

1. 7:30 P.M. Agenda

Documents: [06-21-2016 AGENDA APPROVED 1343.PDF](#)

2. 7:30 P.M. Agenda Packet

Documents: [6-21-16 AGENDA PACKET 1343.PDF](#)



Common Council of the City of Summit

Closed Session Agenda for Tuesday, June 21, 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)
 5. Contract Negotiations (not collective bargaining) - NJSA 10:4-12.b (7)
 6. Personnel matters - NJSA 10.4-12.b (8)
 - Appoint Police Officers
 - Declare Vacancy – Department of Community Programs- Communications Admin. Asst.
 - Declare Vacancy - Deputy Court Administrator
 7. Appointments - NJSA 10.4-12.b (8)
 - Memo – R. Licatese, re Unfilled Appointments
 - ◆ Mayor’s Appointments:
(confirmation required)
 - Arts Committee (5)
 - Community Programs Advisory Board (1)
 - *Technology Advisory Committee (1)
 - (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, Summit (1)
 - Passaic River Greenway Task Force (6)
 - Recycling Advisory Committee (1 – Student)
 - Shade Tree Advisory Board (1 Bldr/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, June 21, 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

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, McTernan, Mayor Radest, Rogers, Evers, Weck

WORKS COMMITTEE

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

LAW COMMITTEE

Tuesday 6:15 pm – 6:45 pm Small Conference Room
Ogden, Naidu, Licatase, Cruz

(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

Adequate notice of this meeting has been provided by the City Clerk's Office in the preparation of the Council Annual Meeting Notice, dated January 5, 2016, which was properly distributed and posted per statutory requirements.

Please be advised that the FIRE EXITS are to my RIGHT, your left, and at the BACK OF THE ROOM.

The City has a Listening System to assist the hearing impaired. If anyone needs hearing assistance, please obtain the system at the Dais and return it thereafter.

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. 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.

Unless you are using an electronic device to follow the meeting agenda or need it for professional emergency contact purposes, please turn it off. Thank you.

(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 June 8, 2016

REPORTS

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

PRESENTATIONS

- Certificate of Recognition - Character Education Program – Officer Charles Daly - Summit Police Department, Matt Carlin, Principal, Lincoln-Hubbard School – Mayor Radest
- Recognition of Ed Mokuvos, Retiring Auxiliary Police Lt. – Robert Weck, Chief of Police
- Emerald Ash Tree Borer Presentation – John Kilby, Chair - Shade Tree Advisory Committee & John Linson, City Forester

PUBLIC COMMENTS

*At this point in the meeting Council welcomes comments from any member of the public about issues that are **not** topics on tonight's business agenda. Whenever an audience or Council member reads from a prepared statement, please provide a copy to the City Clerk at rlicatese@cityofsummit.org. To help facilitate an orderly meeting and to permit all to be heard, speakers are asked to limit their comments to 3 minutes.*

ORDINANCE(S) FOR HEARING

Comments are solicited from Council members and the public.

<u>Number</u>	<u>Title</u>	<u>Introduction Date</u>
---------------	--------------	--------------------------

BUILDINGS AND GROUNDS *

16-3111	An Ordinance to Amend The Code of the City of Summit, County of Union, New Jersey, Chapter XII, "Parks, Public Areas, Recreation Facilities," Section 12-6, "City Hall Conference Rooms" (<i>Repeal Conference Room Use Fees</i>)	06/08/16
---------	---	----------

FINANCE/PERSONNEL

16-3113	Bond Ordinance Appropriating \$500,000, and Authorizing the Issuance of \$476,000 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. (<i>Sanitary Sewerage System Improvements</i>)	06/08/16
---------	--	----------

FINANCE/PERSONNEL

16-3114	Bond Ordinance Appropriating \$3,600,000 and Authorizing the Issuance of \$3,428,000 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. (<i>Various Improvements</i>)	06/08/16
---------	--	----------

****#16-3112 reserved***

WORKS

(ID # 4314) An Ordinance to Establish 2016 Fees for Operating and Maintaining the Sanitary Sewer System in the City of Summit, County of Union, New Jersey (*Establish 2016 sewer user fees*) 07/05/16

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.)

BUILDINGS AND GROUNDS

- (ID # 4324) 1. Amend Conference Room Use Policy – Remove Conference Room User Fees (*subject to passage of Ordinance #16-3111*)
- (ID # 4323) 2. Appoint Technology Advisory Committee Member (*pending closed session discussion*)
- (ID # 4351) 3. Authorize Use of Public Property for Parklet

GENERAL SERVICES

- (ID # 4060) 1. Authorize Contract Execution - Broad Street East Lot Valet Parking Concession
- (ID # 4315) 2. Reject Bids & Authorize Re-advertisement - Tatlock Park Bleacher Renovation Project
- (ID # 4342) 3. Authorize Submission of the Recreation Opportunities for Individuals with Disabilities (ROID) 2016-2017 Grant Application and Acceptance
- (ID # 4312) 4. Declare Vacancy – Department of Community Programs-Administrative Assistant Communications (*Pending closed session discussion*)

LAW

- (ID # 3550) 1. Renew 2015-2016 Liquor License
- (ID # 4313) 2. Renew 2016-2017 Liquor Licenses
- (ID # 4325) 3. Declare Vacancy - Deputy Court Administrator (*Pending closed session discussion*)

SAFETY

- (ID # 4332) 1. Appoint Three (3) New Volunteer Firefighters
- (ID # 4336) 2. Appoint Two (2) New Police Officers (*pending closed session discussion*)

WORKS

- (ID # 4299) Authorize Execution of Shared Services Agreement with New Providence Wastewater Operations and Maintenance

CONSENT AGENDA

BUILDINGS AND GROUNDS

(ID # 4306) Authorize Attendance - 2016 Annual International Code Conference

GENERAL SERVICES

(ID # 4287) Authorize Refunds - Department of Community Programs

WORKS

(ID # 4326) Authorize Road Opening Refund - 271 Oak Ridge Avenue

FINANCE/PERSONNEL

(ID # 4330) 1. Authorize Competitive Contracting Process - Grant Writing Services

(ID # 4275) 2. Authorize Attendance at NJ Government Finance Officers Association (GFOA) Conference

(ID # 4301) 3. Amend Budget - Chapter 159 - 2015 Cops in Shops

(ID # 4305) 4. Authorize Cancellation of Refunds and/or Delinquencies of Municipal Tax, Sewer Utility and Any Other Municipal Charges or Fees of less than Ten Dollars (\$10.00)

(ID # 4302) 5. Authorize Estimated 3rd Quarter 2016 Tax Bills

(ID # 4303) 6. Refund Overpayment of Second Quarter 2016 Taxes

(ID # 4309) 7. Refund Overpayment of 1st and 2nd Quarter 2016 Taxes

(ID # 4304) 8. Authorize Redemption - Tax Sale Certificate #14-11

(ID # 4329) 9. Authorize Refund of Property Use Escrow - Our House Foundation - \$500.00

(ID # 4307) 10. Authorize Payment of Bills - \$902,979.20

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

1. Mayor's letter – Appointment to Technology Advisory Committee (*pending closed session discussion*)

REFERRED TO COUNCIL AS A WHOLE

2. Purchasing Letters:
 - a. Tatlock Park Bleacher Renovation Project
 - b. Purchasing Letter - Broad Street East Lot Valet Parking Concession

(RECEIVED & FILED)

GENERAL INFORMATION

Includes notices, letters copied to the city, ordinances & resolutions from other governing bodies, newsletters and minutes and reports from agencies, boards and commissions. Each item does not appear to require any discussion or action. (Copies of ordinances and resolutions from other governing bodies are not provided, but are available upon request.)

Notices:

NJDEP Flood Hazard Area Application re Canoe Brook Water Treatment Plant

Newsletters:

DEP Podcasts

Minutes, Reports, etc. from the following:

HomeTowne Television 2015 Annual Report

ORDINANCES AND RESOLUTIONS EXPLANATION:

A governing body of a municipality may formally act through ordinances or resolutions. Ordinances usually encompass legislative acts. Resolutions usually deal with administrative or acts performed according to legal authority, established procedures or instructions from the Common Council.

Ordinances:

An act initiated by the Common Council that becomes law. The violation of an ordinance may result in summonses being issued. Generally, an ordinance remains in effect until repealed or modified and may not be amended or modified by a resolution. It requires a public hearing and publications in the town's legal paper before becoming effective. Examples of ordinances are those which deal with changing parking or speed limit requirements, code enforcement, implementing State mandates at the local level and creating boards or commissions.

Resolutions:

Any act or regulation that is required to be reduced to writing but may be finally passed at the meeting at which it is introduced. The legal effect of a resolution is the same as an ordinance except summonses cannot be issued for their violation. Generally, life of a resolution is permanent unless there is language to the contrary. Typical resolutions deal with: Opinion expressions; Requests for action to other elected officials or bodies or governmental agency[s]; One-time actions and Routine authorizations such as making appointments and awarding contracts.

City Clerk' Office



Common Council of the City of Summit

Closed Session Agenda for Tuesday, June 21, 2016

7:00 pm – 7:20 pm

(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)
 5. Contract Negotiations (not collective bargaining) - NJSA 10:4-12.b (7)
 6. Personnel matters - NJSA 10.4-12.b (8)
 - Appoint Police Officers
 - Declare Vacancy – Department of Community Programs- Communications Admin. Asst.
 - Declare Vacancy - Deputy Court Administrator
 7. Appointments - NJSA 10.4-12.b (8)
 - Memo – R. Licatese, re Unfilled Appointments
 - ◆ Mayor’s Appointments:
(confirmation required)
 - Arts Committee (5)
 - Community Programs Advisory Board (1)
 - *Technology Advisory Committee (1)
 - (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, Summit (1)
 - Passaic River Greenway Task Force (6)
 - Recycling Advisory Committee (1 – Student)
 - Shade Tree Advisory Board (1 Bldr/Dev.)
 - Zoning Board (Alt. #3)
1. 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, June 21, 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

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, McTernan, Mayor Radest, Rogers, Evers, Weck

WORKS COMMITTEE

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

LAW COMMITTEE

Tuesday 6:15 pm – 6:45 pm Small Conference Room
Ogden, Naidu, Licatese, Cruz

(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

Adequate notice of this meeting has been provided by the City Clerk's Office in the preparation of the Council Annual Meeting Notice, dated January 5, 2016, which was properly distributed and posted per statutory requirements.

Please be advised that the FIRE EXITS are to my RIGHT, your left, and at the BACK OF THE ROOM.

The City has a Listening System to assist the hearing impaired. If anyone needs hearing assistance, please obtain the system at the Dais and return it thereafter.

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. 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.

Unless you are using an electronic device to follow the meeting agenda or need it for professional emergency contact purposes, please turn it off. Thank you.

(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 June 8, 2016

REPORTS

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

PRESENTATIONS

- Certificate of Recognition - Character Education Program – Officer Charles Daly - Summit Police Department, Matt Carlin, Principal, Lincoln-Hubbard School – Mayor Radest
- Recognition of Ed Mokuvos, Retiring Auxiliary Police Lt. – Robert Weck, Chief of Police
- Emerald Ash Tree Borer Presentation – John Kilby, Chair - Shade Tree Advisory Committee & John Linson, City Forester

PUBLIC COMMENTS

*At this point in the meeting Council welcomes comments from any member of the public about issues that are **not** topics on tonight's business agenda. Whenever an audience or Council member reads from a prepared statement, please provide a copy to the City Clerk at rlicatese@cityofsummit.org. To help facilitate an orderly meeting and to permit all to be heard, speakers are asked to limit their comments to 3 minutes.*

ORDINANCE(S) FOR HEARING

Comments are solicited from Council members and the public.

<u>Number</u>	<u>Title</u>	<u>Introduction Date</u>
---------------	--------------	--------------------------

BUILDINGS AND GROUNDS *

16-3111	An Ordinance to Amend The Code of the City of Summit, County of Union, New Jersey, Chapter XII, "Parks, Public Areas, Recreation Facilities," Section 12-6, "City Hall Conference Rooms" (<i>Repeal Conference Room Use Fees</i>)	06/08/16
---------	---	----------

FINANCE/PERSONNEL

16-3113	Bond Ordinance Appropriating \$500,000, and Authorizing the Issuance of \$476,000 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. (<i>Sanitary Sewerage System Improvements</i>)	06/08/16
---------	--	----------

FINANCE/PERSONNEL

16-3114	Bond Ordinance Appropriating \$3,600,000 and Authorizing the Issuance of \$3,428,000 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. (<i>Various Improvements</i>)	06/08/16
---------	--	----------

****#16-3112 reserved***

WORKS

(ID # 4314) An Ordinance to Establish 2016 Fees for Operating and Maintaining the Sanitary Sewer System in the City of Summit, County of Union, New Jersey (*Establish 2016 sewer user fees*) 07/05/16

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.)

BUILDINGS AND GROUNDS

- (ID # 4324) 1. Amend Conference Room Use Policy – Remove Conference Room User Fees (*subject to passage of Ordinance #16-3111*)
- (ID # 4323) 2. Appoint Technology Advisory Committee Member (*pending closed session discussion*)
- (ID # 4351) 3. Authorize Use of Public Property for Parklet

GENERAL SERVICES

- (ID # 4060) 1. Authorize Contract Execution - Broad Street East Lot Valet Parking Concession
- (ID # 4315) 2. Reject Bids & Authorize Re-advertisement - Tatlock Park Bleacher Renovation Project
- (ID # 4342) 3. Authorize Submission of the Recreation Opportunities for Individuals with Disabilities (ROID) 2016-2017 Grant Application and Acceptance
- (ID # 4312) 4. Declare Vacancy – Department of Community Programs-Administrative Assistant Communications (*Pending closed session discussion*)

LAW

- (ID # 3550) 1. Renew 2015-2016 Liquor License
- (ID # 4313) 2. Renew 2016-2017 Liquor Licenses
- (ID # 4325) 3. Declare Vacancy - Deputy Court Administrator (*Pending closed session discussion*)

SAFETY

- (ID # 4332) 1. Appoint Three (3) New Volunteer Firefighters
- (ID # 4336) 2. Appoint Two (2) New Police Officers (*pending closed session discussion*)

WORKS

- (ID # 4299) Authorize Execution of Shared Services Agreement with New Providence Wastewater Operations and Maintenance

CONSENT AGENDA

BUILDINGS AND GROUNDS

(ID # 4306) Authorize Attendance - 2016 Annual International Code Conference

GENERAL SERVICES

(ID # 4287) Authorize Refunds - Department of Community Programs

WORKS

(ID # 4326) Authorize Road Opening Refund - 271 Oak Ridge Avenue

FINANCE/PERSONNEL

(ID # 4330) 1. Authorize Competitive Contracting Process - Grant Writing Services

(ID # 4275) 2. Authorize Attendance at NJ Government Finance Officers Association (GFOA) Conference

(ID # 4301) 3. Amend Budget - Chapter 159 - 2015 Cops in Shops

(ID # 4305) 4. Authorize Cancellation of Refunds and/or Delinquencies of Municipal Tax, Sewer Utility and Any Other Municipal Charges or Fees of less than Ten Dollars (\$10.00)

(ID # 4302) 5. Authorize Estimated 3rd Quarter 2016 Tax Bills

(ID # 4303) 6. Refund Overpayment of Second Quarter 2016 Taxes

(ID # 4309) 7. Refund Overpayment of 1st and 2nd Quarter 2016 Taxes

(ID # 4304) 8. Authorize Redemption - Tax Sale Certificate #14-11

(ID # 4329) 9. Authorize Refund of Property Use Escrow - Our House Foundation - \$500.00

(ID # 4307) 10. Authorize Payment of Bills - \$902,979.20

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

1. Mayor's letter – Appointment to Technology Advisory Committee (*pending closed session discussion*)

REFERRED TO COUNCIL AS A WHOLE

2. Purchasing Letters:
 - a. Tatlock Park Bleacher Renovation Project
 - b. Purchasing Letter - Broad Street East Lot Valet Parking Concession

(RECEIVED & FILED)

GENERAL INFORMATION

Includes notices, letters copied to the city, ordinances & resolutions from other governing bodies, newsletters and minutes and reports from agencies, boards and commissions. Each item does not appear to require any discussion or action. (Copies of ordinances and resolutions from other governing bodies are not provided, but are available upon request.)

Notices:

NJDEP Flood Hazard Area Application re Canoe Brook Water Treatment Plant

Newsletters:

DEP Podcasts

Minutes, Reports, etc. from the following:

HomeTowne Television 2015 Annual Report

ORDINANCES AND RESOLUTIONS EXPLANATION:

A governing body of a municipality may formally act through ordinances or resolutions. Ordinances usually encompass legislative acts. Resolutions usually deal with administrative or acts performed according to legal authority, established procedures or instructions from the Common Council.

Ordinances:

An act initiated by the Common Council that becomes law. The violation of an ordinance may result in summonses being issued. Generally, an ordinance remains in effect until repealed or modified and may not be amended or modified by a resolution. It requires a public hearing and publications in the town's legal paper before becoming effective. Examples of ordinances are those which deal with changing parking or speed limit requirements, code enforcement, implementing State mandates at the local level and creating boards or commissions.

Resolutions:

Any act or regulation that is required to be reduced to writing but may be finally passed at the meeting at which it is introduced. The legal effect of a resolution is the same as an ordinance except summonses cannot be issued for their violation. Generally, life of a resolution is permanent unless there is language to the contrary. Typical resolutions deal with: Opinion expressions; Requests for action to other elected officials or bodies or governmental agency[s]; One-time actions and Routine authorizations such as making appointments and awarding contracts.

City Clerk' Office



TO: Mayor and Common Council
FROM: Paul Cascais, Director - Department of Community Services
DATE: May 18, 2016

SUMMARY

SUBJECT: Amend Ordinance - Repeal Conference Room User Fees

The Buildings and Grounds Committee (B&G) has been instrumental in the establishment of a Conference Room Use Policy (Policy), The Policy outlines criteria for the use of conference rooms in City Hall. Section 5, of the current Policy references fees set forth in Chapter XII of the Revised General Ordinances of the City of Summit for the use of City Hall conference rooms

After a careful evaluation of the Policy which was adopted by a governing body resolution in February 2016, the B&G Committee is respectfully recommending all fees associated with the use of conference rooms be repealed. The repealing of fees will maintain the level services provided to the users in the past and will make the conference rooms more accessible to the public.

The intention of this recommendation is for the introduction of an Ordinance amending the City of Summit Code, Chapter XII entitled "Parks, Public Areas, Recreation Facilities repealing Section 12-6.2 "Fee Schedule" in its entirety, as well as the removal of language in Section 12-6.1 "Conference Room Use Policy" referencing the collection of fees.

Following the introduction of the aforementioned ordinance, a Final Hearing and Consideration will be scheduled for the June 21, 2016 Common Council meeting. Concurrently, a resolution authorizing an amendment to the Conference Use Policy, and a resolution authorizing a refund of applicable fees is planned for the June 21, 2016 Common Council meeting.

ORDINANCE #	16-3111
Introduction Date:	
Hearing Date:	
Passage Date:	
Effective Date:	

An Ordinance to Amend The Code, Chapter XII, “Parks, Public Areas, Recreation Facilities,” Section 12-6, “City Hall Conference Rooms” (Repeal Conference Room Use Fees)

WHEREAS, the governing body has reconsidered the collection of fees for the use of City Hall Conference Rooms.

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

Section 1. That **CHAPTER XII, “PARKS, PUBLIC AREAS, RECREATION FACILITIES,” SECTION 12-6, “CITY HALL CONFERENCE ROOMS”**, be and it is hereby amended as follows.

12-6 CITY HALL CONFERENCE ROOMS

12-6.1 Conference Room Use Policy.

The City Clerk’s Office shall be responsible for scheduling of conference rooms pursuant to the City Hall Conference Room Use Policy. ~~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:~~

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

Section 3. If any parts of this Ordinance are for any reason held to be invalid, such adjudication shall not affect the validity of the remaining portions of this Ordinance.

Section 4. This Ordinance shall be applied retroactively to June 1, 2016, and any City Hall Conference Room user fees collected by the City Clerk after that date shall be refunded by Resolution of the City Common Council.

(Last additions in text indicated by underline; deletions by ~~strikeouts~~)

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

Approved:

Mayor

City Clerk



ORDINANCE #	16-3113
Introduction Date:	6/8/2016
Hearing Date:	4/5/2016
Passage Date:	
Effective Date:	

Bond Ordinance Appropriating \$500,000, and Authorizing the Issuance of \$476,000 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. (Various Sanitary Sewer Improvements - \$500,000)

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:**

Section 1. 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 \$500,000, said sum being inclusive of all appropriations heretofore made therefor and including the sum of \$24,000 as the down payment for said improvement or purpose required by law and now available therefor by virtue of provision in a previously adopted budget or budgets of the City for down payment or for capital improvement purposes.

Section 2. For the financing of said improvement or purpose and to meet the part of said \$500,000 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 \$476,000 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 \$476,000 are hereby authorized to be issued pursuant to and within the limitations prescribed by said Local Bond Law.

Section 3. (a) The improvement hereby authorized and purpose for the financing of which said obligations are to be issued is the improvement of the sanitary sewerage system in and by the City, including the upgrade of the pumping stations and sewer pipes and facilities in and along various streets and locations, the TV inspection and line cleaning of the system, together with all structures, appurtenances, equipment, site work, 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 and hereby approved.

(b) The estimated maximum amount of bonds or notes to be issued for said purpose is \$476,000.

(c) The estimated cost of said purpose is \$500,000, the excess thereof over the said estimated maximum amount of bonds or notes to be issued therefor being the amount of the said \$24,000 down payment for said purpose.

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

(a) 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.

(b) 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 forty (40) years.

(c) 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 \$476,000, and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

(d) An aggregate amount not exceeding \$50,000 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.

(e) 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.

Section 5. 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.

Section 6. 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 sanitary sewerage system 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.

Section 7. 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.

Section 8. 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: June 8, 2016

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, June 8, 2016

Approved:

Mayor

City Clerk



ORDINANCE #	16-3114
Introduction Date:	6/8/2016
Hearing Date:	7/5/2016
Passage Date:	
Effective Date:	

Bond Ordinance Appropriating \$3,600,000 and Authorizing the Issuance of \$3,428,000 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. (Various Improvements)

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:**

Section 1. The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized as general improvements to be made or acquired by The City of Summit, New Jersey. For the said several improvements or purposes stated in said Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriations made for said improvements or purposes, said sums being inclusive of all appropriations heretofore made therefor and amounting in the aggregate to \$3,600,000 including the aggregate sum of \$172,000 as the several down payments for said improvements or purposes required by law and more particularly described in said Section 3 and now available therefor by virtue of provision in a previously adopted budget or budgets of the City for down payment or for capital improvement purposes.

Section 2. For the financing of said improvements or purposes and to meet the part of said \$3,600,000 appropriations not provided for by application hereunder of said down payments, negotiable bonds of the City are hereby authorized to be issued in the principal amount of \$3,428,000 pursuant to the Local Bond Law of New Jersey. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable notes of the City in a principal amount not exceeding \$3,428,000 are hereby authorized to be issued pursuant to and within the limitations prescribed by said Local Bond Law.

Section 3. The improvements hereby authorized and the several purposes for the financing of which said obligations are to be issued, the appropriation made for and estimated cost of each such purpose, and the estimated maximum amount of bonds or notes to be issued for each such purpose, are respectively as follows:

<u>IMPROVEMENT OR PURPOSE</u>	<u>APPROPRIATION AND ESTIMATED COST</u>	<u>ESTIMATED MAXIMUM AMOUNT OF BONDS AND NOTES</u>
(a) Improvement of municipally-owned facilities and grounds in and by the City, including the Dispatch Center by the upgrade of the public safety radio, the Public Library by the rehabilitation of the roof, the installation of new carpeting and the renovation of the children’s room, the Family Aquatic Center by the upgrade thereof, Tatlock Field by the installation of artificial turf fields, City Hall by the renovation thereof and the upgrade of the heating ventilation and air conditioning system, the Transfer Station building and 41 Chatham Road building by the upgrade thereof, the Municipal Golf Course by the construction of a spillway, and the removal of underground storage tanks located at the Transfer Station, including also a feasibility study for the construction of a new firehouse, and a master plan for the Department of Public Works facility, together with for all the aforesaid all surveys, drainage improvements, 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 Clerk or the City	\$1,848,800	\$1,760,700

Engineer and hereby approved

(b) Acquisition by purchase, and installation as necessary, of new and additional equipment, including a scrubbing machine, an air fill station, fire hoses, warning lights, rescue equipment, office furnishings and turn-out gear for use by the Fire Department of the City, batons, tactical jackets and speed monitors for use by the Police Department of the City, a photocopier for use by the Public Library of the City, park equipment and furnishings for use by the Department of Community Programs of the City, audiovisual equipment for use by the City Clerk's office, GIS equipment for use by the Technology Department of the City, and a chipper box, greens equipment, and a salt spreader for use by the Department of Community Services of the City, together with all attachments, appurtenances and equipment necessary therefor or incidental thereto, all as shown on and in accordance with the specifications therefor on file or to be filed in the office of the City Clerk or the City Engineer and hereby approved

341,700 325,400

(c) Acquisition by purchase of new and additional vehicular equipment, including one (1) utility vehicle for use by the Fire Department of the City, two (2) utility vehicles for use by the Police Department of the City, one (1) tractor, one (1) boom truck and one (1) street sweeper for use by the Department of Community Services of the City, together with all attachments, appurtenances and equipment necessary therefor or incidental thereto, all as shown on and in accordance with the specifications therefor on file or to be filed in the office of the City Clerk or the City Engineer and hereby approved

489,700 466,100

(d) Improvement of the storm water drainage system in and by the City by the reconstruction of drainage facilities in and along various roads and locations in the City, together with all structures, road resurfacing, site work, 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 Clerk or the City Engineer and hereby approved

256,600 244,300

(e) Improvement of various roads and locations in and by the City by the reconstruction and resurfacing thereof to provide roadway pavements at least equal in useful life or durability to a roadway surface of Class B construction (as such term is used or referred to in Section 40A:2 22 of said Local Bond

643,600 612,900

Law), including also pedestrian safety improvements, together with for all the aforesaid all sidewalks, beacons, guide rails, reflectors, signage, dividers, milling, equipment, site work, 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 Clerk or the City Engineer and hereby approved

(f) Acquisition by purchase and installation, as necessary, of new and additional computer equipment for use by the Public Library of the City, together with all appurtenances, attachments, accessories and appurtenances necessary therefor or incidental thereto, all as shown on and in accordance with the specifications therefor on file or to be filed in the office of the City Clerk or the City Engineer and hereby approved

	<u>19,600</u>	<u>18,600</u>
Totals	\$3,600,000	\$3,428,000

The excess of the appropriation made for each of the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the said down payment for said purpose.

Section 3. The following additional matters are hereby determined, declared, recited and stated:

(a) The said purposes described in Section 3 of this bond ordinance are not current expenses and each 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.

(b) The average period of usefulness of said purposes within the limitations of said Local Bond Law and taking into consideration the respective amounts of the said obligations authorized for the several purposes, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is 14.48 years.

(c) 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 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 \$3,428,000, and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

(d) Amounts not exceeding \$360,000 in the aggregate 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 costs of said improvements and are included in the foregoing estimate thereof.

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 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: June 8, 2016

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, June 8, 2016

Approved:

Mayor

City Clerk



TO: Mayor and Common Council
FROM: Marge Gerba, City Treasurer
DATE: May 13, 2016

The following information was provided by the Assistant City Engineer, Rick Matias:

The 2016-2021 Capital Improvement Plan was approved by Common Council on May 3rd, 2016. The Capital Plan included the following streets, but not limited to, for the 2016 year:

Colt Road - between #54 and #22
Edgemont Road - Entire Length
Lenox Road - Entire Length
Maple Street - between Rail Road Avenue to Mountain Avenue
Summit Avenue / Elm Street - Summit Avenue, City Portion / Elm Street, Summit Avenue to Oak Ridge Avenue
Whittredge Road - Entire Length

A bond ordinance must be introduced and approved to fund the improvements to the streets listed above. I recommend the introduction and approval of the bond ordinance that includes these streets.

ORDINANCE #	16-3115
Introduction Date:	6/8/2016
Hearing Date:	7/6/2016
Passage Date:	
Effective Date:	

Bond Ordinance Providing For The Improvement Of Various Roadways In And By The City Of Summit, In The County Of Union, New Jersey, Appropriating \$2,325,000 Therefore, Directing A Special Assessment Of Part Of The Cost Thereof, And Authorizing The Issuance Of \$2,214,000 Bonds Or Notes Of The City For Financing The Same. (Edgemont Avenue, Lenox Road, Maple Street, Summit Avenue/Elm Street, Whittredge Road and Colt Road Curb, Sidewalk and Roadway Improvements - Special Assessment)

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:**

Section 1. The improvement described in Section 3 of this bond ordinance is hereby authorized as a local 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 \$2,325,000, said sum being inclusive of all appropriations heretofore made therefor and including the sum of \$111,000 as the down payment for said improvement or purpose required by law and now available therefor by virtue of provision in a previously adopted budget or budgets of the City for down payment or for capital improvement purposes.

Section 2. For the financing of said improvement or purpose and to meet the part of said \$2,325,000 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 \$2,214,000 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 \$2,214,000 are hereby authorized to be issued pursuant to and within the limitations prescribed by said Local Bond Law.

Section 1. (a) The improvement hereby authorized and purpose for the financing of which said obligations are to be issued is the reconstruction and resurfacing of various roads in and by the City, including Edgemont Avenue, Lenox Road, Maple Street, Summit Avenue/Elm Street, Whittredge Road and Colt Road so as to provide a roadway pavement at least equal in useful life or durability to a roadway pavement of Class B construction (as such term is used or referred to in section 40A:2-22 of said Local Bond Law) and the construction or reconstruction therein of granite block curbs and concrete sidewalks adjacent to those lands designated on the official tax map of the City as Lots 1 to 8, both inclusive in Block 2005, Lots 21 to 29, both inclusive in Block 2006, Lots 1, 6 and 17 to 28, both inclusive in Block 2501, Lots 1 to 11, both inclusive in Block 2502, Lot 20 in Block 3501, Lot 1 in Block 2702, Lot 1 in Block 2705, Lots 1 to 8, both inclusive in Block 3202, Lots 1 and 19 in Block 3205, Lots 1 and 2 in Block 3206, Lots 5 and 6 in Block 3209, Lots 1 and 22 in Block 3210, Lot 3 in Block 3312, Lots 4 to 13, both inclusive in Block 4603, Lots 1 to 8, both inclusive in Block 4604, Lots 1 to 6, both inclusive in Block 3204, Lots 8 to 11, both inclusive in Block 3205, Lots 10 and 11 in Block 3210, Lots 17 to 19, both inclusive in Block 3212, Lots 12 to 14, both inclusive in Block 4502, Lots 18 and 19 in Block 4605, Lots 1.01, 1.02 and 17 in Block 2301, Lots 1 and 14 in Block 2302, Lots 1, 2 and 13 in Block 2303, Lots 1 to 3, both inclusive in Block 2304, Lots 27 to 30, both inclusive in Block 2405, Lots 16 and 17 in Block 2501, Lots 11 to 22, both inclusive in Block 2502, Lots 1 and 8 to 10, both inclusive in Block 2503, Lots 18 and 19 in Block 2608, Lots 15 to 18, both inclusive in Block 2609, Lots 12 to 17, both inclusive in Block 2611, Lots 1 to 4, both inclusive in Block 3502, Lots 1 and 5 to 10, both inclusive in Block 3009, Lots 34 to 40, both inclusive in Block 5203, Lots 12 to 16, both inclusive in Block 4701, Lot 12 in Block

3008, Lots 10 and 11 in Block 3101 and Lots 1 to 3, both inclusive in Block 3102, including all storm water drainage facilities, milling, inlets, structures, appurtenances, equipment, site work, 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 and hereby approved.

(a) The estimated maximum amount of bonds or notes to be issued for said purpose is \$2,214,000.

(b) The estimated cost of said purpose is \$2,325,000, the excess thereof over the said estimated maximum amount of bonds or notes to be issued therefor being the amount of the said \$111,000 down payment for said purpose.

Section 3. The following additional matters are hereby determined, declared, recited and stated:

(a) 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 local improvement.

(b) 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 ten (10) years.

(c) 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 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 \$2,214,000, and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

(d) An aggregate amount not exceeding \$230,000 for interest on said obligations, costs of issuing said obligations 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.

(e) As provided in Section 5 of this bond ordinance, \$2,090,000 will be contributed by the City at large to payment of the cost of said improvement or purpose, and the estimated maximum amount of the special assessments to be levied on property specially benefitted by said improvement is \$235,000, and the number of annual installments in which all such special assessments may be paid is ten (10).

Section 4. The City shall pay \$2,090,000 of the cost of said local improvement, and said amount shall be and hereby is contributed by the City at large to payment of the cost of said local improvement. The cost of said local improvement, to the extent not met by the said amount contributed by the City at large, shall be paid by special assessments which shall be levied in accordance with law on property specially benefitted thereby, as nearly as may be in proportion to and not in excess of the peculiar benefit, advantage or increase in value which the respective lots and parcels of real estate shall be deemed to receive by reason of said local improvement. The owner of any land upon which any such assessment shall have been made may pay such assessment in the number of equal annual installments hereinabove determined, all as may be provided in accordance with law and with legal interest on the unpaid balance of the assessment.

