



Common Council of the City of Summit

Closed Session Agenda for Tuesday, December 15, 2020

Virtual Meeting

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 and Appointments matters - NJSA 10.4-12.b (8)
 - Declare Vacancy – Assistant City Engineer

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, December 15, 2020
7:30 PM

Virtual Meeting

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

ADMINISTRATIVE POLICIES & COMMUNITY RELATIONS COMMITTEE

Tuesday 5:00 pm – 6:00 pm Clerk's Law Library
Naidu, O'Sullivan, Rogers, Licatese

CAPITAL PROJECT & COMMUNITY SERVICES COMMITTEE

Thursday 7:45 am – 8:45 am DCS Conference Room
Little, Naidu, Schrager

COMMUNITY PROGRAMS & PARKING SERVICES COMMITTEE

Thursday 8:00 am – 9:00 am Large Conference Room
O'Sullivan, Vartan, McNany, Ozoroski

FINANCE COMMITTEE

Monday 5:00 pm – 6:00 pm Large Conference Room
Vartan, Bowman, Fox, Mayor Radest, Rogers, Baldwin

LAW & LABOR COMMITTEE

Tuesday 6:30 pm – 7:00 pm Clerk's Law Library
Bowman, Hairston, Rogers, Licatese, Giacobbe, Kavanagh

SAFETY & HEALTH COMMITTEE (Police and Fire)

Wednesday 8:30 am – 9:30 am Police Chief's Conf. Room
9:30 am – 10:30 am Police Chief's Conf. Room
Hairston, Little, Mayor Radest, Rogers, Evers, Bartolotti, Avallone

****Due to current COVID-19 protocols, all meetings shall be conducted via video or teleconferencing, with scheduling as determined by the respective committees.***

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

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 meeting notice, dated December 10, 2020, which was properly distributed and posted per statutory requirements.

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 HTTV on Comcast 36 and Verizon 33. This meeting is also streaming live through YouTube. To view this meeting via YouTube, please visit the city's website at cityofsummit.org and click on the YouTube icon at the top of the home page.

While this council meeting is being broadcast live and members of the governing body are participating remotely, steps have been put in place to accommodate public input during this meeting through public notice, dated December 10, 2020, which provided information for those wishing to participate during Public Comment periods at this council meeting. The City Clerk's Office also provided, through public notice, instructions on how the public could submit a question or comment via email or regular first-class mail in advance of the meeting. Public comment will be permitted at specified times as outlined in the agenda. Please refrain from commenting until solicited by the Council President.

For those members of the public who wish to make a comment during a designated public comment period, please use the "raise hand" feature and you will be called upon by the Council President.

Unless you are using an electronic device to follow the meeting agenda or need it for professional emergency contact purposes, please turn it off. Lastly, we ask that all participants remain on "mute" unless called upon to speak. 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 Meetings of November 16, 2020 and December 1, 2020
- Closed Session Appointments Meeting November 30, 2020
- Capital Budget Workshop - December 9, 2020

REPORTS

- Mayor, City Administrator and Council President

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>
<u>FINANCE</u>		
20-3226	AN ORDINANCE AUTHORIZING AN EMERGENCY APPROPRIATION N.J.S.A. 40A:4 53 (COVID-19 Related Emergency Appropriations)	12/1/20
<u>FINANCE</u>		
20-3227	AN ORDINANCE AMENDING AN ORDINANCE ESTABLISHING A PROCEDURE IN CONNECTION WITH THE PAYMENT OF BILLS AND CLAIMS AGAINST THE CITY OF SUMMIT (Authorization & Payment Processes)	12/1/20

COMMUNITY PROGRAMS & PARKING SERVICES

20-3228	AN ORDINANCE AMENDING THE CODE, CHAPTER VII - TRAFFIC, SECTION 7-8 – PARKING, SUBSECTION 7-8.6. ALL NIGHT PARKING PROHIBITED AND 7-25, REGULATIONS FOR THE MOVEMENT AND THE PARKING OF TRAFFIC ON MUNICIPAL PROPERTY AND BOARD OF EDUCATION PROPERTY, SUBSECTION 7-25.4, REGULATIONS. (Allow Overnight Street Parking on Certain Streets and Increase Overnight Parking Fees Effective January 1, 2021)	12/1/20
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ORDINANCE(S) FOR FINAL CONSIDERATION

No comments are permitted at this point since the hearing is closed.

<u>Number</u>	<u>Title</u>	<u>Introduction Date</u>
<u>FINANCE</u>		
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<u>COMMUNITY PROGRAMS & PARKING SERVICES</u>		
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RESOLUTIONS

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

FINANCE

(Public comment on the following Committee resolutions will be solicited by the Council President.)

- | | |
|-------------|---|
| (ID # 7528) | 1. COVID-19 Special Emergency Resolution – N.J.S.A. 40a:4-53, 54, 55.1 and 55.13 Resolution (3-year and 5-year Special Emergencies COVID-19 Related Operating Deficits) |
| (ID # 7598) | 2. Authorize Execution of Agreement - Union County CARES Act Reimbursement Agreement |
| (ID # 7601) | 3. Authorize Transfer of Appropriations - Operating Budget (<i>Roll Call Vote</i>) |
| (ID # 7603) | 4. Authorization to Cancel Certain Current Fund Appropriation Balances |

FINANCE (cont'd)

- (ID # 7597) 5. Authorize Amendment for Change in the City of Summit Collectively Bargained in Lieu of Longevity Plan (Police)Trustee With BPAS Plan Administration/Hand Benefits and Trust Company
- (ID # 7596) 6. Authorize 6-Month Contract Extensions:
 1. Payroll Services January 1, 2021 through June 30, 2021
 2. Human Resources (HR) and Time & Attendance Services January 1, 2021 through June 30, 2021
- (ID # 7591) 7. Authorize Professional Services Agreement in Excess of \$17,500.00 - 2021 Risk Management Consultant Services
- (ID # 7589) 8. Authorize Shared Service Agreement with Borough of Madison - 2021 Information Technology Support Services - Not To Exceed \$97,800.00

LAW & LABOR

(Public comment on the following Committee resolutions will be solicited by the Council President.)

- (ID # 7585) 1. Authorize 2021 Legal Services in Excess of \$17,500.00 - City Solicitor - Not to Exceed \$200,000.00
- (ID # 7600) 2. Authorize Extension of 2020 Tow Operator's Licenses

CAPITAL PROJECTS & COMMUNITY SERVICES

(Public comment on the following Committee resolutions will be solicited by the Council President.)

- (ID # 7582) 1. Authorize Expenditure from Affordable Housing Trust Fund for Rehabilitation of Affordable Housing Units - Glenwood Place Development Windows/Patio Doors - \$212,064.08
- (ID # 7594) 2. Authorize Execution of Addendum to Memorandum of Understanding Between the City of Summit and the Parkline Foundation
- (ID # 7537) 3. Authorize 2021 Earth Day Activities
- (ID # 7547) 4. Authorize 2021 Consultant Planning Services - Burgis Associates - Not to Exceed \$65,000.00
- (ID # 7469) 5. Authorize 2021 Consultant Engineering Services - Traffic, Survey, and General - Maser Consulting, Inc. Not to Exceed \$100,000.00
- (ID # 7468) 6. Authorize 2021 Consultant Engineering Services -Sanitary Sewer, Survey, & General - Neglia Engineering Associates Not to Exceed \$100,000.00
- (ID # 7467) 7. Authorize 2021 Consultant Engineering Services - Design, Survey, Construction Inspection, and General - Boswell Engineering Not to Exceed \$250,000.00

CAPITAL PROJECTS & COMMUNITY SERVICES (cont'd)

- | | |
|-------------|--|
| (ID # 7466) | 8. Authorize 2021 Consultant Engineering Services - LSRP, Survey, and General - Not to Exceed \$200,000.00 |
| (ID # 7575) | 9. Declare Vacancy - Assistant City Engineer (pending closed session) |

CONSENT AGENDA

(The Consent Agenda is considered and voted upon as a whole.)

SAFETY & HEALTH

- | | |
|-------------|--|
| (ID # 7595) | Grant Permission & Set Forth Conditions - Central Presbyterian Church - Nativity and Candle Lighting Event |
|-------------|--|

FINANCE

- | | |
|-------------|--|
| (ID # 7588) | 1. Authorize Amend Payroll |
| (ID # 7522) | 2. Authorize Refund Overpayment of 2020 Taxes |
| (ID # 7583) | 3. Authorize Refund - Overpayment of Fourth Quarter 2020 Taxes |
| (ID # 7566) | 4. Authorize Refunds - Department of Community Programs |
| (ID # 7587) | 5. Reimburse Retiree Health Insurance Costs |
| (ID # 7593) | 6. Authorize Payment of Bills Received After December 15, 2020 |
| (ID # 6935) | 7. Authorizing Payment of Bills - \$808,027.06 |

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 Wednesday before the meeting, unless otherwise indicated, all items on the agenda are distributed to the Mayor, Council, City Administrator, City Treasurer and City Solicitor and Department Heads. The agenda packet is posted on the city website by end of business on Friday before the meeting. 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).

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.

Notices:

Berkeley Heights Planning Board, re hearing on December 9, 2020, re 434 Springfield Avenue

Ordinances and Resolutions Other Governing Bodies

Long Hill Township – Resolution, entitled “Demanding NJ State Legislature Accept Its Responsibility to Administer Provisions of the Affordable Housing Act and Stay Further Action Until it has Promulgated Rules Governing its Implementation”

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’s Office



TO: Mayor and Common Council
FROM: Tammie Baldwin, City Treasurer/CFO
DATE: November 5, 2020

Summary Memo

This ordinance declares a COVID-19 special emergency for Parking Utility revenue losses in the amount of \$850,000.00 to be raised 1/5 per year (\$170,000.00) as a deferred charge in each budget year for five years beginning in 2022. Due to the impact of COVID-19 on municipalities, the Division of Local Government Services has afforded this option. This will allow us to raise the loss in revenue over five years instead of taking the deficit as a direct hit to fund balance in 2021. If we did not exercise this option, the fund balance would be approximately \$102,000.00 to begin the year 2021 with and the utility would no longer be self-liquidating.

ORDINANCE #	20-3226
Introduction Date:	12/1/2020
Hearing Date:	12/15/2020
Passage Date:	
Effective Date:	

An Ordinance Authorizing an Emergency Appropriation N.J.S.A. 40A:4-53 (COVID-19 Related Emergency Appropriations)

Ordinance Summary: This ordinance provides for a special emergency appropriation pursuant to N.J.S.A. 40A:4-53(m) in the amount of \$850,000.00 due to Parking Utility revenue losses as a result of COVID-19. The portion financed shall be provided for in succeeding annual budgets beginning in 2022 by the inclusion of at least one fifth of the amount authorized by this ordinance and financed as provided in N.J.S.A. 40A:4-55.

WHEREAS, on March 9, 2020, Governor Philip D. Murphy issued Executive Order No. 103 which declared both a Public Health Emergency and State of Emergency in response to the dangers posed by the Coronavirus disease 2019 (“COVID-19”) as announced by the World Health Organization on February 11, 2020; and

WHEREAS, N.J.S.A. 40A:4-53(m) provides that a municipality may adopt an ordinance authorizing special emergency appropriations for the funding of a deficit in prior year operations experienced by any municipality, or in the fiscal year immediately following a fiscal year in which a public health emergency pursuant to the “Emergency Health Powers Act,” P.L.2005, c.222 (C.26:13-1 et seq.), or a state of emergency, pursuant to P.L.1942, c.251 (C.App.A:9-33 et seq.), or both, has been declared by the Governor in response to COVID-19, the adoption of which shall be subject to approval of the Director of the Division of Local Government Services in the New Jersey Department of Community Affairs (“Director”); and

WHEREAS, the Chief Financial Officer of the City of Summit has executed a certification in the form prescribed by the Director, certifying that the deficit balance anticipated to be reported on the City’s “Results of Operations” schedule of the annual financial statement for the current fiscal year is \$850,000.00; and

WHEREAS, on December 1, 2020, the Common Council adopted Resolution No. **39570** approving such certification, together with the City’s application to the Director seeking approval of the adoption of this ordinance; and

WHEREAS, the Common Council has determined to provide for the funding of such anticipated operating deficit balance in the net amount of \$850,000.00.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Summit as follows:

SECTION 1. Pursuant to N.J.S.A. 40A:4-53(m), the sum of \$850,000.00 is hereby appropriated for the funding of a deficit in operations of the City directly attributable to COVID-19 which is anticipated to be experienced by the City in the current (2020) fiscal year, and the same shall be deemed a special emergency appropriation as defined and provided for in N.J.S.A. 40A:4-53.

SECTION 2. The portion of the authorization financed shall be provided for in succeeding annual budgets beginning in 2022 by the inclusion of at least one fifth of the amount authorized by this ordinance and financed and as provided in N.J.S.A. 40A:4-55.

SECTION 3. A copy of this ordinance shall be filed with the Director of the Division of Local Government Services.

SECTION 4. Severability. The provisions of this Ordinance are declared to be severable and if any section, sub-section, sentence, clause, phrase, or any other part of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, such judgment shall not affect, impair, or invalidate the validity of the remaining sections, subsections, sentences, clauses, and phrases of this Ordinance, but shall remain in effect; it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

SECTION 5. Repeal of Inconsistent Provisions. All ordinances or parts thereof in conflict or inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency or conflict.

SECTION 6. This ordinance shall take effect at the time and in the manner provided by law.

Dated:

I, Rosalia M. Licatese, City Clerk of the Approved:
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

Mayor

City Clerk



TO: Mayor and Common Council
FROM: Tammie Baldwin, City Treasurer/CFO
DATE: November 13, 2020

Summary Memo

This ordinance revises one section of the previously adopted ordinances to comply with prompt payment law. The date by which bills and claims must be presented to the City Treasurer for consideration for payment has been revised from the Friday immediately prior to the agenda setting meeting prior to the council meeting to the close of business 5 days prior to the council meeting.

ORDINANCE #	20-3227
Introduction Date:	12/1/2020
Hearing Date:	12/15/2020
Passage Date:	
Effective Date:	

AN ORDINANCE AMENDING AN ORDINANCE ESTABLISHING A PROCEDURE IN CONNECTION WITH THE PAYMENT OF BILLS AND CLAIMS AGAINST THE CITY OF SUMMIT [Authorization & Payment processes]

Ordinance Summary: This ordinance amends Chapter 2, Administration, Section 2-82, Procedure in Connection with the Payment of Bills and Claims Against the City, Subsection 2-82.1, Authorized Process, to provide that encumbered bills and claims against the City shall be presented to the City Treasurer/Chief Financial Officer by the close of business five (5) days prior to the date of the Council meeting at which payment of said bills and claims will be considered, or on a date to be determined by the City Treasurer/Chief Financial Officer as needed due to unique circumstances.

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

Section 1. AUTHORIZATION PROCESS:

- a. All encumbered bills and claims against the City shall be presented to the issuing department for approval by the Department Head who shall be responsible for their verification and audit.
- b. Said approved bills and claims shall be presented to the City Treasurer/Chief Financial Officer by 4:30 PM on the Friday preceding the Agenda Setting Meeting the close of business, five (5) business days prior to the date of the Council Meeting at which payment of said bills and claims will be considered, or on a date to be determined as needed by the City Treasurer/Chief Financial Officer in order to provide a bill and claims list in a timely manner due to unique circumstances.
- c. The City Treasurer/Chief Financial Officer, or the Assistant City Treasurer, or the Secretary to Mayor and Council, if the City Treasurer or Assistant City Treasurer are absent, shall provide final approval and forward the respective bill and claims list to the Chairman of the proper committee for examination.
- d. If payment is in order, the chairman of the committee, or the person acting on the committee's behalf, shall approve the bills and claims list for the committee and shall refer them to the President of the Common Council for approval.

- e. In the event a committee Chairman, or the person acting on the committee's behalf or the Council President disapproves a particular claim or bill contained therein, such disapproval shall be noted on the claim or bill, and it shall not be paid until satisfactory explanation has been given and it has been resubmitted for payment or it has been approved by a vote of two-thirds of the members of the Common Council.

Section 2. PAYMENT PROCESS:

- a. All bills and claims as presented on the bills and claims list against the City, which have been approved by a committee Chairman, or the person acting on the committee's behalf, and approved by the Council President shall be ordered paid by resolution of the Common Council.
- b. Payment of the bills and claims shall then be processed for payment by the City Treasurer/Chief Financial Officer.

Section 3. All Ordinances or parts of Ordinances inconsistent herewith, including Ordinance No. 1099 and Ordinance 08-2801, be and they are hereby repealed. All actions previously taken by this Council inconsistent with such ordinances, including Ordinance No. 1099 and Ordinance 08-2801, are hereby ratified, confirmed and approved. This Ordinance shall be effective upon final passage and publication according to law.

Dated:

I, Rosalia M. Licatiese, 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



ORDINANCE #	20-3228
Introduction Date:	12/1/2020
Hearing Date:	12/15/2020
Passage Date:	
Effective Date:	

AN ORDINANCE AMENDING THE CODE, CHAPTER VII - TRAFFIC, SECTION 7-8 – PARKING, SUBSECTION 7-8.6. ALL NIGHT PARKING PROHIBITED AND 7-25, REGULATIONS FOR THE MOVEMENT AND THE PARKING OF TRAFFIC ON MUNICIPAL PROPERTY AND BOARD OF EDUCATION PROPERTY, SUBSECTION 7-25.4, REGULATIONS. (Allow Overnight Street Parking on Certain Streets and Increase Overnight Parking Fees Effective January 1, 2021)

Ordinance Summary: This ordinance amends Chapter 7, Traffic, Section 25, Regulations for the Movement of Traffic on Municipal Property and Board of Education Property, subsection 7-25.4 to increase the overnight fee to park in public lots, effective January 1, 2021 to \$75.00 per quarter for resident senior citizens and \$100.00 per quarter for all other residents. In addition, this ordinance provides for overnight parking on certain City streets that are part of multi-dwelling units with 10 or more units. Finally, this ordinance amends Chapter 7, Traffic, Section 7-8.6. All Night Parking Prohibited, to allow overnight parking on certain municipal streets with multiple dwelling units of 10 or more units.

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

SECTION 1. That Chapter 7, Traffic, Section 25, Regulations for the Movement and the Parking of Traffic on Municipal Property and Board of Education Property, subsection 7-25.4 be amended as follows: (additions indicated by underline deletions by ~~strikethrough~~):

- a. Legal Holidays. Parking meters and electronic pay stations will be in operation in the public parking lots between the hours of 4:00 a.m. and 6:00 p.m., Monday through Saturday, except on Sundays and the following Bank Holidays known as:

New Year's Day	July 4 th
Martin Luther King Day	Labor Day
Presidents' Day	Columbus Day
Memorial Day	Veterans Day
Thanksgiving Day	Christmas Day

- b. Times. The parking of any vehicle in any of the zones listed in subsection 7-25.2 above, beyond the time period fixed in subsection 7-25.2, is prohibited irrespective of whether or not the parking meter was activated for the vehicle. Each vehicle parking beyond the time period for an additional successive time period, that is the same as the initial legal maximum parking time period in such zone, shall be deemed a separate violation of this section.
- c. Legal Operation.
 - 1. When any vehicle shall be parked in any parking metered controlled area in accordance with the provisions of this section, the operator of the vehicle shall, upon entering the parking space, immediately activate the parking meter or pay station in accordance with subsection 7-25.2.
 - 2. The failure to activate the pay station shall constitute a violation of this subsection and shall subject such person to the penalties described in subsection 7-8.5b8 of this chapter. When any such vehicle shall remain parked in any such parking space for a period beyond that fixed in the schedule set forth in subsection 7-25.2 thereof, each over parking for each additional time period shall constitute a separate violation of this section and shall subject such person to the penalties described in subsection 7-8.5b8 hereof for each separate violation.
 - 3. Upon the activation of such meter, the parking space may be lawfully occupied by such vehicle for the time period indicated in subsection 7-25.2 hereof. When the vehicle shall remain parked in any such parking space beyond the maximum time period fixed in subsection 7-25.2 for such zone whether or not the meter is activated, such vehicle shall be considered as parking overtime and each overtime parking period which is the same as established for that zone shall constitute a separate violation of this section and shall subject such person to the penalties described in subsection 7-8.5b8 for each separate violation.
- d. Parking Prohibited During Certain Hours. No vehicle shall be parked in the public parking lots shown in subsection 7-25.2a in the City between the hours of 2:30 a.m. and 4:30 a.m.
- e. Parking Time Limited in Certain Public Parking Lots. No person shall park a vehicle for longer than the time limit shown in subsection 7-25.2a at any time between the hours listed of any day (except Sundays and public holidays) in any of the public parking lots described in the subsection.
- f. Manner of Parking. All vehicles parking in any of the public parking lots or garages shown in subsection 7-25.2b in the City shall be parked with the front bumper to the curb or wall of a garage.

- g. Overnight Parking Privilege in Public Parking Lots. Residents of the City will be allowed to park overnight in Parking Lots #'s 1- 12 upon showing proof of residency and obtaining an overnight digital parking permit. A quarterly payment is required and due by the first day of the beginning of the quarter. The quarterly fees are specified below. All valid overnight parking permit holders can park from 3:00 p.m. until 8:00 a.m. All overnight parkers must remove their vehicles by 8:00 a.m. each night parked unless day parking is paid and a valid permit obtained.
1. Residents:
 - (a) ~~Effective January 1, 2005: \$60.00.~~
 - (b) ~~Effective January 1, 2006: \$75.00.~~

Effective January 1, 2021: \$100.00
 2. Resident senior citizen, age 62 and over. Each senior citizen must show proof of age to be eligible for the following fees:
 - (a) ~~Effective January 1, 2005: \$45.00.~~
 - (b) ~~Effective January 1, 2006: \$56.25.~~

Effective January 1, 2021: \$75.00
 3. Commercially registered vehicles belonging to residents or those who have a business establishment in Summit shall be allowed to park overnight only in Park and Shop Lot 4, and for the aforementioned fee. Applications may be obtained from the Parking Services Agency for issuance of a valid pre-paid quarterly overnight digital parking permit. All vehicles will park in only those areas assigned for this purpose. Such parking privilege will be allowed between the hours of 3:00 p.m. and 8:00 a.m. At all other times parking in the lots indicated will be in accordance with the meter fee, or time restrictions listed in this section.
 4. United States Postal Service vehicles, per a contract with the City, shall be permitted to park overnight only in Lot 11, Railroad Avenue Lot. In the event of a snowfall of greater than one (1") inch, as determined by the Parking Services Manager, all United States Postal Service Vehicles shall be moved from the Railroad Avenue Lot to the bottom area of the Board Street Garage from where they shall be removed by 9:30 a.m.
 5. Overnight parking on certain City streets listed in (a) below that are part of multi-dwelling units with 10 or more units is permitted from 3:00 p.m. to 8:00 a.m. upon obtaining a valid pre-paid overnight digital permit. The permit fee must be paid by the first day of each calendar quarter. The vehicle must be moved each morning if the street has hourly time-limited parking.

