02/19/16	SAFETY	16-00725	PD- Tuition Reimbursement	MEDINA MEDINA, CHRISTOPHER	9,860.00	
02/19/16	SAFETY	16-00455	FD INV 1372560 - ID 655971	NATION75 NATIONAL SAFETY COUNCIL	40.00	
02/19/16	SAFETY	16-00707	FD REIMB EXPENSE - STORM RELAT	NELSON66 NELSON, DONALD	61.66	
02/19/16	SAFETY	16-00539	FD 2016 ANNUAL DUES	NEWJER06 NEW JERSEY CAREER FIRE CHIEFS	375.00	
02/19/16	SAFETY	16-00603	FD INV 49670 - BENCH TEST POSI	NEWJER36 NEW JERSEY FIRE EQUIPMENT COMP	282.00	
02/19/16	SAFETY	16-00458	FD #B1534301264- TJ MURRAY III	OVERLOMC OVERLOOK MEDICAL CENTER	435.00	
02/19/16	SAFETY	16-00224	FD GASOLINE 2016 #74869570	RIGGINS RIGGINS, INC.	1,945.37	
02/19/16	SAFETY	16-00626	PD- Vehicle Maintenance	SALERN33 SALERNO DUANE FORD LLC	422.39	
02/19/16	SAFETY	16-00639	PD- Equipment	SPARTAPW SPARTA PEWTER/SPARTA PROMOTION	462.18	
02/19/16	SAFETY	15-04244	PD- Office Supplies	STAPLE50 STAPLES CREDIT PLAN	703.09	
02/19/16	SAFETY	15-04580	PD- Office Supplies	STAPLE50 STAPLES CREDIT PLAN	368.86	
02/19/16	SAFETY	16-00321	PD- Toner & Supplies	STAPLE50 STAPLES CREDIT PLAN	692.84	
02/19/16	SAFETY	16-00625	PD- Vehicle Maintenance	SUMMIT16 SUMMIT CAR WASH	650.00	
02/19/16	SAFETY	16-00601	FD ACCT 345 JAN 2016 STATEMENT	SUMMIT40 SUMMIT IND. HARDWARE #365	292.69	
02/19/16	SAFETY	16-00475	PD- Vehicle Maintenance	TRIANG50 TRIANGLE COMMUNICATIONS, LLC	47.50	
02/19/16	SAFETY	16-00754	PD- Vehicle Maintenance	TRIANG50 TRIANGLE COMMUNICATIONS, LLC	285.00	
02/19/16	SAFETY	16-00600	FD INV 14281 NIELSEN RHODIUM B	UNIONF50 UNION FIRE EQUIPMENT	118.00	
02/19/16	SAFETY	16-00590	PD- Crossing Guard Uniform	UNIUNI UNIVERSAL UNIFORM SALES CO INC	153.00	
02/19/16	SAFETY	16-00595	PD- Crossing Guard Uniforms	UNIUNI UNIVERSAL UNIFORM SALES CO INC	1,205.84	
02/19/16	SAFETY	16-00442	FD - QUOTE 60877 MED SUPPLIES	VERALP50 V E RALPH & SON INC	354.55	
02/19/16	SAFETY	16-00604	FD INV 306466 - 24-M5070A BATT	VERALP50 V E RALPH & SON INC	464.00	
02/19/16	SAFETY	16-00724	PD- Equipment AEDs	VERALP50 V E RALPH & SON INC	1,109.55	
02/19/16	SAFETY	16-00726	PD- Supplies/Meetings	VILLAG25 VILLAGE OFFICE SUPPLY	270.20	
02/19/16	SAFETY	16-00445	FD INV 1227 - OFF MTG DEC 2015	ZAPPIA50 ZAPPIA'S	235.00	
Total for Batch: SAFETY					40,168.84	
02/19/16	SEWCAP	15-00938	CHATM RD LOW FLOW PUMP INSTALL	ACSCHULT AC SCHULTES INC	39,962.44	
02/19/16	SEWCAP	16-00480	ORDINANCE PREP SEWER 10/2015	HAWKIN66 HAWKINS, DELAFIELD & WOOD LLP	979.08	
02/19/16	SEWCAP	16-00490	BAN ISSUANCE SEWER 10/2015	HAWKIN66 HAWKINS, DELAFIELD & WOOD LLP	4,587.09	
Total for Batch: SEWCAP					45,528.61	
02/19/16	SEWER	16-00013	Calibration of Flow Meters	ABB ABB, INC.	2,808.00	
Total for Batch: SEWER					2,808.00	
02/19/16	TRUST	16-00637	8080-48-3700 white Big Easy	ADAMSMFG ADAMS MFG CORP	1,022.80	
02/19/16	TRUST	16-00811	Inst. Fee Superhero Art Class	CREATECS CREATIVE EXPRESSIONS & COUNSEL	400.00	
02/19/16	TRUST	16-00258	Inst. Fee TryCAN Dance BPO	DANCEMOV DANCE MOVE PLAY LLC	600.00	
02/19/16	TRUST	16-00440	23018 Skating Event Additional	FANTASYW FANTASY WORLD ENTERTAINMENT	600.00	
02/19/16	TRUST	16-00743	Instructor Fee Legos BPO	GRACENMK GRACEN MKTNG SVC. LLC	6,480.00	
02/19/16	TRUST	16-00575	808372 Laying Hen Compost	GRASSR50 GRASS ROOTS, TURF PRODUCTS INC	1,192.00	
02/19/16	TRUST	16-00621	808368 Laying Hen Compost	GRASSR50 GRASS ROOTS, TURF PRODUCTS INC	115.10	
02/19/16	TRUST	16-00260	Enrichment Programs BPO	HARDIN66 HARDING KIDS CLUB	14,350.00	
02/19/16	TRUST	16-00795	wrestling Referee Fee	HOLMANKR KRISTINA HOLMAN	160.00	
02/19/16	TRUST	15-02045	INFRASTRUCTURE CONSULTANTS	PARSONSB PARSONS BRINCKERHOFF, INC	6,540.00	
02/19/16	TRUST	16-00524	Planning Board Escrow Fees	PRECISRS PRECISION REPORTING SERVICE	1,739.00	

Attachment: Bill List 3-1-16 (4038 : Authorize Payment of Bills - \$563,988.13)

February 19, 2016  
10:56 AM

City of Summit  
Received P.O. Batch Listing By Vendor Id

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
02/19/16	TRUST	16-00792	#239 Investors Artificial Turf	PREMIERP	PREMIER PRODUCT DEVELOPMENT	1,750.00
02/19/16	TRUST	16-00269	Inst. Fee Karate BPO	PUGLIO50	PUGLIO, CARMEN	2,200.00
02/19/16	TRUST	16-00523	Zoning Board Escrow Fees	ROSENB55	ROSENBERG & ASSOCIATES	1,082.00
02/19/16	TRUST	16-00793	Referee Fees for In-Town Leagu	SUMMITBC	SUMMIT BASKETBALL CLUB	7,680.00
02/19/16	TRUST	16-00794	2413 DJ Package PAL Ping Pong	SUMMITSO	SUMMIT SOUNDZ ENTERTAINMENT	250.00
02/19/16	TRUST	16-00594	Zoning Board Escrow Fees	THEGAL50	THE GALVIN LAW FIRM	2,032.50
02/19/16	TRUST	16-00281	T-shirts BPO	TRIPLE	TRIPLE CROWN SPORTS, INC.	543.50
02/19/16	TRUST	16-00781	126252 Baseball T-shirts	TRIPLE	TRIPLE CROWN SPORTS, INC.	71.50
02/19/16	TRUST	16-00788	Lawn Service	TRUGRE50	TRUGREEN CHEMLAWN	13,488.50
02/19/16	TRUST	16-00800	Field Maintenance	TRUGRE50	TRUGREEN CHEMLAWN	5,443.52
02/19/16	TRUST	16-00014	Supplies for share the Fun	VILLAG50	VILLAGE SUPERMARKETS	77.53
02/19/16	TRUST	16-00572	02940522691 Supplies TryCAN	VILLAG50	VILLAGE SUPERMARKETS	22.94
					Total for Batch: TRUST	67,840.89
02/19/16	UCC	16-00597	Memberships	TECHNI33	TECHNICAL ASST ASSOC OF UNION	30.00
					Total for Batch: UCC	30.00
02/19/16	WORKS	16-00620	TRANSFER STA BLDG SUPPLIES	AQUAFR	AQUA FRESCA AND JAVA	99.00
02/19/16	WORKS	16-00649	Vehicle Maintenance	AUTOSALV	AUTO SALVAGE OF S. PLAINFIELD	375.00
02/19/16	WORKS	16-00022	DISPOSAL OF WOOD	AWFLEA50	A.W.F. LEASING CORP.	9,556.66
02/19/16	WORKS	16-00300	DISPOSAL OF TIRES	CASINGSN	CASINGS OF NEW JERSEY INC	371.50
02/19/16	WORKS	16-00645	Uniforms	EAGLEE	EAGLE EMBROIDERY	806.70
02/19/16	WORKS	16-00695	DISPOSAL OF PALLETS/LUMBER	ENVIRO44	ENVIRONMENTAL RENEWAL, L.L.C.	112.50
02/19/16	WORKS	15-00265	ROAD REPAIR & MNTN 2015	FANWO050	FANWOOD CRUSHED STONE	292.35
02/19/16	WORKS	16-00011	DCS Diesel Fuel	FINCHFUE	FINCH FUEL OIL CO INC	4,774.38
02/19/16	WORKS	16-00532	BLDGS & GROUNDS MAINTENANCE	FIRECO66	FIRE CONTROL ELECTRICAL SYSTEM	1,680.00
02/19/16	WORKS	16-00619	VEHICLE MAINTENANCE	FOLEYI50	FOLEY INCORPORATED	1,027.90
02/19/16	WORKS	16-00444	P&T GROUNDS MAINT MATERIALS	FROMUT50	FROMMUTH TENNIS	293.21
02/19/16	WORKS	16-00836	AUCTION FEES OCT NOV DEC 2015	GOVDEALS	GOVDEALS	4,797.29
02/19/16	WORKS	16-00736	BLDGS & GROUNDS SUPPLIES	HOMEDE33	HOME DEPOT CREDIT SERVICES	306.54
02/19/16	WORKS	16-00617	BLDGS & GRNDS EQUIPMENT MAINT	JENEL	JEN ELECTRIC, INC.	430.00
02/19/16	WORKS	16-00670	BLDGS & GROUNDS EQUIPMT MAINT	JENEL	JEN ELECTRIC, INC.	430.00
02/19/16	WORKS	16-00646	Safety Shoes	MORRISPL	MORRIS PLAINS SHOES	139.00
02/19/16	WORKS	15-00263	BULK WASTE DISPOSAL 2015	NEWJER54	NJSEA (BULK WASTE)	13,428.65
02/19/16	WORKS	16-00742	Boiler License Renewal-K.Roger	ROGERSKE	ROGERS, KEVIN	80.00
02/19/16	WORKS	16-00522	Legal Services	ROSENB55	ROSENBERG & ASSOCIATES	93.50
02/19/16	WORKS	16-00650	Vehicle Maintenance	SALERN33	SALERNO DUANE FORD LLC	5.85
02/19/16	WORKS	16-00652	Equipment Maintenance	SIGNAL50	SIGNAL CONTROL PRODUCT INC	626.00
02/19/16	WORKS	15-04563	APPRAISALS FOR PROP DISPOSALS	SODANOAP	SODANO APPRAISAL SERVICES LLC	2,250.00
02/19/16	WORKS	16-00416	BLDGS & GROUNDS SUPPLIES	STAPLESR	STAPLES ADVANTAGE CREDIT SRVCS	1,465.91
02/19/16	WORKS	16-00422	Office Supplies	STAPLESR	STAPLES ADVANTAGE CREDIT SRVCS	895.09
02/19/16	WORKS	16-00425	Supplies and Materials	STAPLESR	STAPLES ADVANTAGE CREDIT SRVCS	24.98
02/19/16	WORKS	16-00651	Property Maintenance	SUMMIT25	SUMMIT ELECTRICAL SUPPLY CO	128.50
02/19/16	WORKS	15-01896	Monthly Mgt LS Apr-Dec Blanket	THEGAL50	THE GALVIN LAW FIRM	925.00
02/19/16	WORKS	15-00585	PROFESSIONAL SERVICES 2015	THESHA50	THE SHADE TREE DEPARTMENT LLC	6,433.55
02/19/16	WORKS	15-03835	TREE REMOVALS IN SUMMIT	TREEK	TREE KING, INC.	10,275.00
02/19/16	WORKS	15-00266	TIPPING FEES 2015	UNIONC64	UNION COUNTY UTILITES AUTHORIT	48,957.24
02/19/16	WORKS	16-00310	Fluorescent Light Disposal	VEOLIA50	VEOLIA ES TECHNICAL SOLUTIONS	256.28
02/19/16	WORKS	16-00020	Roads Maintenance	WELDON25	WELDON ASPHALT CO	3,086.06
02/19/16	WORKS	16-00648	Roads Materials	WELDON25	WELDON ASPHALT CO	3,025.69
					Total for Batch: WORKS	117,449.33
Total for Date: 02/19/16					Total for All Batches:	557,551.60