Section 5. 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.

Section 6. 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 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.

Section 7. 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.

Section 8. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by said Local Bond Law.

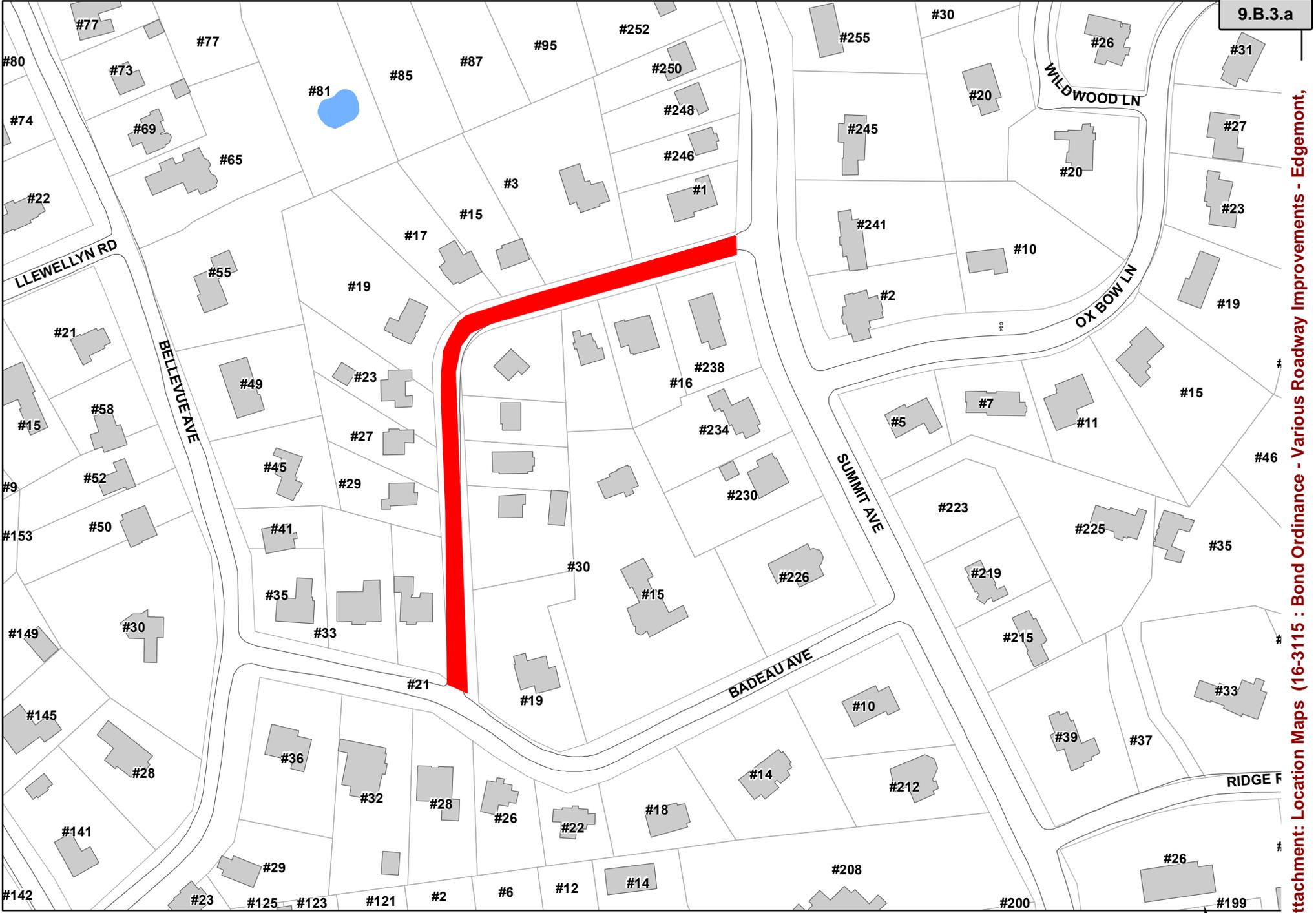
Dated:

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

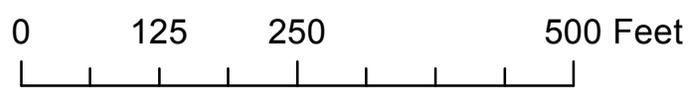
Approved:

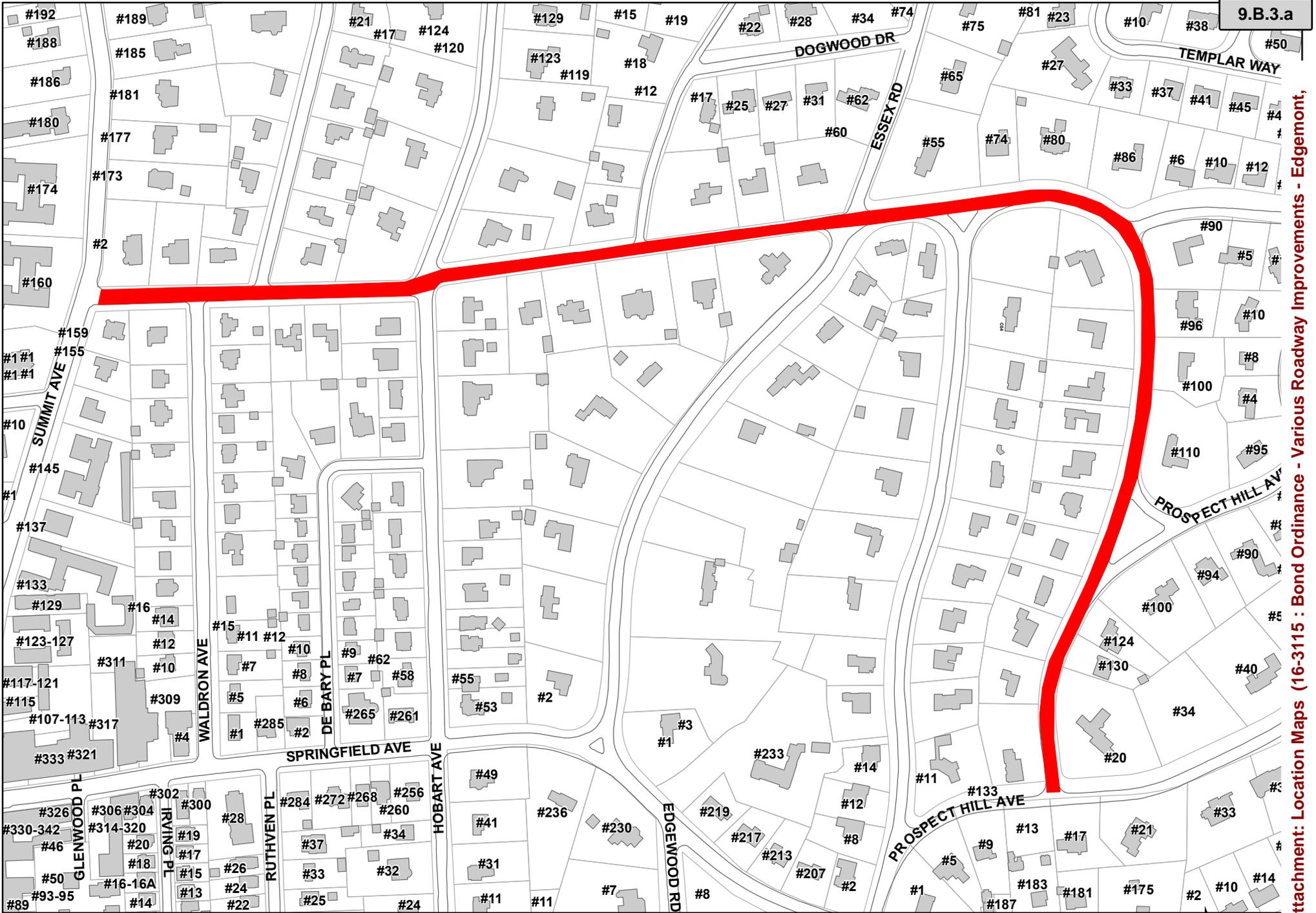
Mayor

City Clerk

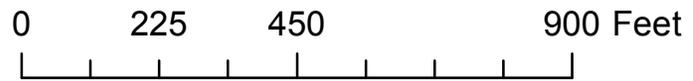


Attachment: Location Maps (16-3115 : Bond Ordinance - Various Roadway Improvements - Edgemont,



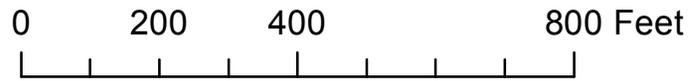


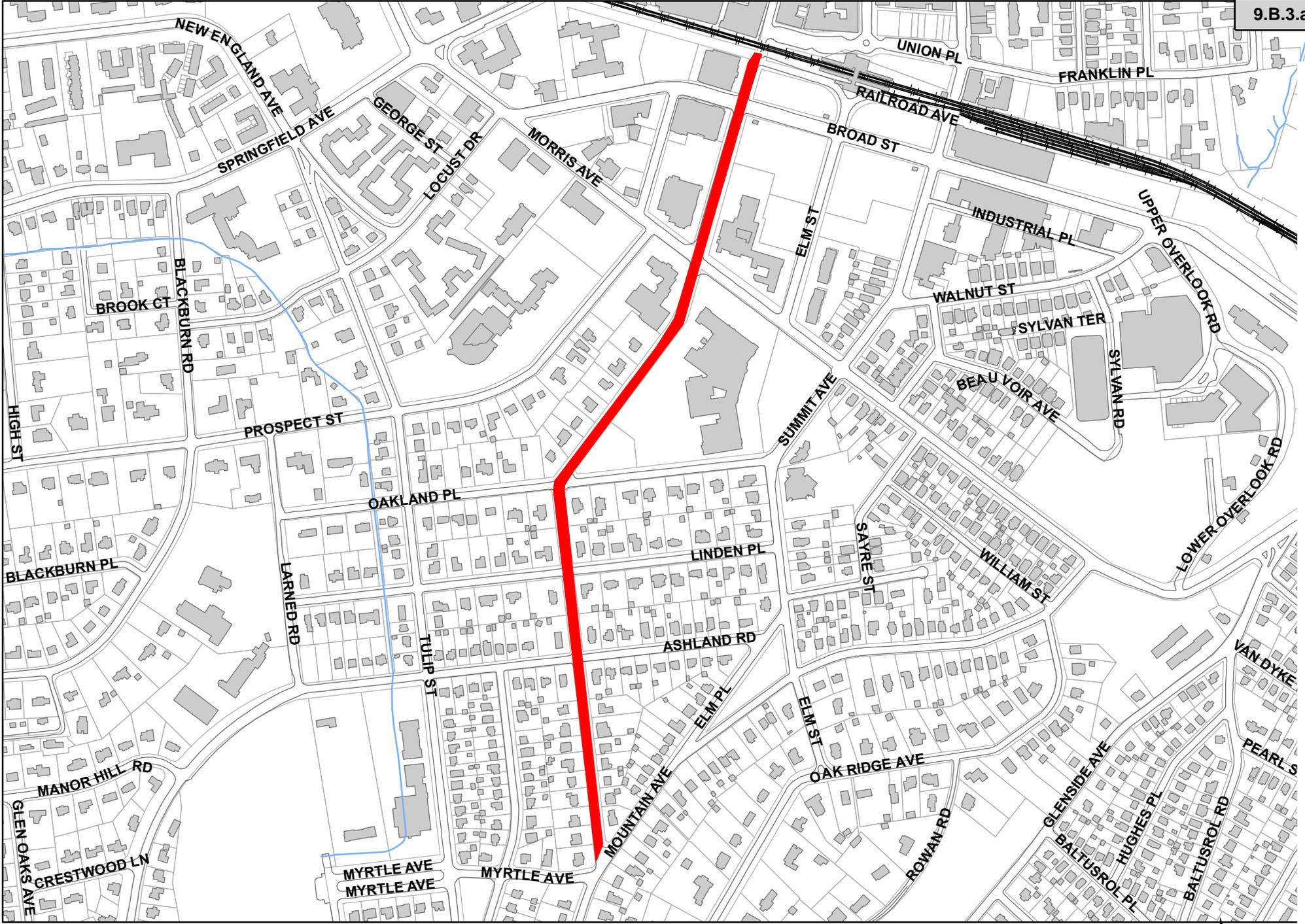
Attachment: Location Maps (16-3115 : Bond Ordinance - Various Roadway Improvements - Edgemont,



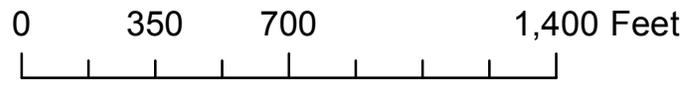


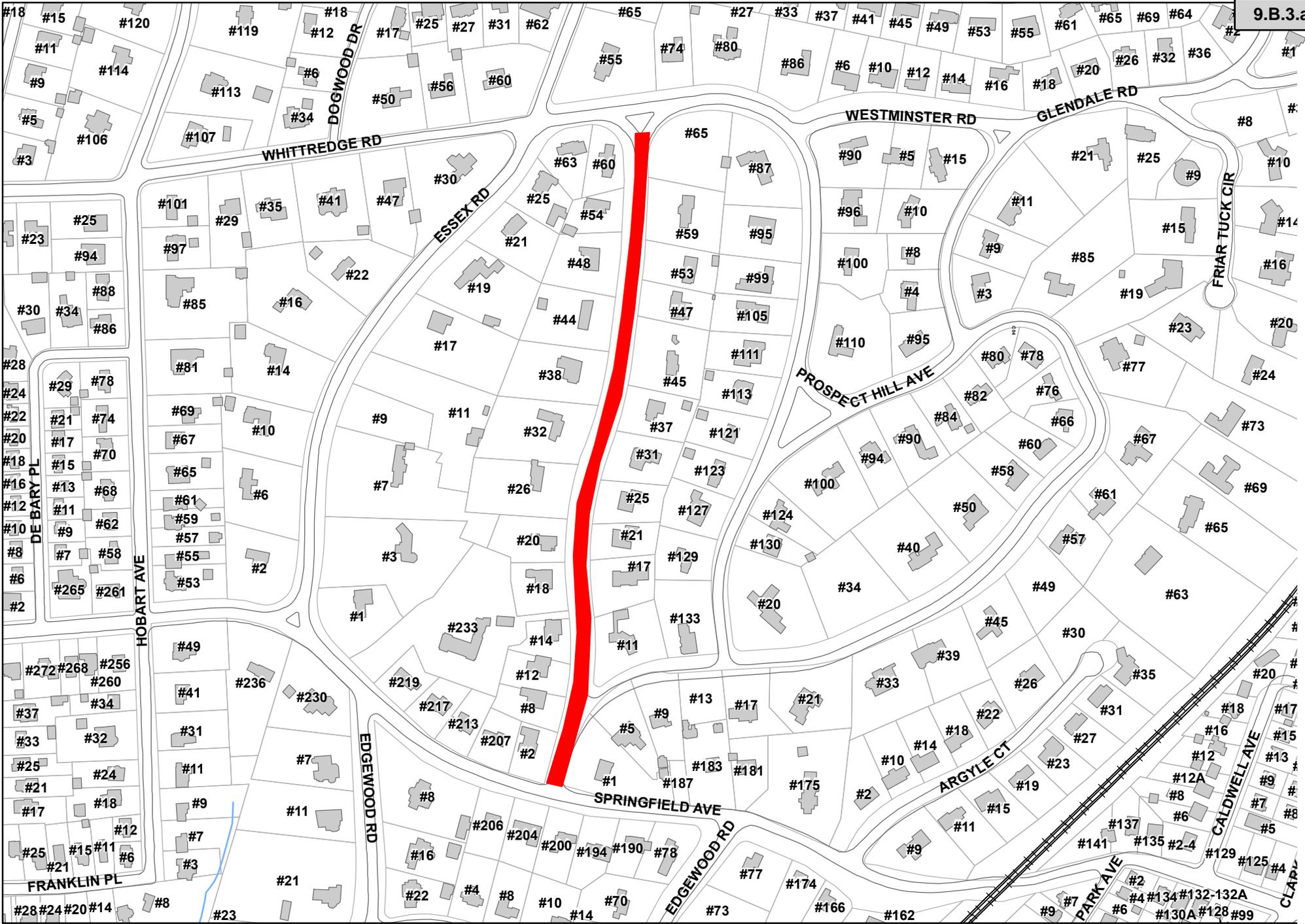
Attachment: Location Maps (16-3115 : Bond Ordinance - Various Roadway Improvements - Edgemont,



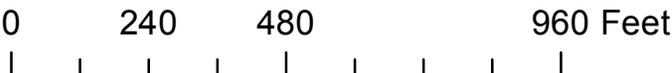


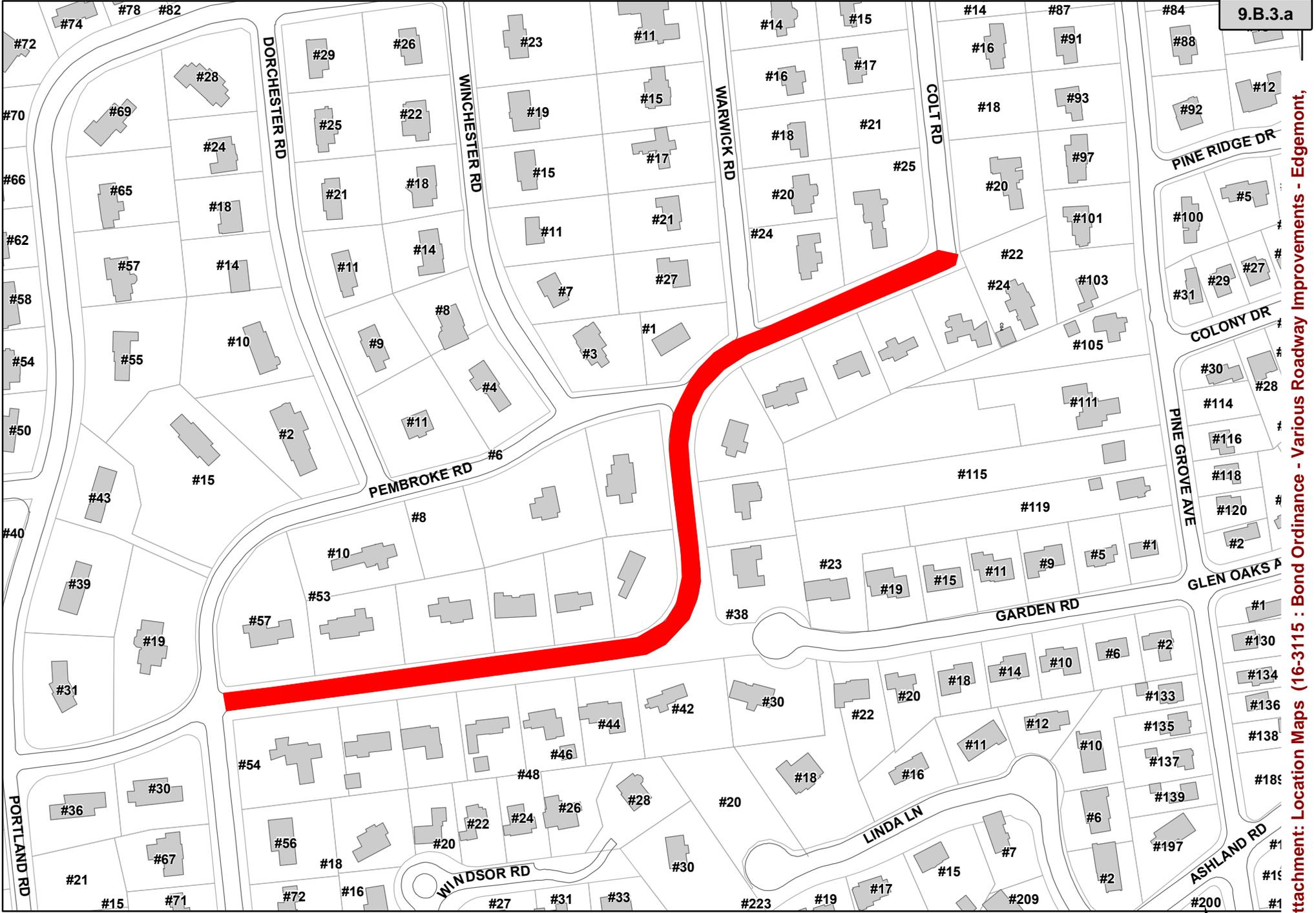
Attachment: Location Maps (16-3115 : Bond Ordinance - Various Roadway Improvements - Edgemont, Edgemont)



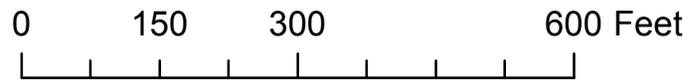


Attachment: Location Maps (16-3115 : Bond Ordinance - Various Roadway Improvements - Edgemont,





Attachment: Location Maps (16-3115 : Bond Ordinance - Various Roadway Improvements - Edgemont,





TO: Mayor and Common Council

FROM: Rosemary Licatese, City Clerk

DATE: June 13, 2016

The proposed amendment would establish a formal procedure for waiver of the City's noise ordinance. This procedure would address special circumstances where abiding by the noise restrictions set forth in 3-8.1b.2 would present an unreasonable hardship on the applicant.

The applicant would apply for such a waiver by filing an application with the City Administrator. The procedure provides a timeline within which the City Administrator would review and respond to the application.

The procedure also provides for notification to adjoining neighbors when a waiver is granted.

The proposed amendment also adds language that would prohibit contractors from performing construction, demolition, repair or alteration of buildings or streets, including excavation on Sundays.

The proposed ordinance has been reviewed by members of the Law Committee and is recommended for introduction.

ORDINANCE #	(ID # 4341)
Introduction Date:	6/21/2016
Hearing Date:	7/5/2016
Passage Date:	
Effective Date:	7/14/16

An Ordinance Amending the Code of the City of Summit, County of Union New Jersey, Chapter III, Section 3-8, Noise Restrictions, Subsection 3-8.1 Noise Prohibitions, to Provide for a Waiver of the Noise Restriction Hours During Construction and Prohibit Contractor Construction, Demolition or Repairs on Sundays ((Establishes noise waiver application procedure and prohibits commercial construction, demolition or repairs on Sundays)

Ordinance Summary: This ordinance establishes a procedure to apply for a waiver from the City of Summit Administrator of the limitations on hours of construction as provided in the City's Noise Ordinance and prohibits construction by contractors on Sundays.

WHEREAS, the Common Council of the City of Summit believes that under certain circumstances a waiver of Subsection 3-8.1, titled "Noise Prohibitions", Subsection 3-8.1b.2 imposing a limitation on the hours during which construction, demolition, repair, paving or alteration of buildings or streets or excavation other than for emergency work to provide or repair utility services is appropriate, and

WHEREAS, at present, this work may only occur during the following hours:

Weekdays and Saturdays
8:00 A.M. to 7:00 P.M.

Sunday
9:00 A.M. to 7:00 P.M.

and

WHEREAS, the Council has received complaints regarding construction, demolition and repairs of buildings on Sundays disturbing the peace and quiet enjoyment of City residents specifically as a result of contractors performing construction, and

WHEREAS, the Common Council desires to prohibit construction, demolition and repair of buildings on Sundays by contractors in order to preserve the peace and quiet enjoyment of City residents.

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

Section 1. That **SECTION 3-8, NOISE RESTRICTIONS, SUBSECTION 3-8.1 NOISE PROHIBITIONS**, paragraph 2 of the Code shall be amended and supplemented as follows:

3-8 NOISE RESTRICTIONS.

3-8.1 Noise Prohibitions.

The following acts are prohibited:

2. The construction, demolition, repair, paving, or alteration of buildings or streets or excavation other than for emergency work to provide or repair utility services, except during the following hours:

Weekdays and Saturdays
8:00 A.M. to 7:00 P.M.

Sunday
9:00 A.M. to 7:00 P.M.

Except for emergency construction to provide or repair utility services, no contractor shall perform any construction, demolition, repair or alteration of buildings or streets, including excavation, on Sundays.

Any person or entity which desires a waiver from Subsection 3-8.1b.2 shall apply to the City Administrator for a waiver from the permitted hours. Applications for a waiver from the permitted hours shall be filed with the City Administrator.

(a.) Purpose

The purpose of providing a procedure for a waiver is to address unique circumstances where adhering to the noise restrictions contained in Subsection 3-8.1b.2 would result in an arbitrary or unreasonable hardship upon the applicant. The City Administrator should only grant a waiver sparingly and not as a matter of routine.

1. Application

The application shall include, but not be limited, to the following:

- i. The nature and location of the noise source for which application is made;
- ii. The beginning and ending dates for which the waiver is sought;
- iii. The reason for which the waiver is requested, including the hardship that will result to the applicant or the public if the waiver is not granted;
- iv. The nature and intensity of noise that will occur during the period of the waiver;

- v. A description of interim noise control measures which are to be taken by the applicant to minimize noise and the impacts occurring therefrom;
- vi. The applicant shall certify that the applicant made a reasonable effort to notify the owners of properties adjoining the property the subject of the application. The notification shall include a copy of the application filed with the City Administrator;
- vii. Failure to supply the required information is cause for rejection of the application, and
- viii. A copy of the application and waiver, if granted, will be kept on file by the City Clerk. Upon receipt of the waiver, the City Clerk will mail a copy of the waiver by regular mail to the adjoining property owners.

2. City Administrator's Discretion

The City Administrator may, at his or her discretion, limit the duration of the waiver to a lesser period than requested. Any applicant who receives a waiver may request an extension following the provisions of Subsection 3-8.1b.2.

3. Applicant's Proofs

The City Administrator shall not approve a waiver unless the applicant presents adequate proof that: (i) noise levels occurring during the period of the waiver will not constitute a danger to public health, and (ii) compliance with the specified hours would impose an arbitrary or unreasonable hardship upon the applicant without equal or greater benefit to the public.

4. Factors to be Considered

The City Administrator in making a determination shall consider: (i) the character and degree of injury to, or interference with, the health and welfare or the reasonable use of property; (ii) the social and economic value of the activity for which the variance is sought and (iii) the ability of the applicant to apply best practical noise control measures.

5. The time within which the City Administrator has to act

The City Administrator shall act within ten (10) days of the filing of the application with the City Administrator. However, if the City Administrator does not act within the ten (10) days, the application is deemed denied.

6. Revocation of Waiver

The City Administrator may revoke the waiver if: (i) the terms and conditions of the waiver are violated; (ii) there was a material misrepresentation of fact in the waiver application; (iii) there is a material change in any of the circumstances relied upon by the City Administrator in granting the waivers, or (iv) the City Administrator determines that the waiver is having a detrimental effect.

7. Appeals

An appeal of the City Administrator's decision may be made to the Common Council as provided in Subsection 3-8.3.

If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause or provision so adjudged and the remainder of the Ordinance shall be deemed valid and effective.

Section 4. Effective Date.

This Ordinance shall take effect after final passage, adoption and publication according to law.

(Last additions in text indicated by underline; deletions by ~~strikethroughs~~)

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

City Clerk

Approved:

Mayor



TO: Mayor and Common Council

FROM: Marge Gerba, City Treasurer

DATE: April 26, 2016

This Ordinance establishes salary ranges for all City employees, both union and non-union. It includes a 1.5% Cost of Living Adjustment to base salaries for 2016 and allows for payment of stipends, longevity and other additional compensation. It specifies who and what benefits will be provided by the City. It also details the City's policy on salary increments, with different policies for employees hired before July 1, 2016, and those hired on or after July 1, 2016, being added this year. Finally it appoints the City Administrator as the City Personnel Officer and authorizes the City Treasurer/CFO to administer the provisions of the ordinance.

ORDINANCE #	(ID # 4251)
Introduction Date:	
Hearing Date:	
Passage Date:	
Effective Date:	

An Ordinance to Establish the 2016 Salaries, Wages or Compensations of and for the Officers and Employees of the City of Summit, in the County of Union, and the State of New Jersey (Establish 2016 Salaries - Union and Non-Union Employees)

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

SECTION 1. PURPOSE

Salaries, wages, incentive, longevity payments and other compensation as set forth in Schedules A, B, C, D, and E, which are attached hereto and made a part hereof, are hereby fixed for the respective officers and employees of the City of Summit at the respective rates and sums shown therein, effective as of January 1, 2016.

SECTION 2. PAYMENT

All salaries, wages, incentive, longevity payments and other compensation for full-time and regular part-time employees shall be paid in bi-weekly installments within the ranges and according to the conditions herein set forth.

School Crossing Guards shall be paid in bi-weekly installments from October 1 to June 30.

SECTION 3. SALARIES

Salaries for the various positions of employment in the City of Summit shall be at or within the range of the minimum or maximum amounts as delineated on Schedules A, B, C, D, and E, attached hereto and made a part hereof.

All individuals hired by the City of Summit or its Boards and Departments will be hired at the minimum step level in the position classification. Under exceptional circumstances, approval may be given to consider credit for experience outside of the City of Summit in the same position or type of work as their employment with the City of Summit. In such instances, upon approval of the Board, Common Council, or City Administrator, an individual may be hired on a step level above the minimum.

Regular part-time employees whose positions have been listed within the normal system of job group classifications will be paid at the level of the appropriate job group, with their salaries prorated according to their hours of work.

SECTION 4. LONGEVITY

Full time regular employees hired on or before July 1, 1999, except as otherwise covered by a collective bargaining agreement, are entitled to longevity payments in addition to their base salary as set forth in Personnel Policies and Procedures Manual Section Four, 4-14.

SECTION 5. HOLIDAY PAY

For Police Officers, Sergeants, Lieutenants, Captains and Chief in the Police Department and Firefighters, Lieutenants, Battalion Chiefs, Deputy Chief and Chief in the Fire Department, holiday pay shall be incorporated into base salary so that it will be part of the regular pay received as wages every two (2) weeks..

All other Departments will be granted twelve (12) paid holidays as set forth in Personnel Policies and Procedures Manual Section Three, 3-1. City offices will be closed in accordance with State Law or schedule established by the City Administrator.

SECTION 6. OVERTIME

1. Police Department:

Provisions shall be in accordance with the current contract between the City of Summit and P.B.A. Local #55.

2. Fire Department:

Provisions shall be in accordance with the current contract between the City of Summit and F.M.B.A. Local #54

3. Division of Public Works:

Provisions shall be in accordance with the current contract between the City of Summit and Local 469 (IBT).

4. Municipal Court:

The Deputy Municipal Court Administrator will be paid a flat rate of \$70.00, the Violations Bureau Clerk will be paid a flat rate of \$60.00 and the Secretary Clerk will be paid a flat rate of \$50.00 for each Night Court duty assignment.

The Deputy Municipal Court Administrator shall be paid at a minimum of two hours at one and one-half times salary for recall compensation.

Night Court assignment and recall overtime shall be paid upon the certification of the Municipal Court Administrator to the City Treasurer/Chief Financial Officer.

5. Fair Labor Standards Act:

Notwithstanding any other provisions of this ordinance, overtime compensation shall be paid in accordance with the provisions of the Fair Labor Standards Act (FLSA) as they apply to units of local government. If any provisions of this ordinance are administratively found to be in conflict with provisions of FLSA, the City Administrator shall ensure that the requirements of federal law and regulations, when issued, are met.

SECTION 7. HEALTH INSURANCE, GROUP LIFE INSURANCE AND DENTAL PLAN

The City shall provide for each full-time regular employee the following:

- a. Basic health insurance as provided by the State Health Benefits Program or such other program as may be chosen by the Common Council.
- b. Group Life Insurance and Accidental Death Benefits for full-time employees only.
- c. Employees eligible for basic health insurance shall be allowed to enroll their dependents up to the age set by current statutes.
- d. All employees, including those covered by either collective bargaining agreements or memoranda of agreements, shall pay contributions by way of payroll deduction towards the cost of health insurance premiums in accordance with the provisions of P.L. 2010 Ch. 2 and P.L. 2011 Ch. 78, which are incorporated by reference as if set forth herein at length.
- e. The City shall reimburse retirees for a portion of the cost of their health and major medical insurance for themselves upon retirement, as set forth in Personnel Policies and Procedures Manual Section Four, 4-3.
Employees covered by the terms of labor agreements between the City and PBA Local #55 or FMBA Local #54 are not eligible for this reimbursement.
- f. The City shall provide Dental Insurance Coverage for full-time regular employees and their eligible dependents. The maximum contribution for each employee paid by the City shall be \$39.00 per month or as provided by current labor agreements. Any cost above that limit shall be borne by the employee through a program of payroll deductions.

SECTION 8. INCENTIVE PAYMENTS

School Guards:

- a. Sick day incentive pay of two days will be paid to each guard who is not absent during the school year.
- b. If and when school is closed for inclement weather, payment, for up to four (4) days, will be paid in one lump sum upon the completion of the school year.

SECTION 9. SALARY INCREMENTS

Any employee whose performance review shows acceptable performance shall receive an increment in accordance with the step level of the position classification until the maximum for the position is reached.