Each quarter the Parking Services Agency will provide the Police Department with a list of list of valid quarterly overnight permit holders. Any vehicle without a valid overnight parking permit will be subject to a parking violation for each occurrence.

At no time, if there is a forecast of snow, may a vehicle be left on any street in the City of Summit. All street must be clear of vehicles for snow plowing.

a. List of streets eligible for on-street overnight parking:

<u>Complex</u>	<u>Street</u>	<u>Number of Units</u>	<u>Alternate Streets Allowed</u>
<u>10 Beech Spring Drive, LLC</u>	<u>Beech Spring Drive</u>	<u>37</u>	
<u>23 Constantine Place</u>	<u>Constantine Pl.</u>	<u>64</u>	
<u>7 Beech Spring Drive</u>	<u>Beech Spring Drive</u>	<u>16</u>	
<u>33 Beech Spring Drive</u>	<u>Beech Spring Drive</u>	<u>53</u>	
<u>20 Constantine Place</u>	<u>Constantine Place</u>	<u>36</u>	
<u>94-96 New England Ave</u>	<u>New England Ave</u>	<u>22</u>	
<u>79-105 New England Ave</u>	<u>New England Ave</u>	<u>132</u>	
<u>Manley Court - 15 Locust Drive</u>	<u>Locust Drive</u>	<u>87</u>	<u>George Street</u>
<u>Kent Court - 15 Norwood Ave</u>	<u>Norwood Ave</u>	<u>30</u>	
<u>Beechwood at Summit LLC</u>	<u>43 Woodland Avenue</u>	<u>56</u>	<u>Euclid Avenue</u>
<u>Beacon Hill Towers, Inc.</u>	<u>10 Euclid Avenue</u>	<u>20</u>	
<u>Locust Garden Apartments</u>	<u>26 Locust Avenue</u>	<u>57</u>	

SECTION 2. That Chapter 7, Traffic, Section 7-8.6, All Night Parking Prohibited, be amended as follows:

-7-8.6 All Night Parking Prohibited except for certain municipal streets with multiple dwelling units of 10 or more units. <<https://www.ecode360.com/34892889>>

[1988 Code Part I, A20 § 20-1; Ord. No. 2233 § 7]

No vehicle shall be parked on any street during any night of the year between the hours of 2:30 a.m. and 5:00 a.m. except for certain municipal streets listed in Section 7-25.4.g.5.a.. No overnight parking is allowed on any street in Summit when there is a forecast of snow.

SECTION 3. All Ordinances or parts of Ordinances inconsistent herewith be and they are hereby repealed. This Ordinance shall be effective upon final passage and publication according to law.

Dated:

I, Rosalia M. Licatise, 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 # 7528)
December 15, 2020

COVID-19 SPECIAL EMERGENCY SPECIAL EMERGENCY RESOLUTION – N.J.S.A. 40A:4-53, 54, 55.1 AND 55.13 RESOLUTION (3-YEAR AND 5-YEAR SPECIAL EMERGENCIES COVID-19 RELATED OPERATING DEFICITS)

WHEREAS, it has been found necessary to adopt a Special Emergency Appropriation to meet certain Extraordinary COVID-19 affected revenue losses and/or additional expenditures incurred, or to be incurred, related to the COVID pandemic, and

WHEREAS, N.J.S.A. 40A:4-53 allows a municipality to authorize special emergency appropriations for COVID-19 related revenue loss and/or additional expenditures incurred during the COVID-19 related public health emergency, and provides that it shall be lawful to adopt such special emergency, which appropriation and/or the “special emergency notes” issued to finance the same shall be provided for in succeeding annual budgets by the inclusion of an appropriation as prescribed by the act and in compliance with the Division of Local Government Services regulations set forth as part of the COVID-19 Operating Deficits and Extraordinary Expenditures: Implementation of P.L. 2020, c.74.

NOW, THEREFORE BE IT RESOLVED, BY THE COMMON COUNCIL OF THE CITY OF SUMMIT, COUNTY OF UNION, NEW JERSEY, by not less 2/3 vote of the full governing body members affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-55, that:

1. The Chief Financial Officer has been directed by a resolution adopted on November 16th to make a written application and certify to the Division Director, on the prescribed form, that the deficits in the parking utility revenue and additional expenditures are directly attributable to COVID-19, and said certification was approved by the governing body and submitted to the Director of the Division of Local Government Services.
2. A Special Emergency Deferred Charge is hereby established for COVID-19 affective revenue losses in the total amount of \$850,000.00.
3. The total emergency appropriation shall be provided for in the budgets of succeeding years beginning in 2022 by the inclusion of not less than \$170,000.00 (must be at least one fifth of the total amount).
4. All “special emergency notes”, not in excess of the amount authorized pursuant to law, may be provided.
5. Such notes when issued shall be executed by the City of Summit Chief Financial Officer and Mayor and City Clerk. The Chief Financial Officer is hereby authorized to sell said notes and any renewals thereof from time to time.
6. Said special emergency notes may be issued to address the cash flow and appropriation needs related to the deferred charge in compliance with the provisions of P.L. 2020, c.74.

7. Two (2) certified copies of this resolution will be filed with the Director of the Division of Local Government Services.

Dated: December 15 2020

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, December 15 2020.

City Clerk



Finance Committee
R - Finance

www.cityofsummit.org

Meeting: 12/15/20 07:30 PM

RESOLUTION (ID # 7528)

DOC ID: 7528 C

TO: Mayor and Common Council
FROM: Tammie Baldwin, City Treasurer/CFO
DATE: November 5, 2020

SUMMARY

This resolution provides council approval of the CFO certification and approval for the CFO to submit application to the DLGS for a COVID-19 special emergency for the Parking Utility loss in revenue of \$850,000. It also allows for the issuance of special emergency notes if needed.

Resolution (ID # 7598)
December 15, 2020

**AUTHORIZE EXECUTION OF AGREEMENT - UNION COUNTY CARES ACT
REIMBURSEMENT AGREEMENT**

WHEREAS, the United States Congress has enacted the Coronavirus Aid Relief and Economic Security Act (the “CARES Act”) for, among other reasons, providing relief for economic damage caused to states, counties and municipalities by the COVID-19 health crisis; and

WHEREAS, the County of Union has received CARES Act funds from the United States Treasury (the “Stimulus Funds”) to be used to reimburse the County and municipalities and agencies within the County, including the City of Summit, due to economic damage caused by the COVID-19 health crisis; and

WHEREAS, the Freeholders of the County of Union have determined that it is in the best interest of the citizens of Union County to dedicate a share of the funding to reimburse municipalities for COVID-19 related costs and expenses under the Stimulus Funds through a reimbursement agreement; and

WHEREAS, the City of Summit wishes to enter into agreement with the County of Union to receive reimbursement from the Stimulus Funds of COVID-19 related costs and damages, to the extent available and applicable.

WHEREAS, the City of Summit has previously applied for \$854,588.79 and now seeks to amend that amount to \$1,073,609.04. This amended application includes an additional \$167,114.31 for city expenses, \$39,637.34 for an application on behalf of the Summit Volunteer First Aid Squad, and \$12,268.60 for an application on behalf of the Mountain Valley Emergency Communications Center.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT, IN THE COUNTY OF UNION, NEW JERSEY:

That the Mayor and City Administrator be and are hereby authorized to execute a Reimbursement Agreement with the County of Union according to the terms and conditions and in substantially the form attached hereto.

Dated: December 15, 2020

I, Rosalia M. Licatise, 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, December 15, 2020.

City Clerk



Finance Committee
R - Finance

www.cityofsummit.org

Meeting: 12/15/20 07:30 PM

RESOLUTION (ID # 7598)

DOC ID: 7598

TO: Mayor and Common Council
FROM: Tammie Baldwin, City Treasurer/CFO
DATE: December 8, 2020

SUMMARY

This resolution is required by the County in order for the City of Summit to apply for reimbursement to the County under the CARES Act for CVOID-19 related expenses.

This resolution refers to an application for the City, Summit Volunteer First Aid Squad and the Mountain Valley Emergency Communications Center.



**COUNTY OF UNION
CARES ACT CONORAVIRUS RELIEF FUNDS GRANTS MUNICIPAL INTAKE
SHEET**

DATE:

MUNICIPALITY INFORMATION	
Municipality Name	City of Summit
Municipal Representative	Tammie Baldwin
Representative Telephone	908-277-9422
Representative Email	tbaldwin@cityofsummit.org
Municipal Address	512 Springfield Ave
City State Zip	Summit nj 07901

GRANT REQUESTED *		
CARES ACT Assistance for State and Local Governments Grant		
Requested Non-Payroll Funding (Schedule 1)	\$ 61,533.55	
Requested Payroll Funding (Schedule 2)	\$ 105,580.76	
Total Requested Funding	\$ 167,114.31	
Has Municipality Received any other COVID related Grants of Funds?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, How Much? \$ _____ What Was it Used for? _____ prior CARES Act application
Requirements for Eligibility (If "no" to any answer below, you are not eligible for funding)		
- Are the funds requested incurred due to the public health emergency with respect to COVID-19?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please explain: All payroll OT funding is directly related to COVID-19 as quarantines were necessary which resulted in overtime
- Are the funds requested in addition to your most recent budget approved as of March 27, 2020?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please explain: The City's budget was not adopted until 6/23/2020 therefore; none of the funds requested represent anything budgeted as of the date of the CARES Act (3/27/2020)
- Are the funds requested for the period that begins on March 1, 2020 and ends on December 30, 2020?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please explain: The funds requested in this application are for the period 3/1/2020 through 12/31/2020
The CARES Act requires that payments be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020. A cost meets this requirement if either (a) the cost cannot lawfully be funded using a line item, allotment, or allocation within that budget or (b) the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation.		

USE OF FUNDS**(PLEASE ALSO INCLUDE SUPPORTIVE DOCUMENTATION AS REQUESTED)**

Use of Funds may only be used for expenses eligible under section 601(d) of the Social Security Act. Municipalities may not use payments from the CARES Act Coronavirus Relief Funds to cover expenditures for which they will receive any other reimbursement or Grant.

Description	Amount
<input type="checkbox"/> Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment in connection with the COVID-19 public health emergency	\$ 8,721.98
<input type="checkbox"/> Purchase of additional safeguard materials to close down public places and keep general public from gathering	\$ 3,397.59
<input type="checkbox"/> Additional cost of public works as a result of NJ residents staying home and increasing trash and additional personnel	
<input type="checkbox"/> Additional employees and time to health departments	
<input checked="" type="checkbox"/> Need for additional first responders, and the appropriate gear and requirements for their protection	\$107,672.16
<input type="checkbox"/> Additional costs relating to communication between both public and private agencies along with municipal residents	\$ 87.97
<input type="checkbox"/> Emergency medical response expenses, including emergency medical transportation, related to COVID-19	
<input type="checkbox"/> Expenses for disinfection of public buildings and facilities (e.g. Town hall) and equipment in response to the COVID-19 public health emergency	\$ 2672.63
<input type="checkbox"/> Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions	
<input type="checkbox"/> Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions	\$ 7,312.38
<input type="checkbox"/> Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions	
<input type="checkbox"/> Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions	
<input type="checkbox"/> Additional cost of policing, including the shutdown of parks and assistance to grocery stores	
<input type="checkbox"/> Increase in demand of emergency services personnel, equipment, vehicles	
<input type="checkbox"/> Expenses for quarantining individuals	
<input checked="" type="checkbox"/> Other:	\$ 21,365.00
<input checked="" type="checkbox"/> Other:	\$ 17,100.00
<input type="checkbox"/> Other:	

REQUIRED ADDITIONAL DOCUMENTATION

- | |
|---|
| <input checked="" type="checkbox"/> Most Recent Budget Attached |
| <input checked="" type="checkbox"/> Written Explanation of the need for the funds requested and itemization of the use of such funds |
| <input checked="" type="checkbox"/> Certification from Chief Municipal Finance Officer as to use of funds |
| <input type="checkbox"/> Resolution from Municipality for request / acceptance and use of funds |
| <input checked="" type="checkbox"/> a detailed list of the projects or activities for which the funds were expended or obligated, including: the name and description of the project or activity, and the estimated number of jobs created or retained by the project or activity, where applicable; and detailed information on any level of sub-contracts awarded by the municipality |
| <input checked="" type="checkbox"/> Supporting documentation. Supporting documentation must be able to stand the test of audit. Supporting documentation may include, but is not limited to: payroll registers, accounts payable registers, copies of purchase order packets and applicable vendor history reports, copies of cancelled checks, and copies of bank statements showing cancelled checks cleared. |

GRANT REQUEST MUNICIPAL ACKNOWLEDGEMENT

Municipality recognizes and acknowledges that (a) submission of the above request intake application does not guarantee a grant; (b) as funds are limited not all requests will be successful; (c) the County has the right to request additional information and documentation, and failure to provide will reduce chances of any funding requested; (d) rule-making related to the referenced grants has yet to occur and may significantly change the process and grant availability; (e) the County reserves the right to set up and establish a review and approval process subsequent to intake; and (f) this submission represents a good faith certification by the Municipality to the County that the request represents eligible uses in accordance with the CARES Act and that the County's approval does not constitute an approval of eligibility. The completion of this intake form is just a first step in a process and should not be viewed as an approval for any funding.

Tammie L. Baldwin, City Treasurer/CFO
Name:
Title:

12-7-2020
Date



**COUNTY OF UNION
CARES ACT CONORAVIRUS RELIEF FUNDS GRANTS MUNICIPAL INTAKE
SHEET**

DATE:

MUNICIPALITY INFORMATION	
Municipality Name	City of Summit (Summit Volunteer First Ad Squad)
Municipal Representative	Tammie Baldwin, City Treasurer/David Bernstein, Treasurer SVFAS
Representative Telephone	908-277-9422/ 917-589-6357
Representative Email	tbaldwin@cityofsummit.org/ dave5.db@gmail.com
Municipal Address	512 Springfield Ave. / 396 Broad Street
City State Zip	Summit, NJ 07901/ Summit, NJ 07901

GRANT REQUESTED *		
CARES ACT Assistance for State and Local Governments Grant		
Requested Non-Payroll Funding (Schedule 1)	\$ 39,637.34	
Requested Payroll Funding (Schedule 2)	\$	
Total Requested Funding	\$ 39,637.34	
Has Municipality Received any other COVID related Grants of Funds?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, How Much? \$ What Was it Used for?
Requirements for Eligibility (If "no" to any answer below, you are not eligible for funding)		
- Are the funds requested incurred due to the public health emergency with respect to COVID-19?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please explain:
- Are the funds requested in addition to your most recent budget approved as of March 27, 2020?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please explain:
- Are the funds requested for the period that begins on March 1, 2020 and ends on December 30, 2020?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please explain:
The CARES Act requires that payments be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020. A cost meets this requirement if either (a) the cost cannot lawfully be funded using a line item, allotment, or allocation within that budget or (b) the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation.		

USE OF FUNDS**(PLEASE ALSO INCLUDE SUPPORTIVE DOCUMENTATION AS REQUESTED)**

Use of Funds may only be used for expenses eligible under section 601(d) of the Social Security Act. Municipalities may not use payments from the CARES Act Coronavirus Relief Funds to cover expenditures for which they will receive any other reimbursement or Grant.

Description	Amount
<input type="checkbox"/> Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment in connection with the COVID-19 public health emergency	
<input type="checkbox"/> Purchase of additional safeguard materials to close down public places and keep general public from gathering	
<input type="checkbox"/> Additional cost of public works as a result of NJ residents staying home and increasing trash and additional personnel	
<input type="checkbox"/> Additional employees and time to health departments	
<input type="checkbox"/> Need for additional first responders, and the appropriate gear and requirements for their protection	
<input type="checkbox"/> Additional costs relating to communication between both public and private agencies along with municipal residents	
<input checked="" type="checkbox"/> Emergency medical response expenses, including emergency medical transportation, related to COVID-19	
<input type="checkbox"/> Expenses for disinfection of public buildings and facilities (e.g. Town hall) and equipment in response to the COVID-19 public health emergency	
<input type="checkbox"/> Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions	
<input type="checkbox"/> Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions	
<input type="checkbox"/> Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions	
<input type="checkbox"/> Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions	
<input type="checkbox"/> Additional cost of policing, including the shutdown of parks and assistance to grocery stores	
<input type="checkbox"/> Increase in demand of emergency services personnel, equipment, vehicles	
<input type="checkbox"/> Expenses for quarantining individuals	
<input type="checkbox"/> Other:	

REQUIRED ADDITIONAL DOCUMENTATION

- | |
|---|
| <input checked="" type="checkbox"/> Most Recent Budget Attached |
| <input checked="" type="checkbox"/> Written Explanation of the need for the funds requested and itemization of the use of such funds |
| <input type="checkbox"/> Certification from Chief Municipal Finance Officer as to use of funds |
| <input type="checkbox"/> Resolution from Municipality for request / acceptance and use of funds |
| <input checked="" type="checkbox"/> a detailed list of the projects or activities for which the funds were expended or obligated, including: the name and description of the project or activity, and the estimated number of jobs created or retained by the project or activity, where applicable; and detailed information on any level of sub-contracts awarded by the municipality |
| <input checked="" type="checkbox"/> Supporting documentation. Supporting documentation must be able to stand the test of audit. Supporting documentation may include, but is not limited to: payroll registers, accounts payable registers, copies of purchase order packets and applicable vendor history reports, copies of cancelled checks, and copies of bank statements showing cancelled checks cleared. |

GRANT REQUEST MUNCIPAL ACKNOWLEDGEMENT

Municipality recognizes and acknowledges that (a) submission of the above request intake application does not guarantee a grant; (b) as funds are limited not all requests will be successful; (c) the County has the right to request additional information and documentation, and failure to provide will reduce chances of any funding requested; (d) rule-making related to the referenced grants has yet to occur and may significantly change the process and grant availability; (e) the County reserves the right to set up and establish a review and approval process subsequent to intake; and (f) this submission represents a good faith certification by the Municipality to the County that the request represents eligible uses in accordance with the CARES Act and that the County's approval does not constitute an approval of eligibility. The completion of this intake form is just a first step in a process and should not be viewed as an approval for any funding.

Tammie L. Baldwin, City Treasurer/CFO

Name:
Title:

12-5-2020

Date



COUNTY OF UNION
CARES ACT CONORAVIRUS RELIEF FUNDS GRANTS MUNICIPAL INTAKE
SHEET

DATE:

MUNICIPALITY INFORMATION	
Municipality Name	City of Summit (Mountain Valley Emergency Communications Center)
Municipal Representative	Tammie Baldwin, City Treasurer/Jeremy DeMar, Executive Director of MVECC
Representative Telephone	908-277-9422/ 908-263-7550
Representative Email	tbaldwin@cityofsummit.org/jdemar@npsm911.org
Municipal Address	512 Springfield Ave./360 Elkwood Ave.
City State Zip	Summit, NJ 07901/ New Providence, NJ 07974

GRANT REQUESTED *

CARES ACT Assistance for State and Local Governments Grant

Requested Non-Payroll Funding (Schedule 1)	\$ 1,140.90
Requested Payroll Funding (Schedule 2)	\$ 11,127.80
Total Requested Funding	\$ 12,268.70

USE OF FUNDS
(PLEASE ALSO INCLUDE SUPPORTIVE DOCUMENTATION AS REQUESTED)

Use of Funds may only be used for expenses eligible under section 601(d) of the Social Security Act. Municipalities may not use payments from the CARES Act Coronavirus Relief Funds to cover expenditures for which they will receive any other reimbursement or Grant.

Description	Amount
<input checked="" type="checkbox"/> Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment in connection with the COVID-19 public health emergency	\$369.47
<input type="checkbox"/> Purchase of additional safeguard materials to close down public places and keep general public from gathering	
<input type="checkbox"/> Additional cost of public works as a result of NJ residents staying home and increasing trash and additional personnel	
<input type="checkbox"/> Additional employees and time to health departments	
<input type="checkbox"/> Need for additional first responders, and the appropriate gear and requirements for their protection	
<input type="checkbox"/> Additional costs relating to communication between both public and private agencies along with municipal residents	
<input checked="" type="checkbox"/> Emergency medical response expenses, including emergency medical transportation, related to COVID-19	\$44.85
<input type="checkbox"/> Expenses for disinfection of public buildings and facilities (e.g. Town hall) and equipment in response to the COVID-19 public health emergency	
<input type="checkbox"/> Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions	
<input checked="" type="checkbox"/> Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions	\$678.98
<input type="checkbox"/> Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions	
<input type="checkbox"/> Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions	
<input type="checkbox"/> Additional cost of policing, including the shutdown of parks and assistance to grocery stores	
<input type="checkbox"/> Increase in demand of emergency services personnel, equipment, vehicles	
<input checked="" type="checkbox"/> Expenses for quarantining individuals	\$147.69
<input checked="" type="checkbox"/> Other:	\$11,127.80
<input type="checkbox"/> Other:	

REQUIRED ADDITIONAL DOCUMENTATION

- | |
|---|
| <input checked="" type="checkbox"/> Most Recent Budget Attached |
| <input checked="" type="checkbox"/> Written Explanation of the need for the funds requested and itemization of the use of such funds |
| <input type="checkbox"/> Certification from Chief Municipal Finance Officer as to use of funds |
| <input type="checkbox"/> Resolution from Municipality for request / acceptance and use of funds |
| <input checked="" type="checkbox"/> a detailed list of the projects or activities for which the funds were expended or obligated, including: the name and description of the project or activity, and the estimated number of jobs created or retained by the project or activity, where applicable; and detailed information on any level of sub-contracts awarded by the municipality |
| <input checked="" type="checkbox"/> Supporting documentation. Supporting documentation must be able to stand the test of audit. Supporting documentation may include, but is not limited to: payroll registers, accounts payable registers, copies of purchase order packets and applicable vendor history reports, copies of cancelled checks, and copies of bank statements showing cancelled checks cleared. |

GRANT REQUEST MUNICIPAL ACKNOWLEDGEMENT

Municipality recognizes and acknowledges that (a) submission of the above request intake application does not guarantee a grant; (b) as funds are limited not all requests will be successful; (c) the County has the right to request additional information and documentation, and failure to provide will reduce chances of any funding requested; (d) rule-making related to the referenced grants has yet to occur and may significantly change the process and grant availability; (e) the County reserves the right to set up and establish a review and approval process subsequent to intake; and (f) this submission represents a good faith certification by the Municipality to the County that the request represents eligible uses in accordance with the CARES Act and that the County's approval does not constitute an approval of eligibility. The completion of this intake form is just a first step in a process and should not be viewed as an approval for any funding.