Attachment: Bill List 3-1-16 (4038 : Authorize Payment of Bills - \$563,988.13)

February 17, 2016  
02:34 PM

City of Summit  
Received P.O. Batch Listing By Vendor Id

Rcvd Batch Id Range: First		to Last		Rcvd Date Start: 0	End: 02/17/16	Report Format: Condensed
Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
02/17/16	FINANCE	16-00769	2016 membership dues	CTAEHPUC CTA OF E.H.P.U. COUNTIES	80.00	
				Total for Batch: FINANCE	80.00	
02/17/16	SAFETY	16-00772	2016 FORD INTERCEPTOR TITLE	NJMOTO38 NJ MOTOR VEHICLE COMMISSION	85.00	
				Total for Batch: SAFETY	85.00	
				Total for Date: 02/17/16	Total for All Batches:	165.00

Attachment: Bill List 3-1-16 (4038 : Authorize Payment of Bills - \$563,988.13)

February 10, 2016  
02:57 PM

City of Summit  
Received P.O. Batch Listing By P.O. Number

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Rcvd Batch Id Range: First		to Last	Rcvd Date Start: 0	End: 02/10/16	Report Format: Condensed	
Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
02/10/16	SAFETY	16-00759	2016 FORD EXPLORER Title	NJMOTO38 NJ MOTOR VEHICLE COMMISSION	85.00	
				Total for Batch: SAFETY	85.00	
			Total for Date: 02/10/16	Total for All Batches:	85.00	

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Attachment: Bill List 3-1-16 (4038 : Authorize Payment of Bills - \$563,988.13)

Rcvd Batch Id Range: First		to Last		Rcvd Date Start: 0		End: 02/08/16		Report Format: Condensed		
Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract				
02/08/16	FINANCE	16-00086	287015068548 FAN02998928 BLNKT	ATTMOBIL AT&T MOBILITY	80.92					
02/08/16	FINANCE	16-00612	908-277-6828 393 BLANKET 2016	BROADV BROADVIEW NETWORKS	130.04					
02/08/16	FINANCE	16-00094	41 CHATHAM 8499 05 329 0168855	COMCAS69 COMCAST	465.10					
02/08/16	FINANCE	16-00169	503956 WATER SYSTEM BLANKET	MARLINLE MARLIN LEASING	184.95					
02/08/16	FINANCE	16-00214	75 MAPLE ST 6226740006 BLANKET	PSEG1444 PSE&G	327.39					
02/08/16	FINANCE	16-00217	41 CHATHAM RD 6615027607 BLNKT	PSEG1444 PSE&G	438.43					
02/08/16	FINANCE	16-00218	384 BROAD ST 6619775403 BLNKT	PSEG1444 PSE&G	637.43					
02/08/16	FINANCE	16-00219	512 SPRNGFLD 6660016600 BLNKT	PSEG1444 PSE&G	1,574.15					
02/08/16	FINANCE	16-00220	RIVER RD GNRTR 6722939901 BNKT	PSEG1444 PSE&G	11.59					
02/08/16	FINANCE	16-00221	100 ASHWOOD 6729356200 BLANKET	PSEG1444 PSE&G	11.59					
02/08/16	FINANCE	16-00222	BUTLER PKWY 6749019005 BLANKET	PSEG1444 PSE&G	184.61					
02/08/16	FINANCE	16-00329	VER 8181009195 BLANKET	VER92004 VERIZON	94.99					
02/08/16	FINANCE	16-00330	VER 8298011956 BLANKET	VERC9200 VERIZON COMMUNICATIONS	269.99					
Total for Batch: FINANCE					4,411.18					
02/08/16	LIBRARY	16-00096	LIBRARY #8499 05 329 0008432	COMCAS69 COMCAST	249.85					
02/08/16	LIBRARY	16-00337	LIBRARY ACCT #240533	WESTER33 WESTERN PEST SERVICE	80.50					
Total for Batch: LIBRARY					330.35					
02/08/16	TRUST	16-00242	Refund Basketball	GRAINGER GRAINGER, MARC	105.00					
02/08/16	TRUST	16-00244	Refund Karate	HERNANDE HERNANDEZ, BETTINA	130.00					
02/08/16	TRUST	16-00243	Refund Karate	KAPSERSE KAPSERSETZ, ALLISON	130.00					
02/08/16	TRUST	15-04597	Refund Racing Game Design	MIRLISSD MIRLISS, DANIELLE	155.00					
02/08/16	TRUST	16-00251	Refund Legos Robotic	PAYNE PAYNE, HANNAH	155.00					
02/08/16	TRUST	16-00036	Refund Karate	PELLRACH PELL, RACHEL	130.00					
02/08/16	TRUST	16-00037	Refund Art & Story Time	SULLIVAN SULLIVAN, ARIELE	445.00					
02/08/16	TRUST	16-00283	Refund Dance and Yoga	WILLIALY WILLIAMS, LYNN	130.00					
02/08/16	TRUST	16-00035	Refund Holiday Camp	ZOTTI ZOTTI, CHRISTOPHER	65.00					
Total for Batch: TRUST					1,445.00					
Total for Date: 02/08/16					Total for All Batches:	6,186.53				

Attachment: Bill List 3-1-16 (4038 : Authorize Payment of Bills - \$563,988.13)

# THE CITY OF SUMMIT

N E W J E R S E Y

CITY HALL 512 SPRINGFIELD AVENUE SUMMIT, NJ 07901

February 19, 2016

The Honorable Mayor and  
Members of Common Council  
City Hall  
Summit, New Jersey

Ladies and Gentlemen:

On Tuesday, February 2, 2016, at 11:00 a.m., bids were received by the Purchasing Agent as advertised in the Union County Local Source on January 14, 2016 and referred to the City Engineer. Results are as follows:

## 2015 CURB AND SIDEWALK PROJECT

		Base Bid (\$)
Cifelli & Son General Contracting, Inc. 81 Franklin Avenue Nutley, NJ 0710	(bid bond)	50,850.00
Diamond Construction 35 Beaverson Blvd., Suite 12C Brick, NJ 08723	(bid bond)	54,625.00
M Sky Construction Corp. 830 Route 15 South Lake Hopatcong, NJ 07849	(bid bond)	68,525.00
Vektor Corporation 8 Dante Road Monroe Twp, NJ 08831	(bid bond)	69,500.00
Your Way Construction, Inc. 404 Coit Street Irvington, NJ 07111	(bid bond)	79,630.75

The Purchasing Agent, upon the review, evaluation and recommendation in a memo dated February 19, 2016, from the City Engineer, makes the following bid award recommendation to the Works Committee:

## 2015 CURB AND SIDEWALK PROJECT

Cifelli & Son General Contracting, Inc., for a low net base bid of \$50,850.00.

Sincerely,

*Margaret Gerba*

Margaret Gerba, Purchasing Agent

Communication: Purchasing Letter - 2015 Curb & Sidewalk Project (Correspondence)

GI - 31/11/16  
Post copy 11/10/16

16.A.1

**RECEIVED**  
**FEB - 8 2016**  
CITY CLERK'S OFFICE  
SUMMIT, N.J.

**NOTICE OF PUBLIC HEARING  
PLANNING BOARD OF THE CITY OF SUMMIT  
SUMMIT, UNION COUNTY, N.J.**

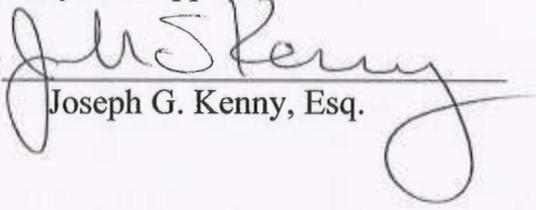
Take notice that the Planning Board of the City of Summit will conduct a public hearing at the Summit City Hall, 512 Springfield Avenue, Summit, N.J. at 7:30 p.m. or as soon thereafter as the matter may be called on February 22, 2016, which hearing will be continued on such dates thereafter as may be necessary in the judgment of the Board to complete the hearings and deliberations on an application for development by Miss Juli's Boutique, LLC, regarding permission to conduct a retail establishment located at 12 Kent Place Boulevard, Lots 16.01, Block 1912 on the Tax Maps of the City of Summit in the B Zone.

The applicant requests classification of the site plan; minor site plan approval and variance relief from the strict application of the requirements of the Development Regulations Ordinance regulating off-street parking for retail establishments together with all other relief in the form of variances, interpretations, waivers or exceptions in the strict application of the provisions of the Development Regulations Ordinance, and other relief, which may arise during the course of the hearings in this application, necessary to realize the development as set forth more specifically in the application for development on file or as may be amended and available for inspection in connection herewith.

All maps and documents for which approval is sought are available for public inspection at the Department of Community Services at City Hall, 512 Springfield Avenue, Summit, NJ during the business hours of 8:00 a.m. to 4:00 p.m. Monday through Friday.