Unless prohibited under the terms of a union agreement, a department head may withhold all or part of a salary increase from an employee for reasons of poor performance. This will be limited to situations in which the employee has received prior written notice of a performance problem and has failed to correct the problem. This action may be taken only with the approval of the city administrator.

Monthly anniversary dates for step increases and longevity shall be in accordance with Section 2-3 of the City's personnel policies.

SECTION 10. STEP LEVELS AND JOB CLASSIFICATIONS

All City Employees Hired Prior to July 1, 2016:

All City employees hired prior to July 1, 2016 (except members of the Police and Fire Department who will be governed by Schedules C and D) will be eligible to have salary adjustments within the ranges of Schedule B or E, as appropriate and as indicated below:

Performance Rating	Salary Increment
Unsatisfactory: The employee's performance is unsatisfactory, job standards are not being met, and major improvement is required.	0 steps; Cost of Living base increase may also be withheld
Needs Improvement: The employee is making acceptable progress but needs improvement to meet the performance standards and criteria for the position. Progress is slower than would normally be expected.	0-2 steps
Meets Standards: The employee meets the job standards for the position. Progress in developing skills is at an acceptable pace. The employee exhibits no significant problems.	3 steps
Exceeds Standards: The employee performs well above	4 steps

expected standards, exceeding normal performance standards and expectations in most areas.

All City Employees Hired On or After July 1, 2016:

All City employees hired on or after to July 1, 2016 (except members of the Police and Fire Department who will be governed by Schedules C and D) will be eligible to have salary adjustments within the ranges of Schedule B or E, as appropriate and as indicated below:

Performance Rating	Salary Increment
Unsatisfactory: The employee’s performance is unsatisfactory, job standards are not being met, and major improvement is required.	0 steps; Cost of Living base increase may also be withheld
Needs Improvement: The employee is making acceptable progress but needs improvement to meet the performance standards and criteria for the position. Progress is slower than would normally be expected.	0-1 step
Meets Standards: The employee meets the job standards for the position. Progress in developing skills is at an acceptable pace. The employee exhibits no significant problems.	1 step
Exceeds Standards: The employee performs well above expected standards, exceeding normal performance standards and expectations in most areas.	2 steps

SECTION 11. CITY PERSONNEL OFFICER

The City Administrator is hereby appointed as City Personnel Officer. The City Treasurer/Chief Financial Officer is hereby authorized to administer the provisions of this ordinance.

SECTION 12.

For budget purposes, the salaries and wages of employees of the Board of Health are included in this Ordinance.

SECTION 13.

All ordinances inconsistent herewith are hereby repealed and this ordinance shall take effect 20 days after date of publication in accordance with N.J.S.A. 40A: 9-165.

Dated:

I, Rosalia M. Licatese, 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,

City Clerk

Approved:

Mayor

SCHEDULE A CITY OF SUMMIT POSITION CLASSIFICATION SCHEDULE

GENERAL GOVERNMENT	JOB GROUP
City Administrator	21
City Treasurer/Chief Financial Officer	18
City Clerk	17
Assessor	16
Collector of Taxes	14
Assistant City Treasurer	13
Assistant City Administrator	12
Deputy Assessor	12
Assistant to the City Administrator	11
Public Information Officer	11
Staff Assessor/Field Assessor	11
Deputy City Clerk	9
Deputy Collector of Taxes	9
Qualified Purchasing Agent	9
Administrative Assistant	8
Senior Account Clerk	8
Assistant Deputy City Clerk	8
Assessing Clerk	7
Account Clerk	6
Secretary III	6
Secretary II	5
Assistant Account Clerk	4
Secretary I	4
Secretarial Assistant	3
 PARKING SERVICES AGENCY	
Parking Manager	14
Administrative Assistant	8
Parking Enforcement Officer/Collection/Technician	8
Parking Services Clerk	7
Secretary II	5
Parking Enforcement Officer	5
Collection Assistant	5
Parking Enforcement Officer Trainee	4

Parking Services Bookkeeper	4
PUBLIC SAFETY	
Administrative Assistant	8
Records Clerk II	7
Records Clerk I	6
COURT	
Municipal Court Administrator	14
Deputy Municipal Court Administrator	10
Violations Bureau Clerk	6
Secretarial Assistant	5
COMMUNITY SERVICES	
Director	19
Deputy Director	18
Administrative Manager	11
Administrative Assistant	8
Secretary III	6
Land Use Assistant	6
Secretary II	5
Engineering	
City Engineer	17
Assistant City Engineer	16
Assistant Engineer	13
Engineering Assistant	10
Senior Engineering Aide	8
Code Enforcement	
Construction Official/Chief Inspector	16
Building Inspector/Subcode Official	12
Code Enforcement Officer and Zoning Officer	12
Plumbing Subcode Official	12
Electrical Subcode Official	12
Fire Subcode Official	12
Assistant Building Inspector	7
Housing Inspector	7
Property Maintenance Inspector	7

Secretary II	5
Public Works	
Superintendent of Public Works	16
Public Works Manager	14
Assistant Superintendent of Public Works	13
Maintenance and Project Manager	12
Foreman	11
Assistant Foreman	9
Mechanic	9
Golf Course Maintenance Worker	9
Senior Transfer Station Operator	9
Equipment Operator	8
Pump Station Operator	8
Transfer Station Tractor Driver	8
Tree Climber	8
Senior Maintenance Worker	8
Tree Climber Trainee	6
Truck Driver	6
Senior Custodian	6
Custodian	5
Maintenance Worker	5
Janitor	4
HEALTH	
Health Officer	18
Senior Sanitarian (Senior REHS)	13
Sanitarian (REHS)	12
Secretary of Board of Health/Registrar of Vital Statistics	10
Deputy Registrar	6
Secretary II	5
COMMUNITY PROGRAMS	
Director	18
Assistant Director	13
Program Supervisor	10
Office Manager	9
Administrative Assistant	8

<p>SCHEDULE B</p> <p>CITY OF SUMMIT</p> <p>SALARY AND WAGE PLAN</p>
--

Job Group	Minimum	Maximum
1	31,332	42,359
2	33,486	45,273
3	35,986	48,644
4	38,844	52,513
5	42,310	57,209
6	45,365	61,335
7	47,214	63,836
8	49,127	66,421
9	52,155	70,516
10	55,683	75,285
11	60,093	81,246
12	66,051	89,298
13	70,548	95,380
14	75,995	102,742
15	81,716	110,476
16	88,137	119,150
17	94,425	127,663
18	100,283	135,582
19	106,304	144,722
20	113,061	152,850
21	128,112	178,887

Miscellaneous & Part-Time	Minimum	Maximum
Chief of Auxiliary Police Department (Annual)		1,764.00
Public Defender (Annual)		8,500.00
Secretary, Planning Board (Annual)		5,425.00
Emergency Management Coordinator (Annual)		3,000.00
Deputy Emergency Management Coordinator (Annual)		3,000.00
Municipal Judge (Annual)		52,759.00
Municipal Prosecutor (Annual)		34,641.00
Pool Manager (Per Season)	6,700.00	11,000.00

Assistant Pool Manager (Per Season)	5,000.00	9,000.00
Swim Coach (Per Season)	400.00	2,500.00
Activity Leader/Instructor	20.00	100.00
Assistant Camp Director	8.38	15.00
Camp Counselor	8.38	12.00
Camp Director	11.00	20.00
Camp Specialist	8.38	15.00
Court Security Officer	15.00	25.00
Custodian/Utility Worker	8.38	23.26
Golf/Pool Attendant	8.38	14.00
Gym Supervisor	8.38	20.00
Lifeguards	8.50	12.50
Maintenance/Collection Assistant	18.00	22.00
Parking Enforcement Officer	18.00	22.00
Parking Services Ambassador	10.00	16.00
P/T Clerical	8.38	23.26
P/T Laborer	8.38	23.26
P/T Program Supervisor	30.14	40.75
P/T Public Information Officer	32.53	43.98
P/T Secretary I	21.03	28.43
P/T Secretary II	22.90	30.97
P/T Secretary III	24.56	33.20
Program Coordinator	10.00	30.00
Recreation Program Aide	8.38	25.00
Restroom Attendant/Maintenance (per open/close)	7.00	15.00
School Crossing Guards: Group I (Per Day)	17.00	42.80
School Crossing Guards: Group II (Per Day)	10.00	49.92
Senior Coordinator	28.23	38.17
Senior Citizen Recreation Specialist	10.00	30.00
Slide/Deck Attendant	8.38	10.00
Special Events Aide	10.00	30.00
Special Needs Instructor	25.00	200.00
Special Needs Coordinator	17.00	20.00
Sports Coordinator	10.00	30.00

<p>SCHEDULE C CITY OF SUMMIT 2016 POLICE DEPARTMENT SALARY AND WAGE PLAN</p>

January 1, 2016

Rank		<u>Officer</u>	<u>Sergeant</u>	<u>Lieutenant</u>
	Start	43,500		
	Step 1	49,127	112,858	128,926
	Step 2	54,754	122,787	136,716
	Step 3	60,381		
	Step 4	66,008		
	Step 5	71,635		
	Step 6	77,262		
	Step 7	82,889		
	Step 8	88,516		
	Step 9	94,143		
	Step 10	99,772		
	Step 11	107,482		
		1	2	3
Captain		137,433	142,847	148,261
Chief		152,813	157,534	162,255

<p>SCHEDULE D CITY OF SUMMIT 2016 FIRE DEPARTMENT SALARY AND WAGE PLAN</p>

Table A (Hired on or After January 1, 2013):

RANK	1	2	3	4	5	6	7	8	9	10
January 1, 2016										
Firefighter	45,000	50,906	56,812	62,781	68,624	74,530	80,436	86,342	92,248	102,640
Lieutenant	101,102	104,537	114,958							
Battalion Chief	112,308	117,975	129,290							
Deputy Chief	137,433	142,847	148,261							
Chief	152,813	157,534	162,255							

Table B (Hired Prior to January 1, 2013 and not at maximum pay rate for pay grade):

RANK	1	2	3	4	5	6	7
January 1, 2016							
Firefighter	50,502	57,952	65,703	73,454	81,955	88,955	Refer to Step 10 Table A

<p>SCHEDULE E CITY OF SUMMIT 2016 PUBLIC WORKS DIVISION SALARY AND WAGE PLAN</p>

January 1, 2016

Job Group	Minimum	Maximum (Hired before 1/1/13)	Maximum (Hired after 1/1/13)
4	42,477	58,612	60,656
5	45,872	63,304	63,304
6	49,332	68,069	68,069
8	53,395	73,662	73,662
9	56,898	78,502	78,502
11	65,746	90,678	90,678

ADMINISTRATOR'S OFFICE
Phone: 908-522-3600 Fax: 908-273-2977

Memo

To: Mayor Radest and Members of Common Council
From: Michael F. Rogers, City Administrator
CC: File
Date: 6/15/2016
Re: Non-Union Position Classifications

The following positions were proposed to be reclassified:

<u>Position</u>	<u>Current Job Group</u>	<u>Proposed Job Group</u>
Superintendent of Public Works • Reorganization of DPW	17	16
Parking Services Manager • Change in managerial duties & responsibilities	12	14
Secretary of Board of Health/Registrar of Vital Statistics • Responsibilities are greater than an Administrative Assistant position	8	10
Engineering Assistant • Reorganization of DPW	11	10
Deputy Collector of Taxes • Responsibilities are greater than an Administrative Assistant position	7	9
Office Manager (DCP) • Stays the same, assigning the correct group Position will be removed upon retirement of current employee.	Normal Grade + 1	9
Senior Engineering Aide • Reorganization of department	9	8
Administrative Assistant (Det. Bureau) • Leveling out all Administrative Assistants	7	8
Administrative Assistant (DPW) • Leveling out all Administrative Assistants	7	8
Assistant Deputy City Clerk • Equivalent to Administrative Assistant based on responsibilities	7	8

<u>Position</u>	<u>Current Salary Range</u>	<u>Proposed Salary Range</u>
Lifeguards	\$8.50 - \$12.00	\$8.50 - \$12.50
Municipal Prosecutor (annual)	\$34,129	\$34,641

Attachment: 2016 Salary Ordinance MEMO (4251 : Establish 2016 Salaries - (Union and Non-Union Employees))

The following title changes are proposed:

<u>Current Title</u>	<u>Proposed Title</u>
Administrative Assistant and Deputy Clerk	Deputy City Clerk
Assessing Secretary	Assessing Clerk
Administrative Assistant/Assistant Deputy Clerk	Assistant Deputy City Clerk
Account Clerk / Deputy Collector of Taxes	Deputy Collector of Taxes
Administrative Assistant / Detective	Administrative Assistant
Administrative Assistant / DPW	Administrative Assistant
Senior Recreation Maintenance Worker	Senior Maintenance Worker
Community Programs Office Manager	Office Manager

The following additions to the Salary Ordinance are proposed:

<u>Position</u>	<u>Proposed Job Group</u>
Deputy Director (under Community Services)	18
<ul style="list-style-type: none"> Previously approved. Reorganization of DCS 	
Land Use Assistant (under Community Services)	6
<ul style="list-style-type: none"> Correct title for position 	
Public Works Manager (under Public Works)	14
<ul style="list-style-type: none"> Previously approved. Reorganization of DCS 	
Program Supervisor (under Community Programs)	10
<ul style="list-style-type: none"> More responsibility than Office Manager 	

<u>Position</u> (all positions exist but were not previously included in the Salary Ord.)	<u>Job Group</u>
Public Information Officer	11

	<u>Salary Range</u>
Part Time Public Information Officer (under Miscellaneous & Part-Time)	\$32.53 - \$43.98
Part Time Program Supervisor (under Miscellaneous & Part-Time)	\$30.14 - \$40.75
Part Time Secretary III	\$24.56 - \$33.20
Part Time Secretary II	\$22.90 - \$30.97
Part Time Secretary I	\$21.03 - \$28.43
Court Security Officer	\$15.00 - \$25.00

Attachment: 2016 Salary Ordinance MEMO (4251 : Establish 2016 Salaries - (Union and Non-Union Employees))

The following deletions to the Salary Ordinance are proposed:

Refuse Collection Driver – Title no longer used. Replaced with Driver.

Sanitation Collector – Title no longer used. Replaced with Maintenance Worker

Part-Time Librarian

Circulation Assistant (under Miscellaneous & Part-Time)

Library Clerk (under Miscellaneous & Part-Time)

Library Custodian (under Miscellaneous & Part-Time)



ORDINANCE #	(ID # 4062)
Introduction Date:	
Hearing Date:	
Passage Date:	
Effective Date:	

An Ordinance to Amend the Code of the City of Summit, County of Union, New Jersey, Chapter VII, Traffic, Section 7-8.5 Parking Time Limited on Certain Streets, Subsection 7-8.5.b.3 Types of Zones, Fees, Times of Legal Operations, Subsection 7-8.5.b.5 Parking Regulations and Subsection 7-25.2 Municipal Parking Lot Areas. (Establish “Special Event Parking” fees)

Ordinance Summary: This ordinance defines “Special Event Parking” and establishes zones or parking areas where special event parking will be permitted on municipal property, including setting a range of parking fees from \$5.00 to \$30.00, which will be set by resolution of the City of Summit Common Council for each special event.

WHEREAS, the Common Council of the City of Summit believes that in order to increase parking availability during certain special events, that it is necessary to define “Special Event Parking” and establish zones or parking areas where special event parking will be permitted on municipal property, including a range of parking fees for special event parking between \$5.00 and \$30.00 to be set by a resolution of Common Council for each special event.

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

Section 1. That Section **7-8, PARKING**, Subsection **7-8.5, Parking Time Limited on Certain Streets**, -- No person shall park a vehicle for longer than the time limit shown below at any time (except Sundays and holidays) between the hours listed upon any of the following described streets or parts of streets, -- of the Code shall be amended and supplemented as follows:

7-8.5 Parking Time Limited on Certain Streets.

b. Time Limit Parking (Parking Zones)

3. Types of Zones; Fees; Times of Legal Operation.

(a) The various types of parking meter zones in conformance with the provisions of this paragraph and as shown by legend on posted signs are hereby fixed with their fees, except that one-cent coins will not be acceptable, as follows:

<i>Zone</i>	<i>Time</i>	<i>Fee</i>
-------------	-------------	------------

J	<u>Special Event Parking</u>	<u>Special Event Parking Fees: Upon the determination by resolution of the Common Council to charge a special event parking fee within the range of \$5 to \$30 for each vehicle parked for a certain duration which could include a one-time Special Event Daily Fee, Special Event Overnight Fee, Special Event Weekend Parking Fee in the certain municipal parking lots. See Subsection 7-25.2 of the Code for the specific parking lots.</u>
---	------------------------------	---

5. *Parking Regulations.*

- (f) Special Event Parking is defined as an event occurring when specific municipal parking lot areas are not necessary for daily resident commuter, downtown employee or normal shopper parking and which require additional City of Summit Parking Services Staff.

Special Event Parking Fees shall be established by resolution of the Common Council prior to the Special Event, which resolution shall be posted in a conspicuous place at the municipal parking areas and on the City’s website.

Special Parking Fees shall be within range of \$5.00 to \$30.00 for each vehicle parked for a definite period, including a one-time Special Event Daily Fee, Special Overnight Parking Fee, Special Event Weekend Parking Fee.

Payment shall be made at the electronic pay station located in the municipal parking lot. The machine shall be programmed for each Special Event. Use of the City’s cell phone parking payment app provided will be used if applicable. No cash shall be accepted.

Those vehicles which remain in the municipal parking lot after the authorized period of the Special Event are subject to a prohibited parking violation and to being towed at the vehicle owner’s expense.

Section 2. That Section 7-8, **PARKING**, Subsection 7-25.2 **Municipal Parking Lot Areas**, -- No person shall park a vehicle unless the proper fee is paid, if one applies, and rules and regulations are complied with for the following public parking lots in the City and only have access to said lots for vehicle parking purposes:

<i>Lot/#/ Location</i>	<i>Maximum Time</i>	<i>Time Period</i>	<i>Fees</i>	<i>Identifi- cation</i>	<i>Restricted/ Special Uses</i>
d. -Lot #6 Broad Street Garage Northerly side of Broad Street at its intersection with	13 hours	From 5:00 a.m. to 6:00 p.m. Monday through	Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in	Resident/ Employee/ Resident Overnight	Identification (Subsection 7-25.4g. and h.)

<p>Summit Avenue. Spaces 185-611 and 644-655 are reserved for residents and downtown employees whose vehicle/s is registered with the City and possess a valid digital parking permit.</p>		<p>Friday</p>	<p>the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the \$4.00 daily parking fee or after one of the following calendar pre-payments have been made: Monthly - \$80.00 Quarterly - \$228.00 Annual- \$864.00 or with the display of a Daily Visitor Pass displaying the current month, day and year each time vehicle is parked.</p>		
<p>Northerly side of Broad Street at its inter-section with Summit Avenue. Spaces 612-643; 656-685 are reserved for only downtown employees whose vehicle/s is registered with the City and possess a valid digital parking permit.</p>	<p>13 hours</p>	<p>From 5:00 a.m. to 6:00 p.m. Monday through Friday</p>	<p>Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the \$4.00 daily parking fee or after one of the following calendar pre-payments have been made: Monthly - \$80.00 Quarterly - \$228.00 Annual- \$864.00 or with the display of a Daily Visitor Pass displaying the current month, day and year each time vehicle is parked.</p>	<p>Employee</p>	<p>Identification (Subsection 7-25.4g. and h.)</p>

Ground floor facing Broad Street pursuant to special conditions for uses by the United States Postal Services as determined by snowfall and the need to clear the Railroad Avenue Lot.	Times shown in the <i>Time Period</i> column	Night time only. All vehicles to be removed by 9:30 a.m.	United States Postal Service Vehicles per contract with City.	United States Postal Service Vehicles logo.	
<u>Special Event</u>	<u>Only during special event</u>	<u>One time special event daily fee, special event overnight parking fee, special event weekend parking fee</u>	<u>\$5.00 - \$30.00 based upon a special event parking fee established by the resolution of the Common Council prior to the Special Event; which resolution shall be posted in a conspicuous place at the municipal parking areas and on the City's website.</u>	<u>None</u>	<u>Subsection 7-8.5-5.</u>
e. Lot #6A Broad Street Lot - East Northerly side of Broad Street at its intersection with Summit Avenue space #'s 3-21; 81-110; 174-184. Spaces are reserved for residents and downtown employees whose vehicle/s is registered with the City and possess a valid digital parking permit.	13 hours	From 5:00 a.m. to 6:00 p.m. Monday through Friday	Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the \$4.00 daily parking fee or after one of the following calendar pre-payments have been made: Monthly - \$80.00 Quarterly - \$228.00 Annual- \$864.00 or with the display of a	Resident/ Employee	No overnight parking permitted

			Daily Visitor Pass displaying the current month, day and year each time vehicle is parked.		
<u>Special Event</u>	<u>Only during special event</u>	<u>One time special event daily fee, special event overnight parking fee, special event weekend parking fee</u>	<u>\$5.00 - \$30.00 based upon a special event parking fee established by the resolution of the Common Council prior to the Special Event; which resolution shall be posted in a conspicuous place at the municipal parking areas and on the City's website.</u>	<u>None</u>	<u>Subsection 7-8.5-5.</u>
<i>g. Lot #4 Elm Street Lot</i> West side of Elm Street between Broad Street and Morris Avenue. Spaces are reserved for residents and downtown employees whose vehicle/s is registered with the City and possess a valid digital parking permit	13 hours	From 5:00 a.m. to 6:00 p.m. Monday through Friday	Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the \$4.00 daily parking fee or after one of the following calendar pre-payments have been made: Monthly - \$80.00 Quarterly - \$228.00 Annual- \$864.00 or with the display of a Daily Visitor Pass displaying the current month, day and year each time vehicle is parked.	Resident/ Employee/ Resident Overnight	Identification (Subsection 7-25.4g. and h.)
<u>Special Event</u>	<u>Only during special event</u>	<u>One time special event daily fee, special event</u>	<u>\$5.00 - \$30.00 based upon a special event parking fee established by the resolution of the Common Council prior to</u>	<u>None</u>	<u>Subsection 7-8.5-5.</u>

		<u>overnight parking fee, special event weekend parking fee</u>	<u>the Special Event; which resolution shall be posted in a conspicuous place at the municipal parking areas and on the City's website.</u>		
<p><i>i. Lot #9 - Sampson Lot</i></p> <p>Summit Avenue and Morris Avenue and Oakland Place - Public Parking area - East Section facing Morris Avenue. Space #'s 500-596.</p>	13 hours	From 5:00 a.m. to 6:00 p.m. Monday through Friday	<p>Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the \$4.00 daily parking fee or after one of the following calendar pre-payments have been made:</p> <p>Monthly - \$80.00 Quarterly - \$228.00 Annual- \$864.00</p> <p>or with the display of a Daily Visitor Pass displaying the current month, day and year each time vehicle is parked.</p>	Resident/ Employee/ Resident Overnight	<p>Identification (Subsection 7-25.4g. and h.)</p> <p>Yellow lined spaces</p>
Restricted parking area for use by Board of Education/ Middle School employees and teachers - West Section as posted.			None	None	Board of Education parking sticker required
<u>Special Event</u>	<u>Only during special event</u>	<u>One time special event daily fee, special event overnight</u>	<u>\$5.00 - \$30.00 based upon a special event parking fee established by the resolution of the Common Council prior to the Special Event; which</u>	<u>None</u>	<u>Subsection 7-8.5-5.</u>

		<u>parking fee, special event weekend parking fee</u>	<u>resolution shall be posted in a conspicuous place at the municipal parking areas and on the City's website.</u>		
<p>j. Lot #11 Railroad Avenue Lot</p> <p>Between Railroad Avenue and Broad Street and between the United States Postal Facility and 12 Chestnut Avenue</p> <p>Spaces are reserved for downtown employees whose vehicle/s is registered with the City and possess a valid digital parking permit</p>	13 hours	From 5:00 a.m. to 6:00 p.m. Monday through Friday	Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the \$4.00 daily parking fee or after one of the following calendar pre-payments have been made: Monthly - \$80.00 Quarterly - \$228.00 Annual- \$864.00 or with the display of a Daily Visitor Pass displaying the current month, day and year each time vehicle is parked.	Downtown employee only for day parking/ Resident Overnight	Identification (Subsection 7-25.4g. and h.)
Special contract conditions for uses by the United States Postal Services.	Times shown in the <i>Time Period</i> column.	From 3:00 p.m. to 9:30 a.m. Monday thru Saturday and from 3:00 p.m. Saturday to 9:30 a.m. Monday	United States Postal Service Vehicles per contract with City.		
<u>Special Event</u>	<u>Only during</u>	<u>One time special</u>	<u>\$5.00 - \$30.00 based upon a special event</u>	<u>None</u>	<u>Subsection 7-8.5-5.</u>

	<u>special event</u>	<u>event daily fee, special event overnight parking fee, special event weekend parking fee</u>	<u>parking fee established by the resolution of the Common Council prior to the Special Event; which resolution shall be posted in a conspicuous place at the municipal parking areas and on the City's website.</u>		
k. Lot #11 Maple Lot (K-Lot) Maple Street between DeForest and Euclid Avenues.	13 hours	From 5:00 a.m. to 6:00 p.m. Monday through Friday	Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the \$4.00 daily parking fee or after one of the following calendar pre-payments have been made: Monthly - \$80.00 Quarterly - \$228.00 Annual- \$864.00 or with the display of a Daily Visitor Pass displaying the current month, day and year each time vehicle is parked.	Downtown employee only for day parking /Resident Overnight	Identification (Subsection 7-25.4g. and h.)
<u>Special Event</u>	<u>Only during special event</u>	<u>One time special event daily fee, special event overnight parking fee, special event weekend parking fee</u>	<u>\$5.00 - \$30.00 based upon a special event parking fee established by the resolution of the Common Council prior to the Special Event; which resolution shall be posted in a conspicuous place at the municipal parking areas and on the City's website.</u>	<u>None</u>	<u>Subsection 7-8.5-5.</u>

<p><i>l. Lot #12 Tier Garage (200 Alley and 400 Alley)*</i></p> <p>Behind the stores on the westerly side of Maple Street and between the railroad and the stores on the southerly side of Springfield Avenue.</p> <p>Editor's Note: See Subsection 7-25.4i for lease of parking spaces by certain business owners.</p>	13 hours	From 5:00 a.m. to 6:00 p.m. Monday through Friday	<p>Prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot using the parked vehicle's license plate number or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the \$4.00 daily parking fee or after one of the following calendar pre-payments have been made:</p> <p>Monthly - \$80.00 Quarterly - \$228.00 Annual- \$864.00</p> <p>or with the display of a Daily Visitor Pass displaying the current month, day and year each time vehicle is parked.</p>	Downtown employee only for day parking /Resident Overnight	Identification (Subsection 7-25.4g. and h.)
<u>Special Event</u>	<u>Only during special event</u>	<u>One time special event daily fee, special event overnight parking fee, special event weekend parking fee</u>	<u>\$5.00 - \$30.00 based upon a special event parking fee established by the resolution of the Common Council prior to the Special Event; which resolution shall be posted in a conspicuous place at the municipal parking areas and on the City's website.</u>	<u>None</u>	<u>Subsection 7-8.5-5.</u>
<p><i>m. Lot #13 Broad Street East Non-Resident Lot</i></p> <p>Space #s 22-80 and 111-173</p>	13 hours	From 5:00 a.m. to 6:00 p.m. Monday through Friday	<p>Pay for the daily \$10.00 parking fee to either the current contracted valet service with cash, credit card or a pre-payment of</p> <p>Monthly - \$200.00 Quarterly - \$600.00 Annual- \$2,400.00 or by using the parked</p>	None	No overnight parking permitted

			vehicle's license plate, prepay with any combination of quarters, dollar coins, dollar bills, or a major credit card in the pay station located in the lot or through the City's pay-by-cell provider at the time the vehicle is parked satisfying the daily parking fee.		
<u>Special Event</u>	<u>Only during special event</u>	<u>One time special event daily fee, special event overnight parking fee, special event weekend parking fee</u>	<u>\$5.00 - \$30.00 based upon a special event parking fee established by the resolution of the Common Council prior to the Special Event; which resolution shall be posted in a conspicuous place at the municipal parking areas and on the City's website.</u>	<u>None</u>	<u>Subsection 7-8.5-5.</u>

Section 3. All ordinances or parts of ordinances inconsistent herewith are hereby repealed and this ordinance shall take effect upon final passage and publication as provided by law.

(latest additions are indicated by underline, deletions by ~~strikethroughs~~)

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

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 M. McNany, Parking Services Manager
Date: June 14, 2016
Re: Special Event Parking Fees Ordinance for Introduction

This attached ordinance for introduction is to establish criteria for Special Event Parking Fees which includes the following:

1. A definition of Special Events
A Special Event is defined as an event occurring when municipal parking lot areas are not necessary for daily resident commuters, downtown employee parking and visitors/shoppers and which require additional City of Summit Parking Service's staff.
2. Establishment of Special Event Parking Fees by Resolution
Special Event Parking Fees shall be established by resolution of the Common Council prior to the Special Event, which said resolution shall be posted in a conspicuous place at the municipal parking areas and on the City's website.
3. Range of Special Event Fees
Special Parking Fees shall be within a range of \$5.00 to \$30.00 for each vehicle parked for a defined period, including a one-time Special Event Daily Parking Fee, Special Event Overnight Parking Fee and/or a Special Event Weekend Parking Fee.
4. Payment Method
Payment shall be made at the electronic pay station located in the municipal parking lot. The machine shall be programmed for each Special Event. Use of the City's cell phone parking payment app provided will be used if applicable. No cash shall be accepted.
5. Ability to issue violations and/or towing of vehicles
Those vehicles that remain in the municipal parking lot after the authorized period of the Special Event are subject to a violation and/or being towed at the vehicle owner's expense.

Reasons for a Special Event Parking Fee Ordinance are as follows:

There are a few occasions when large non-Summit events bring parkers into Summit who then take mass transportation either utilizing the Summit rail line or bused to the nearby community nearby hosting the event.

1. Specifically, we have the upcoming PGA tournament on July 25 through August 1, 2016 hosted in nearby Springfield where event goers are asked to take mass transit to Summit and then board a bus to be brought to Springfield's Baltusrol Golf Course. While we do not advertise any PGA parking in Summit and ask that all event goers use mass transportation to Summit, ultimately event goers drive to Summit to park their vehicles here to access the busses to Springfield.

2. Parking Services (along with public works personnel paid by Parking Services) staffs this large event to protect Summit's parking first for resident commuters, downtown employees and our vibrant downtown shoppers and visitors. Only if and when there is open availability in any commuter and employee parking areas will the City consider letting PGA goers park in our facilities. This is approved by the Chief of Police on a daily basis throughout the PGA.

The overtime (labor) and expenses (signs, barricades, uniforms and supplies), costs Parking Services close to \$18,000. The PGA is not reimbursing Parking Services for these expenses.

To cover these overtime costs, a Special Event Parking Fee could be charged for \$25-\$30 per parker. Summit residents will only be charged the \$4/daily fee. In order to facilitate the Special Event Parking Fee, Council would need to establish this ordinance and if passed on July 5, then the Council would need to approve the required resolution establishing this Special Event Parking Fee for the PGA at the July 5th meeting.

As stipulated, the payment kiosks will be programmed for this event to accept a credit card payment at the kiosk or through the City's pay-by-cell payment app, if applicable.

3. There is also an annual event for the Far Hills Race Meeting; whereby, again the Summit Train Station is utilized for parking held this year on Saturday, October 15, 2016. We could charge \$10 per car for the as an example-for the Broad Street Garage. Again this would be determined by resolution at the September 20, 2016 meeting.
4. Parking Services receives many requests from non-residents who seek to drive to Summit for those traveling by train (east/west). Currently there is no overnight parking allowed for non-residents; however, the police make exceptions. Parking Services could charge overnight parking fees for non-residents for a daily week-day overnight parking (\$5 or \$10 Monday – Friday), a one-weekend overnight night fee of \$15 or a weekend overnight parking fee of \$25 or \$30 through the kiosk, or through an pay-by- cell app or possibly an on-line visitor pass system which would accept credit card payments.

In order for an overnight parking fee system to work it would require that during the week the parker must move their vehicle out of the facility by 8 AM each morning for day parkers. If the parker pays for weekend overnight parking then the parker must be out of the facility prior to Monday morning at 8 AM.

The only lots/garages that are considered at this time to allow for Special Event parking are:

- Broad Street Garage
- Broad Street East Lot
- PO Lot
- Chestnut Lot
- Elm Street Lot
- Sampson Lot

No Special Event Parking Fees will be charged unless the prior approval is sought by resolution of the Common Council. I appreciate your consideration in this matter.



TO: Mayor and Common Council
FROM: Aaron Schrager, City Engineer/ Deputy DCS Director
DATE: June 1, 2016

SUMMARY

The 2016 Sewer User Charge is derived by combining charges established by the Joint Meeting of Essex & Union Counties with the City's Sewer Utility Operating Budget.