Tammie L. Baldwin, City Treasurer/CFO

12/8/2020

Name:
Title:

Date

Resolution (ID # 7601)
December 15, 2020

AUTHORIZE TRANSFER OF APPROPRIATIONS - OPERATING BUDGET (ROLL CALL VOTE)

WHEREAS, there appears to be a surplus in the following 2020 Operating Accounts over and above the demands to be necessary:

FROM

		Salaries and Wages	Other Expenses
01-25-265-001-101	Uniform Fire Safety Act	\$36,545.00	
01-50-899-000-002	Reserve for Salary Adjustments	\$53,500.00	
	Total amount transferred from:	\$ 45,810.00	\$

WHEREAS, there appears to be insufficient funds in the following 2020 Operating Accounts to meet the demands thereof;

TO

		Salaries and Wages	Other Expenses
01-25-265-000-104	Fire Overtime	\$36,545.00	
01-20-155-000-101	Legal S&W	\$ 500.00	
01-26-307-000-104	Compost OT	\$16,000.00	
01-26-306-000-104	Transfer Station OT	\$17,000.00	
01-28-370-005-100	DCP Full Time	\$20,000.00	
	Total amount transferred to:	\$ 45,810.00	\$

Recorded Vote:

Ayes (Nays (--	Abstained (--
(
(
(
(
(
(Absent (--
(

Dated: December 15, 2020

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 Wednesday evening, December 15, 2020.

City Clerk



Finance Committee
R - Finance

www.cityofsummit.org

Meeting: 12/15/20 07:30 PM

RESOLUTION (ID # 7601)

DOC ID: 7601

TO: Mayor and Common Council
FROM: Tammie Baldwin, City Treasurer/CFO
DATE: December 9, 2020

This resolution transfers funds from 2020 operating accounts with a balance to operating accounts with insufficient funds. The total amount transferred out must equal the total amount transferred in. These transfers are allowed only during the last two months of a fiscal year and the first three months of the succeeding year.

Resolution (ID # 7603)
December 15, 2020

AUTHORIZATION TO CANCEL CERTAIN CURRENT FUND APPROPRIATION BALANCES

WHEREAS, certain balances of Current Fund Appropriations in the 2020 Municipal Budget remain unexpended:

<u>Appropriation</u>	<u>Amount Canceled</u>
Police: Salaries & Wages	\$350,000.00
Health: Salaries & Wages	\$25,000.00
O&E Contract (501)	<u>\$25,000.00</u>
Total	<u>\$400,000.00</u>

WHEREAS, it is necessary to formally cancel the unexpended balances totaling \$400,000.00 from the appropriations indicated above so that the \$400,000.00 may be used to offset 2020 current fund revenue deficits.

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

That the City Treasurer/CFO is hereby authorized and directed to cancel the unexpended balances totaling \$400,000.00 from the appropriations indicated; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to the Municipal Auditor, Wielkotz & Company, LLC, 401 Wanaque Avenue, Pompton Lakes, NJ 07442.

City Clerk

Dated: December 15, 2020

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, December 15, 2020.



Finance Committee
R - Finance

www.cityofsummit.org

Meeting: 12/15/20 07:30 PM

RESOLUTION (ID # 7603)

DOC ID: 7603 B

TO: Mayor and Common Council

FROM: Tammie Baldwin, City Treasurer/CFO

DATE: December 9, 2020

SUMMARY

This resolution cancels unexpended current fund appropriations in the 2020 municipal budget which will be used to offset 2020 revenue deficits. The prominent revenue deficits include Municipal Court fines, Interest on Investments and Hotel/Motel Occupancy fees. Unexpended balances remain due to the reimbursement from the Union County CARES Act. Were it not for cancelling these unexpended appropriations, the fund balance would be immediately impacted by the revenue deficits.

Resolution (ID # 7596)
December 15, 2020

AUTHORIZE 6 MONTH CONTRACT EXTENSIONS: 1. PAYROLL SERVICES JANUARY 1, 2021 THROUGH JUNE 30, 2021 2. HUMAN RESOURCES (HR) AND TIME & ATTENDANCE SERVICES JANUARY 1, 2021 THROUGH JUNE 30, 2021

WHEREAS, on January 19, 2016, Common Council adopted resolution #37200 awarding contract #16-3241 to Primepoint LLC, 2 Springside Road, Mt. Holly, NJ 07060, for Payroll Services under the Competitive Contracting process for a five-year term, including extension options, for a total term of January 1, 2016 through December 31, 2020, and

WHEREAS, on November 13, 2017, the Qualified Purchasing Agent awarded contract #17-3381 to Primepoint LLC, 2 Springside Road, Mt. Holly, NJ 07060, for Human Resources (HR) and Time & Attendance Services under the authority of City of Summit Ordinance 17-3153 as a contract award under the bid threshold for the term November 13, 2017 through December 31, 2020, and

WHEREAS, pursuant to N.J.S.A. 40A:11-15 “a contract may be extended by mutual agreement of the parties to the contract when a contracting unit has commenced rebidding prior to the time the contract expires or when the awarding of a contract is pending at the time the contract expires”, and

WHEREAS, the City Treasurer/CFO recommends postponing the Competitive Contracting process for Payroll Services and extending each of the above referenced contracts for 6 months in order to substantially reevaluate the RFP and incorporate the Human Resources (HR) and Time & Attendance components to obtain comprehensive services under one contract, and

WHEREAS, Primepoint LLC has agreed to extend each of the above referenced contracts with the same terms and conditions for a six month period January 1, 2021 through June 30, 2021.

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

1. That current contract #16-3241 with Primepoint LLC for the Payroll Services be extended for six months with the same terms and conditions January 1, 2021 through June 30, 2021.
2. That current contract #17-3381 with Primepoint LLC for the Human Resources (HR) and Time & Attendance Services be extended for six months with the same terms and conditions January 1, 2021 through June 30, 2021.

Dated: December 15, 2020

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, December 15, 2020.

City Clerk



Finance Committee
R - Finance

www.cityofsummit.org

Meeting: 12/15/20 07:30 PM

RESOLUTION (ID # 7596)

DOC ID: 7596

TO: Mayor and Common Council
FROM: Tammie Baldwin, City Treasurer/CFO
DATE: December 4, 2020

The City's contracts for Payroll Services and Human Resources (HR) and Time and Attendance Services, both with Primepoint LLC, are due to expire on 12/31/2020. It would be in the City's best interest to combine these related services into one contract to obtain comprehensive services in one package.

As it will take a significant amount of time to review the current contracts to see where improvements can be made and to revise the RFP to incorporate all the services, and due to the impact of the current pandemic on staffing and the multiple filing and reporting requirements associated with it taking precedence over other tasks, I recommend extending both contracts with Primepoint LLC for six months through June 30, 2021 to allow ample time to complete a thorough review of the contracts and revision of the RFP to obtain the best possible outcome. Primepoint LLC has agreed to the extensions.

Resolution (ID # 7597)
December 15, 2020

**AUTHORIZE AMENDMENT FOR CHANGE IN THE CITY OF SUMMIT COLLECTIVELY
BARGAINED IN LIEU OF LONGEVITY PLAN (POLICE)TRUSTEE WITH BPAS PLAN
ADMINISTRATION/HAND BENEFITS AND TRUST COMPANY**

WHEREAS, an amendment must be made to the City of Summit Rabbi Trust Deferred Compensation Plan for members of the Police Benevolent Association Local No. 55 (PBA Local 55, Inc.) to be executed by and between the City of Summit and Hand Benefits and Trust Company

WHEREAS, the purpose of this amendment is to change the plan to reflect the PBA Local No. 55, Inc. contract for the period January 1, 2019 through December 31, 2022.

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

1. That the Plan is hereby amended as follows, effective January 1, 2020, as provided herein:

**ARTICLE III
SALARY REDUCTION CONTRIBUTIONS, MATCHING CONTRIBUTIONS AND
NONELECTIVE CONTRIBUTIONS**

3.01 Type and Amount

- (x) (c) Nonelective Contributions. The following Nonelective Contributions:
- (x) (1) Discretionary contribution. An amount the Employer in its sole discretion may determine.
 - () (2) Fixed contribution.

**ARTICLE V
PLAN ADMINISTRATOR – DUTIES WITH RESPECT TO PARTICIPANTS’
ACCOUNTS**

5.11 Vesting/Substantial Risk of Forfeiture.

(x) (b) Forfeiture under Vesting Schedule. Vested according to the following vesting schedule: SEE VESTING SCHEDULES ATTACHED AS EXHIBITS A AND B, INCORPORATED HEREIN BY REFERENCE

2. The Mayor and City Clerk be and they are hereby authorized to sign the amendment.
3. That this amendment shall be effective on January 1, 2020.

Dated: December 15, 2020

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, December 15, 2020.

City Clerk



Finance Committee
R - Finance

www.cityofsummit.org

Meeting: 12/15/20 07:30 PM

RESOLUTION (ID # 7597)

DOC ID: 7597 B

TO: Mayor and Common Council

FROM: Tammie Baldwin, City Treasurer/CFO

DATE: December 4, 2020

COPY: Robert Weck, Chief of Police; File

SUMMARY

Through collective bargaining agreements with both the Firemen's Mutual Benevolent Association (FMBA) and the Policeman's Benevolent Association (PBA), longevity for new hires was replaced with contributions to a separate Rabbi Trust funds. This novel approach, initiated in 2001, results in a savings to the City while providing a continued benefit to the respective police officer or firefighter.

Due to a change in the most recent PBA contract, the plan requires amendment so that it properly reflects the January 1, 210 through December 31, 2022 contract. A change was made to the vesting schedule for those police officers hired on or after January 1, 2020.

CITY OF SUMMIT COLLECTIVELY BARGAINED IN LIEU OF LONGEVITY PLAN (POLICE)**AMENDMENT**

WHEREAS, City of Summit, New Jersey (the "Company") maintains the City of Summit Collectively Bargained in Lieu of Longevity Plan (Police) (the "Plan") for the benefit of certain of its employees; and

WHEREAS, the Company desires to amend the Plan;

NOW, THEREFORE, the Plan is hereby amended as follows, effective January 1, 2020 as provided therein:

ARTICLE III
SALARY REDUCTION CONTRIBUTIONS, MATCHING CONTRIBUTIONS
AND NONELECTIVE CONTRIBUTIONS

3.01 Type and Amount.

[X] (c) Nonelective Contributions. The following Nonelective Contributions:

[X] (1) Discretionary contribution. An amount the Employer in its sole discretion may determine.

[] (2) Fixed contribution. The following amount: _____

ARTICLE V
PLAN ADMINISTRATOR – DUTIES WITH RESPECT TO PARTICIPANTS' ACCOUNTS

5.11 Vesting/Substantial Risk of Forfeiture.

[X] (b) Forfeiture under Vesting Schedule. Vested according to the following vesting schedule: SEE VESTING SCHEDULES ATTACHED AS EXHIBITS A AND B, INCORPORATED HEREIN BY REFERENCE

IN WITNESS WHEREOF, the Company has caused this Amendment to be executed this _____ day of _____, 2020.

CITY OF SUMMIT, NEW JERSEY:

ATTEST:

Rosalia M. Licatese, City Clerk

Signature: _____

Print Name: Nora G. Radest

Title/Position: Mayor _____

EXHIBIT A

SECTION 5.11 VESTING SCHEDULE – The following vesting schedule applies to Employees hired between January 1, 2001 and December 31, 2019:

Years of Service	Vested Percentage
1	0%
2	0%
3	0%
4	0%
5	0%
6	3%
7	8%
8	13%
9	18%
10	23%
11	28%
12	33%
13	38%
14	43%
15	48%
16	53%
17	58%
18	63%
19	68%
20	73%
21	78%
22	83%
23	88%
24	93%
25	100%

EXHIBIT B

SECTION 5.11 VESTING SCHEDULE – The following vesting schedule applies to Employees hired on or after January 1, 2020:

Years of Service	Vested Percentage
1	0%
2	0%
3	0%
4	0%
5	0%
6	23%
7	28%
8	33%
9	38%
10	43%
11	48%
12	53%
13	58%
14	63%
15	68%
16	73%
17	78%
18	83%
19	88%
20	93%
21	100%

CITY OF SUMMIT, NEW JERSEY
FORMAL RECORD OF ACTION

The following is a formal record of action taken by the governing body of City of Summit, New Jersey (the "Company").

With respect to the amendment of the City of Summit Collectively Bargained in Lieu of Longevity Plan (Police) (the "Plan"), the following resolutions are hereby adopted:

RESOLVED: That the Plan be amended effective January 1, 2020 in the form attached hereto, which amendment is hereby adopted and approved;

RESOLVED FURTHER: That the appropriate officers of the Company be, and they hereby are, authorized and directed to execute said amendment on behalf of the Company;

RESOLVED FURTHER: That the officers of the Company be, and they hereby are, authorized and directed to take any and all actions and execute and deliver such documents as they may deem necessary, appropriate or convenient to effect the foregoing resolutions including, without limitation, causing to be prepared and filed such reports, documents or other information as may be required under applicable law.

Dated this _____ day of _____, 2020.

Resolution (ID # 7591)
December 15, 2020

**AUTHORIZE PROFESSIONAL SERVICES AGREEMENT IN EXCESS OF \$17,500.00 - 2021
RISK MANAGEMENT CONSULTANT SERVICES**

WHEREAS, the City of Summit has a need to acquire risk management consultant services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the contract will exceed \$17,500.00, and

WHEREAS, the anticipated term of this contract is from January 1 to December 31, 2021, and

WHEREAS, Acrisure LLC has submitted a proposal dated December 7, 2020, for said services for the rate set by the Municipal Joint Insurance Fund, and

WHEREAS, Acrisure LLC has completed and submitted a Business Entity Disclosure Certification which certifies that Acrisure LLC has not made any reportable contributions to a political or candidate committee in the City of Summit in the previous one year, and that the contract will prohibit Acrisure LLC from making any reportable contributions through the term of the contract, and

WHEREAS, the maximum amount of the contract is equal to six percent (6%) of the municipality's annual assessment as promulgated by the Suburban Municipal Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund and the City authorizes the Fund to pay its Consultant the above compensation for services rendered, and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection.

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

- That the Mayor and City Clerk are hereby authorized and directed to sign an agreement with Acrisure LLC, 1460 Route 9 North, Suite 310, Woodbridge, NJ 07095, establishing it as the City's Joint Insurance Fund Risk Management Consultant for the year 2021.
- That the Business Entity Disclosure Certification and the Determination of Value be placed on file with this resolution.
- This contract is awarded without competitive bidding as an "Professional Service" in accordance with 40A:11-5(1) (a) of the Local Public Contracts Law because the position of a Risk Management Consultant requires a person who is engaged in the insurance profession, which profession is regulated by law, and having advanced knowledge in the field of insurance acquired by formal specialized instruction and study.

- That Acrisure LLC shall comply with 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 published in the Union County Local Source.

Dated: December 15, 2020

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, December 15, 2020.

City Clerk

**RESOLUTION (ID # 7591)**

DOC ID: 7591

TO: Mayor and Common Council

FROM: Megan Champney, Assistant to the City Administrator

DATE: December 3, 2020

Attached for your consideration is a proposal from Acrisure, LLC to continue to serve as the City's Risk Manager. The fees charged will remain the same at 6% of premium cost paid by the JIF.

Acrisure, LLC has been our Risk Manager since 2018 and has offered a much higher level of service to the City than our previous risk manager for the same percentage of the premium. Their claims processing and loss control departments in particular offer extremely comprehensive services for data collection, reporting, and identifying trends. In addition, the firm offers a variety of educational safety training programs delivered either on-line or on-site. They not only handle claims processing and loss control, they attend monthly JIF meetings, as well as the quarterly Risk Management meetings, will continue to handle preparation and strategic marketing of insurance programs, will act as the liaison between the City and the insurer/claims administrator, will review contracts for appropriate insurance related language, and will review and recommend program alternatives in an effort to save money and enhance insurance options. Acrisure, LLC has provided the City of Summit with exceptional service. A resolution authorizing this agreement is recommended.

Memo

To: Mayor and Common Council
From: Michelle Caputo, Purchasing Agent
Date: 12/7/2020
Re: Non-Fair and Open Professional Services Contract Awards

Pursuant to N.J.S.A. 19:44A-20.5, this memo is to hereby certify that the following Professional Services contract to be considered at the December 15, 2020 Council Meeting for award under a non-fair and open process has an anticipated value in excess of \$17,500.00 and therefore the provisions of N.J.S.A. 19:44A-20.4 et seq. (Pay-to-Play) shall apply:

- 2021 Risk Management Consultant Services – Acrisure LLC – maximum amount of the contract is equal to six percent (6%) of the municipality's annual assessment as promulgated by the Suburban Municipal Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund.

BUSINESS ENTITY DISCLOSURE CERTIFICATION

FOR NON-FAIR AND OPEN CONTRACTS

Required Pursuant To N.J.S.A. 19:44A-20.8

CITY OF SUMMIT – 2020

Part I – Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that the (name of business entity) Acrisure, LLC has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding (date of scheduled award **DO NOT COMPLETE: TO BE COMPLETED BY CITY**) 12/15/2020 2020, to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the **CITY OF SUMMIT** as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

• Summit Municipal Democratic Committee (Mayor Nora Radest, Councilmembers Marjorie Fox, Susan Hairston, Beth K. Little, B. David Naidu, Danny O'Sullivan, Gregory Vartan)	• Bowman For Summit Council
• Fox For Summit Council	
• Hairston for Council	
• Naidu for Council	
• Vartan for Council	
• Union County Democratic Committee	

Part II – Ownership Disclosure Certification

I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

Partnership Corporation Sole Proprietorship Subchapter S Corporation
 Limited Partnership Limited Liability Company Limited Liability Partnership

Name of Stock or Shareholder	Home Address
Acrisure Intermediate, Inc.	5664 Prairie Creek Drive
100% owner of Acrisure, LLC	Caledonia, Michigan 49316
Acrisure Holdings, Inc.	5664 Prairie Creek Drive
100% owner of Acrisure Intermediate, Inc.	Caledonia, Michigan 49316
No person or entity is the ultimate beneficial owner of 10% or more of Acrisure Holdings, Inc.	RECEIVED DEC - 4 2020 CITY OF SUMMIT OFFICE OF THE SUMMIT ATTORNEY

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity will be liable for any penalty permitted under law.

Name of Business Entity: Acrisure, LLCSigned: Lindsay Travali

Title: Marketing Manager & Authorized Representative

Print Name: Lindsay TravaliDate: November 24, 2020Subscribed and sworn before me this 24 day of
November, 2020My Commission expires: 4/30/2024

(Affiant) Lindsay Travali, Marketing Manager & Authorized Representative

(Print name & title of affiant) (Corporate Seal)



C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant To N.J.S.A. 19:44A-20.26

This form or its permitted facsimile must be submitted to the City of Summit no later than 10 days prior to the award of the contract.

Part I – Vendor Information

Vendor Name:	Acrisure, LLC		
Address:	1460 Route 9 North, Suite 310		
City:	Woodbridge	State:	New Jersey
		Zip:	07095

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

(Signature)
Signature

Lindsay Travali
Printed Name

Marketing Manager &
Authorized Representative
Title

Part II – Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided .

Check here if the information is continued on subsequent page(s)

DOUBLE SIDED DOCUMENT

STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business: Acrisure, LLC

- I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.
- OR**
- I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

- Partnership Corporation Sole Proprietorship
- Limited Partnership Limited Liability Company Limited Liability Partnership
- Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

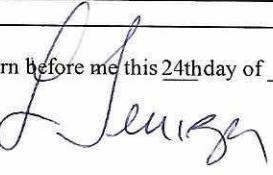
Stockholders:

Name: Acrisure Intermediate, Inc. 100% owner of Acrisure, LLC	Name:
Home Address: 5664 Prairie Creek Drive Caledonia, Michigan 49316	Home Address:
Name: Acrisure Holdings, Inc. 100% owner of Acrisure Intermediate, Inc.	Name:
Home Address: 5664 Prairie Creek Drive Caledonia, Michigan 49316	Home Address:
Name: ** No person or entity is the ultimate beneficial owner of 10% or more of Home Address: Acrisure Holdings, Inc.	Name: Home Address:

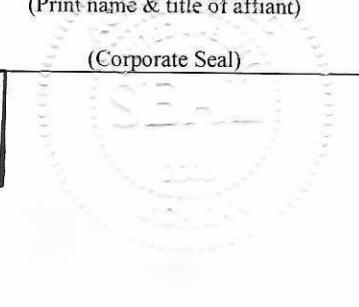
Subscribed and sworn before me this 24th day of November, 2020

(Notary Public)

My Commission expires:


(Affiant)

Lindsay Travali Marketing Manager &
Authorized Representative
(Print name & title of affiant)


(Corporate Seal)





December 7, 2020

Ms. Megan Champney
City of Summit
512 Springfield Avenue
Summit NJ 07901

RE: Risk Management Consultant Proposal – Scope of Services

Dear Ms. Champney,

Acrisure, LLC is pleased to provide the attached Proposal for Risk Management Consultant Services for the 2021 Calendar year.