This notice is being given pursuant to N.J.S.A. 40:55D-12 and Article 3.16 of the Development Regulations Ordinance of the City of Summit.

DEMPSEY, DEMPSEY & SHEEHAN  
Attorneys for Applicant

By:   
Joseph G. Kenny, Esq.

Dated: 2/4/16

Communication: Summit Planning Board hearing on 2/22/16, re 12 Kent Place Blvd (Notices)

RECEIVED

FEB - 8 2016

CITY CLERK'S OFFICE  
SUMMIT, N.J.

**NOTICE OF PUBLIC HEARING  
PLANNING BOARD OF THE CITY OF SUMMIT  
SUMMIT, UNION COUNTY, N.J.**

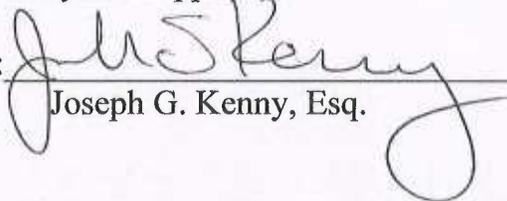
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DEMPSEY, DEMPSEY & SHEEHAN  
Attorneys for Applicant

By:   
Joseph G. Kenny, Esq.

Dated: 2/4/16

Communication: Summit Planning Board hearing on 2/22/16, re 12 Kent Place Blvd (Notices)



Post copy  
3/1 GI  
16.A.2

**NOTICE OF HEARING**

Date: February 5, 2016

YOU ARE HEREBY NOTIFIED, as provided in the Municipal Land Use Law, that the Zoning Board of Adjustment of the City of Summit, New Jersey, will hold a hearing on February 17, 2016 at 7:30 p.m. in the City Hall, Council Chambers, 512 Springfield Avenue, Summit, New Jersey, to consider an application affecting the property whose street address is known as 25 Chatham Road, Block 202, Lot 13, Summit, New Jersey 07901, located in the City's LI Zone.

The conditions affecting this property and the reason for the application being heard are as follows:

The Applicant has applied to the Zoning Board of Adjustment for preliminary and final major site plan approval for construction of an addition to the existing building for warehousing and wholesaling of electrical supplies to the trade, with incidental retail sales to the general public. In connection with the application, the Applicant has also requested variances with respect to the following:

1. Proposed retail and wholesale sales not permitted in the LI Zone.
2. Proposed lot coverage exceeds permitted maximum in LI Zone.
3. Existing and proposed side yard does not meet required minimum in LI Zone.
4. Dead end traffic aisle not permitted.
5. 2 foot buffer proposed along portion of parking area; minimum of 5 feet required.
6. 10% of parking area required to be landscaped; no landscaping in parking area proposed.
7. 15 on-site parking spaces proposed; 19 required.
8. Proposed overnight parking of 2 commercial vehicles; 1 permitted.

Applicant also requests such further variances, waivers or other approvals or relief as may be required by the Board, by City staff or professionals, or otherwise.

The application forms and supporting documents are on file in the Department of Community Services, 512 Springfield Avenue, Summit, New Jersey and may be inspected on any workday during business hours, 8:00 a.m. to 4:00 p.m. Any interested party may appear at the hearing and participate therein, subject to the rules of the Board.

Summit Realty Partners, LLC

**RECEIVED****FEB - 8 2016**CITY CLERK'S OFFICE  
SUMMIT, N.J.**NOTICE OF HEARING**

Date: February 5, 2016

YOU ARE HEREBY NOTIFIED, as provided in the Municipal Land Use Law, that the Zoning Board of Adjustment of the City of Summit, New Jersey, will hold a hearing on February 17, 2016 at 7:30 p.m. in the City Hall, Council Chambers, 512 Springfield Avenue, Summit, New Jersey, to consider an application affecting the property whose street address is known as 25 Chatham Road, Block 202, Lot 13, Summit, New Jersey 07901, located in the City's LI Zone.

The conditions affecting this property and the reason for the application being heard are as follows:

The Applicant has applied to the Zoning Board of Adjustment for preliminary and final major site plan approval for construction of an addition to the existing building for warehousing and wholesaling of electrical supplies to the trade, with incidental retail sales to the general public. In connection with the application, the Applicant has also requested variances with respect to the following:

1. Proposed retail and wholesale sales not permitted in the LI Zone.
2. Proposed lot coverage exceeds permitted maximum in LI Zone.
3. Existing and proposed side yard does not meet required minimum in LI Zone.
4. Dead end traffic aisle not permitted.
5. 2 foot buffer proposed along portion of parking area; minimum of 5 feet required.
6. 10% of parking area required to be landscaped; no landscaping in parking area proposed.
7. 15 on-site parking spaces proposed; 19 required.
8. Proposed overnight parking of 2 commercial vehicles; 1 permitted.

Applicant also requests such further variances, waivers or other approvals or relief as may be required by the Board, by City staff or professionals, or otherwise.

The application forms and supporting documents are on file in the Department of Community Services, 512 Springfield Avenue, Summit, New Jersey and may be inspected on any workday during business hours, 8:00 a.m. to 4:00 p.m. Any interested party may appear at the hearing and participate therein, subject to the rules of the Board.

Summit Realty Partners, LLC

January 28, 2016

**RECEIVED**  
FEB - 1 2016  
CITY CLERK'S OFFICE  
SUMMIT, N.J.

TO: Each Municipal Clerk and County Executive or Administrator of the Municipalities and Counties of New Jersey Served by Jersey Central Power & Light Company

RE: In the Matter of the Verified Petition of Jersey Central Power & Light Company Seeking Review and Approval of Its Deferred Balances Relating to, and an Adjustment of, the Rider RRC – RGGI Recovery Charge of Its Filed Tariff  
BPU Docket Nos. ER14080869 and ER15090995

Dear Sir/Madam:

We herewith serve upon you a copy of a Notice of Public Hearing for Jersey Central Power & Light Company's ("JCP&L") proposed increase in the Company's Rider RRC – RGGI Recovery Charge which funds certain demand response and renewable energy programs.

**PLEASE TAKE NOTICE** that the BPU has scheduled public hearings on this matter at the times and places set forth in the enclosed Public Notice.

Copies of the Verified Petitions, together with supporting attachments, are available for inspection at the Company's regional headquarters at 300 Madison Avenue, Morristown, New Jersey 07962 and 331 Newman Springs Road, Building 3, Red Bank, New Jersey 07701, on the Company's website at [https://www.firstenergycorp.com/jersey\\_central\\_power\\_light/regulatory.html](https://www.firstenergycorp.com/jersey_central_power_light/regulatory.html), and at the New Jersey Board of Public Utilities, 44 South Clinton Avenue, 3<sup>rd</sup> Floor, Suite 314, P.O. Box 350, Trenton, New Jersey 08625-0350.

We will be pleased to furnish you with any assistance or additional information that you might reasonably require.

Sincerely,



Mark A. Mader  
Director  
Rates & Regulatory Affairs-NJ

Enclosure  
u:/rates/public hearings/2016/RRC

Communication: JCP&L - Petition - RRC - RGGI Recovery Charge (Notices)

# PUBLIC NOTICE

## JERSEY CENTRAL POWER & LIGHT COMPANY FEB - 1 2016

### NOTICE OF PROPOSED INCREASE IN RIDER RRC - RGGI RECOVERY CHARGE AND NOTICE OF PUBLIC HEARINGS THEREON

CITY CLERK'S OFFICE  
SUMMIT, N.J.

**TO OUR CUSTOMERS:** On August 1, 2014, Jersey Central Power & Light Company ("JCP&L" or the "Company") filed a Verified Petition with the New Jersey Board of Public Utilities (the "Board") under BPU Docket No. ER14080869, together with supporting attachments.

The Verified Petition provided for a reconciliation of the actual costs and collections from May 1, 2009 through December 31, 2013 under the Company's RGGI Recovery Charge ("RRC") Tariff Rider. The Verified Petition also provided for an assessment of the anticipated future level of expenses to be recovered through the Rider RRC and the need for changes after 2014 in the level of collections thereunder. In this Verified Petition, JCP&L requested approval to increase collections under Rider RRC, which funds certain demand response and renewable energy programs, by approximately \$18.3 million annually. The change in rates was proposed to become effective on January 1, 2015 or on such date as the Board may determine.

On March 11, 2015, the Company filed an update to its Petition ("Update"). In the Update, the Company provided actual data through December 31, 2014 and made several other accounting corrections. As a result of updating for actual data through December 31, 2014, along with the accounting corrections, the net result is that JCP&L proposed to increase its overall Rider RRC rate to recover an additional \$17.0 million on an annual basis. The Company proposed a July 1, 2015 effective date for the new rate.

On August 31, 2015, JCP&L filed a Verified Petition with the Board under BPU Docket No. ER15090995, together with supporting attachments. This Verified Petition provides for a reconciliation of the actual costs and collections from January 1, 2014 through

December 31, 2014 under the Company's RRC Tariff Rider. The Verified Petition also provides for an assessment of the anticipated future level of expenses to be recovered through the Rider RRC and the need for changes after 2015 in the level of collections thereunder. In the Verified Petition, JCP&L is requesting to increase collections under Rider RRC, which funds certain demand response and renewable energy programs, by approximately \$21.17 million annually compared to the rates currently in effect (or approximately \$4.17 million more than the \$17 million increase proposed in the Update). The change in rates was proposed to become effective on January 1, 2016 or on such date as the Board may determine.

The annual percentage change in rates, if any, applicable to specific customers will vary according to the applicable rate schedule and the level of the customer's usage. Copies of the Verified Petition, together with supporting attachments, are available for inspection at the Company's regional headquarters at 300 Madison Avenue, Morristown, New Jersey 07962 and 331 Newman Springs Road, Building 3, Red Bank, New Jersey 07701, on the Company's website at [https://www.firstenergycorp.com/jersey\\_central\\_power\\_light/regulatory.html](https://www.firstenergycorp.com/jersey_central_power_light/regulatory.html), and at the New Jersey Board of Public Utilities, 44 South Clinton Avenue, 3rd Floor, Suite 314, P.O. Box 350, Trenton, New Jersey 08625-0350.

The following comparisons of present and proposed rates will permit customers to determine the approximate net effect upon them of the proposed increase in charges of \$21.17 million annually. Any assistance required by customers in this regard will be furnished by the Company upon request.