The table below details the 2016 charges:

Source	2016 Proposed
City of Summit	\$229.00
#Units	10,579
New Providence	\$196.22
#Units	3,682
Industrial	\$86,025.62

ORDINANCE #	(ID # 4314)
Introduction Date:	6/21/2016
Hearing Date:	7/5/2016
Passage Date:	
Effective Date:	7/5/2016

An Ordinance to Establish 2016 Fees for Operating and Maintaining the Sanitary Sewer System in the City of Summit, County of Union, New Jersey (Establish 2016 sewer user fees)

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

Section 1. Pursuant to Ordinance #1781, passed December 16, 1980, the following Sewer User Charges be and they are hereby set for 2016:

USER CATEGORY	CHARGE
Domestic	
Summit - Per Unit	\$229.00
Agreements	
New Providence - Per Unit (upon receipt of full payment by September 1, 2016 or unit charge shall revert to the Domestic Summit - Per Unit charge) 3,682 units @ \$196.22 = \$722,482.04	\$722,482.04
Industrial	
Novartis Pharmaceuticals	\$872.87
FRC- Electrical Industries	\$1,611.60
Celgene Corporation	\$65,145.38
Lucent Technologies	<u>\$18,395.69</u>
Total	\$86,025.54

Section 2. The above mentioned Sewer User Charges shall be due and payable as follows:

USER CATEGORY	DUE DATE
Domestic	September 1, 2016
Agreements	September 1, 2016
Industrial	September 1, 2016

Section 3. The interest rates, per annum, to be charged on delinquent Sewer User Charges for 2016 were fixed per Resolution #37188, dated January 5, 2016, as follows:

AMOUNT	INTEREST RATE
Up to \$1,500.00	8%
Over \$1,500.00	18%

Excess of \$10,000.00

An additional 6% for a delinquency
when same is not paid by the end of
the year mentioned above

Section 4. That the appropriate municipal employees be and they are hereby authorized to process the cancellation of domestic sewer user fee delinquencies and/or refunds of less than Ten Dollars (\$10.00).

Section 5. All Ordinances or parts of Ordinances inconsistent herewith are hereby repealed, and this Ordinance shall be effective upon final passage and publication according to 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

Approved:

Mayor

City Clerk

Resolution (ID # 4324)
June 21, 2016

AMEND CONFERENCE ROOM USE POLICY

Subject to Passage of Ordinance #16-3111

WHEREAS, in a memo dated June 2, 2016, the Director of the Department of Community Services advises that on December 15, 2015, Common Council adopted a Conference Room Use Policy (Policy) which outlined the criteria for the use of conference rooms in City Hall, and

WHEREAS, sections of the current Policy reference fees set forth in Chapter XII of the Revised General Ordinances of the City for the use of City Hall conference rooms, and

WHEREAS, after careful evaluation of the Policy, it has been determined that in order to make City Hall conference rooms more accessible to the public, all fees associated with the use of City Hall conference rooms should be repealed, and

WHEREAS, passage of Ordinance No. 16-3111 authorizes the repeal of the City Hall Conference Room Use Fees and, therefore, the Conference Room Use Policy, as set forth by resolution, should be amended to reflect this change.

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

That with the passage of City Ordinance #16-3111, the City Hall Conference Room Use Policy be and is hereby amended to reflect the repeal of fees for use of City Hall Conference Rooms as shown below:

City Hall Conference Room Use Policy, effective February 17, 2016, as amended on May 17, 2016:

1. Conference Rooms – List of Authorized user groups:
 - a. Mayor and Common Council;
 - b. Council Committees;
 - c. City Administrator;
 - d. City Boards, Commissions, and Committees;
 - e. Internal staff;
 - f. Board of Education;
 - g. Other elected and government officials;
 - h. Non- or not-for-profit organizations, which must provide the following before using rooms:
 - 1) Certificate of Insurance, sample showing liability amounts, etc. attached (Per Joint Insurance Fund (JIF) Rules, certificates must include the following:
 1. \$1 million in General Liability;

2. Name the City of Summit as an additional insured; and
3. Must include in the description box (use of the meeting rooms on xxx dates);
- 2) Hold Harmless Agreement, signed;
- 3) IRS Determination letter confirming non- or not-for-profit status;
- 4) Proof that non- or not-for-profit organization is located in Summit:
 1. Business Registration Certificate, IRS determination letter bearing address, other official governmental documents listing business address, proof of ownership or lease agreement, or First class mail from any government agency, public utility, insurance company, or bank dated within 60 days of request (Post Office boxes are not acceptable); and
- 5) ~~Fee as set forth in Chapter XII of the Revised General Ordinances of the City of Summit.~~
- i. Civic and political organizations, which must provide the following before using rooms:
 - 1) Certificate of Insurance, per Joint Insurance Fund (JIF) Rules, certificates must include the following:
 1. \$1 million in General Liability;
 2. Name the City of Summit as an additional insured; and
 3. Must include in the description box (use of the meeting rooms on xxx dates);
 - 2) Hold Harmless Agreement, signed;
 - 3) Proof that organization is located in Summit:
 1. Business registration certificate, other official governmental documents listing business address, proof of ownership or lease agreement, or First class mail from any government agency, public utility, insurance company, or bank dated within 60 days of request (Post Office boxes are not acceptable).
 - 4) ~~Fee as set forth in Chapter XII of the Revised General Ordinances of the City of Summit.~~

The use of conference rooms by unnamed commercial groups or by authorized users for commercial purposes is strictly prohibited.
2. Conference Rooms designated for meetings:
 - a. Council Chamber/Court Room (CCC) (1st floor)
 - b. Whitman Community Room (WCR) (2nd floor)
 - c. Large Conference Room (LCR) (2nd floor)
 - d. Small Conference Room (SCR) (2nd floor)
 - 1) The Small Conference Room should only be considered if the other three rooms (CCC WCR, LCR) are already reserved and the meeting cannot be rescheduled.
 - 2) Scheduler must advise Communications Specialist at least one day in advance if the Small Conference Room is needed and scheduled during office hours.
3. Days and time when meetings may be scheduled in the conference rooms:
 - a. Monday through Wednesday from 7:30 am to 10:00 pm. No meeting may be scheduled to commence later than 8:00 pm.
 - b. Thursday from 7:30 am to 4:30 pm.
 - c. Thursday 4:30 pm – 10:00 pm, only groups listed in Item #1, Subsections a through f,

above, may use conference rooms. No meeting may be scheduled to commence later than 7:30 pm.

- d. Friday, from 7:30 am to close of business.
 - e. Friday, from close of business through Monday 7:30 am, no meetings shall be scheduled.
4. The order of preference for use of conference rooms shall be as set forth in Item #1 above.
- a. If a conference room has been reserved by a group other than the Common Council, or Council Committees, or City Administrator (the "Governing Body") and it is determined that the Governing Body requires use of the room, the Governing Body shall be given precedence.
 - b. Scheduler shall notify the group who reserved the conference room identified in 4.a. of the Governing Body's need to use the room and provide alternate rooms or dates available for the group's use. Any fee paid will be refunded or a credit provided toward use of a future conference room.
5. ~~No refunds shall be made on fees paid by an authorized user unless:~~
- ~~a. The authorized user provides the Scheduler a 24 hour notice of a cancellation.~~
 - ~~b. The use of the conference room is precluded by the close of City Hall.~~
 - ~~c. The use of the conference room is precluded by the use of the Governing Body as set forth in Item 4a. above.~~

(deletions shown by ~~strikethroughs~~)\

Dated: June 21, 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, June 21, 2016.

City Clerk



Community Service Department (DCS)
R - Buildings and Grounds

www.cityofsummit.org

Meeting: 06/21/16 07:30 PM

RESOLUTION (ID # 4324)

DOC ID: 4324

TO: Mayor and Common Council

FROM: Paul Cascais, Director - Department of Community Services

DATE: June 2, 2016

On December 15 2015, Common Council adopted a Conference Room Use Policy (“Policy”). The “Policy” outlines criteria for the use of conference rooms in City Hall. Section 1, subsection h. Subsection 5), Section 1, subsection I, subsection 4) and Section 5 of the current “Policy” references fees set forth in Chapter XII of the Revised General Ordinances of the City of Summit for the use of City Hall conference rooms.

After a careful evaluation of the “Policy” it has been determined all fees associated with the use of conference rooms be repealed. The repealing of fees will maintain the level services provided to the users in the past and will make the conference rooms more accessible to the public.

On June 8, 2016 Common Council introduced an ensuing Ordinance repealing all fees associated with the use of conference rooms in City Hall; the hearing for the introduced Ordinance is scheduled for June 21, 2016.

Attached please a copy of the “Policy” with the recommended revisions for your consideration.



Community Service Department (DCS)
R - Buildings and Grounds

www.cityofsummit.org

Meeting: 06/21/16 07:30 PM

RESOLUTION (ID # 4324)

DOC ID: 4324

TO: Mayor and Common Council

FROM: Paul Cascais, Director - Department of Community Services

DATE: June 2, 2016

On December 15 2015, Common Council adopted a Conference Room Use Policy (“Policy”). The “Policy” outlines criteria for the use of conference rooms in City Hall. Section 1, subsection h. Subsection 5), Section 1, subsection I, subsection 4) and Section 5 of the current “Policy” references fees set forth in Chapter XII of the Revised General Ordinances of the City of Summit for the use of City Hall conference rooms.

After a careful evaluation of the “Policy” it has been determined all fees associated with the use of conference rooms be repealed. The repealing of fees will maintain the level services provided to the users in the past and will make the conference rooms more accessible to the public.

On June 8, 2016 Common Council introduced an ensuing Ordinance repealing all fees associated with the use of conference rooms in City Hall; the hearing for the introduced Ordinance is scheduled for June 21, 2016.

Attached please a copy of the “Policy” with the recommended revisions for your consideration.

City Hall Conference Room Use Policy, effective February 17, 2016

1. Conference Rooms – List of Authorized user groups:
 - a. Mayor and Common Council;
 - b. Council Committees;
 - c. City Administrator;
 - d. City Boards, Commissions, and Committees;
 - e. Internal staff;
 - f. Board of Education;
 - g. Other elected and government officials;
 - h. Non- or not-for-profit organizations, which must provide the following before using rooms:
 - 1) Certificate of Insurance, sample showing liability amounts, etc. attached (Per Joint Insurance Fund (JIF) Rules, certificates must include the following:
 1. \$1 million in General Liability;
 2. Name the City of Summit as an additional insured; and
 3. Must include in the description box (use of the meeting rooms on xxx dates);
 - 2) Hold Harmless Agreement, signed;
 - 3) IRS Determination letter confirming non- or not-for-profit status;
 - 4) Proof that non- or not-for-profit organization is located in Summit:
 1. Business Registration Certificate, IRS determination letter bearing address, other official governmental documents listing business address, proof of ownership or lease agreement, or First class mail from any government agency, public utility, insurance company, or bank dated within 60 days of request (Post Office boxes are not acceptable); and
 - 5) Fee as set forth in Chapter XII of the Revised General Ordinances of the City of Summit.
 - i. Civic and political organizations, which must provide the following before using rooms:
 - 1) Certificate of Insurance, per Joint Insurance Fund (JIF) Rules, certificates must include the following:
 1. \$1 million in General Liability;
 2. Name the City of Summit as an additional insured; and
 3. Must include in the description box (use of the meeting rooms on xxx dates);
 - 2) Hold Harmless Agreement, signed;
 - 3) Proof that organization is located in Summit:
 1. Business registration certificate, other official governmental documents listing business address, proof of ownership or lease agreement, or First class mail from any government agency, public utility, insurance company, or bank dated within 60 days of request (Post Office boxes are not acceptable).
 - 4) Fee as set forth in Chapter XII of the Revised General Ordinances of the City of Summit.

The use of conference rooms by unnamed commercial groups or by authorized users for commercial purposes is strictly prohibited.

2. Conference Rooms designated for meetings:
 - a. Council Chamber/Court Room (CCC) (1st floor)
 - b. Whitman Community Room (WCR) (2nd floor)
 - c. Large Conference Room (LCR) (2nd floor)
 - d. Small Conference Room (SCR) (2nd floor)
 - 1) The Small Conference Room should only be considered if the other three rooms (CCC WCR, LCR) are already reserved and the meeting cannot be rescheduled.
 - 2) Scheduler must advise Communications Specialist at least one day in advance if the Small Conference Room is needed and scheduled during office hours.

3. Days and time when meetings may be scheduled in the conference rooms:
 - a. Monday through Wednesday from 7:30 am to 10:00 pm. No meeting may be scheduled to commence later than 8:00 pm.
 - b. Thursday from 7:30 am to 4:30 pm.
 - c. Thursday 4:30 pm – 10:00 pm, only groups listed in Item #1, Subsections a through f, above, may use conference rooms. No meeting may be scheduled to commence later than 7:30 pm.
 - d. Friday, from 7:30 am to close of business.
 - e. Friday, from close of business through Monday 7:30 am, no meetings shall be scheduled.

4. The order of preference for use of conference rooms shall be as set forth in Item #1 above.
 - a. If a conference room has been reserved by a group other than the Common Council, or Council Committees, or City Administrator (the “Governing Body”) and it is determined that the Governing Body requires use of the room, the Governing Body shall be given precedence.
 - b. Scheduler shall notify the group who reserved the conference room identified in 4.a. of the Governing Body’s need to use the room and provide alternate rooms or dates available for the group’s use. Any fee paid will be refunded or a credit provided toward use of a future conference room.

5. No refunds shall be made on fees paid by an authorized user unless:
 - a. The authorized user provides the Scheduler a 24 hour notice of a cancellation.
 - b. The use of the conference room is precluded by the close of City Hall.
 - c. The use of the conference room is precluded by the use of the Governing Body as set forth in Item 4.a. above.

Resolution (ID # 4323)
June 21, 2016

**APPOINT TECHNOLOGY ADVISORY COMMITTEE MEMBER (PENDING CLOSED
SESSION DISCUSSION)**

Pending Closed Session Discussion

Resolution (ID # 4351)
June 21, 2016

AUTHORIZE USE OF PUBLIC PROPERTY FOR PARKLET

Resolution (ID # 4060)
June 21, 2016

**AUTHORIZE CONTRACT EXECUTION - BROAD STREET EAST LOT VALET PARKING
CONCESSION**

WHEREAS, under the procedures for Competitive Contracting pursuant to N.J.S.A. 40A:11-4.1 et seq., the City of Summit received proposals for Broad Street East Lot Valet Parking Concession on May 24, 2016, for the July 1, 2016 through June 30, 2017 term with consideration of one year extensions for a total contract term not to exceed five (5) years, and

WHEREAS, in a memo dated June 8, 2016, the Parking Services Manager, upon evaluation of the proposals, recommends that awarding the contract to Park Plus Valet Services, Inc., for 6-115 cars per car: \$9.00/City, \$1.00/Vendor; 116+ cars per car: \$5.50/City, \$4.50/Vendor.

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

- . That the Mayor and the City Clerk are hereby authorized and directed to execute an agreement with Park Plus Valet Services, Inc., 408 US Highway Route 1 & 9 So., Newark, NJ 07114.
- . That this contract is awarded, without competitive bidding as Competitive Contracting in accordance with N.J.S.A. 40A:11-4.1 et seq.
- . That Park Plus Valet Services, Inc. shall be subject to meeting the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 (Affirmative Action), N.J.S.A. 52:32-44 (Business Registration), and the City's insurance requirements.
- . A notice of this action shall be printed in the Union County Local Source.

Dated: June 21, 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, June 21, 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
 Date: June 8, 2016
 Re: Award Competitive Contract to Park Plus Valet for Non-Resident Valet Parking

In April, 2016 Parking Services put out a RFP for Valet Parking Services for the Broad Street East parking lot for valeting of non-resident commuter vehicles since the current contract expires June 30, 2016. The RFP was advertised on the City's website for proposals to be received by May 24, 2016. The City received only one response which is from the current vendor, Park Plus Valet, Inc. We did receive an inquiry from another vendor about the RFP; however, that was on the day responses were due and was clearly too late to submit a response.

The Broad Street East lot operates as follows:

1. There are a total of 180 surface spaces within the Broad Street East Lot
2. Sixty (60) surface spaces are reserved for residents and employees
3. Five (5) surface spaces are reserved for NJ Transit's 24/7 emergency access to the track lines
4. That leaves 115 physical surfaces spaces for non-resident commuters to park
5. The valet company valets cars within the rest of non-resident section up to an additional 70 vehicles per day.

The contract is based upon a revenue split between the City and the Contractor. The Contractor receives all revenues and submits a monthly report of parked vehicles and a check based upon the following revenue split:

1. Vehicles parking in surface spaces 06-115 the revenue split is:
 - a. The City receives \$9 per vehicle
 - b. The Contractor receives \$1 per vehicle
2. Vehicles valeted vehicles (116+) the revenue split is:
 - a. The City receives \$5.50 per vehicle or 55% of revenue
 - b. The Contractor receives \$4.50 per vehicle or 45% of revenue

The pricing is the same as the current contract; however, built into the RFP/Contract is a stipulation that if the City were to increase the daily \$10 fee, the revenue split will be the same percentage (%) stipulated in the RFP response and throughout the life of the contract up to five years. Therefore, as an example, if the City were to raise the daily fee to \$12 the revenue split would be:

1. Vehicles parking in surface spaces 06-115 the revenue split is
 - a. The City receives \$11 per vehicle – increase of \$2.00 per vehicle
 - b. The Contractor receives \$1 per vehicle – same revenue.
2. Vehicles valet 116+ vehicles the revenue split is:
 - a. The City receives \$6.60 per vehicle or 55% of the revenue which equates to an increase of \$1.10 per vehicle
 - b. The Contractor received \$5.40 per vehicle or 45% of the revenue which equates to an increase of \$.90 per vehicle.

Actual additional revenue projections will be provided after the parking assessment recommendations are received.

Please approve the attached resolution for a competitive contract with Park Plus Valet Service, Inc., 408 U.S. Highway Route 1 & 9 South, Newark, NJ 07114.

Resolution (ID # 4315)
June 21, 2016

**REJECT BIDS & AUTHORIZE RE-ADVERTISEMENT - TATLOCK PARK BLEACHER
RENOVATION PROJECT**

WHEREAS, one bid was received for the Tatlock Park Bleacher Renovation Project on May 24, 2016, and

WHEREAS, in a memo dated June 1, 2016, the Community Programs Director advises that the one bid received must be rejected pursuant to N.J.S.A. 40A:11-13.2.a because it exceeds the cost estimate for the project, and

WHEREAS, in the same memo, the Director requests authorization to re-advertise with bids to be received on July 12, 2016.

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

1. That, pursuant to 40A:11-13.2.a, the one bid received for the Tatlock Park Bleacher Renovation Project received by the Purchasing Agent on May 24, 2016, be and it is hereby rejected pursuant to N.J.S.A. 40A:11-13.2.a because it exceeds the cost estimate for the project.
2. That the proper City officials be and they are hereby authorized and directed to readvertise for bids for the Tatlock Park Bleacher Renovation Project, with said bids to be advertised in the Union County Local Source on Thursday, June 30, 2016 and received by the Purchasing Agent on Tuesday, July 12, 2016, in the Council Chamber, City Hall, 512 Springfield Avenue, Summit, New Jersey at 11:00 a.m.

Dated: June 21, 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, June 21, 2016.

City Clerk



Department of Community Programs
R - General Services

www.cityofsummit.org

Meeting: 06/21/16 07:30 PM

RESOLUTION (ID # 4315)

DOC ID: 4315 B

TO: Mayor and Common Council

FROM: Judith Leblein-Josephs, Director - Department of Community Programs

DATE: June 1, 2016

SUMMARY

The City of Summit received only one bid for the Investors Bank Field Bleacher and Press Box rehabilitation project. After consultation with our design firm PPD, we recommend that the bid be rejected per N.J.S.A 40 A: 11-13.2a. The lowest bid substantially exceeds the cost estimates for the goods or services.

We strongly recommend that the bid be rejected and that the Common Council authorize the advertisement and re-bid of the project.

We believe that rebidding the project will result in a more competitive process and a better price for the project. Should the second bid need to be rejected, we can then enter into negotiations with the lowest responsible bidder.

The bid we received was for a total of \$ 783,823. The estimate of our design firm was approximately \$625,000 - \$650,000.

Schedule:

Re-advertise 6/30/16

Receive bids 7/12/16

Award bid 7/26/16

Resolution (ID # 4342)
June 21, 2016

AUTHORIZE SUBMISSION OF THE RECREATION OPPORTUNITIES FOR INDIVIDUALS WITH DISABILITIES (ROID) 2016-2017 GRANT APPLICATION AND ACCEPTANCE

WHEREAS, the Department of Community Programs is seeking permission to submit a “Recreation Opportunities for Individuals with Disabilities” grant application to the New Jersey Department of Community Affairs, and

WHEREAS, there is a possible \$21,600.00 in funding which would continue funding support for the Special Needs Coordinator position within the Department of Community Programs and certain other program related expenses for July 1, 2016 through June 30, 2017, and

WHEREAS, there is a required local match share in the ratio of at least one local dollar for every five State dollars, in other words a 20% match, and

WHEREAS, the City of Summit recognizes and accepts that the Department may offer a lesser or greater amount.

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

1. That the proper City officials be and they are hereby authorized to submit an application for a New Jersey Department of Community Affairs Recreation Opportunities for Individuals with Disabilities Grant.
2. That the City of Summit recognizes and accepts that the Department may offer a lesser or greater amount.
3. That there is a required local match share in the ratio of at least one local dollar for every five State dollars, in other words a 20% match.
4. That, if awarded, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, the Mayor and City Clerk are authorized to sign such a contract and any other documents necessary in connection therewith.
5. That, if awarded, upon receipt of the fully executed agreement from the New Jersey Department of Community Affairs, the proper City officials are further authorized to expend funds pursuant to the terms of the agreement between the City of Summit and the New Jersey Department of Community Affairs.

Dated: June 21, 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, June 21, 2016.

City Clerk



Memo to: Nora Radest and Members of Common Council
From: Judith Leblein Josephs, CPRP
Re: Authorization to Execute DCA Grant Contract
Date: June 13, 2016

This is to alert you that we will soon be requesting a resolution authorizing the submission of a grant application to the New Jersey Department of Community Affairs, Bureau of Recreation Opportunities for Individuals with Disabilities. The application would be to continue funding support for the Special Needs Coordinator position within DCP and certain other program related expenses for July 2016-June 2017.

The NJDCA grant has been an important contributor allowing Summit to provide these critical special needs youth programs. In 2010, DCP received the first grant of \$13,500 to help the DCP and TryCAN jump start the program and begin to turn it into the award winning regional program it has become. Most importantly, the funding allowed for an hourly Program Supervisor to coordinate these activities. Since 2010, we have received annual grants totaling \$108,000 for the fiscal June years 2011-2016 combined. Last year we were awarded approximately \$26,000. We will ask for \$21,600 for the fiscal 2017 year. As in the past, there are no municipal budget allocations tied to this application.

These grants have allowed DCP and TryCAN continue to expand program offerings and continue funding for our hourly program supervisor, Kevin Taylor, who helps us manage these programs and our collaboration with other towns in the collaboration.

As you may be aware, we initially formed the collaboration with New Providence and Berkeley Heights to provide a comprehensive shared program of recreation, leisure and social development programs to serve children with special needs. The organization, TryCAN is parent volunteer and fundraising arm to help support these programs. Due to its success, the collaboration now includes ten members (including Millburn, Springfield, Maplewood, Mountainside, Scotch Plains, South Orange, and Chatham), with members paying an annual fee to DCP. This allows us to continue to expand our capacity as a hub for these programs for families in several nearby counties as well as continue to train a talented pool of teen Peer Mentors who assist our coaches, teachers and students across the programs.

In the spirit of Shared Services and the “pay it forward” attitude of the program, our efforts have been recognized as an example of how neighboring communities can creatively share resources in meeting the needs of special children and their families.

We will seek your support to enter into this grant application at the Common Council meeting of June 21, 2016, and I will be available should you have any additional questions at the meeting.

**New Jersey Department of Community Affairs
APPLICATION FOR GRANT FUNDS**

STANDARD GRANT COVER SHEET

2017-05157-0044

1. DCA Program to Which Applicant is Applying: Recreational Opportunities for Individuals with Disabilities 2017			
2. Name of Applicant Agency Summit City			
3. Street Address 512 Springfield Avenue			
City Summit	State New Jersey	Zip Code 07901-2607	County Union
4. Official Contact Person Ms. Megan Champney		Title Assistant to the City Adm	Phone number (908) 522-3600
5. Program Contact Person Ms. Judith Josephs		Title	Phone Number (908) 277-2932
6. Proposed Project/Grant Title Rec Opportunities for Individuals with Disabilities 2017			
7 Total Cost of the Project \$25,920	8. Requested Amount \$21,600	9. Funds from Other Sources \$4,320	
10. Project Location (if Different from Applicant Agency) *See Program Component Cover Sheet			
11. Vendor Number 226002329-99	12. Employer ID 226002329	13. Tax Exempt ID 22-6002329	
14. Area(s) Benefiting: *See Program Component Cover Sheet			
15. Briefly describe the project for which you are seeking funds. for recreation programs for individuals with disabilities in the Summit and nearby local area.			

Attachment: ROID ppwk & match funds ltr (4342 : Authorize ROID Grant 2016-2017 Grant Application and Acceptance)

16. a. Will any member of the Board of Directors/Trustees receive any direct or indirect personal or monetary gain from the funding of this grant?

Yes No

b. Does any member of the Board of Directors/Trustees serve on any board, council commission, committee or task force which has regulatory or advising influence on the funding program? Yes No

If yes, please describe:

17. Fiscal Contact Person

Mrs. Marge Gerba

Title

Chief Financial Officer

Phone Number

(908) 277-9422

21. Agency Fiscal Year

1/1 to 12/31

22. Name of CPA Firm Appointed by Grantee

23. **Certification:** The applicant certifies that to the best of his/her knowledge and belief all data supplied in this application and attachments are true and correct. The document has been duly authorized by the governing body of the applicant and further understands and agrees that any grant received as a result of this application shall be subject to the grant conditions and other policies, regulation, and rules issued by the New Jersey Department of Community Affairs which include provisions described in grant applications instructions.

Name and Title of Applicant (Print)

Nora Radest, Mayor

Signature of Applicant

Date of Application

Attest:

Rosalia M. Licatase, City Clerk

**New Jersey Department of Community Affairs
APPLICATION FOR GRANT FUNDS**

PROGRAM COMPONENT COVER SHEET

Program Type Municipalities/County: Recreation for special needs			
10. Project Location (if Different from Applicant Agency) City of Summit			
Street Address 100 Morris Avenue			
City Summit	State New Jersey	Zip 07901-1225	Room Number
14. Area(s) Benefiting: Essex County, Hudson County, Morris County, Union County,			

Program Type			
10. Project Location (if Different from Applicant Agency)			
Street Address			
City	State	Zip	Room Number
14. Area(s) Benefiting:			

Program Type			
10. Project Location (if Different from Applicant Agency)			
Street Address			
City	State	Zip	Room Number
14. Area(s) Benefiting:			

Attachment: ROID ppwk & match funds ltr (4342 : Authorize ROID Grant 2016-2017 Grant Application and Acceptance)

SCHEDULE G

New Jersey Department of Community Affairs
APPLICATION FOR GRANT FUNDS

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

In accordance with Federal Executive Order 12549, "Debarment and Suspension," the undersigned certifies, to the best of his or her knowledge that as an applicant, this agency or its key employees:

- a. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transaction by any Federal Department or agency, or by the State of New Jersey;
- b. have not within a 3-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense, in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or Local) transaction or contract under a public transportation; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- c. are not presently indicted or for otherwise criminally or civilly charged by a governmental entity (Federal, State, or Local) with commission of any offenses enumerated in paragraph (b) of this certification; and
- d. have not within 3-year period preceding this application had one or more public transactions (Federal, State, or Local) terminated for cause or default.

The applicant agrees that by submitting this application, it will obtain from all its subgrantees a certification that includes without modification paragraphs (a), (b), (c), (d), of this certification in accordance with Federal Executive Order 12549.

NAME OF AGENCY <i>City of Summit</i>	
NAME AND TITLE OF OFFICIAL SIGNING FOR AGENCY <i>Nora Radest, Mayor</i>	
SIGNATURE OF ABOVE OFFICIAL	DATE SIGNED
<p>NOTE: The following document related to Debarment and Suspension as required by Federal regulations will be used as the basis for completion of this certification:</p> <p>List of <i>parties excluded</i> from Federal Procurement or Non-Procurement Programs. This document is distributed by U.S. General Services Administration, U.S. Printing Office, Washington, D.C. This document can be acquired from the Superintendent of Documents by calling (202) 783-3238.</p>	

FS-40g
DEC 04 Attest: _____
Rosalia M. Licatese, City Clerk

Attachment: ROID ppwk & match funds ltr (4342 : Authorize ROID Grant 2016-2017 Grant Application and Acceptance)

SCHEDULE H

New Jersey Department of Community Affairs
APPLICATION FOR GRANT FUNDS

CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge that:

- a. No grant funds awarded from State and/or Federal appropriations have been paid or will be paid, by or on behalf of the grantee, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any grant, the making of any loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any grant, loan, or cooperative agreement.
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this, grant, loan, or cooperative agreement, the grantee shall complete and submit the Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. This form can be found at the following website address: <http://www.hhs.gov/oagam/oam/opportunities/rfp0202/sf111.pdf>.
- c. The grantee shall require that the language of this compliance requirement (certification) be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This requirement (certification) is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Name of Agency City of Summit	
Name and Title of Official Signing for Agency Nora Radest, Mayor	
Signature of Above Official	Date Signed

FS-40h Attest: _____
MAR 09 Rosalia M. Licatese, City Clerk

Attachment: ROID ppwk & match funds ltr (4342 : Authorize ROID Grant 2016-2017 Grant Application and Acceptance)

THE CITY OF SUMMIT

NEW JERSEY

CITY HALL 512 SPRINGFIELD AVENUE SUMMIT, NJ 07901
www.cityofsummit.org

Phone (908) 277-9424
 Fax (908) 273-2977

MELISSA BERGER
 Assistant City Treasurer
mberger@cityofsummit.org

Phone: 908-277-9424
 Fax: 908-273-2977

June 15, 2016

New Jersey Department of Community Affairs
 Division of Housing and Community Resources
 Office of Recreation
 101 South Broad Street
 P.O. Box 811
 Trenton, NJ 08625-0811

Subject: Rec Opportunities for Individuals with Disabilities 2016-2017

To the Above Addressed:

As Assistant City Treasurer for the City of Summit, I hereby certify that funds are available for the services of a Special Needs Coordinator, said services to be utilized from July 2016 to June 2017, per this grant application. The total amount of matching funds is \$4,320.00, and is available in the Recreation Trust account number T-03-56-286-000-071.

Sincerely,



Melissa Berger
 Assistant City Treasurer

Resolution (ID # 4312)
June 21, 2016

**DECLARE VACANCY - DEPARTMENT OF COMMUNITY PROGRAMS -
ADMINISTRATIVE ASSISTANT - COMMUNICATIONS**

Pending closed session discussion

RENEW 2015-2016 LIQUOR LICENSE

PENDING 2015-2016 TAX CLEARANCE

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

That the following Club License be granted to the licensee listed for a period of one year beginning July 1, 2015 and ending June 30, 2016:

Club License with an annual fee of \$180.00 having been paid:

Name & Location of Premises

State License No.

Pending Tax Clearance

Italian American Civic Federation
(inactive)

2018-31-025-001

FURTHER RESOLVED that Tax Clearance Certificates, as required by the State Division of Alcoholic Beverage Control for new or renewal of liquor licenses, have been received for the above licenses.

Dated: June 21, 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, June 21, 2016.

City Clerk

RENEW 2016-2017 LIQUOR LICENSES

PENDING ONLINE RENEWAL, STATE FEE, CITY FEE, AND/OR TAX CLEARANCE

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

That the following Plenary Retail Distribution Licenses, Club Licenses and Plenary Retail Consumption Licenses, in their separate categories, be granted to the places listed for a period of one year beginning July 1, 2016 and ending June 30, 2017:

Plenary Retail Distribution Licenses with an annual fee of \$1,980.00 having been paid:

<u>Name & Location of Premises</u>	<u>State License No.</u>
Nimish Corporation T/A Morris Avenue Liquors, Inc. 512-514 Morris Avenue	2018-44-002-007
JK Wine, Inc. T/A Kings Fine Wines & Spirits 784 Springfield Avenue	2018-44-010-010
D&M Liquors, Inc. T/A Windhorst Liquors 221 Broad Street	2018-44-021-002
TMH NJ Summit LLC t/a The Meat House 321 Springfield Avenue	2018-44-004-007
Summit Beverage King T/A The Wine List of Summit 417 Springfield Avenue	2018-44-005-008

Club Licenses with an annual fee of \$180.00 having been paid:

<u>Name & Location of Premises</u>	<u>State License No.</u>
Canoe Brook Country Club, Inc. T/A Canoe Brook Country Club 30 Wallace Road	2018-31-026-001
Elks Club of Summit Lodge #1246 T/A Elks Club of Summit Lodge #1246 40 Maple Street	2018-31-024-001
Italian American Civic Federation	2018-31-025-001

(inactive)

Plenary Retail Consumption Licenses with an annual fee of \$2,400.00 having been paid:

<u>Name & Location of Premises</u>	<u>State License No.</u>
Summit Suburban Hotel T/A Grand Summit Hotel 570 Springfield Avenue	2018-33-018-004
Marco Polo Restaurant & Tavern, Inc. T/A Marco Polo Restaurant & Tavern 527 Morris Avenue	2018-33-011-006

FURTHER RESOLVED that Tax Clearance Certificates, as required by the State Division of Alcoholic Beverage Control for new or renewal of liquor licenses, have been received for all of the above licenses.