Please review and advise if there are any changes that the City would like to this scope of services or if you have any questions regarding same.

Sincerely yours,

Amy Pieroni

Vice President, Risk Management

CITY OF SUMMIT
RISK MANAGEMENT SCOPE OF SERVICES
JANUARY 1, 2021- DECEMBER 31, 2021

Acrisure LLC will provide the City of Summit with Risk Management Consultant Services including, but not limited to the following:

1. Assist the City in identifying its insurable property and casualty exposures and recommend professional methods to reduce, assume or transfer the risk of loss.
2. Review with the City any additional coverages that the consultant feels should be carried.
3. Review existing insurance coverage levels and advise whether those coverage levels are appropriate.
4. Review Certificates of Insurance from contractors, vendors, and professionals when requested by the City.
5. Market the City's insurance needs with the current Joint Insurance Fund, other Joint Insurance Funds, private insurance companies or other venues to obtain the best possible coverage for the lowest possible price.
6. Assist where needed in the settlement of claims. The consultant would not be responsible for work normally done by a public adjuster.
7. Attend any meetings that the City deems necessary.
8. Perform other risk management services as required.
9. Review the City's assessment as prepared by the Suburban Municipal Joint Insurance Fund and assist the City in the preparation of its annual insurance budget.
10. Following up for timely issuance of Policies and Endorsement and reviewing same for accuracy and conformity to specifications.

CITY OF SUMMIT
RISK MANAGEMENT SCOPE OF SERVICES
JANUARY 1, 2021- DECEMBER 31, 2021

ACRISURE LLC accepts standard commissions payable by the Suburban Municipal Joint Insurance Fund and would provide full disclosure of commissions.

This proposed compensation structure represents the standard method that is utilized with New Jersey government entities in joint insurance fund programs.

ACRISURE LLC's rate for any insurance placed outside of the Suburban Municipal Joint Insurance Fund would be industry standard commission rates.

Any commission paid to ACRISURE LLC is subject to review and approval by the City.

There are no hourly rates over and above the compensation outlined and no additional costs.

Resolution (ID # 7589)
December 15, 2020

**AUTHORIZE SHARED SERVICE AGREEMENT WITH BOROUGH OF MADISON - 2021
INFORMATION TECHNOLOGY SUPPORT SERVICES - NOT TO EXCEED \$97,800.00**

WHEREAS, the City of Summit is in need of information technology support services ("IT" Services), and

WHEREAS, the City Administrator recommends entering into an agreement with the Borough of Madison (Madison) for IT Services pursuant to NJSA 40A:65-1 et seq., and

WHEREAS, Madison will provide IT Services up to twenty (20) hours per week, for a term of January 1, 2021 through December 31, 2021, and

WHEREAS, Madison will bill the cost of these services monthly at a rate of \$84.89 per hour during regular business hours for on-site, remote access or phone support work, and \$112.00 per hour for work performed on weekends and after normal business hours on weekdays, and a base monthly fee of \$551.41, for a total cost not to exceed \$97,800.00, and

WHEREAS, the cost of these services will be certified upon inclusion in and adoption of the 2021 Operating Budget.

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

That the Mayor and City Clerk be and they are hereby authorized to execute a Shared Services Agreement with the Borough of Madison, 50 Kings Road, Madison, NJ 07940, for 2021 Information Technology Support Services as described above.

Dated: December 15, 2020

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 special meeting held on Tuesday evening, December 15, 2020.

City Clerk

**SHARED SERVICES AGREEMENT
WITH THE CITY OF SUMMIT**

SHARED INFORMATION TECHNOLOGY SERVICES

THIS AGREEMENT is made this _____ day of _____ 2020, by and between the **BOROUGH OF MADISON**, a Municipal Corporation of the State of New Jersey (“Madison”), having an office at 50 Kings Road, Madison, New Jersey and the **CITY OF SUMMIT**, a Municipal Corporation of the State of New Jersey (“Summit”), having an office at 512 Springfield Avenue, Summit, NJ 07901.

WITNESSETH

WHEREAS, Madison and Summit (collectively referred to as the “Parties”) seek to enter into a Shared Services Agreement (“Agreement”) pursuant to the provisions of the Uniform Shared Services and Consolidation Act, P.L.2007, c.63 (C:40A:65-1, *et seq.*); and

WHEREAS, the Uniform Shared Services and Consolidation Act, P.L.2007, c.63 (C:40A:65-1, *et seq.*) authorizes and empowers the Parties to enter into this Agreement; and

WHEREAS, the Parties have adopted Resolutions and/or Ordinances to authorize this Agreement; and

WHEREAS, this Agreement provides for certain Information Technology Support Services (“IT Support”) to be provided by Madison to Summit in accordance with the terms and conditions set forth herein; and

WHEREAS, this Shared Services Agreement is subject to resolutions of the Governing Bodies of Madison and Summit approving same; and

WHEREAS, the Parties have filed a copy of this Agreement with the Division of Local Government Services in the Department of Community Affairs pursuant to (C:40A:65-4);

NOW, THEREFORE, in consideration of the terms and conditions hereinafter set forth,

the Parties agree as follows:

1. Madison shall provide Summit with up to four (4) hours of IT Support per day, subject to existing work load obligations.

2. The IT Support would be delivered either on site or remotely, depending upon the nature and immediacy of the problem.

3. Summit will be billed on a monthly basis for the IT Support as follows:

- \$551.41 base charge monthly
- \$84.89 an hour for remote access sessions or phone support in excess of 15 minutes taking place during “normal business hours,” defined as between 8:30 AM and 5:00 PM, Monday through Friday.
- \$112 an hour with a 1 hour minimum for remote access sessions or phone support taking place outside of normal business hours, or on Holidays or weekends.
- \$84.89 an hour with a 1 hour minimum for on-site sessions taking place during normal business hours.
- \$112 an hour with a two hour minimum for on-site sessions taking place outside of normal business hours, or on Holidays or weekends.

Madison shall provide Summit with monthly documentation of the IT Support services rendered.

4. The IT Support provided by Madison to Summit, consistent with the terms herein shall be as follows:

- a. Responding to workstation and network problems and making necessary repairs;
- b. Providing general desktop support, and facilitating use of vertical applications;
- c. Maintaining anti-virus, spyware and other intruder detection software;
- d. Overseeing nightly back-up systems;
- e. Assisting with the purchase of computer supplies and equipment; and
- f. Prioritizing and scheduling work accordingly, as needed.

5. This Agreement shall commence on or about January 1, 2021 and will end on December 31, 2021.

6. Either party may cancel this Agreement upon thirty (30) days written notice to the other.

7. The Parties can agree to renew this Agreement upon thirty (30) days written notice prior to the expiration of the Agreement, with the understanding that there will be a 2%

increase in all fees and charges to take place on January 1 of each subsequent year.

8. **Insurance.** The Parties shall provide insurance coverage naming each other as additional insured for the use of each other's equipment and facilities. The Parties shall submit proof of and maintain liability insurance in the amount of at least one million (\$1,000,000) dollars upon the execution of the Agreement and the duration of same.

9. **Assignment.** The Parties shall retain the work under their respective control and shall not assign, transfer, or sublet or otherwise dispose of this Agreement or any right to responsibility hereunder, without the previous written consent of the Parties. The Parties shall not assign, in any way, the monies due or to become due under this Agreement. Any assignment of this Agreement shall not, in any way, release the Parties from their covenants, conditions and terms of this Agreement and the duties imposed hereunder.

10. **Indemnification.** The Parties shall indemnify and hold each other, all representatives thereof, harmless from and against any and all claims, damages, losses and expenses to the extent caused by the Parties negligent acts, errors, intentional acts or omissions in the performance of their services and responsibilities under this Agreement.

11. **Confidentiality.** The Parties acknowledge that all information, data, strategies, positions and the like, which the IT support personnel may be exposed to or gain knowledge of by virtue of this Agreement is confidential in nature and shall not be disseminated to the other party to this Agreement or any third party, except only as required by law or order of court.

12. **Applicable Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey.

13. **Severability.** In the event that any provision of this Agreement shall, for any reason, be determined to be invalid, illegal, or unenforceable in any respect, the Parties hereto

shall negotiate in good faith and agree to such amendments, modifications, or supplements of, or to this Agreement, or such other appropriate actions as shall, to the maximum extent practicable in light of such determination, to implement and give effect to the intentions of the parties as reflected herein. All other provisions of the Agreement shall remain in full force and effect.

14. **Non-Waiver.** It is understood and agreed that nothing which is contained in this Shared Services Agreement shall be construed as a waiver on the part of the Parties, or of any right which is not explicitly waived in this Agreement.

15. **Entire Agreement.** This Agreement sets forth the entire understanding of the Parties hereto with respect to the transactions contemplated herein. No change or modification of this Agreement shall be valid unless the same is in writing, duly authorized and signed by all the Parties hereto.

16. **Headings.** The paragraph headings in this Agreement are included herein for convenience of reference only and are not intended to define or limit the scope of any provision of this Agreement.

IN WITNESS HEREOF, the Parties have set their hand and seals and caused this Agreement to be executed on the day and year above written.

ATTEST:

Elizabeth Osborne, Borough Clerk

BOROUGH OF MADISON

By:

Robert H. Conley, Mayor

ATTEST:

City Clerk

CITY OF SUMMIT

By:

Mayor

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: 12/2/2020
Re: Madison IT Agreement

Attached for your consideration is a renewal agreement with the Borough of Madison for information technology (I.T.) support services. This shared services agreement revises the 2019 terms in several ways based on our experience during the past year.

Madison proposes the following terms:

- Hourly fee schedule increase from \$83.23/hour to \$84.89/hour for on-site work performed during regular business hours.
- Hourly fee schedule increase from \$83.23/hour to \$84.89/hour for remote access sessions or phone support in excess of 15 minutes during regular business hours.
- Hourly fee schedule increase from \$110/hour to \$112/hour for work performed on weekends and after normal business hours on weekdays.
- Base monthly fee will remain flat at \$551.41 per month.

The proposal includes support hours of up to 20 hours per week, which remains the same as in 2020 and equates to approximately 4 hours per day in 2021. The total annual contract fee for 2021 is not to exceed \$97,800, a 2% increase over last year.

Your support of a resolution approving this agreement is recommended.

Resolution (ID # 7585)
December 15, 2020

**AUTHORIZE 2021 LEGAL SERVICES IN EXCESS OF \$17,500.00 - CITY SOLICITOR - NOT
TO EXCEED \$200,000.00**

WHEREAS, it is necessary and expedient and in the best interests of the City of Summit to retain attorneys from time to time for the purposes of furnishing legal advice and services and instituting or defending legal actions on behalf of the City and its employees, and

WHEREAS, the City of Summit has a need to acquire the services of a City Solicitor as a non-fair and open contract pursuant to the provisions N.J.S.A. 19:44A-20.1, and

WHEREAS, it is the opinion of the Common Council of the City of Summit that the attorney listed below possesses the necessary knowledge and competence in the particular field of responsibility and should be retained for legal services which may be required from time to time by the City and employees, and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself must be available for public inspection, and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the acquisition will exceed \$17,500.00, and

WHEREAS, the anticipated term of this contract is from January 1 through December 31, 2021, and

WHEREAS, Cleary Giacobbe Alfieri Jacobs, LLC has submitted a proposal dated November 25, 2020, indicating the hourly rate of \$180.00 per hour for attorneys and \$100 per hour for paralegals plus reimbursement of disbursements made in connection with legal services provided as City Solicitor, with said costs estimated by the City Administrator not to exceed \$200,000.00, and

WHEREAS, Cleary Giacobbe Alfieri Jacobs, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that Cleary Giacobbe Alfieri Jacobs, LLC has not made any reportable contributions to a political or candidate committee in the City of Summit in the previous one year, and that the contract will prohibit Cleary Giacobbe Alfieri Jacobs, LLC from making any reportable contributions through the term of the contract, and

WHEREAS, funds will be certified subject to inclusion in and adoption of the 2021 Operating Budget.

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

1. That the following attorney be and hereby is appointed to furnish legal services from time to time in the areas of responsibility as indicated:

Matthew J. Giacobbe
Cleary Giacobbe Alfieri Jacobs, LLC
City Solicitor

2. That the Mayor and City Clerk are hereby authorized and directed to sign an agreement with Cleary Giacobbe Alfieri Jacobs, LLC, 169 Ramapo Valley Road, Upper Level 105, Oakland, NJ 07436, for legal services as described herein.
3. That the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.
4. This contract is awarded without competitive bidding as a "Professional Service" in accordance with 40A:11-5(l)(a) of the Local Public Contracts Law because this professional satisfies the law as being appropriately licensed.
5. That Cleary Giacobbe Alfieri Jacobs, LLC shall comply with 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.
6. A notice of this action shall be printed once in the Union County Local Source.

Dated: December 15, 2020

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, December 15, 2020.

City Clerk



City Administrator's Office
R - Law & Labor

www.cityofsummit.org

Meeting: 12/15/20 07:30 PM

RESOLUTION (ID # 7585)

DOC ID: 7585

TO: Mayor and Common Council

FROM: Megan Champney, Assistant to the City Administrator

DATE: December 2, 2020

Attached for your consideration is an agreement appointing Matthew J. Giacobbe of Cleary, Giacobbe, Alfieri, Jacobs, LLC as City Solicitor through December 31, 2021.

The monthly retainer fee will be \$3,000.00 which will include the attendance at Common Council meetings, and the preparation of routine resolutions, ordinances, memoranda and telephone and email communications with City officials. The hourly rate for services shall be \$180.00 per hour for attorneys, including partners, counsel and associates, and \$100.00 per hour for paralegals and clerks. The annual cost will not exceed \$200,000.

A resolution authorizing the appointment of Matthew J. Giacobbe as City Solicitor is recommended.

Memo

To: Mayor and Common Council
From: Michelle Caputo, Purchasing Agent
Date: 12/8/2020
Re: Non-Fair and Open Professional Services Contract Awards

Pursuant to N.J.S.A. 19:44A-20.5, this memo is to hereby certify that the following Professional Services contract to be considered at the December 15, 2020 Council Meeting for award under a non-fair and open process has an anticipated value in excess of \$17,500.00 and therefore the provisions of N.J.S.A. 19:44A-20.4 et seq. (Pay-to-Play) shall apply:

- 2021 City Solicitor – Cleary Giacobbe Alfieri Jacobs LLC (Matthew J. Giacobbe) – estimated not to exceed \$200,000.00

**BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8
CITY OF SUMMIT – 2020**

Part I – Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that the *(name of business entity)* Cleary Giacobbe Alfieri Jacobs, LLC has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding *(date of scheduled award)* DO NOT COMPLETE; TO BE COMPLETED BY CITY 12/15/2020, 2020, to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the CITY OF SUMMIT as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

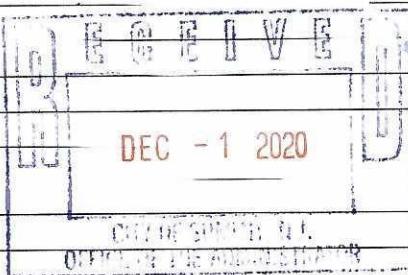
• Summit Municipal Democratic Committee (Mayor Nora Radest, Councilmembers Marjorie Fox, Susan Hairston, Beth K. Little, B. David Naidu, Danny O'Sullivan, Gregory Vartan)	• Bowman For Summit Council
	• Fox For Summit Council
	• Hairston for Council
	• Naidu for Council
	• Vartan for Council
• Summit Republican City Committee (Councilmember Stephen Bowman)	• Union County Democratic Committee

Part II – Ownership Disclosure Certification

I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

Partnership Corporation Sole Proprietorship Subchapter S Corporation
 Limited Partnership Limited Liability Company Limited Liability Partnership

Name of Stock or Shareholder	Home Address
James J. Cleary	
Matthew J. Giacobbe	
Salvatore Alfieri	
Mitchell B. Jacobs	

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: Cleary Giacobbe Alfieri Jacobs, LLC

Signed: Matthew J. Giacobbe

Title: Principal Partner

Print Name: Matthew J. Giacobbe

Date: 11/25/2020

Subscribed and sworn before me this 25th day of November, 2020

John S. Papendick
(Affiant)
John S. Papendick, Notary
(Print name & title of affiant) (Corporate Seal)

My Commission expires: 09/21/2022

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant To N.J.S.A. 19:44A-20.26

This form or its permitted facsimile must be submitted to the City of Summit no later than 10 days prior to the award of the contract.

Part I – Vendor Information

Vendor Name:	Cleary Giacobbe Alfieri Jacobs, LLC		
Address:	955 Route 34, Suite 200		
City:	Matawan	State:	NJ
		Zip:	07747

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

accompanying this form.

 Matthew J. Giacobbe Principal Partner
Signature Printed Name Title

Part II – Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided .

Check here if the information is continued on subsequent page(s)

DOUBLE SIDED DOCUMENT

List of Agencies with Elected Officials Required for Political Contribution Disclosure
N.J.S.A. 52:34-25

County Name: Union

State: Governor, and Legislative Leadership Committees

Legislative District #: 21

State Senator and two members of the General Assembly per district.

County:

Freeholders

County Clerk

Sheriff

Surrogate

Municipalities (Mayor and members of governing body, regardless of title):

Berkeley Heights Township
 Clark Township
 Cranford Township
 Elizabeth City
 Fanwood Borough
 Garwood Borough
 Hillside Township

Kenilworth Borough
 Linden City
 Mountainside Borough
 New Providence Borough
 Plainfield City
 Rahway City
 Roselle Borough

Roselle Park Borough
 Scotch Plains Township
 Springfield Township
 Summit City
 Union Township
 Westfield Town
 Winfield Township

Boards of Education (Members of the Board):

Berkeley Heights Township
 Clark Township
 Cranford Township
 Elizabeth City
 Garwood Borough
 Hillside Township
 Kenilworth Borough

Linden City
 Mountainside Borough
 New Providence Borough
 Plainfield City
 Rahway City
 Roselle Borough
 Roselle Park Borough

Scotch Plains-Fanwood Regional
 Springfield Township
 Union Township
 Westfield Town
 Winfield Township

Fire Districts (Board of Fire Commissioners):

None

STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business: Cleary Giacobbe Alfieri Jacobs, LLC

- I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.
- OR**
- I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

- Partnership Corporation Sole Proprietorship
- Limited Partnership Limited Liability Company Limited Liability Partnership
- Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

Name: James J. Cleary	Name: Matthew J. Giacobbe
Home Address:	Home Address:
Name: Salvatore Alfieri	Name: Mitchell B. Jacobs
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:

Subscribed and sworn before me this 25th day of November, 2020

(Notary Public)

My Commission expires 09/21/2022

Matthew J. Giacobbe
(Affiant)

Matthew J. Giacobbe, Principal Partner
(Print name & title of affiant)

(Corporate Seal)

JOHN S. PAPENDICK
NOTARY PUBLIC OF NEW JERSEY
Comm. # 50068419
My Commission Expires 9/21/2022

CLEARY | GIACOBBE | ALFIERI | JACOBS LLC

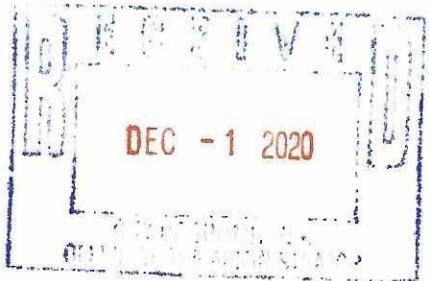
MATTHEW J. GIACOBBE, Partn
mgiacobbe@cgajlaw.co

November 25, 2020

Reply to: Oakland Off

Via FedEx Overnight

Ms. Megan L. Champney, MPA
Assistant to the City Administrator
City of Summit
512 Springfield Avenue
Summit, New Jersey 07901



Re: Qualification Statement and Proposal for: City Solicitor

Dear Ms. Champney:

Thank you for the opportunity to submit the qualifications of our Firm, Cleary Giacobbe Alfieri Jacobs, LLC, to the City of Summit (the "City") for consideration as City Solicitor.

The Firm represents approximately one hundred (100) public entities/municipalities throughout New Jersey and have served the City in various capacities for many years. Our extensive experience in representing the City of Summit puts our Firm in a unique position to continue assisting the City with its present and future legal issues.

Additionally, I, along with other members of the Firm, will be available to attend regularly scheduled meetings and special meetings, as needed. As a Firm, we strive to respond quickly and efficiently to our clients' needs. If appointed as Township Attorney we will continue to provide legal services at the rate of \$180.00 per hour for all attorneys, including partners, counsel, and associates. I have enclosed our resume and fee proposal for your review and also invite you to visit our website at www.cgajlaw.com. Please feel free to contact me directly with any questions or concerns that you may have.

Thank you for your consideration.

Matthew J. Giacobbe
Matthew J. Giacobbe
Encl.

Oakland Office: 169 Ramapo Valley Road, UL 105, Oakland, NJ 07436 Tel 973 845-6700 Fax 201 644-7601
Somerville Office: 50 Division Street, Suite 501, Somerville, NJ 08876 Tel 732 583-7474 Fax 201 644-7601
Matawan Office: 955 State Route 34, Suite 200, Matawan, NJ 07747 Tel 732 583-7474 Fax 732 290-0753

FEE PROPOSAL**A. Hourly Rate:**

The following rates apply for professional legal services as: City Solicitor:

<u>Attorneys</u>	<u>Per Hour</u>
Partners	<u>\$180.00</u>
Counsel	<u>\$180.00</u>
Associates	<u>\$180.00</u>
Paralegal	<u>\$100.00</u>

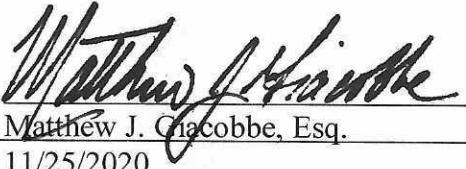
Monthly retainer of \$3,000.00 for meeting attendance, preparation of routine resolutions and ordinance, and telephone communications related to same.