#### STATEMENT OF THE MONTHLY EFFECT OF PROPOSED INCREASE IN RIDER RRC CHARGES AS COMPARED TO THE RATES IN EFFECT AS OF JANUARY 1, 2016

Typical Residential Average Monthly Bill (Includes 7% Sales and Use Tax)			
	Current Monthly Bill (1)	Proposed Monthly Bill (2)	Proposed Monthly Increase
<b>Residential (RS)</b>			
500 kWh average monthly usage	\$69.56	\$70.09	\$0.54
1000 kWh average monthly usage	\$143.99	\$145.06	\$1.07
1500 kWh average monthly usage	\$220.12	\$221.73	\$1.61
<b>Residential Time-of-Day (RT)</b>			
500 kWh average monthly usage	\$74.76	\$75.29	\$0.54
1000 kWh average monthly usage	\$144.93	\$146.01	\$1.08
1500 kWh average monthly usage	\$215.11	\$216.72	\$1.61
Overall Monthly Class Average Per Customer (Includes 7% Sales and Use Tax)			
Rate Class	Current Monthly Bill (1)	Proposed Monthly Bill (2)	Proposed % Increase
Residential (RS))	\$114.86	\$115.71	0.7%
Residential Time of Day (RT)	\$159.32	\$160.51	0.7%
General Service – Secondary (GS)	\$632.95	\$637.87	0.8%
General Service - Secondary Time of Day (GST)	\$27,691.75	\$27,943.95	0.9%
General Service – Primary (GP)	\$39,775.45	\$40,187.14	1.0%
General Service – Transmission (GT)	\$119,218.14	\$120,631.29	1.2%
Lighting (Average Per Fixture)	\$10.85	\$10.90	0.5%

(1) Rates effective 1/1/2016 (2) Proposed rates effective 1/1/2016

Please note that the Board in its discretion may apply all or any portion of whatever rate adjustment the Board may ultimately allow to other rate schedules or in a different manner than what JCP&L has proposed in its filing. Accordingly, the final rates and charges to be determined by the Board in these proceedings may be different from what JCP&L has described herein.

Notice of these filings, together with a statement of the effect thereof on customers, are being served upon the clerk, executive or administrator of each municipality and county within the Company's service areas. Such notice has also been served, together with the supporting attachments, upon the Director of the Division of Rate Counsel, who will represent the interests of ratepayers in these proceedings.

PLEASE TAKE NOTICE that the Board has scheduled public hearings on the Verified Petitions under BPU Docket Nos. ER14080869 and ER15090995, at the following times and places:

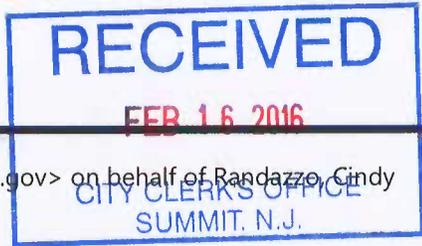
**February 22, 2016, 1:30 p.m.**  
**Morris County Administration & Records Building**  
**Public Meeting Room, 5th Floor**  
**10 Court Street**  
**Morristown, New Jersey 07963**

**February 24, 2016, 5:30 p.m.**  
**Freehold Township Municipal Building**  
**One Municipal Plaza**  
**(Schanck Road at Stillwells Corner Road)**  
**Freehold, New Jersey 07728**

Members of the public will have an opportunity to be heard and/ or to submit written comments or statements at each or either of the public hearings if they wish to do so. Persons requiring special accommodations because of disability should contact the Office of the Secretary of the Board at (609) 777-3300 at least 48 hours prior to the scheduled hearing so that appropriate arrangements can be made. Written comments or statements may also be submitted directly to the Board of Public Utilities at 44 South Clinton Avenue, 3rd Floor, Suite 314, P.O. Box 350, Trenton, New Jersey 08625-0350, Attn: Irene Kim Asbury, Secretary of the Board.

**JERSEY CENTRAL POWER & LIGHT COMPANY**

Communication: JCP&L - Petition, re Review and Approval of Deferred Balances, Adjustment of Rider RRC - RGGI Recovery Charge (Notices)



**Licatese, Rosemary**

**From:** Rogers, Joseph <Joseph.Rogers@dep.nj.gov> on behalf of Randazzo, Cindy <Cindy.Randazzo@dep.nj.gov>  
**Sent:** Friday, February 12, 2016 2:13 PM  
**To:** Randazzo, Cindy  
**Subject:** Get Your Earth Week Events Posted on the NJDEP Website

**EARTH DAY AND ENVIRONMENTAL EDUCATION WEEK ARE JUST AROUND THE CORNER...**

*We'd like to showcase your efforts!*



The New Jersey Department of Environmental Protection (DEP) has administered the **Earth Day - New Jersey** website ([www.earthdayNJ.org](http://www.earthdayNJ.org)) for more than 15 years. Each year, the website attracts more than 40,000 visitors in April through May. The *Earth Day – New Jersey* website features an events calendar, school programs listing, history of Earth Day and Environmental Education Week, and suggestions for what families, schools and individuals can do to help protect the environment and participate in green, sustainable activities



In celebration of “Environmental Education Week” (April 17 – 23), the website will showcase your school programs along with descriptions of the lessons and projects that students are doing statewide to celebrate the week. To submit information about your environmental education activities to be conducted in April – early May, go to [www.nj.gov/dep/seeds/earthday/calsub.htm](http://www.nj.gov/dep/seeds/earthday/calsub.htm).

In addition, New Jersey is home to numerous Earth Day events, green fairs, clean-ups, trail work, tree plantings and other public environmental celebrations that are held in April and May. Most of these celebrations occur on the weekends. Last year, the **Earth Day – New Jersey** website featured over 105 public events. To submit details about your own public event, go to [www.nj.gov/dep/seeds/earthday/calsub.htm](http://www.nj.gov/dep/seeds/earthday/calsub.htm).

The **Earth Day - New Jersey** website is promoted to and used by media, schools, volunteers, scouts, youth groups, companies, municipal leaders, families and other individuals. DEP also uses the information posted on the website to determine the participation of its own speakers, displays and the distribution of its public education information.

Residents are encouraged to visit [www.earthdayNJ.org](http://www.earthdayNJ.org) to locate events and programs near them.



Communication: NJDEP - Environmental Education Week - April 17-23, 2016 (Notices)



# UNION COUNTY IMPROVEMENT AUTHORITY

1499 US Highway One, North, 3<sup>rd</sup> Floor  
Rahway, New Jersey, 07065  
www.ucimprovementauthority.org  
(732) 382-9400 (732) 382-5862 fax

*Post copy -* 16.A.5  
3/1/16



**TO:** All Union County Municipal Clerks  
**FROM:** Lisa M. da Silva, RMC, Clerk of the Authority  
**DATE:** February 4, 2016  
**RE:** 2016 Annual Meeting Schedule

## MEMORANDUM

Greeting,

Please find attached, UCIA Resolution 12-2016 adopted by the Union County Improvement Authority Board of Commissioners at its 2016 Reorganization meeting on February 3, 2016.

If you have any questions, please feel free to contact me at (732) 382-9400\*228

Regards,

*Li*

Communication: Union County Improvement Authority - Resolution re Establishing Annual Meeting Schedule for the Period (Notices)



# UNION COUNTY IMPROVEMENT AUTHORITY

1499 US Highway One, North, 3<sup>rd</sup> Floor  
 Rahway, New Jersey, 07065  
 www.ucimprovementauthority.org  
 (732) 382-9400 (732) 382-5862 fax

Resolution No. 12-2016

Date: February 3, 2016

## RESOLUTION OF THE UNION COUNTY IMPROVEMENT AUTHORITY ESTABLISHING THE ANNUAL MEETING SCHEDULE FOR THE PERIOD MARCH 2016 THROUGH FEBRUARY 2017

APPROVED AS TO FORM:  
 Lisa M. da Silva, RMC  
 Clerk of the Authority

APPROVED AS TO SUFFICIENCY OF FUNDS  
 YES  NO  NONE REQUIRED  
 UNION COUNTY IMPROVEMENT AUTHORITY

Lisa M. da Silva

M. W. B. III

	PRESENT	ABSENT	AYE	NAY	ABSTAIN	MOTION	SECOND
Bornstad	✓		✓			✓	
D'Elia	✓		✓				✓
Hockaday	✓		✓				
Rountree	✓		✓				
Salerno	✓		✓				
Scutari	✓		✓				
Tomko	✓		✓				
Vollero		✓					
*Vacancy*							

Communication: Union County Improvement Authority - Resolution re Establishing Annual Meeting Schedule for the Period (Notices)

Resolution No. 12-2016Date: February 3, 2016

**RESOLUTION OF THE UNION COUNTY IMPROVEMENT AUTHORITY  
ESTABLISHING THE ANNUAL MEETING SCHEDULE FOR THE  
PERIOD MARCH 2016 THROUGH FEBRUARY 2017**

WHEREAS, the Union County Improvement Authority (the "Authority") has been duly created by ordinance of the Union County Board of Chosen Freeholders as a public body corporate and politic of the State of New Jersey pursuant to and in accordance with the County Improvement Authorities Law, N.J.S.A. 40:37A-44, *et seq.*; and

WHEREAS, the Authority constitutes a public body pursuant to the New Jersey Open Public Meetings Act, N.J.S.A. 10-4-1 *et seq.*, and, as such, it is required to provide adequate notice of the meetings and activities of the Authority in the manner provided in N.J.S.A. 10:4-8(d); and

WHEREAS, in accordance with the provision of N.J.S.A. 10:4-18, at least once a year, within seven days following its annual reorganization meeting, the Authority shall provide adequate notice of the schedule of its regular meetings for the succeeding year; and

WHEREAS, the Authority wishes to establish a meeting schedule for the period of March 2016 through February 2017, in accordance with the New Jersey Open Public Meetings Act; and

**NOW THEREFOR BE IT RESOLVED**, that the Union County Improvement Authority as follows:

- Section 1. During the period March 2016 through February 2017, unless otherwise indicated on Exhibit A, the Authority shall have one (1) regular meeting per month on the first Wednesdays of each month. The date and times for such meetings are set forth in the Notice attached hereto as Exhibit A, which by this reference is made a part hereof as if set forth in full herein. Unless otherwise notified, all regular meetings of the Authority shall be held in the Boardroom of the offices of the Authority, 1499 US Highway One, North, Rahway, New Jersey 07065
- Section 2. The Clerk of the Authority is hereby directed to take all actions in order to satisfy the requirements of the Open Public Meetings Act, including, but not limited to, (a) posting notice of the meeting schedule in at least one public place reserved for such announcements, (b) providing the meeting schedule to the newspapers officially designated by the Authority to receive such notices, and (c) filing the meeting schedule with the Union County Clerk and with the Clerk of each municipality located within the County of Union, and mailing this resolution (including the attached meeting schedule to the Union County Manager and to the Clerk of the Board of Chosen Freeholders of the County of Union.

## Exhibit A

### SCHEDULE OF REGULAR PUBLIC MEETINGS OF THE UNION COUNTY IMPROVEMENT AUTHORITY FOR THE PERIOD MARCH 2016 THROUGH FEBRUARY 2017.