Dated: June 21, 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, June 21, 2016.

City Clerk

Resolution (ID # 4325)
June 21, 2016

**DECLARE VACANCY - DEPUTY COURT ADMINISTRATOR (PENDING CLOSED SESSION
DISCUSSION)**

Pending Closed Session discussion.

Resolution (ID # 4332)
June 21, 2016

APPOINT 3 NEW VOLUNTEER FIREFIGHTERS

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

That the following be and they are hereby appointed as Volunteer Firefighters for the City of Summit.

Austin D. Bucossi
71 Saw Mill Drive
Berkeley Heights NJ 07922

Hose Company # 2

Iony E. Bueno
51 Stockton Road
Summit NJ 07901

Chemical Engine Co. # 1

Andrew D. Ruckriegel
10 Long Hill Road
Chatham NJ 07928

Hose Company # 2

Dated: June 21, 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, June 21, 2016.

City Clerk



**CITY OF SUMMIT
FIRE DEPARTMENT**

COMMITTEE MEETING AGENDA

TO: MEMBERS OF THE PUBLIC SAFETY COMMITTEE
MAYOR RADEST
CITY ADMINISTRATOR ROGERS
COUNCILMEMBER OGDEN

FROM: CHIEF ERIC EVERS

RE: RESOLUTION AUTHORIZING THE APPOINTMENT OF THREE NEW VOLUNTEER FIREFIGHTERS

DATE: JUNE 7, 2016

COPY TO: MICHAEL ROGERS, CITY ADMINISTRATOR
ROSEMARY LICATESE, CITY CLERK

A resolution is requested at the June 21, 2016 meeting of Common Council authorizing the people listed below for appointment as members of the Volunteer Division of the Summit Fire Department.

Austin D. Bucossi
71 Saw Mill Drive
Berkeley Heights NJ 07922

Hose Company # 2

Iony E. Bueno
51 Stockton Road
Summit NJ 07901

Chemical Engine Co. # 1

Andrew D. Ruckriegel
10 Long Hill Road
Chatham NJ 07928

Hose Company # 2

All of these individuals have satisfied the requirements for membership in the Volunteer Division.

Thank you for your consideration in this matter.

Resolution (ID # 4336)
June 21, 2016

APPOINT TWO (2) NEW POLICE OFFICERS

Pending closed session discussion

**AUTHORIZE EXECUTION OF SHARED SERVICES AGREEMENT WITH NEW
PROVIDENCE - WASTEWATER OPERATIONS AND MAINTENANCE**

WHEREAS, the City of Summit (“City”) and Borough of New Providence (“Borough”) have been parties to a five-year shared services agreement for Wastewater Operations and Maintenance from May 18, 2011 through May 17, 2016, and

WHEREAS, in a memo dated May 18, 2016, the City Engineer/Deputy DCS Director advised that the overall agreement was a success and the Borough has greatly assisted in proactively maintaining the City’s facilities while communicating regularly and effectively with City staff, and

WHEREAS, in the same memo, the City Engineer/Deputy DCS Director recommends entering into the attached agreement with the Borough as the Lead Agency pursuant to NJSA 40A:65-1 et seq. for a period retroactive to the expiration of the previous contract referenced above through June 30, 2018.

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

That the Mayor and City Clerk be and they area hereby authorized to execute the attached Shared Services Agreement with the Borough of New Providence for Wastewater Operations and Maintenance.

Dated: June 21, 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, June 21, 2016.

City Clerk



RESOLUTION (ID # 4299)

DOC ID: 4299

TO: Mayor and Common Council
FROM: Aaron Schrager, City Engineer/ Deputy DCS Director
DATE: May 18, 2016

SUMMARY

By law, the City is required to maintain a C-3 Operator License to operate its sewer collection system. A C-3 license is required based on the system type (collection only) and population. For years, the City utilized various firms to provide the license before a shared service study was completed with the Borough of New Providence which identified the possibility for the shared service. As a result, the Borough of New Providence has served as the City's licensed sewer operator for the last five (5) years under an agreement that expired last month. Overall, the agreement was a success and the Borough has greatly assisted in proactively maintain our facilities while communicating regularly and effectively to City staff.

At this time, I am requesting that the City pass a resolution to authorize a new two (2) year agreement with New Providence to serve as the City's licensed sewer operator. The agreement should run retroactively back to the termination of the previous agreement to June 30, 2018.

Should you have any questions, please do not hesitate to contact me.

Thanks

SHARED SERVICES AGREEMENT

BY AND BETWEEN THE BOROUGH OF NEW PROVIDENCE AND THE CITY OF SUMMIT RELATIVE TO THE WASTEWATER OPERATIONS AND MANAGEMENT OF THE SEWER SYSTEM OF THE CITY OF SUMMIT

THIS DOCUMENT constitutes a Shared Services Agreement, pursuant to N.J.S.A. 40A:65-1 et. seq., entered into by and between the Borough of New Providence, a body politic and corporate of the State of New Jersey with offices located at 360 Elkwood Avenue, New Providence, New Jersey 07974 and the City of Summit, a body politic and corporate of the State of New Jersey with offices located at 512 Springfield Avenue, Summit, New Jersey 07901. The date of execution of this Agreement is the ____ day of _____, 2016 and retroactively continues the agreement that expired on May 2, 2016. Any changes from the agreement that expired on May 2, 2016 shall be effective on May 3, 2016

WITNESSETH

WHEREAS, the Borough of New Providence (hereinafter "Borough") is a body politic and municipal corporation organized under the laws of the State of New Jersey and located in Union County; and

WHEREAS, the City of Summit (hereinafter "City") is a body politic and municipal corporation organized under the laws of the State of New Jersey and located in Union County; and

WHEREAS, the City and the Borough desire to enter into an agreement whereby the Borough will assume inspections and maintenance of the City's four sewer system pump stations to the extent provided for herein, with the result of shared efficiencies and costs in respect thereto; and

WHEREAS, the City and the Borough intend by virtue of this document to set forth the terms and conditions of this Shared Services Agreement; and

WHEREAS, the proper and respective public officials were authorized to execute this Amendment to the Shared Services Agreement pursuant to Resolutions of their respective public entities, attached hereto and made a part of this Agreement; and

NOW, THEREFORE, AND IN CONSIDERATION of the mutual promises set forth herein, the parties agree as follows:

1. PURPOSE.

The City and the Borough agree that the Borough will commence a course of action to assume the inspections and maintenance of the City's pump stations and to provide licensed oversight of the City's collections system as set forth herein and which will generally involve the assignment of Borough employees to undertake such operations in return for payments by the City to compensate for said work.

2. SEWER OPERATIONS; TERMS AND CONDITIONS

- a. New Providence shall act as Lead Agency in this Shared Services Agreement with Summit to provide Wastewater Pump Station Operations and Management (O&M) for a period through July 1, 2018. Either party may terminate this agreement with 90 days written notice to the other party.
- b. The Shared Services Agreement shall be reviewed at least annually to ensure mutual satisfaction and may be renewed in two (2) year increments as agreed by the parties.
- c. The Borough of New Providence as "Lead Agency" shall perform the following:

- i. All communications regarding day-to-day operations of the Summit pump stations will be direct from and to New Providence's Licensed Plant Operator and Summit's City Engineer.
- ii. During the work week (Monday through Friday), one time per day inspection services for the equipment at the four pump stations located in the City of Summit will be provided by New Providence personnel (See the checklist of proposed daily maintenance procedures attached as an addendum to this agreement).
- iii. Summit shall install video and audio monitoring equipment in each pump station to allow remote access monitoring. In addition float alarms shall be installed where appropriate. The Borough shall provide a second daily weekday inspection via the remote access.
- iv. A weekend pump station inspection service – one time per day for cumulative two hours Saturday and two hours on Sunday.
- v. The base fee for the work week services will be \$90,000 per annum to be paid to New Providence in quarterly installments of \$22,500 in advance. The weekend pump station inspection service will be \$16,000 per annum to be paid in quarterly installments of \$4,000 in advance. Any repair work outside of normal routine and preventative maintenance will be charged based on time and materials (T&M).
- vi. T&M charges will be based on \$140 per man hour for labor. When employees are paid overtime in accordance with their collective bargaining agreement, the rate for T&M shall be \$155.00 per hour.
- vii. NJ One Call Mark-Out
 1. NJ One Call Mark Out request will be performed on Summit two (2) force mains. Summit will pay a fee to New Providence in the amount of \$30.00 for each mark out that is performed during regular operating hours. Emergency mark outs performed between 3:30 pm until 7:00 am, Monday through Friday will be a minimum two (2) hour call out and Saturday and Sunday will be a minimum four (4) hour call out billed at \$80.00 per hour. Mark Outs performed on a Holiday will be billed at a double time rate of \$160.00 per hour.
 2. Summit will pay for all mark out request received via fax at the New Providence Wastewater Treatment Plant even if the mark out is for the surrounding area of the City's force main. The cost for each faxed mark out request is five dollars (\$5.00). After hour emergency voice call request made to the New Providence Police Desk are five dollars (\$5.00).
 3. All billing will be done on a Monthly basis were an invoice will be submitted to Summit for payment for the monthly mark out service provided by New Providence.
- viii. Commencing on the first anniversary of the agreement and each one-year anniversary thereafter, all fees charged under this agreement will increase by the annual CPI or 2%, whichever is less. However, a negative CPI will result in 0% increase.

- ix. New Providence will provide the necessary labor to bring all pumps, valves, switches, and other equipment to an industry standard level of performance. Summit will be responsible for procuring all material to complete said work. This work is outside the agreement's base fee and will be billed on a time and materials (T&M) basis. It is agreed that time spend on the procurement of materials is billable at the rate charged for work outside of the base fee per hour.
 - x. With the exception of emergency repairs, the City Engineer will receive a schedule of planned maintenance and repairs at the four pump stations.
 - xi. Each event requiring an emergency call-out shall be billed on a T&M basis and will be subject to call-out minimums as outlined below. For example, an emergency call-out involving the Constantine pump station will be considered one event; and an emergency call-out involving the Chatham Road pump station will be considered a separate event.
 - xii. It is agreed that the call-out provisions of the New Providence Collective Bargaining Agreement (CBA) with Teamsters Local 469 will determine the minimum call-outs as described herein. The Borough's current labor contract calls for 1) a two (2) hour minimum if an employee is called to return to work or required to start work before the regular starting time of 7:00 AM; and 2) a four (4) hour minimum if an employee is called to return to work or called in to work on weekends or holidays. The Borough agrees to notify the City in writing in the event call-out provisions in the CBA are changed.
 - xiii. Summit will continue to be responsible for its own operating and capital budgets.
 - xiv. New Providence's Licensed Plant Operator will work collaboratively with Summit's City Engineer personnel, as needed, to identify, prioritize, and plan for annual operating budget line items and capital projects.
- d. A number of near term capital investments at the pump station are recommended for consideration in the coming budget period, including:
- i. Protective roof structures over wet wells at Constantine and Chatham Road pump stations.
 - ii. Improvements to Chatham Road wet well to increase capacity.
- e. New Providence as the Lead Agency will assign its Licensed Plant Operator to place his existing C-3 license on the Summit pump stations and the Summit collection system in return for an incremental annual fee of \$25,000, to be paid in quarterly installments of \$6,250 per quarter to the Borough.
- i. In addition, New Providence agrees to have the Licensed Plant Operator provide management oversight and on-call support for Summit's collection system personnel for situations where a licensed operator is required by applicable laws and regulations.
 - ii. In the event the Borough's C-3 licensed plant operator becomes unavailable for any reason, and until a new C-3 licensed plant operator is hired or retained by the Borough, the Borough will arrange to provide an interim C-3 license to provide the licensed C-3 services set forth in this Agreement. Summit agrees to share equally in any increased cost to the Borough resulting from the

provision of the interim C-3 license. Summit also agrees to share equally in any increased cost to the Borough resulting from the hiring or retaining of a new C-3 licensed plant operator. Notwithstanding the foregoing, in the event the Borough's C-3 licensed plant operator becomes unavailable for any reason, the Borough reserves the right to terminate this Agreement on 90 days written notice to Summit.

- iii. All on-call support will be billed to Summit as incurred at the T&M rate charged for work outside of the base fee and the actual cost for materials with no mark-up.
- iv. The Summit collection system personnel will agree to provide activity sheets and collection system reports to the Licensed Plant Operator on a weekly basis.
- v. The Licensed Plant Operator will also provide periodic coaching and guidance to Summit personnel in pursuit of a C-2 or C-3 license. This will be accomplished through Summit personnel participating in inspection and maintenance operations at Summit's option. Separate training efforts, over and above work anticipated in the scope of services outlined in other sections of this agreement is not contemplated herein.
- vi. Optionally, the Licensed Plant Operator will train and mentor one Summit employee upon request of Summit officials on routine pump station checks, equipment troubleshooting, and pump rebuilds, if said employee can be assigned to work with New Providence wastewater personnel two or three times per week. This knowledge transfer will give Summit the ability to run the pump stations with their own municipal personnel in the future if this is desired.

3. INDEMNIFICATION

Summit agrees to indemnify and hold harmless New Providence and its officers, agents, and employees, including without limitation its Licensed Plant Operator, from any and all loss, liability, or damage, including without limitation any fines or penalties, reasonable attorneys' fees and costs, resulting from or caused by any defects, deficiencies or conditions that exist or may occur to the Summit pump stations during the term of this agreement, or any services provided by New Providence pursuant to this agreement, regardless of negligence by the indemnitees excepting on losses arising from the gross negligence of the indemnitees.

4. REQUIRED APPROVALS

This Agreement is contingent upon written notification of and written approvals from all applicable regulatory agencies, including without limitation, the Department of Environmental Protection (DEP); the Local Finance Board (LFB) within the Department of Community Affairs, Division of Local Government Services (DCA-LGS); and the Board of Public Utilities (BPU).

5. DISPUTE RESOLUTION.

The Borough Administrator for the Borough of New Providence and the City Administrator for the City of Summit shall be responsible for resolving any disputes over the operation of this Agreement. Should they be unable to do so, a meeting will be held with the Mayor and council president of the Borough Council, and the Mayor and council president of the City Council, to resolve this dispute. Should these officials be unable to resolve the dispute, the dispute may be referred to binding arbitration as provided by the American Arbitration Association. The distribution of the costs of this arbitration shall be determined by the Arbitrator so selected.

6. INSURANCE

New Providence employees will be named as additional insureds on Summit's policies. Summit's Insurance coverage to be primary. New Providence will purchase insurance to extend coverage under endorsements CG7954 and CG7201 for sewer overflow or backup due to New Providence employee negligence. The cost of the additional coverage will be billed to Summit

7. EFFECTIVE DATE.

This Agreement shall become effective upon authorization thereof by adoption of a resolution by the governing body of each municipality, and upon execution of the Agreement by the authorized representative of each municipality.

8. NOTICES.

All notices hereunder shall be in writing and sent certified mail, return receipt requested for the Borough to the Borough Administrator, Borough of New Providence, 360 Elkwood Avenue, New Providence, NJ 07974, and for the City to the City Administrator, City of Summit, 512 Springfield Avenue, Summit, New Jersey 07901, with a copy provided to the Borough and City Attorneys.

9. MISCELLANEOUS

The following provisions shall apply to this agreement:

- a. Construction of this Agreement. The parties acknowledge that this Agreement was prepared under New Jersey Law and shall therefore be interpreted under the laws of that State.
- b. Amendments. This Agreement may not be amended, altered or modified in any manner except in writing signed by the parties hereto.
- c. Headings. This section and any other headings contained in this Agreement are for references only and shall not affect the meaning and interpretation of this Agreement.
- d. Invalid Clause: The invalidity of any clause contained herein shall not render any other provision invalid and the balance of this Agreement shall be binding upon all parties hereto.
- e. Entire Agreement. This Agreement shall consist of the entire Agreement of the parties and it is acknowledged that there is no side or oral Agreement relating to this undertaking as set forth.
- f. Assignability. This Agreement and all rights, duties and obligations contained herein may not be assigned without both parties' prior written permission.
- g. Waiver. It is understood and agreed by the parties that a failure or delay in the enforcement of any of the provisions of this Agreement by either of the parties shall not be construed as a waiver of those provisions.

IN WITNESS WHEREOF, the appropriate elected officials of the Borough of New Providence have placed their signatures and appropriate seals on this ____ day of _____, 2016.

BOROUGH OF NEW PROVIDENCE

Allen Morgan, Mayor

ATTEST:

Wendi B. Barry, Clerk

I, Wendi, Clerk for the Borough of New Providence, do hereby certify the foregoing to be a true and correct copy of the Shared Services Agreement adopted by Resolution of the Borough of New Providence, at a meeting of said Borough of New Providence on _____, 2016.

Wendi B. Barry, Clerk

IN WITNESS WHEREOF, the appropriate elected officials of the City of Summit have placed their signatures and appropriate seals on this ____ day of _____, 2016.

CITY OF SUMMIT

Nora Radest, Mayor

ATTEST:

Rosemary Licatase, Clerk

I, Rosemary Licatase, Clerk for the City of Summit, do hereby certify the foregoing to be a true and correct copy of the Shared Services Agreement adopted by Resolution of the City of Summit, at a meeting of said City of Summit on _____, 2016.

Rosemary Licatase, Clerk

Attachment: Interlocal Agreement Summit Sewer Operations 2016-2018 (4299 : Authorize Execution of Shared Svcs Agreement w New

AUTHORIZE ATTENDANCE - 2016 ANNUAL INTERNATIONAL CODE CONFERENCE

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

That Ralph Maritato, be and he is hereby authorized to attend the 2016 Annual International Code Conference and Group B Public Comment Hearings to be held October 16 – 22, 2016 in Kansas City, Missouri.

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

Dated: June 21, 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, June 21, 2016.

City Clerk



RESOLUTION (ID # 4306)

DOC ID: 4306

TO: Mayor and Common Council
FROM: Gary Lewis, Construction Official
DATE: May 31, 2016

SUBJECT: Authorize Attendance - 2016 Annual International Code Conference

Attached please find a memo drafted by the City's Construction Official, Gary Lewis, requesting the attendance of Building Inspector, Ralph Maritato at the International Code Council (ICC) Conference on October 16, 2016 through October 22, 2016.

Attendance at the conference offers opportunities for professional development through educational training, from basic to advanced level. The conference offers an excellent opportunity to network and build long-term business relationships and exposes Ralph to any developments in policy, law and regulation at all stages.

Ralph currently, and in the past, has acted in the capacity of Construction Official during Gary's absence. Therefore, this professional development opportunity will potentially provide useful information for Ralph to utilize when leading the Code and Construction Unit during Gary's absence.

If this request is approved, and following the attendance at the conference, Ralph will be required to provide a report to Gary and me detailing the value of his attendance at the conference and what he learned relative to changes to current and emerging rules, codes and business technology.

It is my recommendation a resolution is authorized for the attendance to the ICC Conference by Ralph Maritato.

Community Services

Memo

To: Paul Cascais, Director
From: Gary Lewis, Construction Official
Date: May 23, 2016
Re: 2016 Annual ICC Conference – R. Maritato

I would like authorization from the City for Ralph Maritato to attend the annual ICC Conference this October 16th through October 22nd in my stead. Ralph has been selected by his peers to serve on the Board of Directors of the NJ Building Officials' Association. In addition to the ICC's Annual Business Meeting, hundreds of changes to the International Codes, which are adopted here for use throughout New Jersey, will be discussed and debated over the ensuing four days after the Business Meeting and educational programs. Cutting edge changes in building technology will also be on display, as will a variety of hardware and software technologies specifically aimed at construction office applications.

The anticipated cost breakdown, for which funds have already been budgeted, is as follows:

◆ Conference registration fee	-	\$ 625.00
◆ Airfare	-	390.00
◆ Accommodations	-	672.00
◆ Expenses (max. \$25.00/day)	-	<u>150.00</u>
Expenses	-	\$ 1837.00

In addition to the networking and knowledge gained, the conference will satisfy a portion of Ralph's continuing education requirements for re-licensure. I would appreciate your consideration and placement, if you approve, on the Council agenda for the June 21st meeting so he can finalize arrangements and take advantage of a discounted early housing rate. Funds for the conference are provided for in the UCC operating budget.

Your favorable consideration would be appreciated; please advise if you need further information.

GCL/

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
Kristin Reenock 162 Lafayette Avenue Chatham, NJ 07928	Pool Membership	\$160.00
Thomas Gargiulo 14 Dale Drive Summit, NJ 07901	Pool & Golf Membership	\$285.00
Victoria Bligh 28 Greenbriar Drive Summit, NJ 07901	Golf Clinics	\$315.00
Zachary Alderfer 12 Park Avenue Summit, NJ 07901	Pool Membership	\$38.00
Kathren Delikaris 6 Glen Oaks Avenue Summit, NJ 07901	Swim Lessons	\$110.00
Walter Gonzalez 17 Hughes Place Summit, NJ 07901	Pool Membership	\$75.00
Alyssa Wolfe 11 Plain Street Summit, NJ 07901	Pool Membership	\$75.00
Paulette Strauss 6 Sheridan Road Summit, NJ 07901	Flag Football	\$200.00
Kathryn Mortko 11 Primrose Place Summit, NJ 07901	Pool Membership	\$75.00
Thomas Schroeder 20 Garden Road Summit, NJ 07901	Pool Membership	\$75.00
Blair Sheehan 5 Mount Vernon Avenue Summit, NJ 07901	Pool Membership	\$75.00

Katie Wenger 9 Hughes Place Summit, NJ 07901	Pool Membership	\$145.00
Monika Vachal 17 Harvey Drive Summit, NJ 07901	Swim Lessons	\$110.00
Sarah Curiale 25 Grove Street Summit, NJ 07901	Fall Soccer & Field User Fee	\$145.00
Thomas Gargiulo 14 Dale Drive Summit, NJ 07901	Pool Membership	\$285.00
Daniela Gould 14 Winchester Road Summit, NJ 07901	Pool Membership	\$75.00
Kenneth Kaplan 248 South Lane Princeton Junction, NJ 08550	TryCAN Mini Yoga	\$33.00
Sarah Bailey 140 Ashland Road Summit, NJ 0790	Creatures of the Sea Part I	\$290.00
Helga Runo 23 Russell Place Summit, NJ 07901	Pool Membership	\$160.00

Dated: June 21, 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, June 21, 2016.

City Clerk

ROAD OPENING REFUND - 271 OAK RIDGE AVENUE

WHEREAS, in a memo dated June 6, 2016, the Engineering Assistant advises that a storm sewer permit was issued for 271 Oak Ridge Avenue, and

WHEREAS, on March 3, 2015 a \$500 deposit was posted for the road opening portion of the work, and

WHEREAS, the Engineering Assistant, advises that all work regarding the permit has been completed and that all work is satisfactory and the \$500 deposit can now be released.

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

That the City Treasurer is hereby authorized to refund \$500.00 to

<u>Name</u>	<u>File No.</u>	<u>Refund Amount</u>
Armstrong, Inc. 230 Sherman Avenue Berkeley Heights, NJ 07922	15-022	\$500.00

Dated: June 21, 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, June 21, 2016.

City Clerk



RESOLUTION (ID # 4326)

DOC ID: 4326

TO: Mayor and Common Council

FROM: Lori Toth, Assistant Engineer

DATE: June 6, 2016

On March 3, 2015, a deposit of \$500.00 was posted under Engineering Permit #15-022 for a road opening associated with a storm sewer project at 271 Oak Ridge Avenue. The deposit was made by the owner's contractor, Armstrong, Inc. The patch has been inspected and is in excellent condition. The deposit should be refunded to:

Armstrong, Inc.
230 Sherman Avenue
Berkeley Heights, NJ 07922

Resolution (ID # 4330)
June 21, 2016

AUTHORIZE COMPETITIVE CONTRACTING PROCESS - GRANT WRITING SERVICES

WHEREAS, in an effort to provide additional funding for municipal projects, the City Administrator recommends pursuing professional grant writing services, and

WHEREAS, pursuant to N.J.S.A. 40A:11-4.1.q, competitive contracting may be used for the purpose of grant writing services, and N.J.S.A. 40A:11-4.3.a, the governing body shall pass a resolution authorizing the use of competitive contracting each time specialized goods or services enumerated in N.J.S.A. 40A:11-4.1 are desired to be contracted, and

WHEREAS, the City Administrator recommends, therefore, the use of the competitive contracting process for the permitted use under N.J.S.A. 40A:11-4.1.q for grant writing services, with advertisement of availability of request for proposal documentation, prepared in accordance with N.J.S.A. 40A:11-4.4, to be advertised Thursday, June 30, 2016, and responses from vendors to be received by the City Administrator on Tuesday, July 26, 2016, in the Council Chamber, City Hall, 512 Springfield Avenue, Summit, New Jersey at 11:00 am.

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

That it hereby authorizes the use of competitive contracting for the purpose of grant writing services pursuant to N.J.S.A 40A:11-4 et seq.

Dated: June 21, 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, June 21, 2016.

City Clerk



City Administrator's Office
CA - Finance/Personnel

www.cityofsummit.org

Meeting: 06/21/16 07:30 PM

RESOLUTION (ID # 4330)

DOC ID: 4330

TO: Mayor and Common Council
FROM: Michael Rogers, City Administrator
DATE: June 7, 2016

In an effort to provide additional funding for municipal projects, the City intends to seek out professional grant writing services.

The process to proceed with this project would require the governing body adopting a resolution authorizing competitive contracting and the preparation of a Request for Proposal (RFP).

Competitive Contracting has specific requirements such as, a methodology for awarding a contract to be based on an evaluation and ranking, the project shall be published in an official newspaper 20 days prior to the submission of proposals and an award of contract shall be made by resolution of the governing body within 60 days of request for proposals.

Therefore, I am requesting council adopt a resolution authorizing competitive contracting for Grant Writing Services and authorizing the preparation of a Request for Proposal. If approved the project schedule is as follows;

Advertise Request for Proposals	June 30, 2016
Receive Proposals	July 26, 2016

Resolution (ID # 4275)
June 21, 2016

**AUTHORIZE ATTENDANCE AT NJ GOVERNMENT FINANCE OFFICERS ASSOCIATION
(GFOA) CONFERENCE**

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

That the City Administrator, Michael F. Rogers, is hereby authorized to attend the Government Finance Officers Association of New Jersey Annual Fall Conference in Atlantic City, New Jersey, from September 21-23, 2016.

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

Dated: June 21, 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, June 21, 2016.

City Clerk



City Administrator's Office
CA - Finance/Personnel

www.cityofsummit.org

Meeting: 06/21/16 07:30 PM

RESOLUTION (ID # 4275)

DOC ID: 4275

TO: Mayor and Common Council

FROM: Megan Champney, Assistant to the City Administrator

DATE: May 4, 2016

SUMMARY

The Annual Fall Conference of the NJ Government Finance Officers Association provides needed Continuing Education Credits and the most up-to-date information for Finance Officers throughout the State. The three-day event is held in Atlantic City in September. This resolution authorizes the City Administrator to attend the event.

Resolution (ID # 4301)
June 21, 2016

AMEND BUDGET - CHAPTER 159 - 2015-2016 COPS IN SHOPS

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such items shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for equal amount.

SECTION 1.

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

That the City of Summit hereby requests the Director of the Division of Local Government Services to approve the insertion of the following item of revenue in the budget of the year 2016 which item is now available as a revenue in the amount of \$2,800.00:

**State of New Jersey
Division of Alcoholic Beverage Control
2015-2016 Cops in Shops**

SECTION 2.

BE IT RESOLVED that a like sum of \$2,800.00 be and the same is hereby appropriated under the captions of:

**State of New Jersey
2015-2016 Cops in Shops College/Fall Initiative 2015-2016
Other Expenses**

SECTION 3.

BE IT FURTHER RESOLVED that one certified copy of this resolution be forwarded to the Director of the Division of Local Government Services.

Dated: June 21, 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, June 21, 2016.

City Clerk



STATE OF NEW JERSEY

OFFICE OF THE ATTORNEY GENERAL
 DEPARTMENT OF LAW AND PUBLIC SAFETY
 DIVISION OF ALCOHOLIC BEVERAGE CONTROL
 P.O. BOX 087
 TRENTON, NJ 08625-0087
 PHONE: (609) 984-2830 FAX: (609) 633-6078
 WWW.NJ.GOV/OAG/ABC

JOHN J. HOFFMAN
Acting Attorney General

JONATHAN A. ORSEN
Acting Director

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

December 11, 2015

Chief Robert K. Weck
 Summit Police Department
 512 Springfield Avenue
 Summit, New Jersey 07901

RE: **COPS IN SHOPS - COLLEGE/FALL INITIATIVE 2015-2016**
 Grant #AL-16-45-05-01

Dear Chief Weck:

After careful consideration, we have allocated \$2,800 to your municipality for the assignment of officers to Cops In Shops details from December 1, 2015 to June 15, 2016. Enclosed is a copy of the first page of your grant application with your allocated funds. This figure is based upon the \$50 per hour overtime rate. We have recommended 2 officer teams over 4 hour shifts, however, the actual deployment of the officers is your decision. **Neither the Division of Alcoholic Beverage Control nor any other State agency will be responsible for any funds expended or liabilities incurred in excess of the amount set forth above.**

Please note the form regarding reimbursement for the program. The Cops In Shops "Reimbursement Form" must be submitted on a monthly basis. The forms and explanation of the reimbursement requirements have been sent to the listed primary grant contact on the application form submitted by your department.

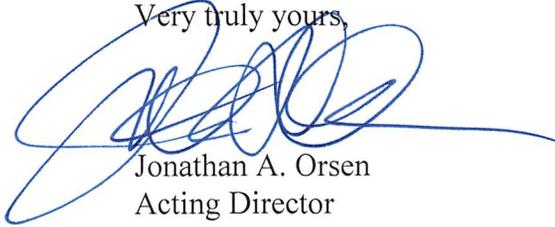
The municipality agrees that the failure to comply with the agreement as set forth in the application could result in the forfeiture of the right to receive these funds. Each municipality should consult with its municipal attorney in connection with any legal or liability issues that may be related to this project. A resolution by the municipality is not required by the Division.



-2-

Should you have any questions regarding additional training for this grant or any Cops In Shops related issues, please contact DAG Susan Dolan at (609) 633-6081 or my assistant Denise Farfalla at (609) 633-3749. If for any reason your department is unable to complete the program and utilize all of the allotted funds, please contact DAG Dolan immediately.

Very truly yours,



Jonathan A. Orsen
Acting Director

JAO:SKD/df

Enclosure

c Captain Andrew J. Bartolotti, w/ enclosure
Det./Sgt. Rick Protor , w/o enclosure
Marge Gerba, Fiscal Officer

Resolution (ID # 4305)
June 21, 2016

AUTHORIZE CANCELLATION OF REFUNDS AND/OR DELINQUENCIES OF MUNICIPAL TAX, SEWER UTILITY AND ANY OTHER MUNICIPAL CHARGES OR FEES OF LESS THAN TEN DOLLARS (\$10.00)

WHEREAS, the Common Council of the City of Summit finds and declares that N.J.S.A. 40A:5-17-1 empowers authorized municipal employees to process the cancellation of refunds, and or delinquencies of municipal tax, sewer utility and any other municipal charges or fees of less than Ten Dollars (\$10.00), and

WHEREAS, the Common Council of the City of Summit further finds and declares that the Tax Collector is qualified to process the cancellation of refunds, and or delinquencies of municipal tax, sewer utility and any other municipal charges or fees of less than Ten Dollars (\$10.00), and

WHEREAS, the Common Council of the City of Summit further finds and declares that it is in the best interest of the citizens of the City of Summit for the Tax Collector to be authorized to process the cancellation of refunds, and or delinquencies of municipal tax, sewer utility and any other municipal charges or fees of less than Ten Dollars (\$10.00) in accordance with N.J.S.A. 40A:5-17-1.

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

That the Tax Collector of the City of Summit is hereby authorized to process the cancellation of refunds and/or delinquencies of municipal tax, sewer utility and any other municipal charges or fees of less than Ten Dollars (\$10.00) during the calendar year 2016, in accordance with N.J.S.A. 40A:5-17-1.

FURTHER RESOLVED that upon adoption, this resolution shall supersede Resolution No. 37190, adopted on January 5, 2016.

Dated: June 21, 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 regular meeting held on Tuesday evening, June 21, 2016.

City Clerk



Tax Collector
CA - Finance/Personnel

www.cityofsummit.org

Meeting: 06/21/16 07:30 PM

RESOLUTION (ID # 4305)

DOC ID: 4305

TO: Mayor and Common Council
FROM: Patricia Dougherty, Deputy Tax Collector
DATE: May 27, 2016

This resolution is amending resolution#37190 passed on January 5, 2016 due to guidance of Local Finance Notice 2016-09.