Not to exceed amount of \$200,000.00

B. Reimbursable costs and expenses:

In addition to legal fees, we charge the following costs and expenses:

Experts' fees, court costs, accountants' fees, appraisers' fees, deposition costs, Lawyers Courier Service, Federal Express Overnight Courier Service, photocopying charges (\$.20 per copy), postage, interpreter/translators' fee (prevailing market rates).

Sign: 

Print: Matthew J. Giacobbe, Esq.

Date: 11/25/2020

Resolution (ID # 7600)
December 15, 2020

AUTHORIZE EXTENSION OF 2020 TOW OPERATOR'S LICENSES

WHEREAS, New Jersey Motor Vehicle Commission (NJMVC) will no longer allow walk-ins, shifting to an appointment only system, effective November 2, 2020, and

WHEREAS, due to several NJMVC facility closures as a result of the COVID-19 Health Pandemic, the City Clerk recommends extending the current 2020 Tow Operator's Licenses through February 28, 2021.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF CITY OF SUMMIT, COUNTY OF UNION, NEW JERSEY:

1. That it does hereby extend the current 2020 Tow Operator's Licenses through February 28, 2021.
2. That no additional fee is incurred for said extension.

Dated: December 15, 2020

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, December 15, 2020.

City Clerk



City Clerk's Office
R - Law & Labor

www.cityofsummit.org

Meeting: 12/15/20 07:30 PM

RESOLUTION (ID # 7600)

DOC ID: 7600

TO: Mayor and Common Council
FROM: Rosemary Licatese, City Clerk
DATE: December 9, 2020

Due to the reasons set forth in the attached memo from the Deputy Clerk, it is my recommendation that we extend the current 2020 Tow Operator's Licenses through February 2021, so as to allow Tow Operators time to process necessary paperwork with the NJMVC, as required by the City for 2021 Tow Operator's License renewals.

**City Clerk's Office
City of Summit
512 Springfield Avenue
Summit, NJ 07901
(908) 273-6400**

Memo

**To: Rosemary Licatese, City Clerk
From: Nicole Sarna, Deputy Clerk
Date: 12/09/2020
Re: COVID-19 – Extension of Current Towing Permits**

The Towing Licenses that the Clerk's Office issues expire December 31, 2020. One of the towing companies that we license reached out to me advising that due to DMV restrictions, due to COVID-19, that they are unable to get an appointment until January 2021 to obtain the necessary paperwork that the City requires in order for them to renew their license.

I suggest extending the current towing licenses until February 28, 2021 to provide an ample amount of time for the current licensed towing companies to complete their paperwork and for our internal departments to conduct our reviews.

Resolution (ID # 7582)
December 15, 2020

**AUTHORIZE EXPENDITURE FROM AFFORDABLE HOUSING TRUST FUND FOR
REHABILITATION OF AFFORDABLE HOUSING UNITS - GLENWOOD PLACE
DEVELOPMENT WINDOWS/PATIO DOORS - \$212,064.08**

WHEREAS, in a memo dated November 23, 2020 the Executive Director of the Summit Housing Authority has requested a reimbursement of the costs associated with the replacement of deteriorated windows and patio doors at the Summit Housing Authority's Glenwood Place Development, in the amount of \$221,064.08, which is the final payment of the original allocation of \$400,000.00, approved by Common Council via Resolution #38631, adopted on December 4, 2018, and

WHEREAS, the requested reimbursement can be drawn from the City's Affordable Housing Trust Fund, which will be reckoned toward the City's rehabilitation obligation in the adopted Affordable Housing Spending Plan, and

WHEREAS, it is, therefore, the recommendation of the Administrative Manager/Municipal Housing Liaison in Department of Community Services that the governing body authorize the expenditure from the City's Affordable Housing Trust Fund in the amount of \$221,064.08, as payment for the replacement of deteriorated windows and patio doors at the Glenwood Place Development.

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

1. That, per the request of the Executive Director of the Summit Housing Authority and the recommendation of the Administrative Manager/Municipal Housing Liaison in the Department of Community Services, a reimbursement in the amount of \$212,064.08 for replacement of deteriorated windows and patio doors at the Glenwood Place Development be and is hereby authorized, and the payment shall be drawn from the Affordable Housing Trust Fund.
2. That said approval shall be subject to the expenditure qualifying for rehabilitation credit and approval by the Court Master.

Dated: December 15, 2020

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, December 15, 2020.

City Clerk



Capital Projects and Community Services Committee
R - Capital Projects & Community Services

www.cityofsummit.org

Meeting: 12/15/20 07:30 PM

RESOLUTION (ID # 7582)

DOC ID: 7582

TO: Mayor and Common Council
FROM: DiLauri Matthew, Administrative Manager
DATE: November 30, 2020

Attached is a request from Joseph Billy, Executive Director of the Summit Housing Authority (SHA) for the reimbursement of costs associated with the replacement of deteriorated windows and patio doors at the SHA, Glenwood Place Development.

This request is for the reimbursement in the amount of \$212,064.08, the final payment of the original council approved (resolution, dated December 4, 2018) allocation of \$400,000. The requested reimbursement can be drawn from the City's Affordable Housing Trust Fund, which will be reckoned toward the City's rehabilitation obligation, in the adopted Affordable Housing Spending Plan.

It is my recommendation a resolution be passed authorizing the expenditure from the City's Affordable Housing Trust Fund in the amount of \$212,064.08, as final payment for the deteriorated windows and patio doors at the Glenwood Place Development which will also satisfy the original \$400,000 allocation.

HOUSING AUTHORITY of the CITY OF SUMMIT

Office of the Executive Director

MEMORANDUM

Date: 11/23/2020

To: Aaron Schrager - City of Summit
Acting Director of Community Services

From: Joseph M. Billy, Jr. 

**Re: Affordable Housing Trust Fund - Rehabilitation Funding
Request for Reimbursement #4**

As you are aware, the Common Council approved by resolution the allocation of \$400,000 to the Summit Housing Authority from the rehabilitation funding obligation of the city's Affordable Housing Trust Fund for several capital improvement projects at our Glenwood Place Development. Expenditure of these funds was also approved by the appointed COAH Court Master, Philip Caton.

We have made our first periodic payment to Panoramic Window & Door Systems, Inc. in the amount of \$ 265,564.90, supporting documentation attached, for the Replacement of the Windows & Patio Doors at the development. We are requesting reimbursement from the Affordable Housing Trust Fund in the amount of \$ 221,064.08 which is the remaining balance available to the Housing Authority from our original allocation of \$ 400,000, as per the account summary below.

Our account summary as of this date is as follows:

Original Allocation:	\$ 400,000.00
Payments Approved to date:	(\$ 178,935.92)
Remaining Balance	\$ 221,064.08
This Request	(\$ 221,064.08)
Remaining Balance	- 0 -

Should you have any questions in this regard, or require any additional documentation, please do not hesitate to contact me at any time.

Thanks So Much and Stay Safe.

2765

Periodic Payment #1
\$255,564.90

265,564.90

10/28/20 2765 Panoramic Window & Door Systems, \$265,564.90

ORIGINAL DOCUMENT PRINTED ON CHEMICAL REACTIVE PAPER WITH MICROPRINTED BORDER

THE HOUSING AUTHORITY OF THE CITY OF SUMMIT
GENERAL FUND ACCOUNT
512 SPRINGFIELD AVENUE
SUMMIT, NJ 07901-2607

2765

Lakeland Bank

55-537/212

Details on back

D

Security features included

2765 DATE AMOUNT
Oct 28, 2020 **\$265,564.90

Memo:

PAY TO THE Two Hundred Sixty-Five Thousand Five Hundred Sixty-Four and 90/100 Dollars
ORDER OF Panoramic Window & Door Systems, Inc
712 Sergeantsville Road
Stockton, NJ 08559

AMERICAN EXPRESS

Pollock
D. G. G.
AUTHORIZED SIGNATURES

EARS WITH HEAT

SAFEGUARD SECURE
SAFEGUARD SECURE

NP

Joseph BillyPeriodic Payment #1 # 255,564.90

From: Mark Montalbano <mmontalbano@coppamontalbano.com>
Sent: Tuesday, September 29, 2020 4:32 PM
To: Joseph Billy
Cc: Paul Nagy; Patricia Lynch; Marcy Ricca; Tim Ferraro; Gregg Lynch
Subject: SHA Panoramic Application #1
Attachments: 2020-09-29 PANORAMIC - SUMMIT HOUSING AUTHORITY PAY APP #1.pdf; 2020-09-29 CMA Transmittal.pdf

Hi Joe,

Per email string below enclosed please find Panoramic executed application in the amount of \$255,564 along with related payroll / manning reports and on site stored material documents. Please review, process and forward along with payment to Panoramic.

Contact to discuss should you have any questions.

Regards,

Mark B. Montalbano, AIA

Coppa Montalbano Architects

From: Patricia Lynch <patty@panoramicwindows.com>
Sent: Tuesday, September 29, 2020 10:19 AM
To: Mark Montalbano <mmontalbano@coppamontalbano.com>; Gregg Lynch <gregg@panoramicwindows.com>
Cc: Paul Nagy <Paul@panoramicwindows.com>; Joseph Billy <jmbillyjr@summitnjha.org>; Marcy Ricca <Marcy@panoramicwindows.com>; Tim Ferraro <tferraro@coppamontalbano.com>
Subject: Re: Summit Billing

Mark,

As stated on the Letter of Transmittal, all reports have been sent directly to the Owner. This is the normal procedure unless something else is prearranged, so we do not have the originals. I can email you copies if you want.

Thanks,

Patty Lynch

Panoramic Window & Door Systems, Inc.

732-926-0900

From: Mark Montalbano <mmontalbano@coppamontalbano.com>
Sent: Tuesday, September 29, 2020 9:50:56 AM
To: Patricia Lynch <patty@panoramicwindows.com>; Gregg Lynch <gregg@panoramicwindows.com>
Cc: Paul Nagy <Paul@panoramicwindows.com>; Joseph Billy <jmbillyjr@summitnjha.org>; Marcy Ricca <Marcy@panoramicwindows.com>; Tim Ferraro <tferraro@coppamontalbano.com>
Subject: RE: Summit Billing

Hi Patricia,

CMA received your application. There are no payroll and manning reports.

Can you please provide as well as we submit at same time with application.

4 original Hard copies preferred to attach what you sent.

Thanks

Regards,
Mark B. Montalbano, AIA

Coppa Montalbano Architects

From: Mark Montalbano
Sent: Tuesday, September 22, 2020 4:49 PM
To: 'Patricia Lynch' <patty@panoramicwindows.com>; Gregg Lynch <gregg@panoramicwindows.com>
Cc: Paul Nagy <Paul@panoramicwindows.com>; Joseph Billy <jmbillyjr@summitnjha.org>; Marcy Ricca <Marcy@panoramicwindows.com>; Tim Ferraro <tferraro@coppamontalbano.com>
Subject: RE: Summit Billing

Hi Patricia,
 Pencil application #1 on AIA format has been reviewed by CMA and with the SHA.
 Please submit 4 original final copies to our office along with payroll and manning reports and insurance of stored materials along with photos and manifest of same.
 CMA will sign and forward to SHA for processing.
 Please let me know if you have any questions.

Also Gregg,
 Please coordinate and provide jamb limit stops as discussed. Chris the super is aware and willing to install as needed but need some guidance as to how they work.

Regards,
Mark B. Montalbano, AIA

Coppa Montalbano Architects

From: Patricia Lynch <patty@panoramicwindows.com>
Sent: Wednesday, September 16, 2020 6:19 PM
To: Mark Montalbano <mmontalbano@coppamontalbano.com>; Gregg Lynch <gregg@panoramicwindows.com>
Cc: Paul Nagy <Paul@panoramicwindows.com>; Joseph Billy <jmbillyjr@summitnjha.org>; Marcy Ricca <Marcy@panoramicwindows.com>
Subject: RE: Summit Billing

Hi Mark,

Attached is the formal AIA Schedule of Values and our pencil copy for AFP #1.
 Our insurance agent was closed today for "Employee Appreciation Day", but we will get and forward over to you in the morning the coverage for the materials stored onsite.

Regards,
Patricia Lynch

PANORAMIC WINDOW & DOOR SYSTEMS, INC.
 712 SERGEANTSVILLE ROAD
 STOCKTON, NJ 08559
 732-926-0900 P
 732-926-0901 F



From: Mark Montalbano <mmontalbano@coppamontalbano.com>
Sent: Wednesday, September 16, 2020 4:08 PM
To: Gregg Lynch <gregg@panoramicwindows.com>
Cc: Patricia Lynch <patty@panoramicwindows.com>; Paul Nagy <Paul@panoramicwindows.com>; Joseph Billy <jmbillyjr@summitnjha.org>
Subject: RE: Summit 1st billing

Gregg,

Per our call earlier today, please submit application on standard AIA forms.

Amount requested is substantial as it includes on site stored material. The SHA will need appropriate certificate of insurance for this product to process this amount. Please submit appropriate documentation and certificate accordingly.

Regards,

Mark B. Montalbano, AIA

Coppa Montalbano Architects

From: Gregg Lynch <gregg@panoramicwindows.com>
Sent: Saturday, September 12, 2020 6:43 PM
To: Mark Montalbano <mmontalbano@coppamontalbano.com>
Cc: Patricia Lynch <patty@panoramicwindows.com>; Paul Nagy <Paul@panoramicwindows.com>
Subject: Summit 1st billing

Hi Mark,

Please see attached

Thank you,

Gregg S. Lynch



anoramic Window & Door Systems, Inc.

732-926-0900 Phone

732-926-0901 Fax

908-917-5064 Cell

Business office: 712 Sergeantsville Rd, Stockton, NJ 08559

**COPPA
MONTALBANO
ARCHITECTS**

TRANSMITTAL LETTER

PLEASE DELIVER THE ENCLOSED
TO:

NAME	COMPANY/ADDRESS	TEL NUMBER
Mr. Joseph Billy Executive Director	Summit Housing Authority 512 Springfield Avenue Summit, NJ 07901	908-273-6413

TRANSMITTAL INFORMATION

TRANSMITTAL FROM: Mark B. Montalbano, AIA

TRANSMITTAL DATE: September 29, 2020

TRANSMITTED VIA: Mail

REGARDING: Summit Housing Authority
Window Replacement Glenwood Place
2051

COPIES	DATE	REV #	DESCRIPTION
1	9/29/20		Application and certificate for Payment
1	9/29/20		Continuation Sheet
1	9/29/20		Invoice
1	9/29/20		Certificate of Liability Insurance
1	9/29/20		Crystal Pricing
1	9/29/20		Gamco Pricing
1	9/29/20		Material Onsite Pictures
1	9/29/20		Monthly Project Workforce Report Package

REMARKS

Mr. Billy, *Periodic Payment #1*

#255,564.90

Enclosed is the ~~Addendum #1~~ for the above referenced project. Please confirm receipt for our records. If you have any questions please don't hesitate to reach out.

Sincerely,
Coppa Montalbano Architects

By: Karen Umana
973.890.8989 x 104

Received By: *J.B.*

Account #: *Extna. Maint.*

Voucher Approved By: *J.B. 10/22/2020*



TRANSMITTAL LETTER

PLEASE DELIVER THE ENCLOSED

TO:

NAME	COMPANY/ADDRESS	TEL NUMBER
Mr. Joseph Billy Executive Director	Summit Housing Authority 512 Springfield Avenue Summit, NJ 07901	908-27 3-6413

TRANSMITTAL INFORMATION

TRANSMITTAL FROM: Mark B. Montalbano, AIA

TRANSMITTAL DATE: September 29, 2020

TRANSMITTED VIA: Mail

REGARDING: Summit Housing Authority

Window Replacement Glenwood Place
2051

CMA NO:

COPIES	DATE	REV #	DESCRIPTION
1	9/29/20		Application and certificate for Payment
1	9/29/20		Continuation Sheet
1	9/29/20		Invoice
1	9/29/20		Certificate of Liability Insurance
1	9/29/20		Crystal Pricing
1	9/29/20		Gamco Pricing
1	9/29/20		Material Onsite Pictures
1			Monthly Project Workforce Report Package

REMARKS

Mr. Billy,

Enclosed is the Addendum #1 for the above referenced project. Please confirm receipt for our records. If you have any questions please don't hesitate to reach out.

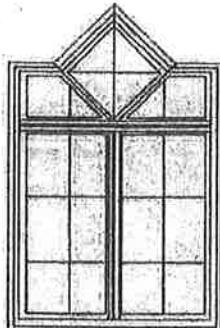
Sincerely,

Coppa Montalbano Architects

By: Karen Umana
973.890.8989 x 104

97 Lackawanna Avenue • Totowa, NJ 07512 • O. 973.890.8989 F. 973.890.8855

Panoramic Window & Door Systems, Inc.



712 Sergeantville Road
Stockton, NJ 08559
732-926-0900
732-926-0901 fax
patty@panoramicwindows.net

"Providing Quality Products to New Jersey & New York Since 1978...At a Better Price!"

Certified SBE

LETTER OF TRANS

Company:	Coppa Montalbano Architects	Date:	9-26-20
Street:	97 Lackawana Ave	Attn:	Mark Montalbano
City:	Totowa, NJ 07512		973-890-8989
Project:		Summit Housing Authority Window Replacement Glenwood Place NJ-17-1	

Copies	Description
4	Application and Certificate for Payment
4	Continuation Sheet
4	Invoice
4	Certificate of Liability Insurance
4	Crystal Pricing
4	Gamco Pricing
4 ea	Materials Onsite Pictures

These Transmissions are:

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> For Your Approval | <input type="checkbox"/> Approved as Submitted | <input checked="" type="checkbox"/> For Your Review |
| <input checked="" type="checkbox"/> For Your Use | <input type="checkbox"/> Approved as Noted | <input type="checkbox"/> For Your Comments |
| <input checked="" type="checkbox"/> As Per Your Request | <input type="checkbox"/> Corrected as Noted | |

ALL MONTHLY WORKFORCE REPORTS AND WEEKLY CERTIFIED PAYROLL REPORTS HAVE BEEN FORWARDED DIRECTLY TO THE HOUSING AUTHORITY

SENT VIA FEDEX

Copy To:

Signature: P. Lynch

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: Housing Authority of the City of Summit
512 Springfield Ave
Summit, NJ 07901

FROM CONTRACTOR: Panoramic Window & Door Systems, Inc.
712 Sergeantsville Rd
Stockton, NJ 08559

CONTRACT FOR: Window Replacement

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM	\$ 385,950.00
2. Net change by Change Orders	\$ 0.00
3. CONTRACT SUM TO DATE (Line 1 +/− 2)	\$ 385,950.00
4. TOTAL COMPLETED & STORED TO DATE	\$ 283,961.00
5. RETAINAGE:	
a. <u>10.0%</u> of Completed Work (Column D+E on Continuation Sheet)	\$ 28,396.10
b. <u> </u> of Stored Material (Column F on Continuation Sheet)	\$ 0.00
Total Retainage (Line 5a + 5b or Total in Column 1 of Continuation Sheet)	\$ 28,396.10
6. TOTAL EARNED LESS RETAINAGE	\$ 255,564.90 (Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$ 0.00
8. CURRENT PAYMENT DUE	\$ 255,564.90
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$ 130,385.10

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown therein is now due.

CONTRACTOR: Panoramic Window & Door Systems, Inc.
By: Gregg S. Lynch President
State of: New Jersey Date: 10/15/20
County of: Hunterdon

Subscribed and sworn to before me this 12 day of October 2019
STATE OF NEW JERSEY
Notary Public:
My Commission expires: 12/31/2024

CERTIFICATE FOR PAYMENT

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$ 255,564.90
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: Marie J. Lynch

By: Marie J. Lynch Date: 9/29/20

This Certificate is nonnegotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
NET CHANGES by Change Order	TOTALS	

Mark B. Montalbano

CONTINUATION SHEET

ATTACHMENT TO PAY APPLICATION

PROJECT: Glenwood Place Window Replacement

Page 2 of 2 Pages

APPLICATION NUMBER: AFP #1
APPLICATION DATE: 15-Sep-20
PERIOD TO: 15-Sep-20

ARCHITECT'S PROJECT NO:

Item No.	Description of Work	Scheduled Value	Work Completed		Materials Presently Stored (Not In D or E)	Total Completed And Stored To Date (D + E + F)	% (G/C)	Balance To Finish (C - G)	Retainage
			From Previous Application (D + E)	This Period					
1	BOND/INSURANCE	\$ 9,861	9,861.00		9,861.00	100%			986.10
2	SHOP DRAWINGS	\$ 5,000	5,000.00		5,000.00	100%			500.00
3	GENERAL CONDITIONS	\$ 10,000	10,000.00		10,000.00	100%			1,000.00
4									
5	WINDOWS - MATERIAL	\$ 247,450	247,450.00		247,450.00	100%			24,745.00
6	WINDOWS - LABOR	\$ 101,920	10,400.00		10,400.00	10%	91,520.00		1,040.00
7									
8	STORAGE	\$ 2,500	1,250.00		1,250.00	50%	1,250.00		125.00
9	DISPOSAL	\$ 1,500					1,500.00		
10									
11	PUNCHLIST/CLOSEOUTS	\$ 7,719					7,719.00		
12									
13									
14									
15									
16									
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21									
22									
23									
24									
SUBTOTALS PAGE 2		\$ 385,950	\$ -	283,961.00	283,961.00	74%	101,989.00		28,396.10

Panoramic Window & Door Systems, Inc.