In accordance with the Open Public Meetings Act, P.L. 1975, c231 the following schedule of Regular Public Meetings of the Union County Improvement Authority was approved at the annual reorganization meeting of the Authority on Wednesday, February 3, 2016. The Authority gives public notice that it may act as a body, by taking official action at any of the following meetings:

Wednesday, March 2, 2016  
 Wednesday, April 6, 2016  
 Wednesday, May 4, 2016  
 Wednesday, June 1, 2016  
 Wednesday, July 6, 2016  
 Wednesday, August 3, 2016  
 Wednesday, September 7, 2016  
 Wednesday, October 5, 2016  
 Wednesday, November 2, 2016  
 Wednesday, December 7, 2016  
 Wednesday, January 4, 2017  
 Wednesday, February 1, 2017\*\*

All Regular Meetings of the Authority shall be held at 5:00 p.m., in the Boardroom of the offices of the Authority, 1499 US Highway One, North, Rahway, New Jersey 07065

Portions of all meetings maybe be held in executive session to the extent allowed by law.

\*\* *Annual Reorganization Meeting*

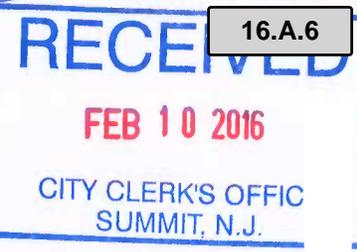
**Suburban Municipal Joint Insurance Fund**

9 Campus Drive – Suite 216 Parsippany, NJ 07054

Telephone (201) 881-7632

*Post-Kiosk*

*GI 3/1/16*



February 5, 2016

**MEMBER MUNICIPALITIES  
SUBURBAN MUNICIPAL JOINT INSURANCE FUND**

Attn: Administrator/Clerk

Please be advised that the regular monthly meeting of the Suburban Municipal Joint Insurance Fund will take place on the **second Thursday of every month, except August and December, at 8:00 AM in the Scotch Plains Municipal Building, Scotch Plains, New Jersey** as listed below:

**Suburban JIF Fund Meetings: All meetings are held on **Thursday at 8:00 AM.****

February 11, 2016	Scotch Plains Municipal Building
March 10, 2016	Scotch Plains Municipal Building
April 14, 2016	Scotch Plains Municipal Building
May 12, 2016	Scotch Plains Municipal Building
June 9, 2016	Scotch Plains Municipal Building
July 14, 2016	Scotch Plains Municipal Building
September 8, 2016	Scotch Plains Municipal Building
October 13, 2016	Scotch Plains Municipal Building
November 10, 2016	Scotch Plains Municipal Building
January 12, 2017	Scotch Plains Municipal Building

**Residual Claims Fund: All meetings, except where noted, are held on **Wednesday at 10:30 AM****

March 2, 2016	Forsgate Country Club, Jamesburg
June 1, 2016	Forsgate Country Club
September 7, 2016	Forsgate Country Club
October 19, 2016	Forsgate Country Club
January 4, 2017	Forsgate Country Club

**E-JIF Fund Meetings: All meetings, except where noted, are held on **Wednesday at 10:50 AM****

March 2, 2016	Forsgate Country Club, Jamesburg
June 1, 2016	Forsgate Country Club
September 7, 2016	Forsgate Country Club
October 19, 2016	Forsgate Country Club
November 16, 2016	Sheraton Hotel-Atlantic City <b>12:00 pm</b>
January 4, 2017	Forsgate Country Club

**MEL Fund Meetings: All meetings, except where noted, are held on **Wednesday at 11:15 AM.****

March 2, 2016	Forsgate Country Club, Jamesburg
February 19, 2016	Princeton Marriott <b>9:00 am</b>
June 1, 2016	Forsgate Country Club
September 7, 2016	Forsgate Country Club
October 19, 2016	Forsgate Country Club
November 16, 2016	Atlantic City Convention Center <b>5:00 pm</b>
January 4, 2017	Forsgate Country Club, Jamesburg

**In accordance with the Open Public Meetings Act, we ask that you post a copy of this notice on your public bulletin board.**

cc: Fund Commissioners, Risk Management Consultants, Fund Professionals (sent via email if

Communication: Suburban Municipal Joint Insurance Fund - Monthly Meeting Schedule 2016 (Notices)

**City of Summit Environmental Commission Minutes, January 18, 2016**

Present: Beth Lovejoy, Marian Glenn, Marjorie Fox, Judy Mandelbaum, John Kilby, Ruth Gais, Rick Bell, Kelly Moughalian

Guests: Matt Cohen, Jeff Hankinson, Anna Tinker

Beth Lovejoy called the meeting to order at 8 PM.

Action items in red.

Beth introduced the guests.

The December meeting minutes were approved.

**Committee/Project Updates:**

Earth Day Clean-Up, 2016: Beth Lovejoy, Kelly Moughalian

An email with the dates for the 2016 ED Clean-Up has been sent to all group leader participants from last year. Two scout groups have already confirmed their participation this year. Beth, Kelly and Marjorie will work on getting a few donations for more garbage and recycling bags.

Beth confirmed that she, Kelly, Marian and John, would be available to work on the April 23 date. Ellen Purcell will manage the Martin's Brook site, and the PEP group always includes several adults, so they don't need a separate manager at Wilson Park.

Marjorie and Ruth will run the May 1 event with a GreenFaith group at the Hidden Valley trail. It will also be open to the public.

Re publicity, a discussion ensued about whether to have a printed poster. It was decided that Beth would ask Debra Trisler if she could update her lovely poster, so that we can send it out digitally. It was suggested that the event be publicized via the Mayor's and the City's FB pages, some businesses' and the Arboretum's FB pages and via the email list of the Dept. of Community Programs. Suggestions are still welcome as to how to publicize the event to the people who frequent Briant Park. Anna offered to send information around the event to Junior League members and to the Calvary Youth Group. Beth will forward information to her.

Passaic River Park Trails: Judy Mandelbaum

Additional plantings (primarily, the ferns and fragrant sumac) at the trailhead are planned for late April or early May.

Judy has a tentative date of May 1 for the temple men's group to work on several projects on the trails with Jeff Hankinson. Although that will be the same date as the Junior League event at the Transfer Station (see below), it was decided that having volunteers working then would be a positive role model.

May 1 Event: Judy Mandelbaum, Anna Tinker

The Junior League, in coordination with the Summit Conservancy, is planning another event at the transfer station on May 1, similar to the Party at the Dump. Betty Ann Kelly from Union County is eager to have a trail dedication ceremony this spring so it was thought that the event would be a good place to do the ribbon cutting; Judy will work with Betty Ann to see if that would work.

Anna Tinker, who is helping to organize the Junior League event, said that the event is meant to support the Summit Free Market building, highlight the Passaic River Trails, and encourage green behaviors. Jackie Kondel

from the Arboretum will have a table set up near the trailhead to educate people about what they can see along the trails.

The EC was also asked to participate at the event. Unfortunately, this conflicts with the Earth Day Clean-Up at the Hidden Valley trail to be run by Ruth, Marjorie and the Summit GreenFaith Circle. It is also possible that Beth and Judy will be out of town. Let Beth know if you will be in town and available to man a table on that day.

#### Home Energy Audits: Beth Lovejoy

Ciel Power, LLC was the only respondent to the RFP issued for home energy audits. City Administrator Michael Rogers and EC members reviewed their proposal, and Beth confirmed to Paul Cascais that all was in order. Paul will bring the information to the Buildings and Grounds Committee for approval in February. The EC will work with Ciel and Amy Cairns Harrison to publicize the audits when everything is approved.

#### Reducing Stormwater Run-off: Marian Glenn, Rick Bell

The Water Resources Program of the Rutgers Cooperative Extension has prepared assessment reports and actions plans for reducing impervious surfaces, with a goal for each town to eventually to manage 50% of its storm water on site. <http://water.rutgers.edu/Projects/NFWF/Summit/index.html> In Summit, the team profiled 14 sites and suggested green infrastructure that would improve water management. Green Infrastructure provides aesthetic landscaping that reduces flooding and improves the quality of streams. The sites are: Daily Parking Lot 1, Fountain Baptist Church, Franklin School, the Recreation Center, Christ Church, Jefferson School, City Hall, Central Presbyterian Church, Kent Place School, the library, the Dominican Nuns building, the middle school, the high school and Wilson School.

Marian and Rick Bell met with the Library Board to discuss a rain garden and green roofs. Mention was made of the possibility of permeable pavers in the staff lot there as well. The meeting went well, and Marian will follow up with them. Marian and Rick are willing to tailor their presentation to present to other groups that are interested. Marian will contact school superintendent June Chang about the project.

Beth had sent the Rutgers info about a rain garden on City Hall property to City Engineer Aaron Schrager, and she will follow up with him.

#### Summit Green Star Program: Beth Lovejoy, Marjorie Fox

The program was in a lull over the holiday season, but will be more active now. Please reach out to businesses and community organizations you know to encourage them to join. As few as 5 sustainable actions will qualify them to join, including things they probably already do like turning lights and computers off at night, participating in community events, recycling print cartridges, and promoting shopping local. The full list of actions, a link to a simple and short online application form, and a list of businesses and organizations that have qualified (41 in all) are available on the Environment and Business sections of the City website.

#### Biking: Beth Lovejoy

City plans for installing a bike depot and writing a Bike Plan are just beginning to be explored as a collaborative effort between the City's Community Services Department, SDI, the EC, and local businesses and biking residents. City engineer Aaron Schrager has been in touch with the NJ Bike and Walk Coalition about their involvement in bike depots, like the one in Montclair: <http://www.njbwc.org/bikedepot/>. Meetings re the bike depot and a bike plan are scheduled. Beth has been in touch with Ted Tolles (chair of former Alternative Modes of Transportation Committee); he is very knowledgeable and eager to work on biking in Summit. Rick Bell and Ruth Gais will work on biking as well.

#### **Updates via email:**

#### Planning Board: Judy Mandelbaum

At the Planning Board's meeting on December 23, 2015, the Board voted not to recommend that the zoning of the Bouras Building site be changed to Gateway 1. The Board recommended that Council ask the Board to form a committee to study a zoning change for this site.

City Engineer Rick Matias will replace Gary Lewis on the Planning Board in 2016. John Dougherty's term is up as well. Both David Naidu and Greg Drummond will be staying on the Board.

The Master Plan Re-exam needs to be completed in 2016.

Recycling Advisory Committee: Marjorie Fox

RAC priorities for 2016 are as follows:

- Food composting - find a facility that will accept food compost and find grant opportunities to purchase a composter.
- School Recycling - find out schools' best practices and work with schools to improve recycling.
- Clean Communities funding - seek funding for Big Belly solar recycling compactors.
- Business recycling - Enhance recycling in downtown, improve 6 month business recycling permit process.
- Green Star - work with EC to sign up businesses and non-profits.

The spring dates for SFM are April 30 and May 7.

The meeting was adjourned at 9:20 PM.

Respectfully submitted by Beth Lovejoy

**Remaining Meeting dates for 2016:**

All meetings will be held at 8 PM in the Whitman Room at City Hall.

2/8 (second Monday due to school break)

3/21

4/18

5/16

6/20

No meetings in July and August

9/19

10/17

11/14 (second Monday due to conflicts)

12/12 (second Monday but better for most people)



# Summit Fire Department Monthly Fire Prevention Inspection Report December 2015

RECEIVED 16.B.2

FEB 17 2016

CITY CLERK'S OFFICE  
SUMMIT, N.J.