Resolution (ID # 4302)
June 21, 2016

AUTHORIZE ESTIMATED 3RD QUARTER 2016 TAX BILLS

WHEREAS, the State of New Jersey has not adopted its budget, and, therefore, the City of Summit cannot send out its 2016 tax bills until Union County certifies a tax rate for 2016, and

WHEREAS, the City of Summit has determined that there will be insufficient cash flow to support operations in the City of Summit in the latter part of July 2016 unless third quarter revenues are received on time, and

WHEREAS, without a 2016 Certified Tax Rate, the City of Summit will be unable to issue 2016 tax bills on a timely basis, and

WHEREAS, the Tax Collector and City Treasurer have reviewed and computed an estimated tax levy in accordance with N.J.S.A. 54:4-66.2 and N.J.S.A. 54:4-66.3, as attached hereto.

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

1. That the Tax Collector be and is authorized to issue estimated tax bills for the Third Quarter of 2016.
2. That the entire estimated tax levy, including Municipal, Library, School, County, and County Open Space, for 2016 is hereby set at \$133,771,058.74
3. That in accordance with the law, the third installment of 2016 taxes shall not be subject to interest until the later of August 10 or the twenty-fifth calendar day after the date the estimated bills were mailed. The estimated tax bills shall contain a notice specifying the date on which interest may begin to accrue.

Dated: June 21, 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, June 21, 2016.

City Clerk



Tax Collector
CA - Finance/Personnel

www.cityofsummit.org

Meeting: 06/21/16 07:30 PM

RESOLUTION (ID # 4302)

DOC ID: 4302

TO: Mayor and Common Council

FROM: Patricia Dougherty, Deputy Tax Collector

DATE: May 25, 2016

This resolution authorizes the Tax Collector to distribute Estimated Tax Bills for the third quarter, 2016, where the final tax rate has not been struck. The 2016 tax rate is established after all participants - including the State of NJ - have an adopted budget. While the City and School have adopted budgets, Union County and the State of NJ have not.

The calculation utilizes known amounts and rates (for the municipal, library, school, school debt) and estimates (Union County General and Open Space). Once final rates are finalized, a final/reconciled tax bill will then be issued for the 4th quarter of 2016 and the first two quarters of 2017.

CALCULATION OF THE 2016 ESTIMATED TAX RATE

<u>2015 Tax Levy & Tax Rate</u>		<u>2016 Estimated Range for Tax Levy</u>		
	<u>LEVY</u>	<u>Tax Rate</u>	<u>(Percentage of 2015 Levy)</u>	
			<u>95%</u>	<u>105%</u>
LOCAL	25,754,936.00	0.829	24,467,189.20	27,042,682.80
LIBRARY	2,328,031.00	0.075	2,211,629.45	2,444,432.55
SCHOOL	61,219,451.00	1.97	58,158,478.45	64,280,423.55
SCHOOL DEBT	4,449,262.00	0.144	4,226,798.90	4,671,725.10
COUNTY	36,222,614.69	1.166	34,411,483.96	38,033,745.42
OPEN SPACES	1,044,760.26	0.033	992,522.25	1,096,998.27
TOTALS:	131,019,054.95	4.217	124,468,102.20	137,570,007.70

2015 Net Valuation Taxable = 3,107,456,337

2016 ESTIMATED TAX RATE

2016 Net Valuation Taxable:

3,112,414,996.00

Amount to be Raised by Taxation:

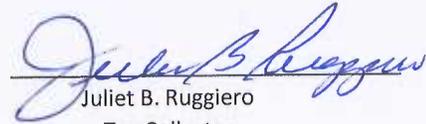
Tax Rate:

LOCAL	25,991,437.00	0.835	(Adopted Budget)
LIBRARY	2,394,420.00	0.077	(Adopted Budget)
SCHOOL	62,366,792.00	2.004	(Adopted Budget)
SCHOOL DEBT	4,244,133.00	0.136	(Adopted Budget)
COUNTY	37,691,665.49	1.211	(Est. County Levy)
OPEN SPACE	1,082,611.25	0.035	(Est. County Levy)
TOTALS:	133,771,058.74	4.298	(Estimated Rate)

Prepared and Certified By:



Margaret V. Gerba
City Treasurer



Juliet B. Ruggiero
Tax Collector

5/25/16

Dated

5/25/16

Dated

Attachment: 2016 Estimated Tax Rate.1 (4302 : Authorize Estimated 3rd Quarter 2016 Tax Bills)

REFUND OVERPAYMENT OF SECOND QUARTER 2016 TAXES

WHEREAS, the Tax Collector has received second quarter tax payment from the lender causing an overpayment, and the lender has given permission to refund the monies.

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
402	15	Duffy, M C & C B 38 Miele Place Check payable and Mail to: Constance Duffy 38 Miele Place Summit NJ 07901	\$700.00
2003	4	Abley, John & Susan Ann 109 Beechwood Rd Check payable and Mail to: Abley, John & Susan 109 Beechwood Rd Summit NJ 07901	\$285.70
4005	3.02	Terrell Sang Trust 171 Broad St. Check payable and Mail to: Terrell Sang Trust 171 Broad St Summit NJ 07901	\$2,504.76
2704	7	Hill City Realty LLC 26 Maple St. Check payable and Mail to: Investors Bank 101 Wood Ave S Iselin, NJ 08833	\$2,436.20

Block	Lot	Name	Amount
1401	17	Hughes, Matthew & Laura 226 Kent Place Blvd	4,432.07
1401	25	Parkes, Edward & Lisa 21 Dunnder Dr.	2,742.10
1503	17	Petrides, John & Natalie 6 West End Ave.	3,433.69
3202	6	Lau, David & Joelle 95 Maple St.	3,813.22
4707	32	Posada, Jorge & Maria 186 Mountain Ave.	3,697.25
5203	2	Shannon T.B. & Manaluz 225 Ashland Rd.	<u>7,742.41</u>
Total Amount to Refund			\$25,860.74
Check payable and Mail to: Corelogic Real Estate Tax Service Refund Unit DPW 1-3 1 Core Logic Drive Westlake Texas 76262			

Dated: June 21, 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, June 21, 2016.

City Clerk

REFUND OVERPAYMENT OF 1ST AND 2ND QUARTER 2016 TAXES

WHEREAS, the Tax Collector received first and second quarter 2016 tax payments from the new owner and the seller failed to notify the Tax office to discontinue the automatic debit program creating an overpayment.

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
3102	18	Joyce Jones 75 Pine Grove Ave Check payable and Mail to: Joyce Jones 148 Washington St. Berkeley Heights, NJ 07922	\$8,893.66

Dated: June 21, 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, June 21, 2016.

City Clerk

Resolution (ID # 4304)
June 21, 2016

AUTHORIZE REDEMPTION - TAX SALE CERTIFICATE #14-11

WHEREAS, at the municipal tax sale held on April 22, 2014 a tax lien was sold for 2013 delinquent tax and sewer, and

WHEREAS, the lien was sold to FWDSL & Associates, at a 0% bid rate with a premium, and

WHEREAS, Tax Sale Certificate #14-11 has been redeemed and the monies collected.

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
4207	5	Ricardo & Eva Tapia 6 Henry St. Premium: Check payable and mail to: FWDSL & Associates LP 17 W. Cliff Street Somerville NJ 08876 1099-int 3,617.59	\$24,916.22 \$27,000.00

Dated: June 21, 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, June 21, 2016.

City Clerk

Resolution (ID # 4329)
June 21, 2016

**AUTHORIZE REFUND OF PROPERTY USE ESCROW - OUR HOUSE FOUNDATION -
\$500.00**

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

That as a result of inspection(s) of the site(s) used by the applicant(s), the proper officers of the City be and they are hereby authorized and directed to draw a check(s) in the amount(s) indicated below, for the payment of refund(s) on escrow deposits:

<u>Name/ Event Dates</u>	<u>Address</u>	<u>Refund Amount</u>
Our House Foundation, Inc. Event: 4-Mile Run	Our House Foundation, Inc. 76 Floral Avenue Murray Hill, NJ 07974-1511	\$500.00

Dated: June 21, 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, June 21, 2016.

City Clerk

Resolution (ID # 4307)
June 21, 2016

AUTHORIZE PAYMENT OF BILLS - \$902,979.20

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 **\$902,979.20** 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: June 21, 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, June 21, 2016.

City Clerk

BILL LIST

REGULAR MEETING

JUNE 21ST 2016

Rcvd Batch Id Range: First		to Last		Rcvd Date Start: 0		End: 06/10/16		Report Format: Condensed	
Rcvd Date	Batch Id	PO #	Description	Vendor		Amount	Contract		
06/10/16	AFFHOUSE	16-02092	Affordable Housing Trust Fund	BURGIS	BURGIS ASSOCIATES, INC.	2,150.00			
					Total for Batch: AFFHOUSE	2,150.00			
06/10/16	ANIMAL	16-00339	OFFICE SUPPLIES, LICENSE TAGS	MGLFOR50	MGL PRINTING SOLUTIONS	945.00			
					Total for Batch: ANIMAL	945.00			
06/10/16	CAPITAL	16-01464	SFAC PLAYGROUND EQUIPMENT	BOYCEA50	BOYCE ASSOCIATES	32,809.76			
06/10/16	CAPITAL	15-03758	TATLOCK TENNIS COURT IMPROVEMT	CLASSICT	CLASSIC TURF COMPANY	65,170.00			
06/10/16	CAPITAL	15-04374	DOWNTOWN LIGHTING PROJECT	DAIDONEE	DAIDONE ELECTRIC INC	104,031.90			
06/10/16	CAPITAL	16-02104	REIMB. FOR DOG FENCE REPAIR	DONOVANR	DONOVAN, ROBIN	319.93			
06/10/16	CAPITAL	16-01851	2015 CAPITAL ROADS PROJECT	EKAASSOC	EKA ASSOCIATES PA	650.00			
06/10/16	CAPITAL	16-02105	REIMB FOR SPRINKLER REPAIR	MCCORMIC	MCCORMICK, JOHN	299.60			
06/10/16	CAPITAL	16-01229	PD- Replacement LiveScan	MORPHO50	MORPHOTRAK	39,103.55			
06/10/16	CAPITAL	16-01978	Vehicle Maintenance	QUALIT25	QUALITY AUTOMOTIVE CO.	682.50			
06/10/16	CAPITAL	16-01863	DRIVEWAY REPAIR	REIVA005	REIVAX CONTRACTING CORP.	900.00			
06/10/16	CAPITAL	16-01940	Packer - Transfer Station	RSPHIL	R. S. PHILLIPS STEEL, LLC	390.00			
06/10/16	CAPITAL	15-03172	SITE DESIGN DCP BUILDING	STONEFLD	STONEFIELD ENGINEERING & DESGN	7,500.00			
06/10/16	CAPITAL	16-01776	DRAINAGE PROJECT POLICE HOURS	UNIONC43	UNION COUNTY POLICE	1,260.00			
06/10/16	CAPITAL	16-01777	SIDEWALK PROJECT POLICE HOURS	UNIONC43	UNION COUNTY POLICE	570.00			
06/10/16	CAPITAL	16-02043	REIMBURSE SPRINKLER REPAIR	WAHBYROB	WAHBY, ROBERT	1,829.00			
					Total for Batch: CAPITAL	255,516.24			
06/10/16	DCP	16-02050	9396 Pump & Clean grease traps	ALLCOU66	ALL COUNTY SEWER & DRAIN SRVC	375.00			
06/10/16	DCP	16-01868	Chlorine BPO	CLEARW66	CLEARWATER POOL & SPA PLACE	3,294.00			
06/10/16	DCP	16-02051	Rekey Pool/Locker rooms	COLLIN33	COLLINE BROS LOCK & SAFE CO.,	916.31			
06/10/16	DCP	16-00368	Building Materials BPO	DREYER50	DREYER'S LUMBER & HARDWARE CO.	18.59			
06/10/16	DCP	16-01732	Building Maint. BPO	DREYER50	DREYER'S LUMBER & HARDWARE CO.	6.98			
06/10/16	DCP	16-01599	Supplies BPO	IFITSW50	IF IT'S WATER, INC.	370.30			
06/10/16	DCP	16-02159	Reimburse Camera Charger/Bat.	MANNAERT	MANNAERTS, SOPHIE	69.98			
06/10/16	DCP	16-02164	Staff Shirts & Set Up Fee	MANSHELM	MANSHEL MARKETING LLC	778.44			
06/10/16	DCP	16-02165	Promotional Items BPO	ORIENT50	ORIENTAL TRADING COMPANY, INC.	240.75			
06/10/16	DCP	16-01614	Vehicle Maintenance BPO	QUALIT25	QUALITY AUTOMOTIVE CO.	16.59			
06/10/16	DCP	16-02058	F4338 Ice Machine Service	QUALIT75	QUALITY REFRIGERATION	180.00			
06/10/16	DCP	16-01596	Paint for SFAC BPO	SHERWI50	SHERWIN WILLIAMS	52.45			
06/10/16	DCP	16-00369	Office Supplies BPO	STAPLESR	STAPLES ADVANTAGE CREDIT SRVCS	48.92			
06/10/16	DCP	16-01601	Building Supplies BPO	STAPLESR	STAPLES ADVANTAGE CREDIT SRVCS	1,520.43			
06/10/16	DCP	16-01193	Building Maintenance Supplies	SUMMIT40	SUMMIT IND. HARDWARE #365	61.82			
06/10/16	DCP	16-01602	Supplies BPO	SUMMIT40	SUMMIT IND. HARDWARE #365	94.02			
06/10/16	DCP	16-02167	Signs for SFAC BPO	THESIG50	THE SIGN CENTER	471.53			
06/10/16	DCP	16-02054	02940440175 Supplies for	VILLAG50	VILLAGE SUPERMARKETS	77.62			
06/10/16	DCP	16-02172	2007-s 6 1/2' Duty Solid Color	WATERS	WATER SAFETY PROUDCTS, INC.	965.00			
06/10/16	DCP	16-02175	162288 worlds Largest Swim	WATERS	WATER SAFETY PROUDCTS, INC.	356.00			
06/10/16	DCP	16-02176	162288 Women's Shirt	WATERS	WATER SAFETY PROUDCTS, INC.	32.50			
06/10/16	DCP	16-02177	162288 Men's Shirt Royal	WATERS	WATER SAFETY PROUDCTS, INC.	29.50			
					Total for Batch: DCP	9,976.73			
06/10/16	FINANCE	14-05167	Blanket order appraisal serv.	APPRCONS	APPRAISAL CONSULTANTS CORP.	14,481.25			
06/10/16	FINANCE	16-00628	RABBI TRUST 2016 FIRE	BPA	BENEFIT PLANS ADMINISTRATORS	24,000.00			
06/10/16	FINANCE	16-02151	SHS COS MORRIS/WEAVER 1685	CITYOF46	CITY OF SUMMIT OFF DUTY	1,040.00			
06/10/16	FINANCE	16-00932	CITY SOLICITOR 2016 CONTRACT	DIFRA005	DIFRANCESCO BATEMAN KUNZMAN	1,116.00			
06/10/16	FINANCE	16-02099	ref red tx cert#14-11 4207/5	FWDSL	FWDSL & ASSOCIATES	24,916.22			
06/10/16	FINANCE	16-02023	Payover 2016 agreement	HOMETOWN	HOME TOWNE TELEVISION	82,500.00			

Attachment: Bill List 6-21-16 (4307 : Authorize Payment of Bills - \$902,979.20)

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
06/10/16	FINANCE	16-02084	REF OVERPYMT 2ND QTR TX 2704/7	INVEST50	INVESTOR SAVINGS BANK	2,436.20
06/10/16	FINANCE	16-00152	CURR MASTER 200000000808 BLNKT	JCPL0050	JCP&L	3,129.95
06/10/16	FINANCE	16-02150	REF OVRPYMT 2016 TAXES 3102/18	JONESJ50	JONES, JOYCE	8,893.66
06/10/16	FINANCE	16-02212	REF OVPYMT 2014TCJ 3706/6	JRPRE005	JRP Realty and Daniel Keough	28,756.00
06/10/16	FINANCE	16-01985	reimbursement	KEATIN50	KEATING, EILEEN	57.33
06/10/16	FINANCE	16-02133	Reimb Exp 2016 TCTA Spring Con	MELIS005	Melissa Berger	155.80
06/10/16	FINANCE	16-02191	Garden State MLS fee reimburse	OCONNORT	O'CONNOR, TIMOTHY J	62.50
06/10/16	FINANCE	16-02255	Payover Clean Communities Grnt	SUMMIT24	SUMMIT DOWNTOWN INC	48,835.18
06/10/16	FINANCE	16-02083	REF OVERPYMT 2Q TX 4005/3.02	TERRE005	TERRELL SANG TRUST	2,504.76
06/10/16	FINANCE	16-00855	2016 VCS TIME & ATTENDANCE	VISUALCO	VISUAL COMPUTER SOLUTIONS INC	4,239.38
06/10/16	FINANCE	16-00003	BLANKET SUPPLY ORDERS	WBMASON	W.B. MASON CO, INC	35.48
					Total for Batch: FINANCE	247,159.71
06/10/16	HEALTH	16-00376	BOH office supplies 2016	STAPLE51	STAPLES CREDIT PLAN	200.41
06/10/16	HEALTH	16-00377	HEALTH DEPARTMENT COPIER 2016	XEROXC33	XEROX CORPORATION	109.10
					Total for Batch: HEALTH	309.51
06/10/16	LIBRARY	16-01836	service contract 10895	ADVANC50	ADVANCED VIDEO SURVEILLNC INC	462.00
06/10/16	LIBRARY	16-02200	central monitor 7/13-10/12/16	ADVANC50	ADVANCED VIDEO SURVEILLNC INC	60.00
06/10/16	LIBRARY	16-02068	Janitorial supplies	ALLENP50	ALLEN PAPER & SUPPLY CO	247.50
06/10/16	LIBRARY	16-02202	purchase DVDs Blurays	ALLIAN33	ALLIANCE ENTERTAINMENT LLC	383.68
06/10/16	LIBRARY	16-02203	purchase audio/visual	ALLIAN33	ALLIANCE ENTERTAINMENT LLC	30.98
06/10/16	LIBRARY	16-01984	purchase flags, books	AMAZON50	AMAZON.COM LLC	157.61
06/10/16	LIBRARY	16-02144	Annual membership Susan Permah	AMERIC34	AMERICAN LIBRARY ASSOCIATION	137.00
06/10/16	LIBRARY	16-02126	cwa local 1031 negotiations	APRUZZ50	APRUZZESE MCDERMOTT MASTRO ETC	259.00
06/10/16	LIBRARY	16-02197	purchase books, processing	BAKERT50	BAKER & TAYLOR, INC	302.50
06/10/16	LIBRARY	16-02201	May books continuation	BAKERT50	BAKER & TAYLOR, INC	10,738.82
06/10/16	LIBRARY	16-02119	trouble shoot server room prob	CARNEY	CARNEY ELECTRIC	456.95
06/10/16	LIBRARY	16-00006	Floor Mat Services	CLEANM	CLEAN MAT SERVICES LLC	44.00
06/10/16	LIBRARY	16-02169	renew watchguard XTM 505 1 yr	COREBTSI	CORE BTS INC	803.06
06/10/16	LIBRARY	16-02204	toner for copier Muratec	DOCUMNTS	DOCUMENT SOLUTIONS LLC	104.91
06/10/16	LIBRARY	16-02157	yearly mobile print subscrip	ENVIS150	ENVISION WARE INC	725.00
06/10/16	LIBRARY	16-02205	purchase adult/J playaways	FINDAW50	FINDAWAY WORLD LLC	2,323.94
06/10/16	LIBRARY	16-02158	website maintain, watchful.li	GORDONLA	GORDON, LAURA E	360.00
06/10/16	LIBRARY	16-02069	S/O Dir of NJ libraries media	LDAPUB50	LDA PUBLISHERS	85.45
06/10/16	LIBRARY	16-02070	Tumblepremium subscription	MACKINBO	MACKIN BOOK COMPANY	799.00
06/10/16	LIBRARY	16-02206	purchase DVDs, Blurays	MIDWES50	MIDWEST TAPE EXCHANGE	935.03
06/10/16	LIBRARY	16-02207	purchase music CDs	MIDWES50	MIDWEST TAPE EXCHANGE	449.88
06/10/16	LIBRARY	16-01924	renew morningstar yearly subsc	MORNIN50	MORNINGSTAR	2,456.00
06/10/16	LIBRARY	16-01925	MPLC certificate of license	MOTION66	MOTION PICTURE LICENSING CORP	184.25
06/10/16	LIBRARY	16-02222	remimburse expenses	PERMAHOS	PERMAHOS, SUSAN	101.51
06/10/16	LIBRARY	16-02208	postage meter rental quarterly	PITNEY75	PITNEY BOWES GLOBAL FINANCIAL	270.81
06/10/16	LIBRARY	16-02125	Film movement subscription 1yr	RECORD50	RECORDED BOOKS LLC	499.20
06/10/16	LIBRARY	16-02209	purchase books on CD	RECORD50	RECORDED BOOKS LLC	71.77
06/10/16	LIBRARY	16-02071	sing along fun July 12 3 pm	ROSENBEM	ROSENBERG, MIRIAM	300.00
06/10/16	LIBRARY	16-02146	service elevator one month	SCHIND50	SCHINDLER ELEVATOR CORP.	431.38
06/10/16	LIBRARY	16-02198	petty cash reimbursement	SUMMIT65	LIBRARY PETTY CASH ACCOUNT	80.23
06/10/16	LIBRARY	16-02199	petty cash reimbursement	SUMMIT65	LIBRARY PETTY CASH ACCOUNT	579.07
06/10/16	LIBRARY	16-01951	ITS Marc record, AV access	THELIB33	THE LIBRARY CORPORATION	3,695.00
06/10/16	LIBRARY	16-01926	poly shield label protectors	THELIBST	THE LIBRARY STORE INC	95.54
06/10/16	LIBRARY	16-02124	add postage into postage meter	UNITED66	UNITED STATES POSTAL SERVICE	2,000.00
06/10/16	LIBRARY	16-02145	toners for printers	WBMASON	W.B. MASON CO, INC	1,550.70
					Total for Batch: LIBRARY	32,181.77

Attachment: Bill List 6-21-16 (4307 : Authorize Payment of Bills - \$902,979.20)

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
06/10/16	PARKCAP	16-02112	Inv#3638-320/#3638-327	ARGENT50 ARGENT CONTRACTING CO INC	1,520.75	
06/10/16	PARKCAP	16-01459	Replacement Digital PS RR Ave	INTEGRTS INTEGRATED TECHNICAL SYSTEMS	10,032.15	
06/10/16	PARKCAP	16-01022	BSG Elev interlock/pu roller/	THYSSE50 THYSSENKRUPP ELEVATOR CORP.	27,239.08	
Total for Batch: PARKCAP					38,791.98	
06/10/16	PARKING	16-01842	Inv#130608 Inventory Card	AMANOMCG AMANO MCGANN INC	64.20	
06/10/16	PARKING	16-00087	821553360	ATTMOBIL AT&T MOBILITY	281.97	
06/10/16	PARKING	15-02845	2015 AUDIT SERVICES	FERRAIOL FERRAIOLI, WIELKOTZ, CERULLO &	5,000.00	
06/10/16	PARKING	16-02241	IN#3374620 DEFOREST LOT PLANTS	HOMEDE33 HOME DEPOT CREDIT SERVICES	391.04	
06/10/16	PARKING	16-02242	IN#13464 NEW LOCATION SUPPLIES	HOMEDE33 HOME DEPOT CREDIT SERVICES	225.17	
06/10/16	PARKING	16-02109	4 Quarts Oil	HORNKA50 HORN, KATHLEEN	16.00	
06/10/16	PARKING	16-02036	INV#YE1787 MAY EMS	INTEGRTS INTEGRATED TECHNICAL SYSTEMS	960.00	
06/10/16	PARKING	16-00154	PARK MASTER 200000000808 BLNKT	JCPL0050 JCP&L	2,694.77	
06/10/16	PARKING	16-02039	INV#002164 SHOES MEL/NICK	MORRISPL MORRIS PLAINS SHOES	350.00	
06/10/16	PARKING	16-01839	INV#3838e EXPRESS PARKING SIGN	SIGNMA50 SIGN MAX	1,040.00	
06/10/16	PARKING	16-02110	Time&Attendance Software	SMALLWOO SMALLWOOD FINANCIAL GROUP LLC	1,276.50	
06/10/16	PARKING	16-02037	Inv#5158176/#5159412 Robinson	SNELLING SNELLING 10139	1,211.25	
06/10/16	PARKING	16-02116	In#5160671 w/e 5/20 Robinson	SNELLING SNELLING 10139	831.25	
06/10/16	PARKING	16-02034	INV#49120 FARMERS MARKET SIGN	THEPRINT THE PRINTER'S PLACE A NEW	130.00	
06/10/16	PARKING	16-00823	BSG SOLID STATE STARTER	THYSSE50 THYSSENKRUPP ELEVATOR CORP.	4,858.00	
06/10/16	PARKING	16-02029	Inv#64498 BSG Power wash	TSSFACIL TSS FACILITY SERVICES INC	4,425.00	
06/10/16	PARKING	16-02117	Inv#283447 Belt - Sharon	UNIUNI UNIVERSAL UNIFORM SALES CO INC	26.00	
06/10/16	PARKING	16-00332	V-WIRELESS PARKING CELLS/TBLTS	VERIZ408 VERIZON WIRELESS	935.45	
06/10/16	PARKING	16-00333	V-WIRELESS PARKING MODEM	VERIZ408 VERIZON WIRELESS	455.46	
06/10/16	PARKING	16-02035	INV#4092250/4093030/4095803	VILLAG25 VILLAGE OFFICE SUPPLY	186.08	
Total for Batch: PARKING					25,358.14	
06/10/16	SAFETY	16-02074	INV 131476 1/C COST OF MAINT	AIRGAS33 AIR & GAS TECHNOLOGIES, INC.	1,215.50	
06/10/16	SAFETY	16-02076	PD- Vehicle Maintenance	BUY-WI50 BUY-WISE	38.12	
06/10/16	SAFETY	16-01979	FD INV R012003268:01 ENG - 3	CAMPBE40 CAMPBELL SUPPLY CO., INC.	394.01	
06/10/16	SAFETY	16-02120	FD REIM UNIV OF CO - BOOKS	DORKOC50 DORKO, CHRISTOPHER	95.34	
06/10/16	SAFETY	16-02121	REIMB UNIV OF CO 2 COURSES	DORKOC50 DORKO, CHRISTOPHER	3,858.24	
06/10/16	SAFETY	16-01973	PD- Officer Badge Repairs	ENTENM50 ENTENMENN-ROVIN COMPANY	206.50	
06/10/16	SAFETY	16-02123	FD REIMB BOOKS FOR EMERG MGMT	ESPOSITC ESPOSITO, CHRISTOPHER	266.65	
06/10/16	SAFETY	16-02143	PD- EDA Item	FITRITE FIT-RITE UNIFORM COMPANY INC	75.00	
06/10/16	SAFETY	16-02188	PD- Tuition Reimbursement	MEDINA MEDINA, CHRISTOPHER	10,846.00	
06/10/16	SAFETY	16-02122	FD REIM - CITY PHONE COVER	NELSON66 NELSON, DONALD	25.65	
06/10/16	SAFETY	16-01970	FD INV 50719 - BENCH TEST POSI	NEWJER36 NEW JERSEY FIRE EQUIPMENT COMP	684.40	
06/10/16	SAFETY	16-01971	FD - REIMB FOR BKGRD CHECK FEE	NOREIGAM NORIEGA, MARIO	55.45	
06/10/16	SAFETY	16-02065	FD INV 13028 RADIO CONSOLE REP	PINNAC PINNACLE WIRELESS USA INC	345.00	
06/10/16	SAFETY	16-01966	PD- Vehicle Maintenance	QUALIT25 QUALITY AUTOMOTIVE CO.	139.49	
06/10/16	SAFETY	16-02077	PD- Vehicle maintenance	QUALIT25 QUALITY AUTOMOTIVE CO.	92.19	
06/10/16	SAFETY	16-00224	FD GASOLINE 2016 #74869570	RIGGINS RIGGINS, INC.	2,192.67	
06/10/16	SAFETY	16-01967	PD- Vehicle Maintenance	SALERN33 SALERNO DUANE FORD LLC (DCS)	137.02	
06/10/16	SAFETY	16-01765	FD QUOTE # 4383 PRO-TECH 8 TIT	SKYLANDS SKYLANDS AREA FIRE EQUIPMENT	81.50	
06/10/16	SAFETY	16-02066	PD- Training	SOMERS20 SOMERSET COUNTY POLICE ACADEMY	50.00	
06/10/16	SAFETY	16-01829	PD- Office Supplies/Toner	STAPLE50 STAPLES CREDIT PLAN (Pol Dept)	213.11	
06/10/16	SAFETY	16-01116	PD- Employee Years of Service	STEWAR25 STEWART MORRIS INC	331.20	
06/10/16	SAFETY	16-01980	FD INV 14419 & 14430 VEH MAINT	UNIONF50 UNION FIRE EQUIPMENT	171.68	
06/10/16	SAFETY	16-01972	FD REIMB BKGRD CHECK FEE	VILLALOS VILLALOBOS, SERGIO ENRIQUE	55.45	
06/10/16	SAFETY	16-02078	FD INV I34668768 & 34629973	W B MASO W.B. MASON CO., INC.	161.68	
Total for Batch: SAFETY					21,731.85	
06/10/16	SELFINS	16-02138	CONTROL 17162 JUNE 2016 LIFE	PRUDEN50 PRUDENTIAL FINANCIAL	285.39	

Attachment: Bill List 6-21-16 (4307 : Authorize Payment of Bills - \$902,979.20)