712 Sergeantsville Road
Stockton, NJ 08559

Invoice

DATE	INVOICE #
9/15/2020	3267

BILL TO

**Summit Housing Authority
512 Springfield Avenue
Summit, NJ 07901**

P.O. NO.	TERMS	PROJECT
Glenwood Pl		2020 Glenwood Place



CERTIFICATE OF LIABILITY INSURANCE

PANOWIN-CL

TSTRAUSS

DATE (MM/DD/YYYY)
9/17/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERNS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	True & Associates 326 North Avenue East Westfield, NJ 07090	CONTACT NAME:	
		PHONE (AC, No. Ext):	(908) 232-0760
INSURED	Panoramic Window & Door Systems, Inc. 712 Sergeantville Road Stockton, NJ 08669	FAX	(AC, No.) (908) 232-5761
		E-MAIL	
		ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A: Massachusetts Bay Ins. Co.	22306
		INSURER B: Allmerica Financial Benefit	41840
COVERAGES	CERTIFICATE NUMBER:	INSURER C: Hanover Insurance Co.	22292
		INSURER D:	
		INSURER E:	
		INSURER F:	

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADOL SUBH INSD WWD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY		ZDYD4907161	2/11/2020	2/11/2021	EACH OCCURRENCE DAMAGE TO RENTED BUSINESSES (Per occurrence)	\$ 1,000,000 \$ 100,000
	CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X				MED EXP (Any one person)	\$ 10,000
						PERSONAL & ADV INJURY	\$ 1,000,000
						GENERAL AGGREGATE	\$ 2,000,000
						PRODUCTS - COMPY/OP AGG.	\$ 2,000,000
	GENL AGGREGATE LIMIT APPLIES PER:						\$
	POLICY <input checked="" type="checkbox"/> PRO- JECT <input type="checkbox"/> LOC						
	OTHER:						
B	AUTOMOBILE LIABILITY		AWYD49080602	2/11/2020	2/11/2021	COMBINED SINGLE LIMIT (Ex. accident)	\$ 1,000,000
	ANY AUTO OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per person)	\$
	Hired AUTOS ONLY	<input type="checkbox"/> NON-OWNED AUTOS ONLY				BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per occurrence)	\$
C	UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR	UHYD49071702	2/11/2020	2/11/2021	EACH OCCURRENCE	\$ 10,000,000
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE	\$ 10,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					PER STATUTE	OTHE- R
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory NH)	<input type="checkbox"/>				E.I. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.I. DISEASE - EA EMPLOYEE	\$
A	Installation Floater		ZDYD4907161	2/11/2020	2/11/2021	E.I. DISEASE - POLICY LIMIT	\$ 260,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Re: Trailers on site with material.

PROJECT: Window Replacement at 1-8 Glenwood Place, Summit, New Jersey.
Coppa Montalbano Architects, 97 Lackawanna Ave., Totowa, NJ 07512, is included as Additional Insured on the Commercial General Liability policy for work performed by the named insured, where required by written contract.

CERTIFICATE HOLDER

CANCELLATION

Housing Authority of the City of Summit
612 Springfield Avenue
Summit, NJ 07901

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE
THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN
ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Thomas M. Fane



Quotation
Re-Print
Order Number
CWD - 477703

Print Date	4/20/2020
Print Time	11:42:55 AM
Entered Date	03/03/2020
Valid Date	04/20/2020

Line	Qty	Product	Description	List/EA	Disc.Price/EA	Total
55.00	1		LOOSE ASSEMBLY CUTSIZE			
			OPENING TYPE: W9 1" X 1+1/2" SNAP TRIM / 2604 Bronze / LEN: 69" / QTY: 2 1" X 1+1/2" SNAP CLIP (3") / QTY: 10 PCS			
56.00	1		LOOSE ASSEMBLY CUTSIZE			
			OPENING TYPE: W9 1" X 1+1/2" SNAP TRIM / 2604 Bronze / LEN: 26" / QTY: 2 1" X 1+1/2" SNAP CLIP (3") / QTY: 4 PCS			
57.01	3	CTS 2300-2R	2300 2-LITE SLIDER, OPEN FROM RIGHT (OUT-SIDE VIEW)			
			OPENING TYPE: W6a/W6b EXACT / W X H: 35.000 X 21.000 / COLOR: 2604 Bronze/ SCREEN: HES/FG *** EQUAL GLASS LITE *** HEAD OPTION: 2.5" FACE FLANGE SILL OPTION: 2.5" FACE FLANGE LEFT JAMB OPTION: 2.5" FACE FLANGE RIGHT JAMB OPTION: 2.5" FACE FLANGE ====LEFT SASH==== EXT-G:1/8" LOW-E SB 60 / INT-G:1/8" CLEAR / INTERCEPT / ARGON ====RIGHT SASH==== EXT-G:1/8" LOW-E SB 60 / INT-G:1/8" CLEAR / INTERCEPT / ARGON			

Bottom Comments:

Order Entry Notes:

Clip Summary :

1" X 1" SNAP CLIP (3") QTY : 828
1" X 1+1/2" SNAP CLIP (3") QTY : 2526
1" X 1+1/2" SNAP CLIP W/STEP 9/16" (3") QTY : 113
1" X 1+3/16" SNAP CLIP W/STEP 9/16" (3") QTY : 49
1" X 2 1/2" SNAP CLIP (3") QTY : 372
1+1/2" X 1+3/4" SNAP CLIP W/STEP 1/2" (3") QTY : 20

Total Window / Door Qty: 425

Sub Total: \$220,759.00

To Check Order status: www.crystalwindows.com/track-your-crystal-order.html

NJ 6.625% \$0.00

Total Amount: \$220,759.00

Total Advance Payments: \$0.00

Remaining Balance: \$220,759.00

*****ORDER DETAILS AND DRAWING(s) ARE BASED ON OUTSIDE-LOOKING-IN. VERIFY BEFORE SIGNING*****

1. Prices effective for 30 days from Quotation Date.
2. Please inspect this document and notify us at once of any errors or changes, failure to do so relieves Crystal of any liability for errors or omissions; signing the packing list means, you are accepting delivery and the products without objection.
3. Crystal makes no other EXPRESS OR IMPLIED warranty except as stated.
4. Lead Time: _____

CRYSTAL™
 WINDOW & DOOR SYSTEMS, LTD.
 WWW.CRYSTALWINDOWS.COM
 31-10 Whitestone Expressway
 Flushing, New York 11354
 TEL: 718.961.7300
 TOLL-FREE: 800.472.9988
 FAX: 718.961.2345

Quotation

Re-Print

Order Number

CWD - 477703

Print Date	4/20/2020
Print Time	11:42:57 AM
Entered Date	03/03/2020
Valid Date	04/20/2020

Line	Qty	Product	Description	List/EA	Disc.Price/EA	Total
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5. Delivery charges may be applicable on this order and are dictated by the total dollar value of the order and delivery location. Box must be checked to request complete delivery shipments. Crystal's standard procedure is to make installment delivery shipments; a request for complete delivery shipments may extend original delivery date.
6. Delivery commitment and lead time will be counted from the date all approvals have been received, accepted, and signed by both the customer and Crystal management; including credit approval, any/all deposits required, and shop drawings/window schedule approvals including specifications.
7. This quotation is subject to Crystal's General Terms and Conditions of Sales as set forth on Crystal's website (<https://crystalwindows.com>) but if Crystal products exceed maximum tested dimensions, they are warranted only against defects in glass components or paint finishes in accordance with Crystal's limited warranty set forth on Crystal's website. Crystal makes no other EXPRESS OR IMPLIED warranty.
8. The Crystal products above are custom-manufactured to your specifications and you have agreed to the payment terms as stated. This order may be subject to freight, delivery, and storage charges.
9. All payments remitted by credit card shall be subject to additional finance charge of 3%.
10. Prior authorization from Crystal is required for any returns.
11. Crystal is required by law to charge and remit sales tax in certain States, based on the delivery address of the order, unless the Buyer provides Crystal with a tax exemption certificate. In all other States it is the Buyer's responsibility to pay the sales tax (or use tax) directly to the appropriate State taxing authority.
12. Buyer may request that Crystal warehouse the goods at Crystal's factory rather than accept them on the delivery date. Such arrangements may be available if Crystal has sufficient storage room at the time of Buyer's request. In such event, Crystal will add a charge for storage of \$5.00 per window/per day and \$10.00 per door/per day, and the balance of the price must be paid prior to the storage of the goods. Storage fees may be deducted from the Buyer's deposit.
13. Crystal may elect to cancel a sale if Buyer fails to pick up the goods from Crystal's factory within 30 days after the goods are ready for delivery. Buyer shall remain obligated to pay for all goods completed and in the process of being manufactured prior to Crystal's consent to the Buyer's cancellation as well as any storage fees incurred (See #12 above).
14. Please add \$3000.00 (net) to the total amount if a full set of shop drawings is required.
15. Field tests and professional engineering calculations are not included.

Sales

Customer Approval



GAMCO CORPORATION™

MANUFACTURERS OF QUALITY FENESTRATION PRODUCTS

131-10 Maple Avenue, Flushing, N.Y. 11355

Tel: (718) 359-8833 Fax: (718) 359-8661

info@gamcocorp.com www.gamcocorp.com

Quotation

Quote Number

5576'

Quoted to: SUMMIT HA

Sales ID

Customer ID	Job Name	Payment Terms	Sales Rep	
ND 2020			Sales 36	
Quantity	Item	Description	Unit Price	Extension
40.00		JOB: SUMMIT HA		
25.00		W2T) 23-1/2" (W) X 16" (H), VIF, SINGLE AWNING	379.00	15,160.00
1.00		W2) 23-1/2" (W) X 16" (H), VIF, SINGLE AWNING, *OBSCURED*	394.00	9,850.00
1.00		W8) 80-3/4" (W) X 16" (H), VIF, AWNING+FIXED+AWNING	1,005.00	1,005.00
1.00		W9) 58-3/4" (W) X 16" (H), VIF, FIXED+AWNING	676.00	676.00

BP		GAMCO STD. BRONZE PAINTED		
W250C		GAMCO W250C COMMERCIAL GRADE WINDOW 2-1/2" PROFILE, THERMALLY BROKEN FRAME EQUAL LEG, TIP TO TIP WITH WICKET SCREEN STANDARD 4 BAR HINGE, 45DEG STANDARD CAM HANDLE LOCK HANDLES ON BOTH SIDES 1" I.G.(1/4" SB60 TEMP + 1/2" SPACER WITH ARGON + 1/4" CLEAR TEMP) OBSCURED: 1" I.G.(1/4" SB60 TEMP + 1/2" SPACER WITH ARGON + 1/4" PATTERN62 #3 ON CLEAR TEMP)		

		LEAD TIME T.B.D.		
		DELIVERY CHARGE NOT INCLUDED		
		NO INSTALLATION		
		NO SNAP TRIMS		

1. Prices effective for 30 days from Quotation Enter Date.
2. Delivery charges may be applicable on this order and are dictated by the total dollar value of the order and delivery location. Box must be checked for complete delivery shipments. Default is partial delivery shipments; requests for complete delivery shipments may extend original delivery date.
3. This quotation is subject to GAMCO General Terms and Conditions of Sale, but if GAMCO products exceed maximum tested dimensions, they are warranted only against defects in glass components or paint finishes in accordance with GAMCO standard warranty. GAMCO makes no other EXPRESS OR IMPLIED warranty except as stated.
4. Shop drawings are limited to products fabricated by GAMCO. GAMCO will not include any details of other trades. The price of Shop drawing is based on 5% of subtotal values, and minimum price of Shop drawing is \$1,000.

Subtotal	26,691.00
Sales Tax	
Freight	
Total	26,691.00

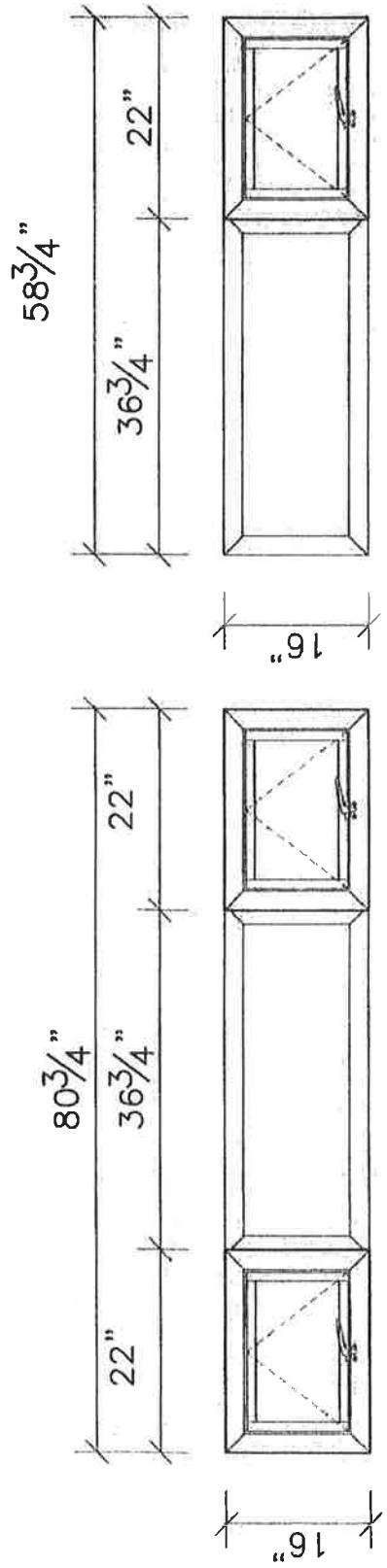
X _____
Customer Approval

Sign Date: _____

SALES ORDER	-----
QUOTATION	55767
GENERAL NOTES	
* ALL DIMENSIONS TO BE VERIFIED IN FIELD BY CONTRACTOR	
Customer	
Approved:	
R. E. V.	I. S. I. O. M.
Drawn by: C. SUU	Checked by:
DRAWING NO.:	DATE: 5/8/2020
CANCOR CORPORATION	
1000 10th Street, Suite 1000, Denver, CO 80203	
Phone: 303-296-1000 Fax: 303-296-1001	
E-mail: info@cancorcorp.com	
www.cancorcorp.com	
PROJECT: SUMMIT	

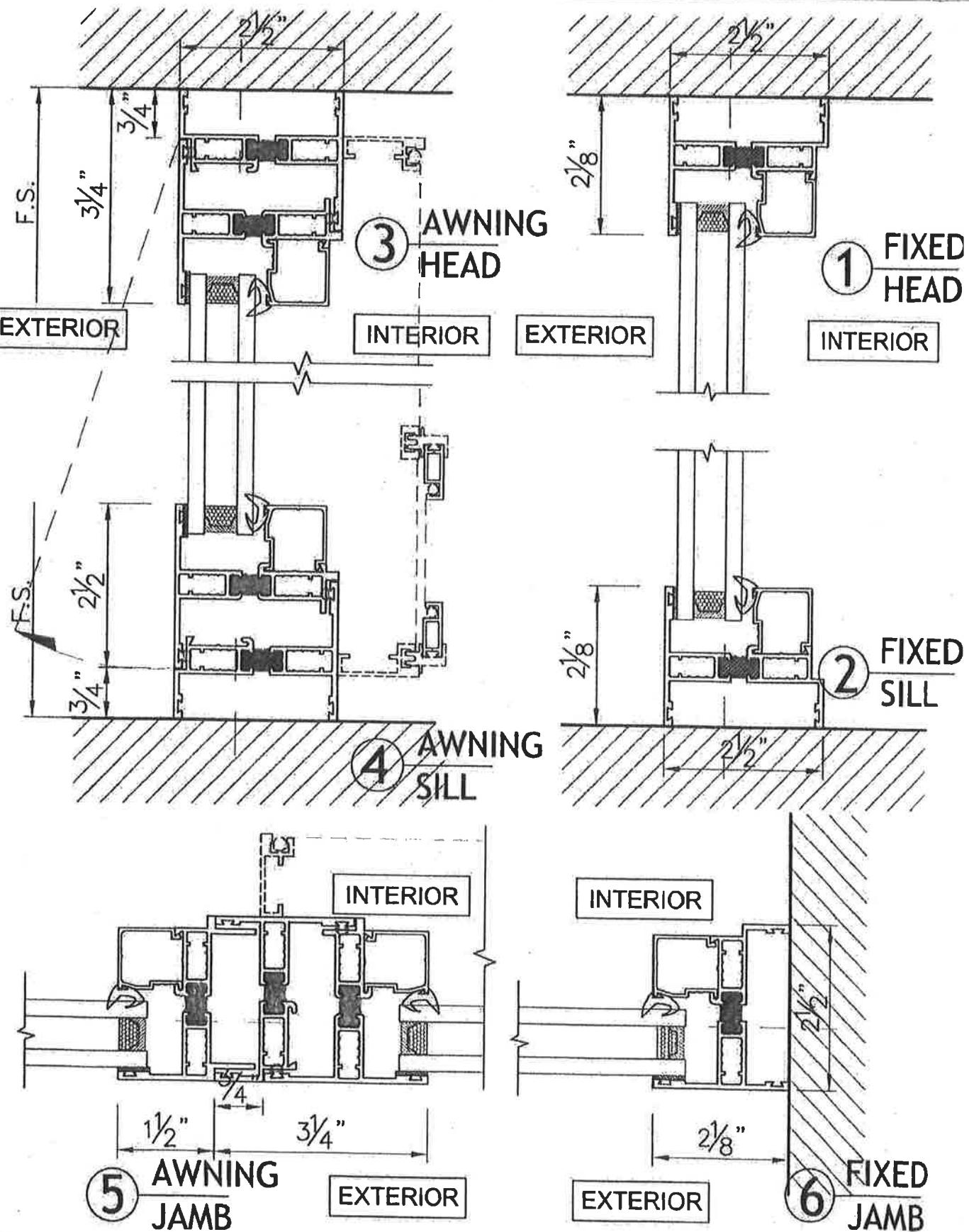


UNIT W2
25 REQ'D.



ELEVATION
(VIEW FROM INTERIOR)

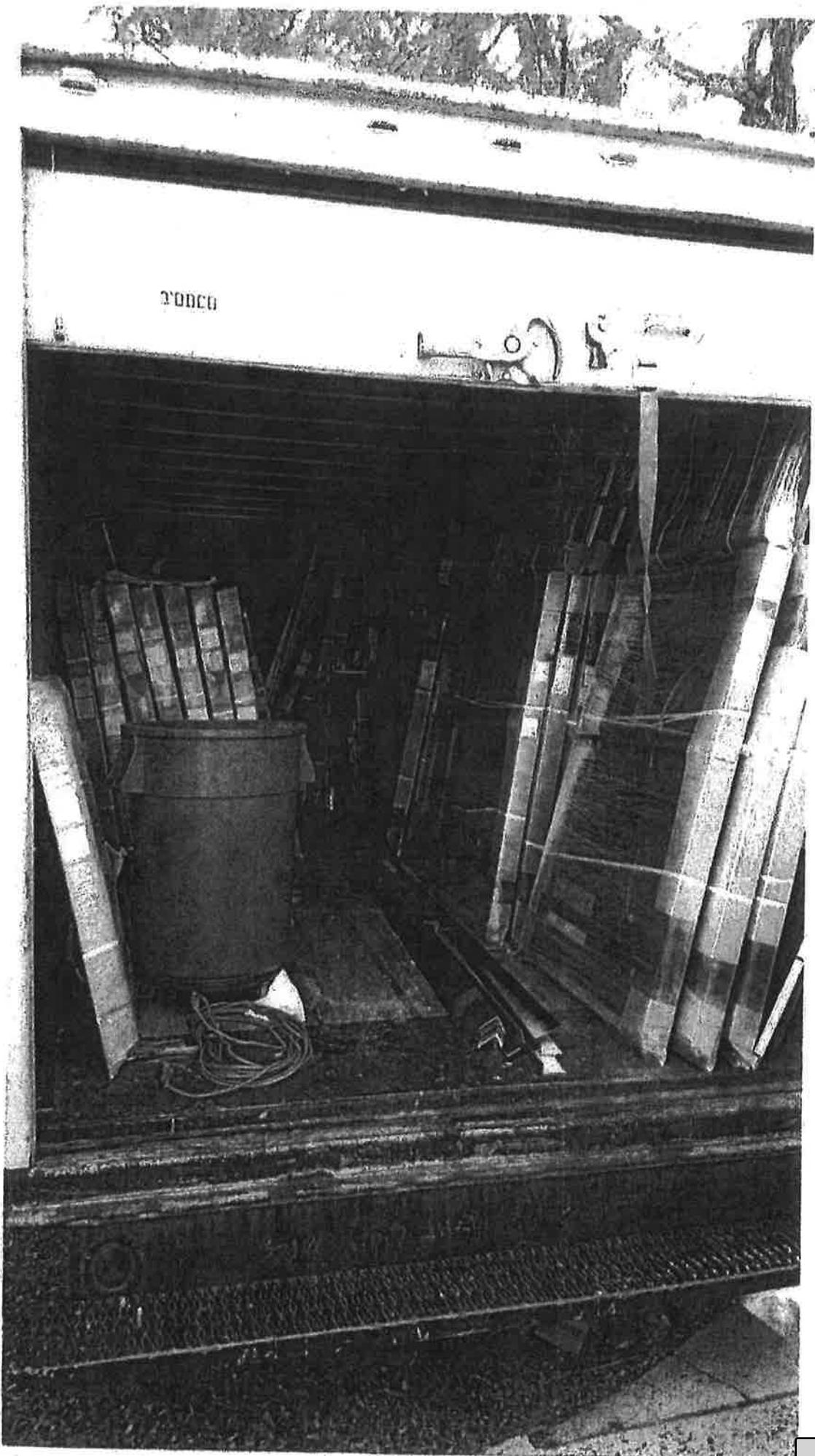
No. Date: Dispenser: Approved:
R. E. V. I. S. I. O. M.
Drawn by: C. SUU
Checked by:
Drawing No.: Date: 5/8/2020
Scale: CUSTOM
CANCOR CORPORATION
1000 10th Street, Suite 1000, Denver, CO 80203
Phone: 303-296-1000 Fax: 303-296-1001
E-mail: info@cancorcorp.com
www.cancorcorp.com
PROJECT: SUMMIT