FIRE INSPECTIONS	Life Hazard	In-Service	Construction	Permits	Fire Drills	Dec-15	Dec-14	Year to Date 2015	Year to Date 2014
Theaters & Auditoriums								34	30
Nightclubs & Clubs	17					17	7	75	77
Restaurants		9				9	40	343	371
Churches							7	119	102
Professional Services		25	15		1	41	30	388	274
Florists/Laundries	11					11	5	29	28
School Day Care (*2 1/2 yr +)	2	10	2			14	46	180	249
Fabrication								25	
Industrial Labs			2			2	1	76	47
A & D Centers	9					9	33	37	48
Hospitals	3		6			9	22	65	97
Child Care (Infants)							4	45	40
Jails, Retail, Gas Stations	23	3	4			30	29	190	231
Hotels/Motels		5				5		37	15
Rooming Houses	5					5	2	45	34
Multi-family apartments	13	8	7			28	42	131	174
One & Two family units		1	25			26	31	318	231
Storage, auto repair & lumber yds.	11	1				12	8	75	55
Metals, low storage & food products							8	12	18
<b>Total All Inspections</b>	<b>95</b>	<b>62</b>	<b>61</b>	<b>-</b>	<b>1</b>	<b>218</b>	<b>315</b>	<b>2,224</b>	<b>2,121</b>

FIRE EDUCATION PROGRAMS	Dec-15	Dec-14	2015	2014
			Year to Date	Year to Date
Fire Prev. Programs off-site	1	1	48	45
Fire Prev. Programs in-station	1	12	43	65
Fire Extinguisher Training		1	2	3
<b>Total</b>	<b>2</b>	<b>14</b>	<b>93</b>	<b>113</b>

PLAN REVIEWS	Dec-15	Dec-14	2015	2014
			Year to Date	Year to Date
Total Plans Reviewed	21	35	373	371
Total Site Plans Reviewed	4	7	75	72

Prepared by Fire Chief & Fire Official, Chief Eric Evers

Communication: Fire Department - 12/2015 (Minutes, Reports, Etc. from the Following)

RECEIVED

16.B.2

FEB 17 2016

CITY CLERK'S OFFICE  
SUMMIT, N.J.



## Summit Fire Department Monthly Fire Activity Response Report December 2015

<b>Fires</b>	<b>Dec-15</b>	<b>Dec-14</b>	<b>2015 To Date</b>	<b>2014 To Date</b>
Fires Inside Structures	2	12	77	75
Fires Outside Structures				
Vehicle Fires	1	1	22	12
Tree/Brush/Grass/Refuse Fires		1	26	20
All Other Types of Fires		1	2	6
Mutual Aid Task Force Responses				
<b>Total Fires</b>	<b>3</b>	<b>15</b>	<b>127</b>	<b>113</b>

<b>Emergencies</b>	<b>Dec-15</b>	<b>Dec-14</b>	<b>2015 To Date</b>	<b>2014 To Date</b>
Hazardous Conditions	8	7	163	118
Electrical Hazards	12	7	143	124
Motor Vehicle Accidents	2	4	35	57
Mutual Aid Station Coverage	1	1	10	11
Service Calls (Lock-Outs, Water Removal, etc.)	24	28	335	345
Good Intent Calls	21	24	244	298
Miscellaneous Calls (Assist Police, Stand-By, Special Services)	10	11	117	137
CO Detector Activations	3	1	25	20
<b>Total Emergencies</b>	<b>81</b>	<b>83</b>	<b>1072</b>	<b>1110</b>

<b>Rescues</b>	<b>Dec-15</b>	<b>Dec-14</b>	<b>2015 To Date</b>	<b>2014 To Date</b>
Motor Vehicle Extrications	1	1	34	29
Elevator Emergencies, Searches, etc.	1	1	14	15
Emergency Medical Calls	40	38	410	352
<b>Total Rescues</b>	<b>42</b>	<b>40</b>	<b>458</b>	<b>396</b>

<b>Alarm Activations</b>	<b>Dec-15</b>	<b>Dec-14</b>	<b>2015 To Date</b>	<b>2014 To Date</b>
Malicious False Alarms	1		8	9
Accidental, Malfunctions, Honest Mistakes	47	46	590	558
<b>Total Alarm Activations</b>	<b>48</b>	<b>46</b>	<b>598</b>	<b>567</b>
<b>Total Number of Responses</b>	<b>174</b>	<b>184</b>	<b>2255</b>	<b>2186</b>

Prepared by

Lt. Kenneth Jenks

Communication: Fire Department - 12/2015 (Minutes, Reports, Etc. from the Following)

RECEIVED

FEB 19 2016

CITY CLERK'S OFFICE  
SUMMIT, N.J.

January 14, 2016

BOARD OF EDUCATION  
SUMMIT, NEW JERSEY

The workshop meeting of the Board of Education was held on Thursday, January 14, 2016 in the Wilson School Board Meeting Room beginning at 7:00 PM. Those present: Ms. Kalin, presiding, Ms. Chang, Ms. Colbert, Mr. Dietze, Mr. Hanley, and Ms. McCann. Mr. Freeman was absent.

Also present were Mr. Chang, Superintendent, Dr. Glazer, Assistant Superintendent, Mr. Pepe, Assistant Superintendent/Board Secretary, Dr. Kachmar-Desonne, Director of Special Services, and Mr. Block, Director of Human Resources. There were 17 people in the audience.

NOTICE OF CERTIFICATION

The following notice was presented:

Let the minutes reflect that adequate notice of this meeting has been provided in accordance with the regulations of the Open Public Meetings Act.

PRESENTATIONS AND DISCUSSIONS

1. Personnel & Health Benefits Trend/Capital Equipment & Facilities – Louis J. Pepe
2. Athletic Budget – Robert Lockhart, Athletic Director

PRESIDENT'S ANNOUNCEMENTS

President Kalin spoke about the following:

- 2016-2017 Budget Process
- Upcoming Presentations
- Summit H.S. Principal appointment process

SUPERINTENDENT'S REPORT

Superintendent Chang spoke about the following:

**Pre-K Lottery:** Today we held the Pre-K lottery at the Board offices. Seventy-one (71) students were entered into the lottery for 22 spots at Wilson and Jefferson Primary Centers for our AM and PM programs, beginning in September. Parents will be notified tomorrow morning with their lottery results.

**Parent Wellness Series:** The *Parent Wellness Series* will present its third program. This installment will be hosted by Berkeley Heights. The program will take place on Thursday, January 21, at 7:15 pm at Governor Livingston High School. Motivational speaker Marlon Smith will address the audience on leadership, accountability, and how to critically think your way through challenges. This program is geared towards middle school and high school

Minutes of Workshop Meeting – January 14, 2016 – Page 2

students and their parents. This program is part of the consortium between Summit, Chatham, Millburn, New Providence and Berkeley Heights.

**Holocaust Program:** Today, with the assistance of the Holocaust Council of Greater Metro West, through a program called “Survivors Speak,” Mrs. Buonpane and the 8<sup>th</sup> grade teachers hosted a Holocaust assembly at LCJSMS. Students were able to hear first-hand accounts of Holocaust survivors.

**High School Graduation Requirements:** Because state law requires students to pass a statewide assessment to graduate from high school, the New Jersey Department of Education (NJDOE) is allowing students until the class of 2019 to fulfill the requirement by achieving a certain score benchmark on a number of assessments in addition to PARCC, including the SAT, the PSA, the ACT, Accuplacer, or military tests.

The commission recommends that, beginning with the class that will graduate from high school in 2020, students be required to take the PARCC (although not achieve a certain score) before they can access the alternative assessments for graduation.

Beginning with the class of 2021, the commission recommended that students must pass the PARCC English Language Arts grade 10 exam, and the Algebra I end-of-course PARCC test to graduate.

#### **Assessment Study Commission Recommends Continuation of PARCC**

#### **Standards Review Committee Releases Common Core Recommendations**

At the State Board of Education meeting on Monday, Jan. 11, the Academic Standards Review Committee released its recommendations for proposed revisions to the standards. The new standards will be renamed the “New Jersey Student Learning Standards.”

There were more than 200 recommendations for the new standards, including:

- Clarification that informational text is not emphasized over literature. The revisions emphasize “appropriate attention,” to literature, while “maintaining the importance of informational text and research.”
- The addition of “self-reflection,” to multiple English language arts standards. The Common Core Standards emphasize “cold reads” in which a child reads a text for the first time and must decipher its meaning. The concept of self-reflection recognizes that comprehension can be cultivated when children apply their life experiences, and previous texts they have read.
- Mathematics standards were revised with language better aligned to classroom instruction; math standards were also clarified through the use of examples.

The items listed under Superintendent’s Report on the agenda were presented to the Board.

Minutes of Workshop Meeting – January 14, 2016 – Page 3

After discussion, there was consensus that the items would be presented for approval at the regular meeting on January 21, 2016.

COMMITTEE REPORTS

- A. Education Committee – Ms. Colbert stated the committee met on January 12<sup>th</sup>. Items discussed include: Goals of K-5 Literacy; District Basic Skills Program; Assessment Report; Curriculum Budget Preview; Review of 2016 Committee Agenda Items
- B. Operations Committee – Mr. Dietze stated the committee met on January 7<sup>th</sup> & January 14<sup>th</sup>. Items discussed include: Health Benefits Experience Outlook; Fiscal Year 2017 Budget & Outlook; Fiscal Year 2016 Budget
- C. Policy Committee – Ms. McCann stated the committee met on January 7<sup>th</sup>. Policies discussed include: recommendation of district implementing a transgender policy; overview of high school policies
- D. Communications Committee – Mr. Hanley stated the committee met on January 7<sup>th</sup>. Items discussed include: “Telling the Summit Story”; overview of the Special Education department
- E. Negotiations Committee - No report
- F. Liaison Reports:
  - 1. MLK Day of Service – report by Dr. Glazer
  - 2. Speak Up Summit – report by Ms. Colbert

PUBLIC DISCUSSION

There were no questions or discussion from the public.

APPROVAL OF BOARD MINUTES

The items listed under Approval of Board Minutes on the agenda were presented to the Board.

After discussion, there was consensus that the items would be presented for approval at the regular meeting on January 21, 2016.

SCHOOL BOARD OPERATION

The items listed under School Board Operation on the agenda were presented to the Board.

After discussion, there was consensus that the items would be presented for approval at the regular meeting on January 21, 2016.

PERSONNEL

Items listed under Personnel on the agenda were presented to the Board.

After discussion, there was consensus that the items would be presented for approval at the regular meeting on January 21, 2016.

Minutes of Workshop Meeting – January 14, 2016 – Page 4

### POLICIES

Items listed under Policies on the agenda were presented to the Board.

After discussion, there was consensus that the items would be presented for approval at the regular meeting on January 21, 2016.

### FINANCE

Items listed under Finance on the agenda were presented to the Board.

After discussion, there was consensus that the items would be presented for approval at the regular meeting on January 21, 2016.