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
					Total for Batch: SELFINS	285.39
06/10/16	SEWCAP	15-03027	PUMP 3 IMPELLER UPGRADES	RAPIDP50 RAPID PUMP & METER SERVICE CO.	18,162.05	
					Total for Batch: SEWCAP	18,162.05
06/10/16	SEWER	16-01976	PUMP STATION EQUIP MAINTENANCE	AWCHESTE A W CHESTERTON COMPANY	11.89	
06/10/16	SEWER	15-02845	2015 AUDIT SERVICES	FERRAIOL FERRAIOLI, WIELKOTZ, CERULLO &	5,000.00	
06/10/16	SEWER	16-00153	SEWR MASTER 200000000808 BLNKT	JCPL0050 JCP&L	434.86	
06/10/16	SEWER	16-02080	Vehicle Maintenance	SIGNARAM SIGNARAMA OF NORTH PLAINFIELD	514.80	
					Total for Batch: SEWER	5,961.55
06/10/16	TRUST	16-01919	Signs for Community Center	ACEREP50 ACE REPROGRAPHIC SERVICE, INC.	721.50	
06/10/16	TRUST	16-02026	Signcade Deluxe A-Frame	ACEREP50 ACE REPROGRAPHIC SERVICE, INC.	77.73	
06/10/16	TRUST	16-02053	Field Maintenance	ADAMSC50 ADAM SCHEPPE LANDSCAPING	1,595.00	
06/10/16	TRUST	16-01647	Performance for 4th of July	ALBANESR ALBANESE, RON	325.00	
06/10/16	TRUST	16-01673	Performance for July 4th BPO	BARBARAH BARBARA HARRIS OF THE TOYS	1,700.00	
06/10/16	TRUST	16-01667	Stilt walker for July 4th	CLIFFH CLIFFHANGER PRODUCTIONS, INC.	700.00	
06/10/16	TRUST	16-00258	Inst. Fee TryCAN Dance BPO	DANCEMOV DANCE MOVE PLAY LLC	150.00	
06/10/16	TRUST	16-01639	Fourth of July Rentals BPO	FUNSER50 FUN SERVICES	11,800.00	
06/10/16	TRUST	16-02100	REF PREMUIIM CERT#14-11 4207/5	FWDSL FWDSL & ASSOCIATES	27,000.00	
06/10/16	TRUST	16-01734	Fireworks BPO	GARDENST GARDEN STATE FIREWORKS, INC.	12,000.00	
06/10/16	TRUST	16-00737	Summer Concerts BPO	LAGUAR50 LAGUARDIA & ASSOCIATES	5,975.00	
06/10/16	TRUST	16-02007	ZONING ESCROW BLANKET	MASERC50 MASER CONSULTING PA	8,381.25	
06/10/16	TRUST	16-02008	PLANNING ESCROW BLANKET	MASERC50 MASER CONSULTING PA	36,890.00	
06/10/16	TRUST	16-02009	INSPECTION FEES ESCROW BLANKET	MASERC50 MASER CONSULTING PA	8,633.75	
06/10/16	TRUST	16-02090	Zoning Board Escrow Fees	MASERC50 MASER CONSULTING PA	3,363.75	
06/10/16	TRUST	16-02061	TryCan Pionerr Playground Camp	NEWPR NEW PROVIDENCE RECREATION	100.00	
06/10/16	TRUST	16-02219	678125367-01 - Giveaways	ORIENT50 ORIENTAL TRADING COMPANY, INC.	127.67	
06/10/16	TRUST	16-01848	Road Opening Deposit Refund	REODEVEL REO DEVELOPMENT LLC	500.00	
06/10/16	TRUST	16-02013	ZONING ESCROW FEE BLANKET	ROSEN50 ROSENBERG & ASSOCIATES	1,395.50	
06/10/16	TRUST	16-01661	4th of July Concert	SMITHLES SMITH, LESTER T	500.00	
06/10/16	TRUST	16-02196	3303934572 PAL Pet Show Signs	STAPLESR STAPLES ADVANTAGE CREDIT SRVCS	12.40	
06/10/16	TRUST	16-02114	2530 DJ Package Baseball	SUMMIT50 SUMMIT SOUNDZ ENTERTAINMENT	200.00	
06/10/16	TRUST	16-01649	Fourth of July Performance	TAYLORGL TAYLOR, GLENN M.	1,250.00	
06/10/16	TRUST	16-02004	ZONING ESCROW BLANKET	THEGAL50 THE GALVIN LAW FIRM	1,245.00	
06/10/16	TRUST	16-01988	PD- DARE Graduation	THETEEBG THE TEE BAG	5,527.50	
06/10/16	TRUST	16-02139	PD- Youth Academy Uniforms	THETEEBG THE TEE BAG	1,562.50	
06/10/16	TRUST	16-00014	Supplies for Share the Fun	VILLAG50 VILLAGE SUPERMARKETS	89.91	
06/10/16	TRUST	16-01927	Zoning Board Escrow Fees	WORRAL33 WORRALL COMMUNITY NEWSPAPERS	47.64	
06/10/16	TRUST	16-02015	ZONING/PLANNING ESCROW BLANKET	WORRAL33 WORRALL COMMUNITY NEWSPAPERS	38.03	
					Total for Batch: TRUST	131,909.13
06/10/16	UCC	16-01995	UCC Office Supplies Blanket	STAPLESR STAPLES ADVANTAGE CREDIT SRVCS	392.69	
					Total for Batch: UCC	392.69
06/10/16	WORKS	16-02041	VEHICLE MAINTENANCE	AIRBRA50 AIR BRAKE EQUIPMENT	2,822.66	
06/10/16	WORKS	16-01975	ANJEC 2016 MEMBERSHIP DUES	ANJEC050 ANJEC	300.00	
06/10/16	WORKS	16-02025	ANNUAL MEMBERSHIP FOR ASFPM	ASFPM50 ASSOC OF STATE FLOODPLAIN MGRS	140.00	
06/10/16	WORKS	16-00881	DISPOSAL OF WOOD	AWFLEA50 A.W.F. LEASING CORP.	12,288.27	
06/10/16	WORKS	16-01742	Engineering Intern Work	BELAL005 BELAL, AMGAD	104.00	
06/10/16	WORKS	16-02103	TRANSFER STATION TIRE DISPOSAL	CASINGSN CASINGS OF NEW JERSEY INC	371.00	
06/10/16	WORKS	16-02102	DPW - EQUIPMENT MAINTENANCE	CHATHA40 CHATHAM LAWNMOWER SERVICE, INC	25.40	
06/10/16	WORKS	16-02101	BLDG & GROUNDS MAINT	COLLIN33 COLLINE BROS LOCK & SAFE CO.,	7.16	
06/10/16	WORKS	16-02030	REIMBURSE MILEAGE-CRAFCO TRNG	DASTIJOH DASTI, JOHN	85.32	

Attachment: Bill List 6-21-16 (4307 : Authorize Payment of Bills - \$902,979.20)

Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
06/10/16	WORKS	16-02049	GARAGE EQUIPMENT MAINTENANCE	FAIRFI50 FAIRFIELD MAINTENANCE INC.	438.75	
06/10/16	WORKS	16-00390	CURBSIDE RECYCLING	FBASSOJR F BASSO JR RUBBISH REMOVAL INC	19,001.66	
06/10/16	WORKS	16-00011	DCS Diesel Fuel	FINCHFUE FINCH FUEL OIL CO INC	3,965.22	
06/10/16	WORKS	16-02031	RENEW FERTILIZER LICENSE	GUANILLJ GUANILL, JOSEPH	50.00	
06/10/16	WORKS	16-01339	BUILDING MAINTENANCE	INDUST28 INDUSTRIAL COOLING CORPORATION	2,515.00	
06/10/16	WORKS	16-02183	workshop	INSTIT50 INSTITUTE FOR PROFESSIONAL DEV	99.00	
06/10/16	WORKS	16-02186	PLNG & ZONING SPECIALIST TEMP	KOONTZMA KOONTZ, MARGARET	802.50	
06/10/16	WORKS	16-02187	PLNG BOARD SPECIALIST TEMP	KOONTZMA KOONTZ, MARGARET	2,977.50	
06/10/16	WORKS	16-01905	OSHA Inspections	MAXIMUM MAXIMUM MATERIAL HANDING LLC	1,735.00	
06/10/16	WORKS	16-01996	Vehicle/Equipment Maintenance	ODBCOMP ODB COMPANY	1,379.29	
06/10/16	WORKS	16-01955	PURCHASE OF A MEMORIAL TREE	PLANTDET PLANT DETECTIVES, INC	1,300.00	
06/10/16	WORKS	16-02048	Annual Fuel System Inspections	PREFER50 PREFERRED PETROLEUM PRODUCTS &	3,058.33	
06/10/16	WORKS	16-01942	Office Supplies	PRINTME PRINT MEDIA	340.00	
06/10/16	WORKS	16-00389	Vehicle Maintenance	QUALIT25 QUALITY AUTOMOTIVE CO.	826.29	
06/10/16	WORKS	16-01914	Code Enf. Vehicle Maintenance	QUALIT25 QUALITY AUTOMOTIVE CO.	5.72	
06/10/16	WORKS	16-02013	ZONING ESCROW FEE BLANKET	ROSEN55 ROSENBERG & ASSOCIATES	93.50	
06/10/16	WORKS	16-01858		SANITA50 SANITATION EQUIPMENT CORP	347.44	
06/10/16	WORKS	16-02079	Vehicle Maintenance	SIGNARAM SIGNARAMA OF NORTH PLAINFIELD	2,059.20	
06/10/16	WORKS	16-01998	Supplies/Materials	SOSGAS50 SOS GASES INC.	446.60	
06/10/16	WORKS	16-02091	Printing	STHPRIN STH PRINTING, LLC	119.00	
06/10/16	WORKS	16-01999	Vehicle/Equipment Maintenance	STORRT50 STORR TRACTOR CO	438.04	
06/10/16	WORKS	16-01908	SNOW STORM MEALS	SUMMIT22 SUMMIT DINER	210.75	
06/10/16	WORKS	16-00861	Zoning Board Monthly Meetings	THEGAL50 THE GALVIN LAW FIRM	1,947.50	
06/10/16	WORKS	16-00627	DEP Licensing 2016 blanket	TREASU25 TREASURER, STATE OF NEW JERSEY	10,380.00	
06/10/16	WORKS	16-01152	Vehicle/Equipment Maintenance	WETIMM50 W E TIMMERMAN CO INC	1,580.33	
Total for Batch: WORKS					72,260.43	
Total for Date: 06/10/16						
Total for All Batches:					863,092.17	

Attachment: Bill List 6-21-16 (4307 : Authorize Payment of Bills - \$902,979.20)

Rcvd Batch Id Range: First to Last		Rcvd Date Start: 0 End: 06/02/16		Report Format: Condensed		
Rcvd Date	Batch Id	PO #	Description	Vendor	Amount	Contract
06/02/16	DCP	16-01831	Refund Pool Membership	ASCHERER ASCHER, ERIKA	395.00	
06/02/16	DCP	16-01769	Refund Family Pool Membership	LINDNERM LINDNER, MICHAEL	395.00	
Total for Batch: DCP					790.00	
06/02/16	FINANCE	16-00085	0303619366001 BLANKET	AT105068 AT&T	38.26	
06/02/16	FINANCE	16-01739	DATA PAC CURVE POSTAGE SYSTEM	GREATAME GREATAMERICA FINANCIAL	367.35	
06/02/16	FINANCE	16-00115	100 006 720 377 PHONE BOOTH	JCPL0050 JCP&L	7.61	
06/02/16	FINANCE	16-00121	100047563711 BRYANT PK	JCPL0050 JCP&L	10.60	
06/02/16	FINANCE	16-00125	100052171673 CITY HALL	JCPL0050 JCP&L	15.79	
06/02/16	FINANCE	16-00169	503956 WATER SYSTEM BLANKET	MARLINLE MARLIN LEASING	139.95	
06/02/16	FINANCE	16-00209	0017660366 BOTT WTR PD	NESTLERR READYREFRESH BY NESTLE	141.67	
06/02/16	FINANCE	16-00210	0425994928 BOTT WTR DCS	NESTLERR READYREFRESH BY NESTLE	94.32	
06/02/16	FINANCE	16-00214	75 MAPLE ST 6226740006 BLANKET	PSEG1444 PSE&G	84.81	
06/02/16	FINANCE	16-00217	41 CHATHAM RD 6615027607 BLNKT	PSEG1444 PSE&G	188.97	
06/02/16	FINANCE	16-00218	384 BROAD ST 6619775403 BLNKT	PSEG1444 PSE&G	143.49	
06/02/16	FINANCE	16-00219	512 SPRNGFLD 6660016600 BLNKT	PSEG1444 PSE&G	143.22	
06/02/16	FINANCE	16-00220	RIVER RD GNRTR 6722939901 BNKT	PSEG1444 PSE&G	11.90	
06/02/16	FINANCE	16-00221	100 ASHWOOD 6729356200 BLANKET	PSEG1444 PSE&G	22.01	
06/02/16	FINANCE	16-00222	BUTLER PKWY 6749019005 BLANKET	PSEG1444 PSE&G	66.19	
06/02/16	FINANCE	16-00227	ADMIN TELEPHONES 2016 - 338922	SPECT005 SPECTROTEL HOLDING COMPANY LLC	7,764.95	
06/02/16	FINANCE	16-01934	UPS DELIVERY SERVICE	UPS00050 UPS	20.06	
06/02/16	FINANCE	16-00329	VER 151-907-182-0001-93	VER92004 VERIZON	89.99	
06/02/16	FINANCE	16-00331	682164944-00001	VERIZ408 VERIZON WIRELESS	2,843.99	
06/02/16	FINANCE	16-00334	VER 201 X06-1557 333 13Y BLNKT	VERIZ008 VERIZON	165.00	
06/02/16	FINANCE	16-00338	TELEPHONE SRVCS CONTRACT 2015	WINDSTRM PAETEC (A WINDSTREAM COMPANY)	933.19	
Total for Batch: FINANCE					13,293.32	
06/02/16	LIBRARY	16-00096	LIBRARY #8499 05 329 0008432	COMCAS69 COMCAST	249.85	
06/02/16	LIBRARY	16-00360	LIBRARY ACCT 100 007 700 097	JCPL0050 JCP&L	4,377.74	
06/02/16	LIBRARY	16-00183	LIBRARY 1018-210023342887	NJ-AME50 NJ-AMERICAN WATER CO.	127.32	
06/02/16	LIBRARY	16-00204	LIBRARY 1018-210027119614	NJ-AME50 NJ-AMERICAN WATER CO.	79.76	
06/02/16	LIBRARY	16-00337	LIBRARY ACCT #240533	WESTER33 WESTERN PEST SERVICE	80.50	
Total for Batch: LIBRARY					4,915.17	
06/02/16	SELFINS	16-02174	DETAL INSURANCE APRIL 2016	DELTAD50 DELTA DENTAL	16,566.18	
Total for Batch: SELFINS					16,566.18	
06/02/16	SEWER	16-00109	CONSTANTINE 100005626567 BLNKT	JCPL0050 JCP&L	3,924.36	
Total for Batch: SEWER					3,924.36	
06/02/16	TRUST	16-01768	Refund Reading Club	CRUZJANE CRUZ, JANELLE	29.00	
06/02/16	TRUST	16-01767	Refund Reading Club	EZZELDIN EZZELDIN, KARIM	29.00	
06/02/16	TRUST	16-01660	Refund Total Sports Squirts	GONZALEZ GONZALEZ, PAOLA	160.00	
06/02/16	TRUST	16-01658	Refund Total Sports Squirts	TSANGOIT TSANG, OITO	180.00	
Total for Batch: TRUST					398.00	
Total for Date: 06/02/16					Total for All Batches:	39,887.03

Attachment: Bill List 6-21-16 (4307 : Authorize Payment of Bills - \$902,979.20)

THE CITY OF SUMMIT

N E W J E R S E Y

CITY HALL 512 SPRINGFIELD AVENUE SUMMIT, NJ 07901

June 7, 2016

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

Ladies and Gentlemen:

On Tuesday, May 24, 2016 at 11:00 a.m., bids were received by the Purchasing Agent as advertised in the Union County Local Source on May 5, 2016 and referred to the Community Programs Director. Results are as follows:

TATLOCK PARK BLEACHER RENOVATION PROJECT

		Base Bid	Alt. 1 Underground electric to press box	Alt. 2 Underground electric to ticket booth	Alt. 3 Fencing & gates	Alt. 4 Traction coating to footboards
Cypreco Industries, Inc. PO Box 822 Newptune, NJ 07753	(bid bond)	(\$) 783,823.00	15,000.00	15,000.00	13,000.00	23,000.00

The Purchasing Agent, upon the review, evaluation and recommendation in a memo dated June 1, 2016, from the Community Programs Director, makes the following bid award recommendation to the General Services Committee:

TATLOCK PARK BLEACHER RENOVATION PROJECT

Reject pursuant to N.J.S.A. 40A:11-13.2.a, bid substantially exceeds cost estimate, and authorize readvertisement.

Sincerely,

Margaret Gerba

Margaret Gerba, Purchasing Agent

Communication: Purchasing Letter - Tatlock Park Bleacher Renovation Project (Correspondence)

THE CITY OF SUMMIT

N E W J E R S E Y

CITY HALL 512 SPRINGFIELD AVENUE SUMMIT, NJ 07901

June 14, 2016

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

Ladies and Gentlemen:

On Tuesday, May 24, 2016, at 11:00 a.m., proposals pursuant to N.J.S.A. 40A:11-4.1.j were received by the Purchasing Agent as advertised in the Union County Local Source on July 16, 2015 and referred to the Parking Services Manager. Results are as follows:

COMPETITIVE CONTRACTING – BROAD STREET EAST LOT VALET PARKING CONCESSION

		<u>6 – 115 cars per car</u>		<u>116+ cars per car</u>	
		(based on current \$10 per day per car valet parking fee)			
		City	Vendor	City	Vendor
Park Plus Valet Services Inc.	(bid bond)	\$9.00	\$1.00	\$5.50	\$4.50
408 US Highway Rt. 1 & 9 So.					
Newark, NJ 07114					

The Purchasing Department, upon the review, evaluation and recommendation in a memo dated April 28, 2011 from the Parking Services Manager, makes the following award recommendation to the General Services Committee:

The Purchasing Agent, upon the review, evaluation and recommendation in a memo dated June 8, 2016 from the Parking Services Manager, makes the following bid award recommendation to the General Services Committee:

COMPETITIVE CONTRACTING – BROAD STREET EAST LOT VALET PARKING CONCESSION

Park Plus Valet Services Inc., for 6-115 cars per car: \$9.00/City, \$1.00/Vendor; 116+ cars per car: \$5.50/City, \$4.50/Vendor.

Sincerely,

Margaret Gerba

Margaret Gerba, Purchasing Agent

Communication: Purchasing Letter - Broad Street East Lot Valet Parking Concession (Correspondence)

GI 6/21/16
ROSK (copy)
RECEIVED
JUN - 6 2016
CITY CLERK'S OFFICE
SUMMIT, N.J.

NOTICE:

This letter is to notify you that an application for a flood hazard area verification will be submitted to the State of New Jersey Department of Environmental Protection (Department) for the property described on the attached application form. The Department regulates construction within flood hazard areas and riparian zones adjacent to certain waters. This application is a request for the Department to verify the extent of these areas on the subject property. In addition, an application for a flood hazard area permit will also be submitted to the Department for the project described on the attached application form. A flood hazard area permit is required for this project because some or all of the work is proposed in a flood hazard area or in a riparian zone. If you have any comments or questions regarding this application, please write to the Department at the following address and include a copy of the first page of the attached application form:

Attn: Engineering Supervisor for Essex County
State of New Jersey Department of Environmental Protection
Division of Land Use Regulation
P.O. Box 439
Trenton, New Jersey 08625-0439

Your comments must be sent within 15 calendar days of your receipt of this letter to ensure that the Department will be able to consider your concerns during its review of this application. You can submit comments after this date but the Department may not be able to address your concerns. You can also contact the Department by telephone at (609) 292-0060 and can obtain general information about the flood hazard area program at the following website: www.nj.gov/dep/landuse.

Communication: NJDEP Flood Hazard Area Application re Canoe Brook Water Treatment Plant (Notices)



State of New Jersey
Department of Environmental Protection
 Division of Land Use Regulation



Application Form for Permit(s)/Authorization(s)
 501 E. State Street Mail Code 501-02A P.O. Box 420
 Trenton, NJ 08625-0420
 Phone #: (609) 777-0454 Web: www.nj.gov/dep/landuse

Please print legibly or type the following: Complete all sections unless otherwise noted

Is this project Superstorm Sandy Related Yes No

1. Applicant Name: Mr./Ms./Mrs. New Jersey American Water E-Mail: _____
 Address: 120 Raider Boulevard Daytime Phone: 908-431-3223 Ext. _____
 City/State: Hillborough, NJ Zip Code 08844 Cell Phone: _____

2. Agent Name: Mr./Ms./Mrs. Carol Walczyk, P.E. E-Mail: Carol.walczyk@mottmac.com
 Firm Name: Mott MacDonald Daytime Phone: 973-912-2534 Ext. _____
 Address: 111 Wood Avenue South Zip Code 08830 Cell Phone: _____
 City/State: Iselin, NJ

3. Property Owner: Mr./Ms./Mrs. New Jersey American Water E-mail: _____
 Address: 120 Raider Boulevard Daytime Phone: 908-431-3223 Ext. _____
 City/State: Hillborough, NJ Zip Code 08844 Cell Phone: _____

4. Project Name: Canoe Brook Water Treatment Plant Address/Location: 185 John F. Kennedy Parkway also known as 167 John F. Kennedy Parkway
 Municipality: Millburn Township County: Essex
 Block(s): 5302 Lot(s): 5
 N.A.D. 1983 State Plane Coordinates (feet) E (x): 532810 N(y): 695979 *Not Longitude/Latitude*
 Watershed: Upper Passaic River - 06AA Subwatershed: Canoe Brook - 06AA14
 Nearest Waterway: Canoe Brook

5. Project Description: Addition of a Granular Activated Carbon (GAC) unit at Canoe Brook Water Treatment Plant to provide additional treatment capability of volatile organic compounds.

Provide if applicable: Previous LUR File # (s): 0712-02-0002.1 Waiver request ID # (s): N/A

A. SIGNATURE OF APPLICANT (required):

B. I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining and preparing the information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for knowingly submitting false information, including the possibility of fine and imprisonment. If the applicant is an organization such as a corporation, municipal entity, home-owners association etc., the party responsible for the application shall sign on behalf of the organization.

Signature of Applicant _____
5/12/16
 Date _____
Robert Biehler, P.E., Senior Engineering Project Manager, NJAW
 Print Name _____

Signature of Applicant _____
 Date _____
 Print Name _____

C. PROPERTY OWNER'S CERTIFICATION

I hereby certify that the undersigned is the **owner of the property** upon which the proposed work is to be done. This endorsement is certification that the owner/easement holder grants permission for the conduct of the proposed activity. In addition, written consent is hereby given to allow access to the site by representatives or agents of the Department for the purpose of conducting a site inspection(s) or survey(s) of the property in question.

In addition, the undersigned property owner hereby certifies:

- 1. Whether any work is to be done within an easement? Yes No
(If answer is "Yes" – Signature/title of responsible party is required below)
- 2. Whether any part of the entire project will be located within property belonging to the State of New Jersey? Yes No
- 3. Whether any work is to be done on any property owned by any public agency that would be encumbered by Green Acres? Yes No
- 4. Whether this project requires a Section 106 (National Register of Historic Places) Determination as part of a federal approval? Yes No

Signature of Owner _____
 Date 5/18/16
 Robert Biehler, P.E., Senior Engineering Project Manager, NJAW
 Print Name

Signature of Owner/Easement Holder _____
 Date _____
 Print Name/Title _____

D. APPLICANT'S AGENT

I, Robert Biehler, P.E., the Applicant/Owner and _____, co-Applicant/Owner authorize to act as my agent/representative in all matters pertaining to my application the following person:

Carol Walczyk, P.E.
 Name of Agent
Professional Engineer, Mott MacDonald
 Occupation/Profession of Agent

Signature of Applicant/Owner _____
 Signature of co-Applicant/Owner _____

AGENT'S CERTIFICATION:

I agree to serve as agent for the above-referenced applicant:

Carol T. Walczyk
 Signature of Agent

NOTARY: (Required for Flood Hazard Area (FHA) applications)

Sworn to me, this day of: May 18, 2016
Munera Cubero
 Notary Public

E. STATEMENT OF PREPARER OF PLANS, SPECIFICATIONS, SURVEYOR'S OR ENGINEER'S REPORT

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining and preparing the information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for knowingly submitting false information, including the possibility of fine and imprisonment.

John Dening
 Signature
 John Dening, P.E.
 Print Name
 Associate, Mott MacDonald
 Position & Name of Firm
 45517 _____
 Professional License # Date 5/13/2016

F. STATEMENT OF PREPARER OF APPLICATION, REPORTS AND/OR SUPPORTING DOCUMENTS (other than engineering)

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining and preparing the information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for knowingly submitting false information, including the possibility of fine and imprisonment.

John Dening
 Signature
 John Dening, P.E.
 Print Name
 Associate, Mott MacDonald
 Position & Name of Firm
 45517 _____
 Professional License # (If Applicable) Date 5/13/2016

G. APPLICATION(S) FOR: (Check all that apply – follow directions on page 5)

Coastal General Permits		Fee Amount	Fee Paid
<input type="checkbox"/>	CZMGP1 / Amusement Pier Expansion	\$1,000.00	
<input type="checkbox"/>	CZMGP2 / Beach/Dune Activities	\$1,000.00	
<input type="checkbox"/>	CZMGP3 / Voluntary Reconstruction of Certain Residential/Commercial Dev.	\$1,000.00	
<input type="checkbox"/>	CZMGP4 / Development of one or two SFH or Duplexes	\$1,000.00	
<input type="checkbox"/>	CZMGP5 / Expansion or Reconstruction SFH/Duplex	\$1,000.00	
<input type="checkbox"/>	CZMGP6 / New Bulkhead/Fill Lagoon	\$1,000.00	
<input type="checkbox"/>	CZMGP7 / Reveitment at SFH/Duplex	\$1,000.00	
<input type="checkbox"/>	CZMGP8 / Gabions at SFH/Duplex	\$1,000.00	
<input type="checkbox"/>	CZMGP9 / Support Facilities at a Marina	\$1,000.00	
<input type="checkbox"/>	CZMGP10 / Reconstruction of Existing Bulkhead	\$1,000.00	
<input type="checkbox"/>	CZMGP11 / Hazard Waste Clean-up	\$1,000.00	
<input type="checkbox"/>	CZMGP12 / Landfall of Utilities	\$1,000.00	
<input type="checkbox"/>	CZMGP13 / Recreation Facility at Public Park	\$1,000.00	
<input type="checkbox"/>	CZMGP14 / Bulkhead Construction & Fill Placement	\$1,000.00	
<input type="checkbox"/>	CZMGP15 / Construction of Piers/Docks/Ramps in Lagoons	\$1,000.00	
<input type="checkbox"/>	CZMGP16 / Minor Maintenance Dredging in Lagoons	\$1,000.00	
<input type="checkbox"/>	CZMGP17 / Eroded Shoreline Stabilization	\$1,000.00	
<input type="checkbox"/>	CZMGP18 / Avian Nesting Structures	\$1,000.00	
<input type="checkbox"/>	CZMGP19 / Modification of Electrical Substations	\$1,000.00	
<input type="checkbox"/>	CZMGP20 / Legalization of the Filling of Tidelands	\$1,000.00	
<input type="checkbox"/>	CZMGP21 / Construction of Telecommunication Towers	\$1,000.00	
<input type="checkbox"/>	CZMGP22 / Construction of Tourism Structures	\$1,000.00	
<input type="checkbox"/>	CZMGP23 / Geotechnical Survey Borings	\$1,000.00	
<input type="checkbox"/>	CZMGP24 / Habitat Creation/Restoration/Enhancement/Living Shorelines	No Fee	No Fee
<input type="checkbox"/>	CZMGP25 / 1 to 3 Turbines < 200 Feet	\$1,000.00	
<input type="checkbox"/>	CZMGP26 / Wind Turbines < 250 Feet	\$1,000.00	
<input type="checkbox"/>	CZMGP27 / Dredge Lagoon (post storm event)	\$1,000.00	
<input type="checkbox"/>	CZMGP28 / Dredge post Bulkhead Failure	\$1,000.00	
<input type="checkbox"/>	CZMGP29 / Dredge Marina (post storm event)	\$1,000.00	
<input type="checkbox"/>	CZMGP30 / Aquaculture Activities	\$1,000.00	
<input type="checkbox"/>	CZMGP31 / Placement of Shell (shellfish areas)	\$1,000.00	
<input type="checkbox"/>	CZMGP32 / Application of Pesticides in Coastal Wetlands	\$1,000.00	
<input type="checkbox"/>	General Permit Extension	\$240.00	

Flood Hazard Area		Fee Amount	Fee Paid
<input checked="" type="checkbox"/>	FHA Verification	\$4,800	\$4,800
<input checked="" type="checkbox"/>	FHA Individual Permit	\$7,000	\$7,000
<input type="checkbox"/>	FHA Hardship Exception (Stand Alone)	\$4,000.00	
<input type="checkbox"/>	FHAGP1 / Chan Clean w/o Sed Removal	No Fee	No Fee
<input type="checkbox"/>	FHAGP1 / Chan Clean w/Sed Removal	No Fee	No Fee
<input type="checkbox"/>	FHAGP2A / Ag - Bank Restoration	\$1,000.00	
<input type="checkbox"/>	FHAGP2B / Ag - Channel Cleaning	\$1,000.00	
<input type="checkbox"/>	FHAGP2C / Ag - Road Crossing	\$1,000.00	
<input type="checkbox"/>	FHAGP2D / Ag - Wetlands Restoration	\$1,000.00	
<input type="checkbox"/>	FHAGP2E / Ag - Livestock Ford	\$1,000.00	
<input type="checkbox"/>	FHAGP2F / Ag - Livestock Fence	\$1,000.00	
<input type="checkbox"/>	FHAGP2G / Ag - Livestock Water Intake	\$1,000.00	
<input type="checkbox"/>	FHAGP3 / Bridge/Culvert Scour Protection	\$1,000.00	
<input type="checkbox"/>	FHAGP4 / Stormwater Maintenance	\$1,000.00	
<input type="checkbox"/>	FHAGP5 / Building Relocation	\$1,000.00	
<input type="checkbox"/>	FHAGP6 / Rebuild Damaged Home	No Fee	No Fee
<input type="checkbox"/>	FHAGP7 / Residential in Tidal FHA	\$1,000.00	
<input type="checkbox"/>	FHAGP8 / Utility Crossing <50acres	\$1,000.00	
<input type="checkbox"/>	FHAGP9 / Road Crossing <50acres	\$1,000.00	
<input type="checkbox"/>	FHAGP10 / Stormwater Outfall <50acres	\$1,000.00	
<input type="checkbox"/>	Revision of a GP, IP or Verification		
<input type="checkbox"/>	Transfer of an Approval	No Fee	No Fee
<input type="checkbox"/>	FHA Indv. Permit Equivalency/CERCLA	No Fee	No Fee

Stormwater Review Fees		Fee Amount	Fee Paid
<input type="checkbox"/>	Fee for all Stormwater Reviews		

Applicability Determination		Fee Amount	Fee Paid
<input type="checkbox"/>	Coastal Jurisdictional Determination	No Fee	No Fee
<input type="checkbox"/>	Highlands Jurisdictional Determination	No Fee	No Fee
<input type="checkbox"/>	Flood Hazard Jurisdictional Determination	No Fee	No Fee
<input type="checkbox"/>	Executive Order 215	No Fee	No Fee

CAFRA and Waterfront Development Permits		Fee Amount	Fee Paid
<input type="checkbox"/>	CAFRA Individual Permit		
<input type="checkbox"/>	CAFRA Exemption Request	\$500.00	
<input type="checkbox"/>	CAFRA Permit Modification		
<input type="checkbox"/>	Waterfront Development Individual Permit/Upland		
<input type="checkbox"/>	Waterfront Development Individual Permit/In-water		
<input type="checkbox"/>	Zane Letter	\$500.00	
<input type="checkbox"/>	Waterfront Development Modification		
<input type="checkbox"/>	Waterfront Development Individual Permit - Extension		
<input type="checkbox"/>	Individual Permit Equivalency/CERCLA	No Fee	No Fee

Highlands		Fee Amount	Fee Paid
<input type="checkbox"/>	Emergency Permit		
<input type="checkbox"/>	Pre-application Meeting	\$500.00	
<input type="checkbox"/>	Resource Area Determination >one acre		
<input type="checkbox"/>	HPAAGP 1/ Habitat Creation/Enhance	No Fee	No Fee
<input type="checkbox"/>	HPAAGP 2 Bank Stabilization	\$500.00	
<input type="checkbox"/>	Preservation Area Approval (PAA)		
<input type="checkbox"/>	PAA with Waiver (Specify type below)		

Coastal Wetlands		Fee Amount	Fee Paid
<input type="checkbox"/>	Coastal/Tidal Wetlands Permit		
<input type="checkbox"/>	Coastal Wetland Permit Modification		

Communication: NJDEP Flood Hazard Area Application re Canoe Brook Water Treatment Plant (Notices)

	Freshwater Wetlands	Fee Amount	Fee Paid
<input type="checkbox"/>	FWGP1 / Main. & repair Exist Feature	\$1,000.00	
<input checked="" type="checkbox"/>	FWGP2 / Utility Crossing	\$1,000.00	\$1,000
<input type="checkbox"/>	FWGP3 / Discharge of Return Water	\$1,000.00	
<input type="checkbox"/>	FWGP4 / Hazard Site Invest/Cleanup	\$1,000.00	
<input type="checkbox"/>	FWGP5 / Landfill Closure	\$1,000.00	
<input type="checkbox"/>	FWGP6 / Filling of NSWC	\$1,000.00	
<input type="checkbox"/>	FWGP6A /TA- Filling of NSWC	\$1,000.00	
<input type="checkbox"/>	FWGP7 / Fill ditch / swale	\$1,000.00	
<input type="checkbox"/>	FWGP8 / House Addition	\$1,000.00	
<input type="checkbox"/>	FWGP9 / Airport Sightline Clearing	\$1,000.00	
<input type="checkbox"/>	FWGP10A / Very Minor Road Crossing	\$1,000.00	
<input type="checkbox"/>	FWGP10B / Minor Road Crossing	\$1,000.00	
<input type="checkbox"/>	FWGP11 / Outfalls / Intakes	\$1,000.00	
<input type="checkbox"/>	FWGP12 / Survey / Investigation	\$1,000.00	
<input type="checkbox"/>	FWGP13 / Lake Dredging	\$1,000.00	
<input type="checkbox"/>	FWGP14 / Water Monitoring	\$1,000.00	
<input type="checkbox"/>	FWGP15 / Mosquito Control	\$1,000.00	
<input type="checkbox"/>	FWGP16 / Habitat Create / Enhance	No Fee	No Fee
<input type="checkbox"/>	FWGP17 / Trails / Boardwalks	\$1,000.00	
<input type="checkbox"/>	FWGP17A / Multiuse paths	\$1,000.00	
<input type="checkbox"/>	FWGP18 / Dam Repairs	\$1,000.00	
<input type="checkbox"/>	FWGP19 / Dock or Pier	\$1,000.00	
<input type="checkbox"/>	FWGP20 / Bank Stabilization	\$1,000.00	
<input type="checkbox"/>	FWGP21 / Above Ground Utility	\$1,000.00	
<input type="checkbox"/>	FWGP23 / Expand Cranberry	No Fee	No Fee
<input type="checkbox"/>	FWGP24 / Spring Developments	\$1,000.00	
<input type="checkbox"/>	FWGP25 / Malfunction Septic System	No Fee	No Fee
<input type="checkbox"/>	FWGP26 / Channel / Stream Clean	\$1,000.00	
<input type="checkbox"/>	FWGP27 / Redevelop Disturbed Site	\$1,000.00	
<input type="checkbox"/>	FWGP Modification	\$500.00	
<input type="checkbox"/>	FWGP Extension	\$500.00	

	Freshwater Wetlands	Fee Amount	Fee Paid
<input type="checkbox"/>	Individual Wetlands Permit		
<input type="checkbox"/>	Individual Open Water Permit		
<input type="checkbox"/>	Individual Permit Mod. Major/Minor		
<input type="checkbox"/>	Individual Permit Extension		
<input type="checkbox"/>	Wetlands Exemption	\$500.00	
<input type="checkbox"/>	Permit Equivalency/CERCLA	No Fee	No Fee

	Transition Area Waiver	Fee Amount	Fee Paid
<input type="checkbox"/>	Averaging Plan		
<input type="checkbox"/>	Reduction		
<input type="checkbox"/>	Hardship Reduction		
<input type="checkbox"/>	Special Activity Stormwater		
<input type="checkbox"/>	Special Activity Linear Development		
<input checked="" type="checkbox"/>	Special Activity Redevelopment	\$2,200	\$2,200
<input type="checkbox"/>	Special Activity Individual Permit		
<input type="checkbox"/>	Exemption	\$500.00	
<input type="checkbox"/>	Modification Major/Minor		
<input type="checkbox"/>	Extension	\$500.00	

	Letter of Interpretation	Fee Amount	Fee Paid
<input type="checkbox"/>	Presence Absence	\$1,000.00	
<input type="checkbox"/>	Presence Absence Footprint	\$1,000.00	
<input type="checkbox"/>	Delineation < 1.00 Acres	\$1,000.00	
<input type="checkbox"/>	Verification		
<input type="checkbox"/>	Extension		

	Consistency Determination	Fee Amount	Fee Paid
<input type="checkbox"/>	Water Quality Certificate		
<input type="checkbox"/>	Federal Consistency	No Fee	No Fee
<input type="checkbox"/>	HMC Water Quality Certificate		

Please note:

If no fee amount is specified in the "Fee Amount" column, please refer to the Regulatory Fee Schedule which can be found at www.nj.gov/dep/landuse/forms.html. The following types of applications DO NOT require a fee submittal:

CAFRA

- General Permit # 24 - Habitat creation, restoration, enhancement and living shoreline activities
- Individual Permit Equivalency - CERCLA

Applicability Determinations

- Coastal Applicability Determination
- Highlands Jurisdictional Determination
- Flood Hazard Area Applicability
- Executive Order 215

Flood Hazard Area

- General Permit #1 – Channel cleaning under the Stream Cleaning Act without Sediment Removal
- General Permit #1 – Channel cleaning under the Stream Cleaning Act with Sediment Removal
- General Permit #6 – Reconstruction of a damaged or destroyed residence
- Transfer of Approval
- Individual Permit Equivalency - CERCLA

Federal Consistency

- Federal Consistency Determination

Highlands

- General Permit #1 - Habitat Creation, Restoration, Enhancement

Freshwater Wetlands

- General Permit #16 - Habitat creation and enhancement activities
- General Permit #17 - Trails and Boardwalks (NO FEE when the activity is proposed on publicly owned lands)
- General Permit #23 – Expansion of cranberry growing operations in the Pinelands
- General Permit #25 – Malfunctioning individual subsurface sewage disposal (septic) systems
- Individual Permit Equivalency - CERCLA

Also:

In addition to the standard paper submission, an electronic copy of the entire application, including plans, may be submitted on CD-ROM to assist the Department in the review this application. Plans should be submitted as a CAD file or Shapefile, georeferenced in NJ state plane feet NAD83. Please do NOT send the electronic version via E-Mail.