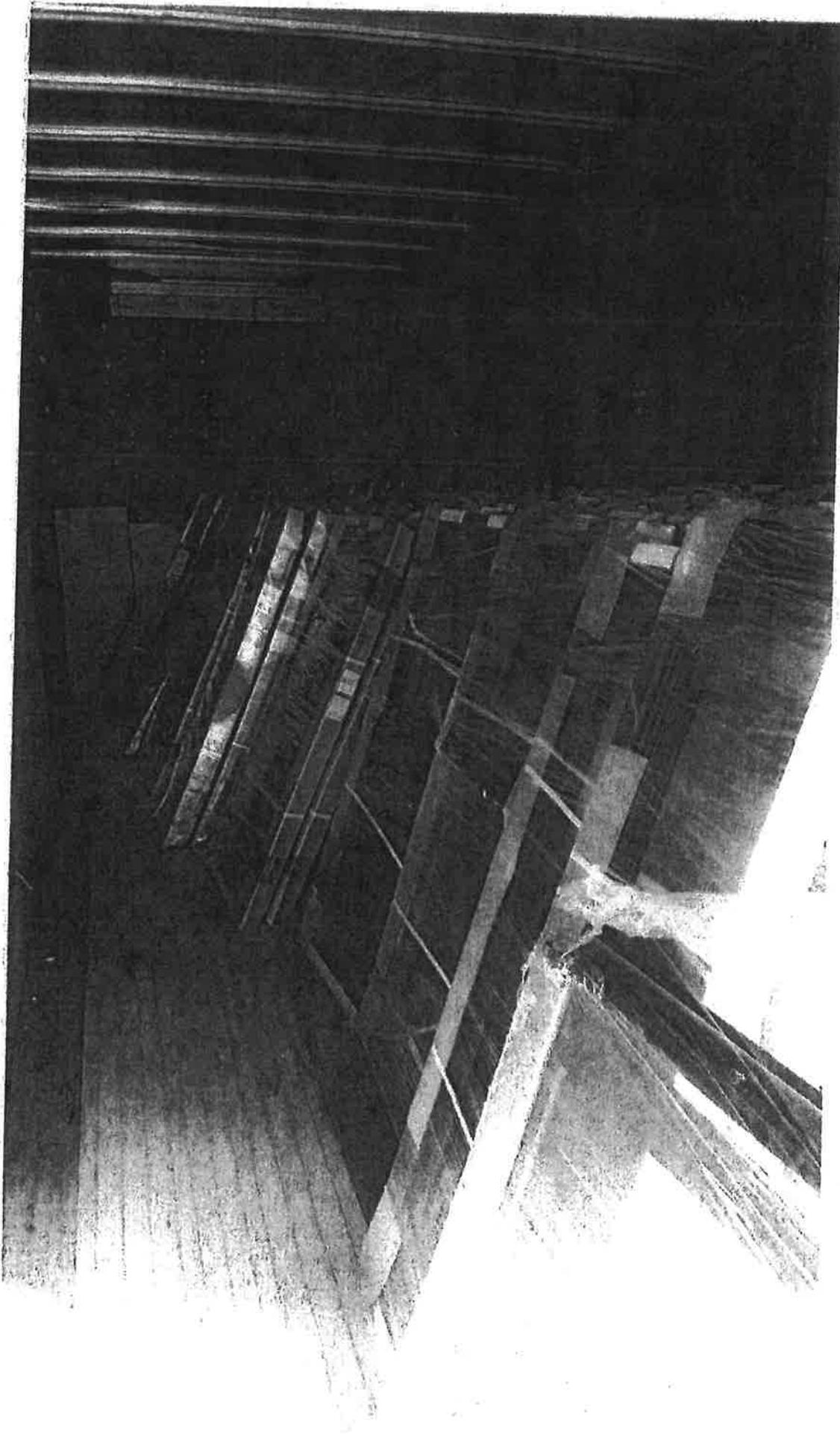
SALES ORDER	Drawn by: C.SITU	CUSTOMER:
-----	Checked by: -----	
QUOTATION	Date: 5/8/2020	PROJECT:
55767	Scale: 1:2	SUMMIT

Revisions		
No	Date	Description

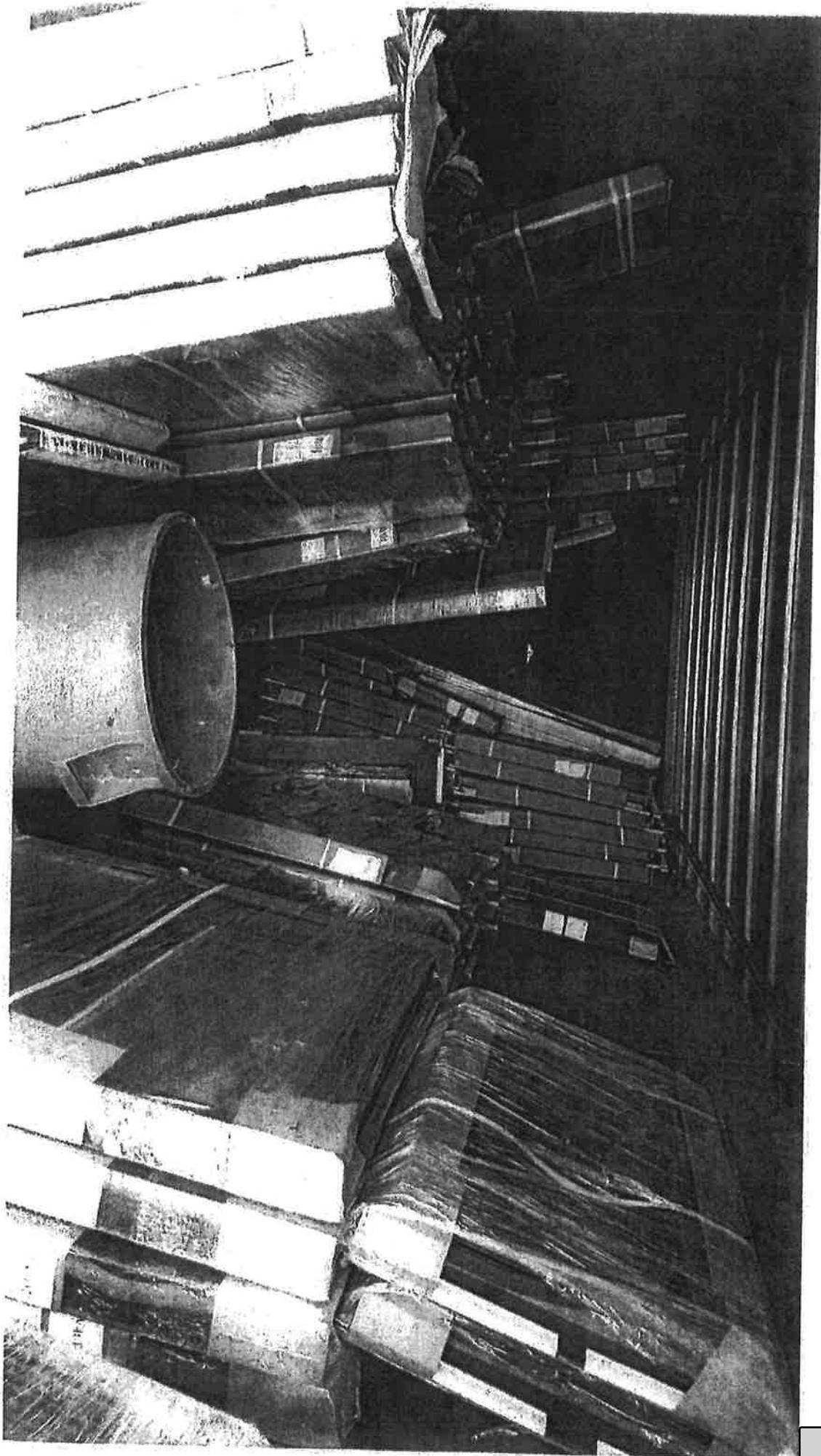
GAMCO CORPORATION
MANUFACTURERS OF FENESTRATION PRODUCTS
131-10 MAPLE AVE. FLUSHING, N.Y.11355
TEL: (718)359-8833 FAX: (718)359-8861
Info@gamcocorp.com www.gamcocorp.com

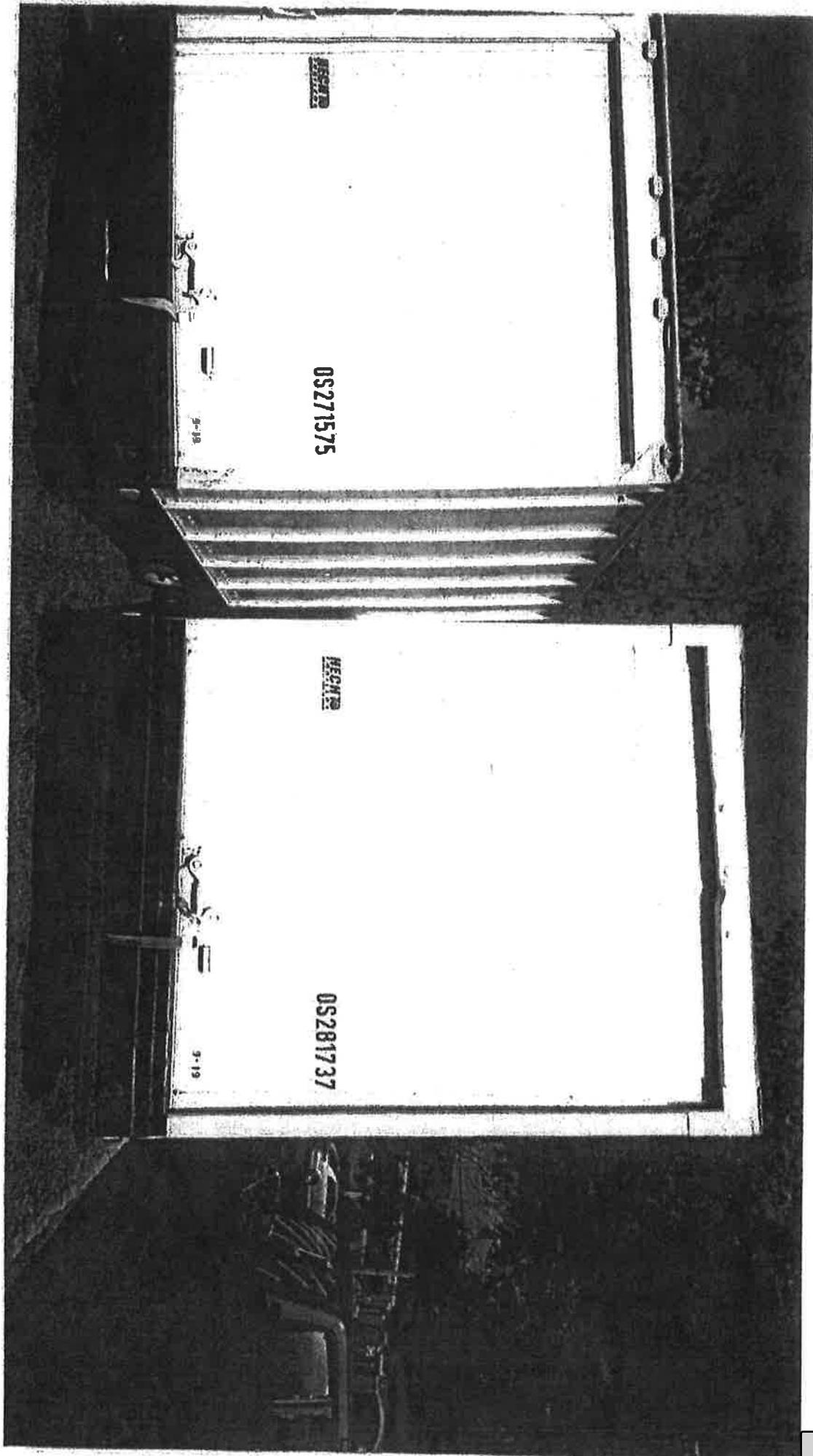


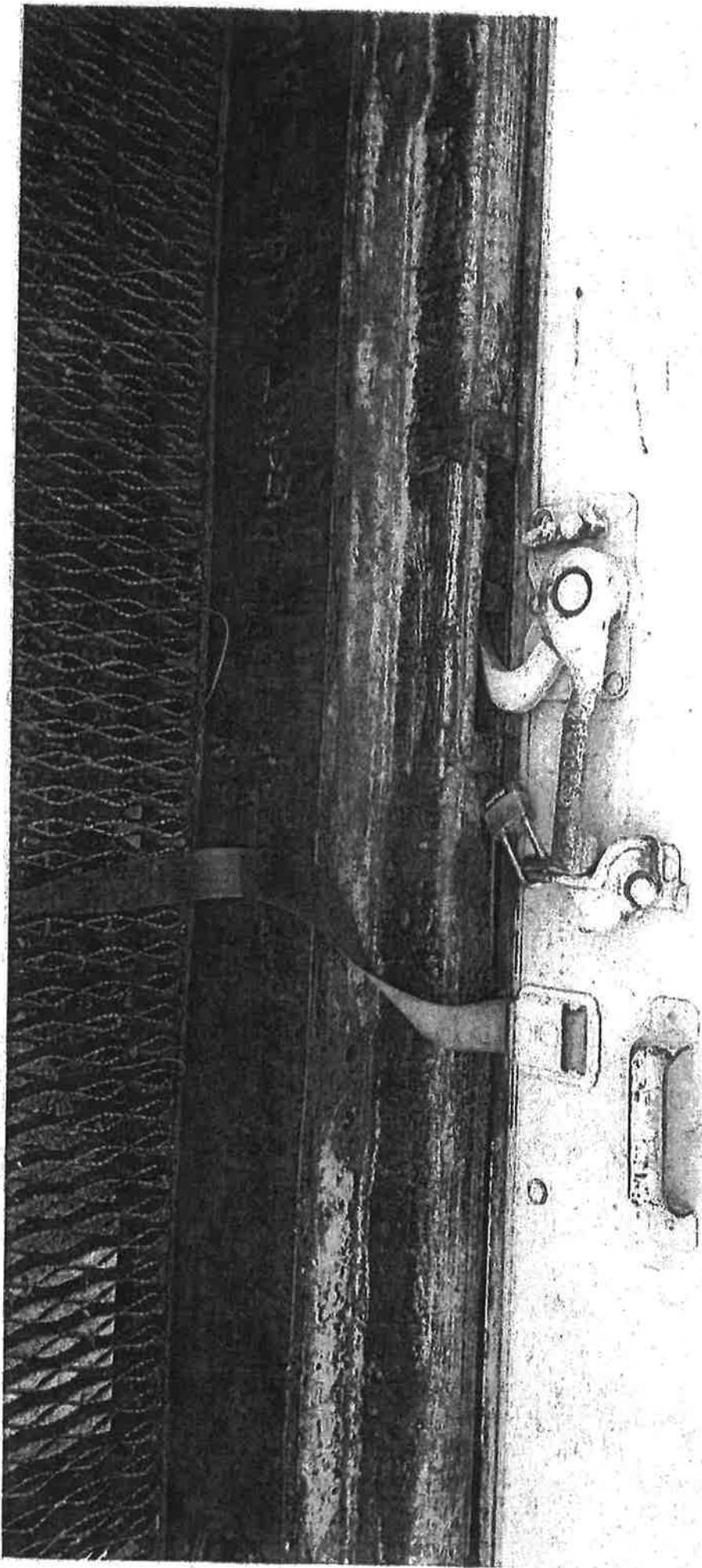
Attachment: Glenwood PI AH Rehab Memo 11_23_2020 (7582 : Authorize Affordable Housing Trust Fund expenditure for rehabilitation)

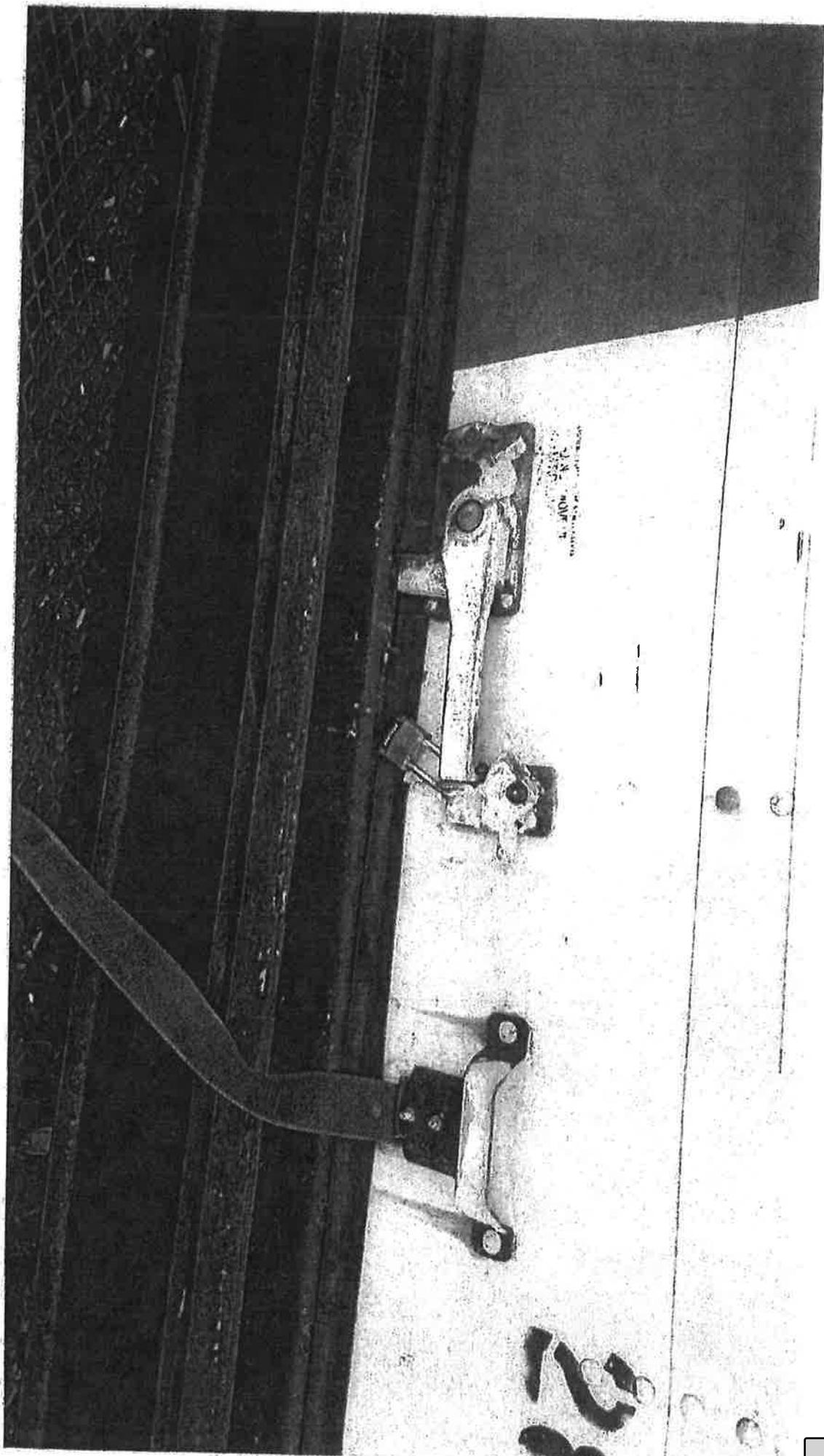












9.C.1.a

FORM AA-202
REVISED 11/11

State Of New Jersey
*Department of Labor & Workforce Development
Construction EEO Compliance Monitoring Program*

MONTHLY PROJECT WORKFORCE REPORT - CONSTRUCTION

For instructions on completing the form, go to:

http://www.state.nj.us/treasury/contract_compliance/pdf/aa202fins.pdf

1. Name and address of Prime Contractor

Panoramic Window & Door

(NAME)

712 Sergeantsville Road

(ADDRESS)

Stockton

(CITY)

NJ

(STATE)

08559

(ZIP CODE)

2. Contractor ID Number

7691

3. FID or SS Number

22-2895351

4. Reporting Period

2/1/20-2/29/2020

5. Public Agency Awarding Contract

Housing Authority of the City of Summit

(NAME)

6. Name and Location of Project

Summit Housing Authority in Summit, NJ Union

(CITY)

66760

(STATE)

17. COMPLETED BY (PRINT OR TYPE)

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FORM AA-202
REVISED 1/1/1

MONTHLY PROJECT WORKFORCE REPORT - CONSTRUCTION

State Of New Jersey
Department of Labor & Workforce Development
Construction EEO Compliance Monitoring Program

For instructions on completing the form, go to:

http://www.state.nj.us/treasury/contract_compliance/pdf/aa202ins.pdf

1. Name and address of Prime Contractor:

Panoramic Window & Door

712 Sergeantsville Road

(Name)

Stockton

(Address)

NJ 08559

Summit Housing Authority in Summit, NJ Union

66760

Stockton

(Name)

(Address)

(City, State, Zip Code)

Summit Housing Authority in Summit, NJ Union

66760

Stockton

(Name)

(Address)

(City, State, Zip Code)

Gregg S. Lynch

(Signature)

President

(Title)

732

(User Code)

(Date)

(Date)

(Phone Number)

(Date)

(Fax Number)

(Date)

REVISED EDITION

Department of Labor & Workforce Development
Construction EEO Compliance Monitoring Program

MONTHLY PROJECT WORKFORCE REPORT - CONSTITUTE
For instructions on completing the form [see here](#)

1. Name and address of Prime Contractor
Panoramic Window & Door
http://www.panoramicwindow.com/safetycontract_compliance/pdf/2012ins.pdf

2. Contractor ID Number

4. Reporting Period

22-2895351

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712 Seroantsville Road
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Gregg S. Lynch

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732 926-0500
LAWRENCE CO. 100-100000

05/2020

WORLDWIDE CONSTRUCTION EEO COMPLIANCE MONITORING PROGRAM

Packet Pg. 105

U.S. Department of Labor's Workforce Development
HHS Office of the Secretary, Executive Office
National Conference of State Legislators

336 Form for Certification and Submittal of Public Works Projects Business Address: _____ Bldg. _____

1254280
Date Wages Due
12/20/00

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Project Name

12 *Other species*

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1. *Geography, History, and Institutions of African Americans* by Kenneth M. Stampp, 1991.

FROM :

FAX NO. : 7327747017

Sep. 27 2020 10:10 AM P 2

THE PRESERVATION OF 250 HOME SPECIMENS AT 240.527 THE
CONVENT OF SORROWING OF POME, 24, CHINCHI, PRESEQUEL
—ALICE BART. HANSE SHO. AND HANSE. DIA. 1911-1920

Red River Association Date: ..