### CLOSED SESSION

At this time, Ms. Kalin stated that the Board would now go into executive session and asked that the appropriate resolution be presented. The following resolution was then presented:

A. That it does hereby determine that it is necessary to meet in Executive Session on Thursday, January 14, 2016 to discuss:

1. Personnel - Mid-year Review of Non-tenured Staff

B. That the matter discussed will be made public if and when confidentiality is no longer required and action pursuant to said discussion shall take place only at a public meeting.

Motion by Mr. Dietze, seconded by Mr. Hanley, and carried to Executive Session at 9:27 PM.

The Board returned to Public Session at 10:19 PM.

### ADJOURNMENT

Motion by Ms. McCann, seconded by Ms. Colbert, and carried to adjourn the meeting at 10:20 PM.

Respectfully submitted,



Secretary



January 21, 2016

BOARD OF EDUCATION  
SUMMIT, NEW JERSEY

The Regular Meeting was held on Thursday, January 21, 2016 in Summit High School Library/Media Center beginning at 7:00 PM. Those present: Ms. Kalin, presiding, Ms. Chang, Mr. Dietze, Mr. Freeman, Mr. Hanley, and Ms. McCann. Ms. Colbert was absent.

Also present were Mr. Chang, Superintendent, Dr. Glazer, Assistant Superintendent, Mr. Pepe, Assistant Superintendent/Board Secretary, Dr. Kachmar-Desonne, Director of Special Services, and Mr. Block, Director of Human Resources. There were 52 people in the audience.

NOTICE OF CERTIFICATION

The following notice was presented:

Let the minutes reflect that adequate notice of this meeting has been provided in accordance with the regulations of the Open Public Meetings Act.

Mr. Dietze moved the following under Personnel:

- T. Approval to appoint Stacy Grimaldi as the Summit High School Principal, \$150,000 (prorated) effective April 1, 2016 or sooner. Salary will remain in effect through June 30, 2017

Seconded by Mr. Hanley. The roll was called, and all present voted "Aye." The motion was declared adopted.

PRESENTATIONS & DISCUSSIONS

1. Achievement Report - Julie Glazer
2. Curriculum Budget - Julie Glazer
3. Special Education Budget - Jane Kachmar-Desonne

PRESIDENT'S ANNOUNCEMENTS

President Kalin thanked the audience for coming to the presentations tonight as well as the appointment of Summit High School's sixth new principal, Stacy Grimaldi. She also thanked Dr. Glazer and Dr. Kachmar-Desonne for tonight's budget presentations which are very detailed, and noted that the district has had four budget presentations to date and will continue to update the Board of Education and public as we progress with the budget development.

SUPERINTENDENT'S REPORT

Superintendent Chang spoke about the following:

Minutes of Regular Meeting – January 21, 2016 – Page 2

**Stacy Grimaldi:** Tonight, I make my formal recommendation to name Stacy Grimaldi Principal of Summit High School, succeeding Paul Sears upon his retirement. After an intense process with a competitive and highly qualified group of candidates, Mrs. Grimaldi stood out as the best choice to lead Summit High School. The interview committee, made up of teachers, administrators, Board and community members, was unanimous in its decision to recommend Stacy.

**Speech and Debate:** The Summit High School Speech and Debate Team swept the Freehold Tournament last weekend, winning the First Place Sweepstakes prize and earning seven first-place category finishes. The Hilltopper Team -- with 38 finalists -- totaled 119 points, more than double the runner-up team's total of 52.

**Art Expo:** Students, parents and staff gathered for the grand opening of the Summit Fine Arts Exhibition at Overlook Hospital on Monday. The expo showcases work by Summit students in grades 1 to 12 and runs in the Bouras Art Gallery through March 9. This event was organized by Kelly Coyle, SHS art teacher.

**MLK Jr. Day of Service:** Assistant Superintendent Dr. Julie Glazer and LCJSMS Principal Damen Cooper took part in Monday's Martin Luther King Jr. Day of Service. Shaping Summit Together recognized our 6th grade Essay Award Winners during the day.

**Fall Sports:** A number of our SHS Fall athletes have been named to All-County, All-Conference, and All-State teams! Congratulations to our Hilltopper student-athletes.

**The Elementary Counseling Department:** On Thursday, January 28<sup>th</sup>, Washington School will host the Parent Speak Series by the Elementary Counseling Department. Open to 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> graders and their parents, Actor, Psychologist and Poet, Dr. Michael Fowlin will present the program, "Even Small Crayons Make Bright Marks," A Celebration of Diversity and Tolerance. The program will begin at 7pm.

**Parent Wellness Series:** The *Parent Wellness Series* presents its third installment tonight at Governor Livingston High School. Motivational speaker Marlon Smith will address the audience on leadership, accountability, and how to critically think your way through challenges. The next program is scheduled to take place in Chatham on March 10<sup>th</sup>.

Ms. McCann moved the following under Superintendent's Report:

- A. Approval to affirm the Superintendent's decision following receipt of reports of Harassment, Intimidation and Bullying:

12/17/15-8

- B. Approval to review the following reports of Harassment, Intimidation and Bullying:

1/21/16-9

1/21/16-12-CP

1/21/16-10

1/21/16-12

1/21/16-11

## Minutes of Regular Meeting – January 21, 2016 – Page 3

## C. Suspensions

<u>December</u>		
<u>Date</u>	<u>State ID#</u>	<u>Days Suspended</u>
<u>Summit High School</u>		
12/18/15	5239287522	2
12/18/15	4367255011	2
12/21/15	2647744596	.5

Seconded by Ms. Chang. The roll was called, and all present voted “Aye.” The motion was declared adopted.

PUBLIC DISCUSSION

Mr. Usme asked if, based on the PARCC test results for Algebra I, there was an issue at the High School level. Mr. Chang replied. Mr. Usme then referenced district goal #3 and stated to reach 90% we have more work to do. Dr. Glazer responded.

A parent questioned the metric used for assessment of the PARCC results, and followed up with a question regarding differentiated instruction at elementary vs. middle school. Dr. Glazer responded.

APPROVAL OF BOARD MINUTES

Mr. Hanley moved approval of the following items under Approval of Board Minutes:

## A. Approval of the minutes of the following meetings:

- |                      |                   |
|----------------------|-------------------|
| 1. Workshop Meeting  | December 10, 2015 |
| 2. Executive Session | December 10, 2015 |
| 3. Regular Meeting   | December 17, 2015 |
| 4. Executive Session | December 17, 2015 |

Seconded by Mr. Freeman. The roll was called and all present voted “Aye.” The motion was declared adopted.

SCHOOL BOARD OPERATION

Mr. Dietze moved approval of the following items under School Board Operation:

- A. Approval of travel for staff members (as per attached)
- B. Approval of Tuition Contract Agreement between Summit Board of Education and Rutgers University Behavioral Health Care, 671 Hoes Lane, Piscataway, NJ 08855 for student #6177015886 for the 2015-2016 school year beginning November 23, 2015 to June 30, 2016 at a cost of \$70,735 (pro-rated)

## Minutes of Regular Meeting – January 21, 2016 – Page 4

- C. Approval to accept a donation from the Lincoln-Hubbard PTO of \$1,200.35 to purchase bookends for the Lincoln-Hubbard Learning Commons
- D. Approval of Special Education Agreement & Release between Summit Board of Education and parents of student #6404755996 as per attorney recommendation
- E. Approval of the following Gottesman Family Foundation Parenting Institute expenditures:
1. Zappia's Brick Oven meal reimbursements for dates in October, November and December totaling \$256.60
  2. Summit Board of Education reimbursement for Pomptonian charges for Latino Literacy Celebration at Brayton Elementary School on 12/18/15 totaling \$502.25
  3. The Latino Family Literacy Project supplies reimbursement for Patricia Fontan in the amount of \$237.51
  4. The Latino Family Literacy Project supplies reimbursement for Anna M. Gomez in the amount of \$98.85
- F. Approval to submit amendment to FY2016 IDEA Preschool and Basic to include FY2015 carryover
- G. Approval to submit amendment to FY2016 NCLB to include FY2015 carryover
- H. Approval of the Nonpublic School Technology Initiative Program Agreements for the participating schools located within this district
- I. Approval for the following out-of-state trips:
1. March 11, 2016, for 27 high school jazz band students to go to the Birdland Jazz Club in New York
  2. June 1, 2016 for 25 middle school Drama Club students to go to New York to see School of Rock the Musical
- J. **Approval of Agreement to Provide Services between Summit Board of Education and Hand Over Hand, LLC, 1 Forest Court, Morris Plains, NJ 07950 to provide services as follows for the 2015-2016 school year as needed:**
- |                                    |                   |
|------------------------------------|-------------------|
| <b>BCBA Supervision/Assessment</b> | <b>\$150/hour</b> |
| <b>Parent Training</b>             | <b>\$150/hour</b> |
| <b>Behavior Therapy</b>            | <b>\$ 75/hour</b> |
| <b>Indirect BCBA</b>               | <b>\$ 75/hour</b> |
- K. **Approval of the 2016-2017 School Calendar (as per attached)**
- L. **Approval of the following School Bus Emergency Evacuation Drill Reports conducted as follows:**
- **December 10, 2015 – 8:40AM – In front of LCJSMS - Bus Route 16, as supervised by Christine Lijoi**

Minutes of Regular Meeting – January 21, 2016 – Page 5

- **December 15, 2015 – 7:45AM – In front of LCJSMS - Bus Route 16, as supervised by Christine Lijoi**
- **December 21, 2015 – 9:00 AM – Jefferson Elementary drop off area – Bus Route 14, as supervised by Ron Poles**
- **January 5, 2016 – 2:50PM – In back of Washington School - Bus Route 14, as supervised by Lauren Banker**
- **January 5, 2016 – 2:42 PM – Wilson Primary Center front door – Bus Route 14, as supervised by Rachel Blomstrand**
- **January 8, 2016 – 8:15 AM – Jefferson Primary Center parking lot - Bus Route 14, as supervised by Melanie Lemme, Bea Mendez**

Motion was seconded by Mr. Hanley. The roll was called and all present voted “Aye.” The motion was declared adopted.