Electronic permitting and/or application submittal is available for specific applications. Please see the Division website at www.nj.gov/dep/landuse/epermit.html for more information.

APPLICANT NAME: NEW JERSEY AMERICAN WATER

FILE # (if known): _____

APPLICATION FORM - APPENDIX I

Section 1: Please provide the following information for the overall project site. All area measurements shall be recorded **in acres to the nearest thousandth** (0.001 acres).

<u>PROPOSED:</u>	<u>PRESERVED</u>	<u>UNDISTURBED</u>	<u>DISTURBED</u>
RIPARIAN ZONE	N/A	N/A	N/A
CZMRA FORESTED (CZMRA IP - Only)	N/A	N/A	N/A
E & T HABITAT Endangered and/or Threatened	N/A	N/A	N/A
FRESHWATER WETLANDS	N/A	N/A	N/A

Section 2: Please provide the following information for each permit/authorization requested pursuant to the Freshwater Wetlands Protection Act. All area measurements shall be recorded **in acres to the nearest thousandth** (0.001 acres). Use additional sheets if necessary

PERMIT TYPE	FWGP2	WETLAND TYPE <i>Emergent, Forest, Shrub, Etc.</i>	FORESTED	RESOURCE CLASSIFICATION <i>Ordinary, Intermediate, Exceptional, EPA, Etc.</i>	Exceptional
<u>PROPOSED DISTURBANCE:</u>		<u>WETLANDS</u>		<u>TRANSITION AREA</u>	<u>SOW</u>
FILLED		N/A		N/A	N/A
EXCAVATED		N/A		N/A	N/A
CLEARED		N/A		N/A	N/A
TEMPORARY DISTURBANCE		N/A		0.081	N/A

PERMIT TYPE	TAW-REDEVELOPMENT	WETLAND TYPE <i>Emergent, Forest, Shrub, Etc.</i>	FORESTED	RESOURCE CLASSIFICATION <i>Ordinary, Intermediate, Exceptional, EPA, Etc.</i>	Exceptional
<u>PROPOSED DISTURBANCE:</u>		<u>WETLANDS</u>		<u>TRANSITION AREA</u>	<u>SOW</u>
FILLED		N/A		0.031	N/A
EXCAVATED		N/A		N/A	N/A
CLEARED		N/A		N/A	N/A
TEMPORARY DISTURBANCE		N/A		N/A	N/A

Appendix II - Fee Calculation Sheet (Required)

Directions:

The Fee Calculation sheet is broken down by the types of programs administered by the Division of Land Use Regulation: Coastal, Flood Hazard Area, Freshwater Wetlands, Stormwater Review.

Use the abbreviation key below in order to identify the type(s) of applications that you need to submit for your project. Once you find your application type(s) work through the **calculation column** and place the figure on the **fee amount** line. Do this for each application type and subtotal each section. In section 5 – enter the subtotals as indicated and add the fee figures to find your total fee.

- Whenever the calculation requires an acreage figure, you will need to round UP to the nearest whole number, for example: 0.25 acres gets rounded up to one (1) acre or 2.61 acres gets rounded up to three (3) acres.
- The maximum fee for a CAFRA Individual permit, an Upland Waterfront Development permit, or an In-Water Waterfront Development permit is \$30,000 per permit type. For example: if you are applying for both an upland and an in-water Waterfront Development the maximum fee is applied to each permit for a maximum total of \$60,000 plus any applicable stormwater review fee.
- No matter how many types of applications are required, the stormwater review fee is applied only one time.

Abbreviation KEY

CAFRA = CZM	General Permit = GP	Single Family Home = SFH
Coastal (Tidal) Wetlands = CSW	Individual Permit = IP	Transition Area Waiver = TAW
Extension = EXT	Letter of Interpretation = LOI	Verification = VER
Flood Hazard Area = FHA	Mean High Water Line = MHWL	Waterfront Development = WD
Freshwater Wetlands = FWW	Modification = MOD	Water Quality Certificate = WQC

Section 1 - Coastal Application Type

Calculation

Fee Amount

All General Permits (Except those listed in notes on Page 4)	\$1,000 x _____ # of GPs requested	
CZM – IP SFH or Duplex	\$2,000	
CZM – IP Residential other than SFH/duplex	\$3,000 x _____ # of units	
CZM – IP Commercial, Industrial or Public	\$3,000 x _____ acres of the site	
CSW – IP SFH or Duplex	\$2,000	
CSW – IP All Development other than SFH/duplex	\$3,000 x _____ acres of wetlands disturbed	
WD - IP SFH or Duplex (Landward of MHWL)	\$2,000	
WD – IP Residential other than SFH/duplex (Landward of MHWL)	\$3,000 x _____ # of units	
WD – IP Commercial, Industrial or Public Development	\$3,000 x _____ acres of the site	
WD - IP SFH or Duplex (Waterward of MHWL)	\$2,000	
WD – IP All Development other than SFH/duplex (Waterward of MHWL)	\$3,000 x _____ acres of water area impacted	
CZM, CSW, WD – Minor Technical Modification (GP/IP)	\$500 x _____ # of items to be revised	
CZM, CSW, WD – Major Technical Modification (GP/IP)	0.30 x _____ original fee = Fee (Minimum \$500)	
General Permit Extension	\$240 x _____ # of GPs to be extended	
WD – IP Permit Extension	0.25 x _____ original fee = Fee (Maximum \$3,000)	
CZM, CSW, WD – Exemption Request	\$500 x _____ # of exemptions requested	

Subtotal for Coastal Applications

N/A

Section 2 - Freshwater Wetlands Application Type

Calculation

Fee Amount

All General Permits (Except those listed in notes on Page 4)	\$1,000 x <u> 1 </u> # of GPs requested	\$1,000
FWW – LOI Presence/Absence, Footprint, Delineation < 1 acre	\$1,000	
FWW – LOI Line Verification	\$1,000 + (\$100 x <u> 1 </u> # of acres of the site)	
FWW – TAW with valid LOI	\$1,000 + (\$100 x _____ # acres FWW disturbed)	
FWW – TAW without valid LOI	\$1,000 + (\$100 x <u> 1 </u> acres TAW disturbed) + LOI Fee	\$2,200
FWW – IP or Open Water Fill SFH or Duplex	\$2,000	
FWW – IP or Open Water Fill other than SFH or Duplex	\$5,000 + (\$2,500 x _____ # acres FWW disturbed)	
FWW – GP, TAW, IP, Open Water Fill Minor Modification	\$500 x _____ # of items to be revised	
FWW – GP, TAW, IP, Open Water Fill Major Modification	0.30 x _____ original fee (Minimum \$500)	
FWW – EXT LOI Presence/Absence, Footprint, Delineation < 1 acre	\$500	
FWW – EXT LOI Line Verification	0.50 x _____ original fee (Minimum \$500)	
FWW – EXT GP or TAW	\$500 x _____ # of items to be extended	
FWW – EXT IP or Open Water Fill	0.50 x _____ original fee (Minimum \$500)	

Subtotal for Freshwater Wetlands Applications

\$3,200

Appendix II - Fee Calculation Sheet - Continued

Section 3 - Flood Hazard Area Application Type	Calculation	Fee Amount
All General Permits (Except those listed in notes 1 on Page 4)	\$1,000 x _____ # of GPs requested	
FHA – VER Methods 1, 2, 3, 5 (Fee not applicable to one (1) SFH)	\$1,000	
FHA – VER Method 4	\$4,000 + (\$400 x _____ per 100 linear feet)	
FHA – VER Method 6	\$4,000 + (\$400 x 2 per 100 linear feet)	\$4,800.00
FHA – IP SFH	\$2,000	
FHA – IP * Fee not applicable to one (1) SFH	\$3,000 base	\$3,000.00
*Bank/Channel (stabilization, reestablishment, etc.) No Calculation Review --	+ \$1,000	
*Bank/Channel (stabilization, reestablishment, etc.) With Calculation Review--	+ (\$4,000 + (\$400 x _____ per 100 linear ft.))	
*Bridge, Culvert, Footbridge, Low Dam, etc. No Calculation Review--	+ \$1,000 x _____ # of structures	
*Bridge, Culvert, Footbridge, Low Dam, etc. With Calculation Review--	+ \$4,000 x _____ # of structures	
*Review of Flood Storage Displacement (net fill) Calculations-----	+ \$4,000	\$4,000.00
Review of Hardship Exception Request-----	+ \$4,000	
*Utility Line-----	+ \$1,000 x _____ # of water crossings	
FHA – VER, IP, GP Minor Revision	\$500 x _____ # of items to be revised	
FHA – VER, IP, GP Major Revision	0.30 x _____ original fee (Minimum \$500)	
FHA – Department Delineation Minor Revision	\$500	
FHA – Department Delineation Major Revision	\$4,000 + (\$400 x _____ per 100 linear feet)	
Subtotal for Flood Hazard Area Applications		\$11,800.00

Section 4 – Individual Water Quality Certificate	Calculation	Fee Amount
WQC (NOTE: No fee required under the coastal program)	\$5,000 + (\$2,500 x _____ # acres regulated area disturbed)	N/A

Section 5 - Additional Stormwater Review Fee	Calculation	Fee Amount
Stormwater Review	\$3,000 base	
Review of Groundwater Recharge Calculations-----	+ \$250 x _____ # acres disturbed	
Review of Runoff Quantity Calculations-----	+ \$250 x _____ # acres disturbed	
Review of Water Quality Calculations-----	+ \$250 x _____ # acres impervious surface	
Fee if project disturbs vegetation within SWRPA-----	+ \$2,000	
Subtotal of Stormwater Review Fee		N/A

Section 6 – Total of Application Fees

Subtotal of Section 1 - Coastal Applications	N/A
Subtotal of Section 2 - Freshwater Wetlands Applications	\$3,200
Subtotal of Section 3 - Flood Hazard Area Applications	\$11,800.00
Subtotal of Section 4 – Individual Water Quality Certificate	N/A
Subtotal of Section 5 - Additional Stormwater Review	N/A

Total Application Fee **\$15,000**

Total Fee: \$15,000 Check #: 1800061302

Communication: NJDEP Flood Hazard Area Application re Canoe Brook Water Treatment Plant (Notices)

Instructions for completing the Application Form for Permits/Authorizations from the Division of Land Use Regulation
(Please print clearly or type all information in every section)

Section 1. Applicant Information

- ✓ Please check off whether the project is Superstorm Sandy related.
- ✓ Make sure all applicant information is correct and up to date.
- ✓ Do not provide telephone numbers with call intercept.
- ✓ Must include correct E-mail address.

Section 2. Agent Information

- ✓ Make sure all agent information is correct and up to date.
- ✓ Do not provide telephone numbers with call intercept.
- ✓ If you do not have an agent, leave this section blank.
- ✓ Must include correct E-mail address.

Section 3. Property Owner Information

- ✓ Identify the property owner if different from applicant.

Section 4. Project Site Information/Fees and Costs

- ✓ List the street address if known along with the correct zip code for the property.
- ✓ List all blocks and lots if more space is needed please attach a list to the application form.
- ✓ Make sure the state plane coordinates are given and that they are 1983 datum otherwise the application will be rejected.
 - Applicants can find state plane coordinates on USGS maps or by going to the NJDEP website and using the IMAP feature to find the location of property and the exact state plane coordinates

Section 5. Project Description

- ✓ Briefly describe what you are proposing to construct within regulated areas. In addition, list any previous LUR file number(s) and if a Waiver Request has been submitted to the Office of Permit Coordination and Environmental Review please list the Waiver Request ID number(s) on the line provided.

Section A. Applicant's Signature

- ✓ The person or responsible party representative applying for this permit and to whom the permit will be issued must sign here.

Section B. Property Owner's Signature

- ✓ The legal owner of the property on which the regulated activities are proposed must sign here and certify items one through four in this section. In addition, all easement owners on the project site are also required to sign the certification.

Section C. Applicant's Agent Authorization

- ✓ If the applicant is represented by a consultant or engineer, that individual shall fill out this section.

Section D. Statement of the Preparer of Plans

- ✓ All Flood Hazard Area and Waterfront Development applications require that the person preparing the plans and reports fill out this section

Section E. Statement of the Preparer of Application, Reports and Supporting Documents

- ✓ Anyone who prepares and is the responsible person for part of the application, reports or supporting documents must fill out this section

Section F. Type of Application you are submitting

- ✓ Place a check mark next to each type of activity you are requesting in this application package. Please fill in the amount of fee required for each permit and the amount of fees paid for each permit. The fee paid may be different from the amount required for each permit since the amount required may differ due the three payment plan for fees in excess of \$1,000. A Fee Calculation Sheet is now included to allow an applicant to determine the fee for applications where the fee will vary due to size of site, impacts, etc.

Appendices Please follow the directions as outlined for each Appendix.

- ✓ Both Appendix I and II are required to be filled-out and submitted in order for the application form to be considered completed

Freshwater Wetlands Application Notice to Neighboring Landowners

Date: May 31, 2016

Re: Application submitted by:

New Jersey American Water

Regarding property at:

Canoe Brook Water Treatment Plant

Millburn Township, Essex County, New Jersey

Portion within Block 5302; Lot 5

Dear Interested Party:

I am sending you this letter to inform you that I am submitting an application for a permit or approval to the New Jersey Department of Environmental Protection (NJDEP) under the Freshwater Wetlands Protection Act rules, N.J.A.C. 7:7A. The permit or approval will either establish the boundary of freshwater wetlands on the above property, or will authorize me to conduct regulated activities on the property.

I am applying for the following approval(s):

- Letter of interpretation (establishes the official boundary line of any regulated freshwater wetlands, open waters, or transition areas on the property, and if freshwater wetlands are present, identifies their resource value)
- General permit authorization (authorizes regulated activities, such as construction or development, in wetlands and adjacent transition areas) General Permit 2 Underground Utility Lines and Special Activity Transition Area Waiver for Redevelopment
- Individual transition area waiver (authorizes regulated activities, such as construction or development, in areas adjacent to wetlands)

Individual freshwater wetlands permit (authorizes regulated activities, such as construction or development, in both wetlands and adjacent transition areas)

Open water fill permit (authorizes regulated activities, such as construction or development, in open waters)

The activities for which my application requests NJDEP approval are (I have checked all of those that apply):

No regulated activities, just establishing where regulated wetlands (if any) are found on my property

Cutting or clearing of trees and/or other vegetation

Placement of pavement or other impervious surface

Placement of one or more buildings or other structures
[Granular Activated Carbon (GAC) Unit]

Expansion of existing pavement, buildings, or other structures
[Underground Water Pipes]

Other (describe):

The proposed project is for the addition of a Granular Activated Carbon unit and associated underground piping at Canoe Brook Water Treatment Plant to provide additional treatment capability of volatile organic compounds.

If you would like to inspect a copy of my application, it is on file at the Municipal Clerk's Office in the town in which the property is located, or you can call the NJDEP at (609) 777-0454 to make an appointment to see my application at NJDEP offices in Trenton during normal business hours.

The rules governing freshwater wetlands permits and approvals are found in the NJDEP's Freshwater Wetlands Protection Act rules at N.J.A.C. 7:7A. You can view or download these rules on the NJDEP Land Use Regulation Program website at www.state.nj.us/dep/landuse, or you can find a copy of these rules in the county law library in your county courthouse.

As part of the NJDEP's review of my application, NJDEP personnel may visit my property, and the portion of any neighboring property that lies within 150 feet of my property line, to perform a site inspection. This site inspection will involve only a visual inspection and possibly minor soil borings using a 4" diameter hand auger. The inspection will not result in any damage to vegetation or to property improvements.

The NJDEP welcomes any comments you may have on my application. If you wish to comment on my application, comments should be submitted to the NJDEP *in writing* within 30 days after the Department publishes notice of the application in the DEP Bulletin. The Department shall consider all written comments submitted within this time. The Department may, in its discretion, consider comments submitted after this date. Comments cannot be accepted by telephone. Please submit any comments you may have *in writing, along with a copy of this letter*, to:

New Jersey Department of Environmental Protection
Division of Land Use Regulation
Mail Code 501-02A
P.O. Box 420
Trenton, New Jersey 08625
Att: (County in which the property is located) Section Chief

When the NJDEP has decided whether or not my application qualifies for approval under the Freshwater Wetlands Protection Act rules, NJDEP will notify the municipal clerk of the final decision on my application.

If you have questions about my application, you can contact me or my agent, address(es) below.

Sincerely,

New Jersey American Water

120 Raider Boulevard

Hillborough, New Jersey 08844

908-431-3223

(1/10)



Hatch Mott
MacDonald

*F. Wetlands
Permits*

*Notice Posted ✓
6/7/16*

Hatch Mott MacDonald
111 Wood Avenue South
Iselin, NJ 08830-4112
www.hatchmott.com

May 31, 2016

Municipal Clerk
City of Summit
512 Springfield Avenue
Summit, New Jersey 07901

**Re: New Jersey American Water
GAC Vessel at Canoe Brook Treatment Plant
Application for FHA Permit**

*1 w/cover - PB
1 w/cover - EC
email C: P. Caserio, ASch*

RECEIVED
JUN 06 2016
CITY CLERK'S OFFICE
SUMMIT, N.J.

*orig w/ 1 copy - Clu
letter file*

Dear Sir or Madam:

Enclosed please find three (3) copies of the public notice and of the Individual Flood Hazard Area permit application form (LURP-2) submitted to the New Jersey Department of Environmental Protection for the above referenced project. Please keep one copy for public inspection and distribute one copy to the planning board and one copy to the environmental commission.

If you have any questions or need any additional information, please contact our office.

Very truly yours,

Hatch Mott MacDonald

John Denning, P.E
Senior Project Engineer
T 973.912.2464 F 973.912.2632
John.denning@mottmac.com

Communication: NJDEP Flood Hazard Area Application re Canoe Brook Water Treatment Plant (Notices)



DEP NEWS RELEASE

New Jersey Department of Environmental Protection

Chris Christie, Governor
Kim Guadagno, Lt. Governor
Bob Martin, Commissioner



IMMEDIATE RELEASE
June 8, 2016

Contact: Lawrence Hajna (609) 984-1795
Bob Considine (609) 292-2994
Caryn Shinske (609) 984-1795

“DISCOVER DEP” PODCASTS PROVIDE PUBLIC WITH FRIENDLY AND FAMILIAR FORMAT FOR LEARNING ABOUT DEP’S MISSION

(16/P56) TRENTON – The Department of Environmental Protection has launched a series of audio podcasts designed to provide the public with insights on initiatives and activities the department takes to protect and enhance the state’s environment.



“I am very proud of the work performed by the professionals here at DEP,” Commissioner Bob Martin said. “New Jersey residents are extremely fortunate to have some of the brightest and most talented people in their fields serving them at the DEP. Each podcast provides

an in-depth interview with these experts, offering valuable insights into how we protect our air, water, land and natural and historic resources. The jobs they do are an important part of enhancing our quality of life in the Garden State.”

Nine episodes of the “Discover DEP” podcast are currently available. They include an Earth Day introduction by Commissioner Martin. Subsequent episodes cover important topics such as a new beach and waterway online public access map, air quality awareness, Arbor Day and the importance of trees, wildfire season, a special initiative to improve the environment and quality of life in Camden, the Barnegat Bay Blitz watershed cleanup initiative, National Trails Day and the State History Fair.

The podcasts are available through the DEP home page at www.nj.gov/dep/ or by visiting www.nj.gov/dep/podcast/. They are also available for mobile devices through iTunes and Google Play.

“These podcasts are an important tool in reaching a wider audience in a format that is both friendly and familiar – much like a radio broadcast,” said Bob Bostock, host of the podcast interviews and DEP’s



“Discover DEP” podcast host Bob Bostock

Communication: DEP Podcasts (Newsletters)

Director of Strategic Communications. “With a roster of employees that is both deep and talented, there is no limit to the number of podcasts that we can produce or the topics that we can cover.”

In his kick-off podcast interview, Commissioner Martin noted that upon being appointed DEP Commissioner by Governor Christie in 2010, “what I found was an incredible group of dedicated, well-educated professionals, extremely well-motivated and wanting to focus on the environment, getting things done and improving the overall environment. The mission of DEP, and the hat that I wear every single morning, is protecting the air, the land, the water and the historic and natural resources of the state of New Jersey.”

During his tenure at DEP, Commissioner Martin has led the agency through the process of becoming much more focused on problem solving and better serving the public while maintaining the state’s strong standards for protecting the environment.

Under his guidance, the DEP has taken strong actions to combat out-of-state sources of air pollution, restore ecologically stressed Barnegat Bay, ensure timely and thorough cleanups of contaminated sites, promote the importance of recycling, combat illegal dumping on state lands, foster environmental stewardship by the regulated community, implement strategies to mitigate the impacts of flooding, assist urban areas to improve water quality, enhance services at state parks and historic sites, and implement policies to better manage and protect wildlife populations.

Moreover, the DEP, under Commissioner Martin, undertook a key leadership role in the cleanup and recovery from Superstorm Sandy and has implemented numerous strategies to make the state more storm-resilient. They include working to ensure coastal communities are protected by robust beach and dune systems, moving homeowners out of harm’s way through the state’s Blue Acres program, establishing protective elevation standards for post-storm reconstruction, and hardening wastewater and drinking water infrastructure against future catastrophic floods.

The Department of Environmental Protection, established on the first Earth Day, April 22, 1970, was the third state agency of its kind in the nation, consolidating resources to restore and protect resources under one umbrella agency.

###

Jonathan Aronoff
Production Manager



HomeTowne Television Inc.
70 Maple Street
Summit, New Jersey 07901



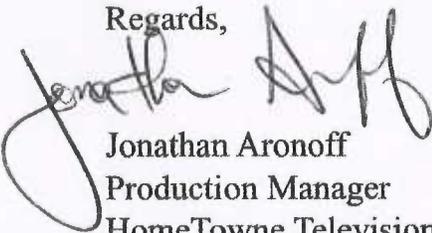
June 1, 2016

Ms. Rosemary Licatese
512 Springfield Avenue
Summit, New Jersey 07901

Dear Ms. Licatese,

Enclosed is HomeTowne Television's annual report, which includes a spreadsheet with statistics on services provided for the year. The spreadsheet includes the number of actual hours spent on Summit programming and programming support. Also enclosed is a list of our current Board of Trustees. The year-end audited financials have not yet been prepared but will be provided on request later in the year.

Regards,



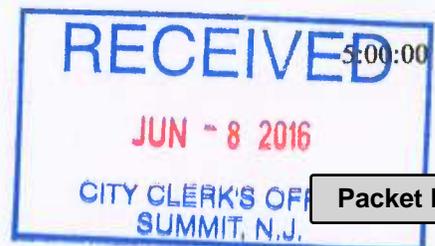
Jonathan Aronoff
Production Manager
HomeTowne Television Inc.

* Per Page 3 - June 2015 - May 2016

HomeTowne Television® Is A Local 501(c)(3) Non-Profit Organization

<u>Government Programming</u>	<u>HTTV Times Aired</u>	<u>HTTV Airtime</u>	<u>G Chan Times Aired+</u>	<u>G Chan Airtime+</u>	<u>Program Support*</u>
Summit Common Council Meeting	103	163:01:23	168	342:33:00	66:00:00
Mayor Show	113	49:23:10	79	34:08:00	10:15:00
Council Forum	33	104:21:21	60	34:56:56	2:30:00
Planning Board Meetings	32	100:35:45	157	150:49:50	75:00:00
Zoning Board Meetings	16	2:33:42	173	132:50:32	32:00:00
Board of School Estimate Meeting: (1st Meeting)	6	7:39:17	5	6:19:56	3:00:00
Board of Education Budget Meeting	5	1:18:25	4	5:03:57	2:00:00
Board of School Estimate: (2nd Meeting)	5	3:06:30	15	3:55:00	
Off The Cuff- Summit Police	180	79:46:21	350	90:17:53	18:00:00
Summit Police Scams Forum	31	26:35:52	16	13:35:49	3:00:00
With Summit Fire	30	13:20:57	104	52:08:00	6:00:00
Sassy Frass- Summit Library	51	29:43:34			8:00:00
Career Clarity Lecture- Summit Library	10	9:41:00			4:00:00
Health and Wellness Lecture- Summit Library	26	12:36:19	7	3:08:55	4:00:00
Shark Diddy Pool Party- DCP	38	4:45:08	94	7:49:06	5:00:00
Summit Summer Concerts- DCP	45	54:54:11	35	56:20:39	12:00:00
Skating in Summit- DCP	37	3:17:16	18	1:43:50	4:00:00
Song for Summit- DCP	96	62:43:08	81		4:00:00
2015 Summit PAL Ping Pong Tournament	47	3:13:01	56	6:59:42	3:00:00
2016 Summit PAL Easter Egg Hunt	25	1:32:23	19	1:10:01	3:00:00
Summit Transfer Station- DCS	1	0:27:37			
Summit Police Youth Academy Graduation	10	7:30:00	60	41:15:12	2:30:00
League of Women Voter's Candidate's Debate	4	8:00:00			5:00:00
<u>Election Candidates</u>					
<u>Public Service Announcements:</u>					
Andy Smith	78	5:32:56			1:00:00
Richard Sun	78	5:32:56			1:00:00
Mary Ogden	71	3:05:52			1:00:00
Al Dill	74	1:15:20			1:00:00
David Naidu	74	1:15:20			1:00:00
Ellen Dickson	73	2:09:00			1:00:00
Nora Radest	73	2:09:00			1:00:00
Government Total:	1465	795:06:44	1501	985:06:18	268:15:00
<u>Community Programming</u>					
HTTV News	456	244:26:47			36:00:00
Summit High School's Mary Poppins Preview	16	1:04:43	6	0:24:12	4:30:00
Summit's The View	29	27:13:14			
Summit Old Guard Meeting	12	18:00:00			5:00:00
YMCA PSA	64	8:20:36			

Communication: HomeTowne Television Annual Report (Minutes, Reports, Etc. from the Following)



<u>Community Programming Continued</u>	<u>HTTV Times Aired</u>	<u>HTTV Airtime</u>	<u>G Chan Times Aired+</u>	<u>G Chan Airtime+</u>	<u>Program Support*</u>
The Pipes of Christmas	9	8:14:14			6:00:00
Wisdoms of Broadway Concert	4	5:51:00			
Keeping Kids Healthy Inside & Out	10	4:54:06			
Cars & Croissants	6	3:00:00			
Sports Related Concussions	4	2:00:00			
Bark-A-Que PSA	72	1:01:36			3:00:00
Overlook Live Nativity Scene	14	0:31:32			
Summit Car Show	1	0:30:00			
Turkey Day HS Football Special	1	0:22:26			2:00:00
As A Matter of Fact: Episode 1	65	32:19:06			4:00:00
As A Matter of Fact: Episode 2	59	25:30:41			3:00:00
Community Conversations Episode 1	14	6:57:05			6:30:00
Community Conversations Episode 2	14	7:00:27			6:30:00
Community Conversations Episode 3	67	32:39:23			6:30:00
Community Conversations Episode 4	67	34:11:52			6:30:00
CPC's Crossing Road Series: Islam	26	32:40:56			5:00:00
Meet The Author: Paula Mooney	93	44:17:17			
First Friday- Jan 2016	22	13:14:12			4:00:00
First Friday- Feb 2016 (Mayor's Roundtable)	14	8:25:20			4:30:00
First Friday- March 2016	51	28:52:16			6:00:00
Chamber of Commerce Awards Dinner	45	5:37:25			8:30:00
Chamber of Commerce: Public Safety Award	13	0:52:52			1:00:00
Girls Night Out	29	5:26:44			4:00:00
Visual Arts Gala	20	2:59:09			
Autism Numbers					
Public Service Announcement	5	0:07:31			
Taste Of Summit 2015	2	0:01:00			
Taste of Summit 2016	50	23:18:20			5:00:00
Minuetto Gala	100	49:16:00			5:00:00
Family & Child Services Red Carpet Gala	49	3:45:21	8	0:36:42	8:30:00
Yoga with Claire	7	3:22:38			
Dominican Nuns Gala	35	2:45:46			3:30:00
<u>Dominican Nuns Webseries:</u>					30:00:00
Video 1- Sr. Mary Cecelia	35	1:45:00			
Video 2- Sr. Judith Miryam	30	1:30:00			

<u>Community Programming Continued</u>	<u>HTTV Times Aired</u>	<u>HTTV Airtime</u>	<u>G Chan Times Aired+</u>	<u>G Chan Airtime+</u>	<u>Program Support*</u>
Video 3- Sr. Mary Catharine	25	1:15:00			
Video 4- Sr. Mary Martin	20	1:00:00			
Video 5- Sr. Danielle	15	00:45:00			
Video 6- Justin Mihalik	10	0:50:00			
Community Total:	1680	932:44:04	14	1:00:54	170:30:00

Communication: HomeTowne Television Annual Report (Minutes, Reports, Etc. from the Following)

Totals from June 2015-May 2016

HTTV Times Programs Aired	3145
HTTV Air Time	1727:50:48
G-Channel Times Programs Aired+	1515
G-Channel Air Time+	986:07:12
Hours of Program Support	438:45:00

*Program support time is not shown for prior fiscal years

+Due to a computer issue at City Hall, the G-Channel hours for the month of May are not available

HomeTowne Television, Inc. Board of Trustees
May 31, 2016

Lisa Allen
Jack Anderson
Daniel Baer
Andy Barsh
Beth Brier
Peter Burke
Rich Callaghan
Christine Cartisser
Paul Carniol
Bob Davies
Cynthia Falco
Janet Fike
Emi Havas
Bob Heissler
Fred Honold
Judith Leblein Josephs
Woody Kerkeslager
Kawanzaa King
George Lucaci
Frank Macioce
Stacey McEvoy
Shayne Miller
Paula Mooney
Carlyle Newell
Liz Newell
Henry Ogden
Kassandra Romas
Bill Rosen
Janet Russell
John Serruto
Brian Smith
Roger Smith
Hank Somerville
Monica Vir
Rick Wolffe
Joyce Zemsky