#### PERSONNEL

Ms. Chang moved approval of the following items under Personnel:

- A. Approval to pay Emily Hitchen for two overlap days, \$100/day, effective January 4, 2016
- B. Approval to appoint the following substitutes:
  1. Jenna Vartan, substitute teacher, \$80/day, effective January 11, 2016
  2. David Howarth, substitute teacher, \$100/day, effective January 15, 2016
  3. **Ingrid Alt, substitute teacher, \$100/day, effective January 22, 2016**
  4. **Brianna Palumbo, substitute teacher, \$80/day, effective January 22, 2016**
  5. **Thomas Smail, substitute lunch aide at The Primary Centers, \$38 per hour, effective January 22, 2016**
- C. Approval to accept the resignations of:
  1. Brett Picaro, middle school inclusion aide, effective January 15, 2016
  2. **Mary Clair Sonneman, English Teacher, Summit High School, effective March 11, 2016 or earlier, should a replacement be found**
- D. Approval to appoint Melissa Jaramillo to provide Spanish language translation services for the district at the curriculum rate of \$45.34/hr. for the 2015-2016 school year
- E. Approval of a maternity/family leave for Steffany Baptiste-Bosco, middle school resource room teacher, effective approximately April 25 through June 30, 2016
- F. Approval to extend the family leave for Danielle Mack, Washington School teacher, from March 1, 2016 to May 2, 2016
- G. Approval to appoint LaKiesha Worrell as a middle school ABA aide, Aide Step 3 - \$33,074 (prorated), effective January 19, 2016
- H. Approval to appoint Susan Harden and Melissa Jaramillo as teachers of the Before School

## Minutes of Regular Meeting – January 21, 2016 – Page 6

LLI program for ELLs at Brayton School at the curriculum rate of \$45.34/hr., total 3 hours per week each from December 2015 through May 2016, (Funded by Title III grant money)

- I. Approval of a family leave for Jonathan Slevens, Franklin School teacher, effective February 1 through April 17, 2016
- J. Approval to extend the leave replacement assignment for Jessica Sanson, Washington School resource center teacher, from March 1 to April 29, 2016. Jessica will overlap with Danielle Mack on May 2, 2016 at the rate of \$100/day
- K. Approval to correct the length of day for long-term substitute Valerie Chupela as a Latin teacher at the middle school, from .5 to .6 at the rate of \$135/day
- L. Approval to appoint Trudy Cohen and Anna Gomez as instructors of the Elementary Technology and Graziela Lobato and Janet Warbeck as instructors of the middle school Technology Workshops for New Immigrant Families at the curriculum rate of \$45.34/hr. for 4 hours of instructional time and 1 hour prep – total cost per teacher **\$226.70** (Funded by Title III Immigrant Grant)
- M. Approval to appoint Alexandra Aguiar and Nataly Romero as the Latino Literacy Instructors for a 6 week literacy initiative at the middle school, \$795 each (Funded by the Andy Gottesman Foundation)
- N. Approval to appoint Melissa Jaramillo as the Child Care Monitor for the Latino Family Literacy Project at LCJ Summit Middle School, three hours per week for five weeks, \$300 each (Funded by Andy Gottesman Foundation)
- O. Approval to appoint Jamie Farber and Elizabeth Barto as the School Store Advisors at the high school for the 2015-2016 school year, \$2,550 each
- P. Approval of a 6<sup>th</sup> assignment for Ann Dooley for Industrial Arts at the middle school, \$4,809, effective September 1, 2015
- Q. Approval to appoint staff for the Family Nights at Franklin (list attached)
- R. Approval of the revised Co-Curricular recommendations for 2015-2016 (list attached)
- S. Approval to accept the retirement of Paul Sears, Summit High School Principal, effective April 1, 2016, or sooner, pending the hiring status for the vacant Assistant Principal Position
- U. Approval to appoint Emily Hitchen as a middle school math teacher, BA Level, Step 1 - \$54,896 (prorated), effective February 1, 2016
- V. Approval to appoint Valerie Smith as a middle school long-term substitute ABA aide, Aide Step 3, \$33,074 (prorated), effective February 1 through March 7, 2016
- W. Approval of a change in assignment for David Howarth from a substitute teacher to**

Minutes of Regular Meeting – January 21, 2016 – Page 7

a long-term substitute high school teacher, \$225/day, effective the end of March through the end of April, 2016

**X. Approval to appoint the following staff to support a student during a co-curricular event after school:**

1. Maureen Weakley, 5 days at 1.5 hours per day at \$22.72 per hour
2. Nicholas Schmidt, 2 days at 1.5 hours per day at \$23.34 per hour
3. Frederique Roduit-Bosi, 1 day at 1.5 hours per day at \$23.97 per hour

**Y. Approval to pay Ann Dooley, Industrial Arts Teacher at LCJSMS, \$4,738.50 for an extra 6th period that she taught during the 2014-2015 school year.**

**Z. Approval to appoint Jessica Breznak as a long-term substitute at Franklin Elementary School from February 1, 2016 through April 17, 2016 at \$225 per day. Jessica will be paid for two overlap days, one day before February 1, 2016 and April 18, 2016 at \$100 per day.**

Motion was seconded by Ms. Colbert. The roll was called and all present voted "Aye." The motion was declared adopted.

#### POLICIES

Mr. Dietze moved approval of the following items under Policies:

##### Second Reading

Policy and Reg. 1240 Evaluation of Superintendent

Policy and Reg. 3221 Evaluation of Teachers

Policy and Reg. 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators

Policy and Reg. 3223 Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals

Policy and Reg. 3224 Evaluation of Principals, Vice Principals and Assistant Principals

Policy 3431.1 Family Leave for Teaching Staff Members

Policy 4431.1 Family Leave for Support Staff

Policy 5516 Use of Electronic Communication and Recording Devices

Motion was seconded by Mr. Freeman. The roll was called and all present voted "Aye." The motion was declared adopted.

#### FINANCE

Mr. Freeman moved approval of the following items under Finance:

**Upon the recommendation of the Business Administrator to the Superintendent:**

- A. Approval of the January Bills List as listed below:

## Minutes of Regular Meeting – January 21, 2016 – Page 8

1.	Regular Bills	Fund 10	\$ 829,736.13
2.	Special Revenue	Fund 20	\$ 143,600.07
3.	Capital Projects	Fund 30	\$ 67,949.00
4.	Enterprise Fund	Fund 60	\$ - 0 -
	Sub Total All Funds		\$ 1,041,285.30
5.	Food Service	Fund 61	\$ 203,014.84
	Total All Bills		\$ 1,244,300.04

- B. Approval of monthly payroll for December 2015 - \$ 4,536,349.51
- C. Approval of budget adjustments and line item transfers for November 2015
- D. Approval of Secretary and Treasurer's report for November 2015
- E. Monthly Budgetary Line Item Status Certification:

Resolved, that the Board Secretary for the Summit Board of Education certifies that pursuant to NJAC 6A:23A-16.10 (c) 3, as of November 2015 that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of NJAC 6A:23A-16.10(a); and

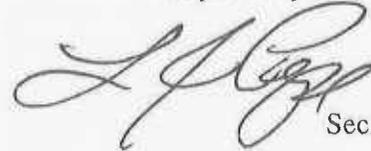
Further Be It Resolved, that the Summit Board of Education certifies that pursuant to NJAC 6A:23A-16.10(c) 4 that after review of the board secretary's and treasurer's monthly financial reports and the advice of district officials, we have no reason to doubt that no major account or fund has been over-expended in violation of NJAC 6A:23A-16.10 (b).

Motion was seconded by Ms. Chang. The roll was called and all present voted "Aye." The motion was declared adopted.

ADJOURNMENT

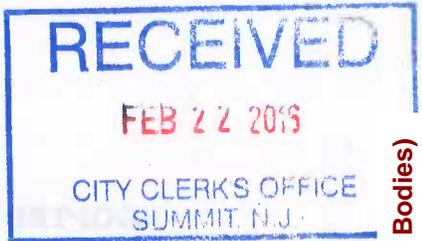
Motion by Mr. Hanley, seconded by Mr. Dietze, and carried to adjourn the meeting at 9:10 PM.

Respectfully submitted,



Secretary

*C. P. Cascais*  
*GI*  
*3/1/16*



**RESOLUTION #2016-04  
ADOPTING 2016 DOWNTOWN MASTER PLAN ELEMENT AND AMENDING  
THE MASTER PLAN FOR THE BOROUGH OF NEW PROVIDENCE, COUNTY  
OF UNION, STATE OF NEW JERSEY**

**WHEREAS**, N.J.S.A. 40:55D-28 permits municipalities to, after a public hearing, amend a master plan or component thereof, to guide the use of lands within the municipality in a manner which protects public health and safety and promotes the general welfare; and

**WHEREAS**, adequate notice of the February 9, 2016 Planning Board of the Borough of New Providence (the "Planning Board") meeting was provided in accordance with N.J.S.A. 40:55D-10a and 40:55D-13 and the proposed 2016 Downtown Master Plan Element was made available for public inspection at least 10 days before the February 9, 2016 meeting of the Planning Board; and

**WHEREAS**, the Planning Board held a public hearing on February 9, 2016 at which time it considered and adopted the 2016 Master Plan Amendment – Downtown Master Plan Element prepared by the Planning Board's Consulting Professional Planners, Heyer, Gruel & Associates, a copy of which is annexed hereto and made a part hereof; and

**WHEREAS**, no member of the public provided any comments or made any recommendations regarding the proposed 2016 Downtown Master Plan Element; and

**NOW, THEREFORE BE IT RESOLVED**, that upon the conclusion of the public hearing, the Planning Board having reviewed the proposed 2016 Downtown Master Plan Element prepared by Heyer, Gruel & Associates, finds it consistent with the goals and objectives of the Borough Master Plan and further finds that same will guide the use of lands in the municipality in a manner which protects public health and safety and promotes the general welfare in accordance with N.J.S.A. 40:55D-28; and

**BE IT FURTHER RESOLVED**, that a copy of this Resolution and the attached 2016 Downtown Master Plan Element for the Borough of New Providence, County of Union, State of New Jersey, as prepared by Heyer, Gruel & Associates, shall be sent to the Union County Planning Board, and notice of the adoption of same shall be sent to the Municipal Clerk of each adjoining municipality; and

**BE IT FURTHER RESOLVED**, that notification of the adoption be published in an official newspaper of the Borough of New Providence Planning Board.

Communication: New Providence - Resolution re Adopting 2016 Downtown Master Plan (Ordinances and Resolutions Other Governing Bodies)

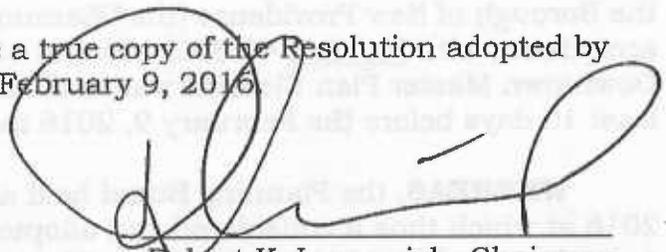
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CITY CLERK'S OFFICE

**ADOPTED** on this 9th day of February, 2016.

Motion to approve: Mr. Morgan  
Second: Mr. Keane  
Those in Favor: Mr. Henn, Mr. Kapner, Mr. Keane, Mr. Morgan,  
Mr. Sartorius, Mr. Castagna and Mr. Lesnewich  
Those Opposed: -----  
Abstentions: -----  
Recusals: =====  
Absences: Mr. Cumiskey

The foregoing is herein certified to be a true copy of the Resolution adopted by the Planning Board at its meeting of February 9, 2016.

Margaret Koontz  
Margaret Koontz, Secretary

  
Robert K. Lesnewich, Chairman

Date of Resolution: February 9, 2016  
Date of Publication: February 18, 2016  
Place of Publication: Courier News