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51. *U.S. v. Pechetti and others*—The Public Works department had been engaged in the construction of a bridge between two islands. When the bridge was completed, the public works department of the Republic of Fiji demanded that it be handed over to the state. The bridge was handed over to the state in Suva on April 14, 1972.

2) **WAL-EENE FRENSE BELLITTEZ ADE 1945 IN OSH**
Eritrean literature of resistance. Eritrean literature, which has been suppressed for so long, is now being published in Osh, a city in the north of Eritrea. The first book published in Osh is a collection of poems by the poet, Ali Aman, in Amharic and English.

BUDDY OR PROSPECTIVES

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Program Title, Classification F-320 or Individual Number	Program Name	Program Description	Program Type and Amount (e.g. Research, Long-term Monitoring, Training)	Other Social Type and Amount (e.g. Research, Long-term Monitoring, Training)	Name & Address of Project Director	USDOI, Bureau Plan, Tribal/Tony Director
Program Title, Classification F-320 or Individual Number	Program Name	Program Description	Program Type and Amount (e.g. Research, Long-term Monitoring, Training)	Other Social Type and Amount (e.g. Research, Long-term Monitoring, Training)	Name & Address of Project Director	USDOI, Bureau Plan, Tribal/Tony Director

Resolution (ID # 7594)
December 15, 2020

**AUTHORIZE EXECUTION OF ADDENDUM TO MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF SUMMIT AND THE PARKLINE FOUNDATION**

WHEREAS, the Summit Park Line Foundation (“Foundation”) is an independent not-for-profit 5-1(c)(3) organization whose mission is to assist the City in raising funds, developing and maintaining the Park Line; and

WHEREAS, the City and the Foundation (“Parties”) entered into a Memorandum of Understanding dated September 21, 2018 delineating the roles and expectations of the City and the Foundation in relation to the development of the Park Line; and

WHEREAS, representatives for the Foundation appeared at the July 9, 2019 and November 16, 2020 meetings of the Common Council during which the public was provided an opportunity to comment on the Park Line; and

WHEREAS, the City and the Foundation seek to amend the Memorandum of Understanding to further clarify the responsibilities of the Parties.

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

That the Mayor and City Clerk be and they are hereby authorized to sign the Addendum to the Memorandum of Understanding with the Foundation.

Dated: December 15, 2020

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 special meeting held on Tuesday evening December 15, 2020.

City Clerk

MEMORANDUM OF UNDERSTANDING

This MEMORANDUM OF UNDERSTANDING (“MOU”), entered into by and between the City of Summit (“City”), having an address at 512 Springfield Avenue, Summit, New Jersey 07901, and the Summit Park Line Foundation (“Foundation”), having an address at 84 Prospect Hill Avenue, New Jersey 07901, agree to the following terms in relation to the development and maintenance of the Summit Park Line (collectively, the “Parties”).

1. The New Jersey Department of Transportation (“NJDOT”) owns a railroad right of way which runs from the edge of the downtown area of the City of Summit (“City”), in front of Overlook Medical Center, and along a 1.2 mile path into Briant Park.
2. This railroad right of way is part of the abandoned Raritan River Valley rail line.
3. The NJDOT entered into an agreement to grant the City and the County of Union a permanent license to construct, reconstruct, operate and maintain a linear pedestrian and bike path on the portion of the abandoned Raritan River Valley rail line that is within the City (the “Agreement”) and call such a linear park as the Summit Park Line, hereinafter, “Park Line”. Pursuant to such Agreement, the City agreed to defend and indemnify the NJDOT for all damages to the Park Line property caused by the City’s contractors and consultants.
4. Unlike other natural areas or recreational fields in the City, portions of the Park Line would be a wholly new park in the City.
5. Pursuant to the Agreement, the City must obtain approval from the NJDOT prior to any construction of the Park Line. The City has confirmed with the Joint Insurance Fund that its existing insurance covers contractors.

6. The City further agrees to defend, indemnify and hold harmless the Foundation, and its trustees, officers and agents for all actual or alleged damages to the Park Line Property caused by the City's contractors or consultants should the Foundation become the subject of a suit or claim for damages caused by such contractors or consultants and from any other liability or threatened liability, damages, losses or expenses, including attorneys' fees, arising out of its activities contemplated by this MOU, except for any actual liability, damages, losses or expenses, including attorneys' fees determined by final, non-appealable judicial adjudication to have been a result of gross negligence or willful misconduct of the Foundation or its trustees, officers, or agents.

7. Any contract to develop and/or maintain the Park Line must be procured by the City in compliance with the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.

8. Construction of the Park Line shall be in compliance with applicable local, State and Federal laws.

9. As set forth in a resolution adopted by the Common Council on March 10, 2015, the City may accept donations for development and maintenance of the Park Line pursuant to N.J.S.A. 40A:5-29.

10. The Foundation is a not-for-profit 501(c)(3) organization whose mission is to raise funds and distribute such raised funds to the City for the development of the Park Line. The City will maintain the Park Line in accordance with section 12 of the Agreement.

11. The City acknowledges that trails and rail trails are created largely through the efforts of volunteers. In the case of the Park Line, these efforts have been organized by the Foundation, which also serves as a funding entity for its development.

12. The Park Line is currently conceived in three (3) phases.
13. The Park Line also currently envisions the placement of a pedestrian/bike bridge across Morris Avenue and Broad Street, which bridges shall be considered part of the Park Line for purposes of this MOU.
14. Phase I of the Park Line is the area between Broad Street and Morris Avenue along property owned by Overlook Hospital in addition to several other private properties.
15. Preliminary work on Phase I was completed in 2017, including the placement of asphalt to create a path. There was also additional work on property owned by Overlook Hospital.
16. The Parties agree and acknowledge that the City's responsibilities under this MOU are only for the Park Line, including the path to Upper Overlook Road on the property owned by Overlook Hospital, and any work performed by the Foundation or Foundation partners, affiliates, supporters, or individuals affiliated with the Foundation ("Foundation Partners") on property owned by third parties, other than Overlook, is the responsibility of the Foundation for which the City takes no liability or control and for which the Foundation has an independent obligation to negotiate terms and conditions on use and operation.
17. Prior to the City's development or construction of any further phases, the Summit Police Department and Summit Fire Department will each provide to the City and to the Foundation, no later than sixty (60) days of the execution of this MOU, a written report or safety plan, which would outline what, if any, each such public safety entity respectively, would require in any development or construction of the Park Line, the estimated

costs of such requirements, and any foreseeable physical, legal or other impediments. It is understood and agreed that the City may request any necessary modifications to ensure public safety. The safety plans and reports will be made available to the public and discussed as set forth in Paragraph 22. Based on such comments, the City may need to revise or modify the plans, which may have an impact on the type of development and/or construction of the Park Line.

18. The City shall identify access points and address any parking needs for pedestrians and bicycle users of the Park Line to ensure safety and address community concerns.

19. The Foundation may offer outreach materials to the community such as brochures, newsletters, posters, displays, etc., provided that such material shall not contain any language that would imply that it has been approved by the City. All outreach materials containing any reference to the City must be approved by the City. Any Park Line signage must have the prior written approval of the City and will carry the official logos of the City and the Foundation. All written communications between (i) the Foundation, its trustees, officers and agents and (ii) City employees will be copied to the City Administrator.

20. To the extent the Foundation is engaged in raising support or interest at local festivals, community events, public presentations, meetings with third parties or other governmental entities regarding the Park Line, the Foundation must represent that it is an independent non-profit and that it cannot and does not speak on behalf the City.

21. Under no circumstances can the Foundation or its members represent that they are acting on behalf of or are an agent for the City, unless they are collectively or individually expressly authorized to do so. The Foundation agrees to specifically instruct its mem-

bers and Foundation Partners on this fact and agrees to periodically advise any new Foundation Partners to reinforce this agreement.

22. Prior to proceeding with further development of the project, the Common Council will hold a public workshop as soon as practicable, but in any event within ninety (90) days of the execution of this MOU to gather public comments, including on the safety plans identified in Section 17 and preliminary budget identified in Section 24.

23. The City shall utilize the funds raised by the Foundation in furtherance of developing the Park Line at the City's sole discretion, including, but not limited to, creating paths and pedestrian bridges, and installing trees, plants, lighting, access stairs, ramps, and fencing.

24. The Foundation will assist the City in establishing a budget that identifies the estimated costs associated with constructing the Park Line. A preliminary budget will be drafted no later than sixty (60) days of the execution of this MOU and such preliminary budget will be presented to City Council.

25. The City and the Foundation will make reasonable and good faith efforts to seek out and apply for grants to provide additional funds for the Park Line. Foundation donations to the Summit Park Line Trust account established by Common Council shall be used as specified by the Foundation.

26. The Foundation shall provide the City with all funds so that the City can retain any expert studies or engineering reports necessary to proceed with the project that cannot be prepared by City staff, including any engineering work necessary for pedestrian bridges.

27. The Foundation shall provide the City with all funds so that the City can dispose of rails and other materials removed from the site, but it is understood and agreed that the cost of removing any contaminated soil, contaminated rail ties, or other contaminated material in compliance with all applicable laws, shall be the responsibility of the City. Materials will be left on-site where practicable and not in violation of any applicable laws.

28. This MOU and the rights and obligations of the parties hereunder shall be governed by, and construed and enforced in accordance with, the laws of the State of New Jersey. The City and the Foundation hereby submit to the jurisdiction New Jersey State Court for purposes of all legal proceedings which may arise hereunder.

29. This MOU shall not be amended, modified, or supplemented without the written agreement of the parties hereto at the time of such amendment, modification, or supplement.

30. This MOU shall be binding upon and inure to the benefit of the parties hereto and their respective successors.

31. Each party to this MOU shall enter the date it caused this MOU to be signed below its respective signature, and the last of such dates shall constitute the date of the execution hereof.

32. Each party that executes this MOU has the legal authority to bind that party to this MOU.

33. This MOU may be executed in one or more counterparts, each of which shall be deemed an original but all of which taken together shall constitute one instrument. A facsimile or electronic signature to this MOU shall have the same legal effect as an originally drawn signature for all purposes.

City of Summit

By: Nora G. Radest
Nora G. Radest, Mayor

Witness:

By: Rosalia M. Licatese
Rosalia M. Licatese, City Clerk
Date: 9/21/18

Summit Park Line Foundation, Inc.

By: Robert Radest
Name/Title: PRESIDENT SUMMIT
PARKLINE FOUNDATION
Witness:

By: Michelle Cope
Name/Title: Michelle Cope
Date: 9/19/18

**AUTHORIZE EXECUTION OF MEMORANDUM OF
UNDERSTANDING BETWEEN THE CITY OF SUMMIT
AND THE PARK LINE FOUNDATION**

September 4, 2018

WHEREAS, the New Jersey Department of Transportation (“NJDOT”) owns a railroad right of way which runs from the edge of the downtown area of the City of Summit (“City”), in front of Overlook Medical Center, and along a 1.2 mile path into Briant Park, and

WHEREAS, the NJDOT entered into an agreement to grant the City and the County of Union a permanent license to construct, reconstruct, operate and maintain a linear pedestrian and bike path on the portion of the abandoned Raritan River Valley rail line that is within the City (the “Agreement”) and call such linear park the Summit Park Line, hereinafter, “Park Line”, and

WHEREAS, pursuant to such Agreement, the City agreed to defend and indemnify the NJDOT for all damages to the Park Line property caused by the City’s contractors and consultants and obtain approval from the NJDOT prior to any construction of the Park Line, and

WHEREAS, construction of the Park Line must be in compliance with all applicable local, State, and Federal laws, and any contract to develop and/or maintain the Park Line must be procured by the City in compliance with the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., and

WHEREAS, as set forth in a resolution adopted by the Common Council on March 10, 2015, the City may accept donations for development and maintenance of the Park Line pursuant to N.J.S.A. 40A:5-29, and

WHEREAS, the Summit Park Line Foundation (“Foundation”) is an independent not-for-profit 501(c)(3) organization whose mission is to assist the City in raising funds, developing, and maintaining the Park Line, and

WHEREAS, the City and the Foundation have prepared a Memorandum of Understanding delineating the roles and expectations of the City and the Foundation in relation to raising funds, developing, and maintaining the Park Line.

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

That the Mayor and City Clerk be and they are hereby authorized to sign the Memorandum of Understanding with the Foundation, which delineates the roles and expectations of the City and the Foundation in relation to raising funds, developing, and maintaining the Park Line.

Dated: September 4, 2018

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 special meeting held on Tuesday evening September 4, 2018.

City Clerk

ADDENDUM TO MEMORANDUM OF UNDERSTANDING

This ADDENDUM is entered into by and between the City of Summit (“City”), having an address at 512 Springfield Avenue, Summit, New Jersey 07901, and the Summit Park Line Foundation (“Foundation”), having an address at 84 Prospect Hill Avenue, Summit New Jersey 07901 (collectively, the “Parties”).

WITNESSETH:

WHEREAS, the City and the Foundation entered into a Memorandum of Understanding dated September 21, 2018 delineating the roles and expectations of the City and the Foundation in relation to raising funds, developing and maintaining the Park Line; and

WHEREAS, representatives for the Foundation appeared at the July 9, 2019 and November 16, 2020 meetings of the Common Council during which the public was provided an opportunity to comment on the Park Line; and

WHEREAS, the City and the Foundation seek to amend the Memorandum of Understanding to further clarify the responsibilities of the Parties.

NOW, THEREFORE, the Parties agree as follows:

1. The City hereby approves the Engineering and Environmental Assessment on the Summit Park Line Project prepared by Mott MacDonald, dated November 2020 (“E&E Assessment”) and authorizes Mott MacDonald to prepare detailed construction plans (the “Plans”) in substantial conformity with the E&E Assessment and to the extent necessary to effectuate construction.

2. The Plans shall be submitted to the City Engineer and the Common Council Capital Projects and Community Services Committee for review and comment.

3. The City shall proceed with construction based on a schedule to be agreed upon by the City and the Foundation. The Foundation will place monies, from time to time, in an escrow account prior to the commencement of an activity based on the estimated budget for the activity or based on bids from contractors who will perform said activity.

4. Work to be completed in Phase II, includes, inter alia, the removal, grading and paving of the existing railroad area between Morris Avenue and the Bristol Myers Squibb property line; the placement of a privacy fence along the entire length of Henry Street; the placement of a privacy fence along the length of the trail that parallels Ashwood Court as requested or needed; the installation of vegetation along the privacy fencing; the submission and receipt of permits and approvals for the installation or rehabilitation of pedestrian bridges at locations noted in the E&E Assessment, and the installation of steps at locations noted the E&E Assessment. These activities may be performed in conjunction with each other or in sequence depending on the availability of funding. The privacy screening and fencing must be completed prior to the installation/rehabilitation of the bridges and installation of steps at locations noted in the E&E Assessment.

5. Work to be completed in Phase III, includes, inter alia, the trail from the current Bristol Myers Squibb property line to Orchard Street, and negotiations with Bristol Myers Squibb or any subsequent owner and/or operator of the property for an alternative route to the existing railroad right-of-way, or to use the railroad right-of-way to complete the Park Line to Orchard Street. Screening and fencing shall be installed as needed along

Eggers Court.

All other terms and conditions contained in the Memorandum of Understanding shall remain unchanged and continue to be in full force and effect.

IN WITNESS WHEREOF, the Parties have executed this Addendum as of the respective dates written below.

City of Summit

By: _____
Nora G. Radest, Mayor

Witness:

By: _____
Rosalia M. Licatese, City Clerk

Date: _____

Summit Park Line Foundation, Inc.

By: _____

Name/Title: _____

Witness:

By: _____

Name/Title: _____

Date: _____

Resolution (ID # 7537)
December 15, 2020

AUTHORIZE 2021 EARTH DAY ACTIVITIES

WHEREAS, the Environmental Commission sponsors an annual city-wide Earth Day clean-up effort at various public properties, clearings and enhancement of trails by applying wood chips and doing pruning at designated public properties, and

WHEREAS, sites being considered for this year's event are portions of Memorial Field, the Village Green, Wilson Park, Martin's Brook, Morris Avenue near Overlook Hospital, open space areas surrounding the Transfer Station, including areas by Mount Vernon Road, Constantine Place and Risk Avenue, Oak Ridge Avenue path between Primrose Lane, Glenside Avenue by the soccer fields, , Chatham Road near the Department of Public Works facilities, Tatlock Field, areas around Washington School, and the Parkline, and

WHEREAS, the dates of the clean-up are Saturday, April 10, 2021 with a rain date of Sunday, April 11, 2021.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SUMMIT, COUNTY OF UNION, NEW JERSEY:

That the 2021 Earth Day Clean Up event, as described above, be and it is hereby endorsed, subject to the following conditions:

- Clean-up shall be in the area areas approved by the Director of Community Services and subject to approval and permission by Union County, where applicable, with the Environmental Commission being responsible for securing same.
- Per the Acting Director of Community Services, recyclable bags filled with debris shall be left at specified locations for pick-up by the Division of Public Works on the Monday following the clean-up.
- All projects shall be under the supervision of the Director of Community Services and City Forester.
- At least two weeks in advance of the first event date scheduled, contact name(s) and phone number of the person(s) in charge shall be submitted to both the Acting Director of the Department of Community Services and the City's Joint Emergency Dispatch Center on the day of the clean-up effort, in case any issues arise relative to the effort.

Dated: December 15, 2020

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, December 15, 2020.

City Clerk



RESOLUTION (ID # 7537)

DOC ID: 7537

TO: Mayor and Common Council

FROM: Aaron Schrager, City Engineer/ Deputy DCS Director

DATE: November 10, 2020

SUBJECT: Authorize 2021 Earth Day Activities

Attached is a request from the Summit Environmental Commission (EC) to coordinate the fifteenth annual City-wide Earth Day Clean Up event. The EC is sponsoring a day of litter clean-up at various public properties, and trails cleared, wood chips added to trails and pruning of material along the trails. Previous years' events have proven to be successful through the efforts of approximately 200 volunteers who collected more than five (5) tons of trash and recycling from public properties and open spaces. The annual event is beneficial to the community by keeping the various areas clean of debris.

The Summit Environmental Commission is proposing that the 2021 City-wide Earth Day Clean Up be held on Saturday, April 10, from 9 a.m. to noon. The rain date would be on Sunday, April 11. As before, the EC would like the option of adding Sunday afternoon, for additional clean-up activities to accommodate those who cannot participate on Saturday because of religious observance or scheduling conflicts. As the EC reaches out to community groups and gets commitments for their participation, the EC will confirm with City staff which sites and activities will be completed on each day.

Sites being considered are:

- Portions of Memorial Field
- Village Green
- Wilson Park
- Martin's Brook Park
- Morris Avenue near Overlook Hospital
- Open space areas surrounding the Transfer Station, including areas by Mount Vernon Rd., Constantine and Risk Ave.
- Path between Oak Ridge Avenue (by Primrose Place)
- Glenside Avenue (by the soccer fields)
- Areas near the Department of Public Works facilities on Chatham Road
- Tatlock Field
- Areas surrounding Washington School
- Parkline

Additional County sites will be included, and the EC is working separately with the County to obtain permission for those sites. Additionally, they will coordinate with the Division of Public Works to deliver wood chips and some tools, and to collect garbage and recycling.

The City endorses these activities. I recommend a resolution authorizing the City-wide Earth Day Clean Up on those 2021 dates.

Summit Environmental Commission

November 9, 2021

Dear Mr. Aaron Schrager,

The Summit Environmental Commission (EC) is coordinating the fifteenth annual City-wide Earth Day Clean-Up for 2021. We are requesting that the following dates and times be approved: Saturday, April 10, from 9 a.m. to noon, and Sunday, April 11, as an additional workday for those who cannot attend on Saturday, and as a rain date for the Saturday event. Details regarding logistics will be determined closer to the date to conform with social distancing and any other restrictions that may be in place.

The EC will work closely with your office to identify sites that need to be cleaned. Among the sites that would be cleaned up, depending on the number of participants, are portions of Memorial Field, the Village Green, Wilson Park, Martin's Brook Park, Morris Avenue near Overlook Hospital, and the open space areas surrounding the Transfer Station (including areas by Mount Vernon Road, Constantine Place and Risk Avenue), the path between Oak Ridge Avenue (by Primrose Place), Glenside Avenue (by the soccer fields), areas near the Department of Public Works facilities on Chatham Road, and Tatlock Field and the areas surrounding Washington School. The EC is also exploring the possibility of performing some work on or along the Parkline.

We would also include the following sites owned by Union County in the Clean-Up: Passaic River Park, Briant Park, Chatham Road, and Hidden Valley Park. We will seek approval from Union County for the work on those properties.

In addition to collecting trash and recycling, some sites will have trails cleared and wood chips added, and some pruning will be done as well.

The EC will contact scout groups, religious groups and civic organizations to enlist their help and will also publicize the event so individual community members may volunteer.

We will coordinate with the Department of Public Works to deliver wood chips and some tools, and to collect garbage and recycling.

If the above plans meet with your approval, please bring this request to Council for approval so that we can begin to contact various volunteer groups and publicize the event. Please feel free to contact me with any questions or concerns.

Very truly yours,



Kelly Moughalian
Summit Environmental Commission
Clean-Up Coordinator

cc: Donna Goggin Patel, Marjorie Fox, Rick Matias, Amy Cairns Harrison, Michael Rogers

Resolution (ID # 7547)
December 15, 2020

AUTHORIZE 2021 CONSULTANT PLANNING SERVICES - BURGIS ASSOCIATES - NOT TO EXCEED \$65,000.00

WHEREAS, the City of Summit has a need to acquire licensed professional planning services for City Planning services as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the anticipated term of this contract is from January 1 through December 31, 2021, and

WHEREAS, Burgis Associates Inc has submitted a proposal in response to a public Request for Qualifications for these services and has acknowledged and accepted the rates established in the Request for Qualifications; with said costs estimated by the Acting DCS Director not to exceed \$65,000.00, and

WHEREAS, project specific invoices will be provided by the vendor upon assignment of individual projects to be determined during the term of the 2021 contract, and funds will be certified against the appropriate capital ordinance.

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

1. That the Mayor and City Clerk are hereby authorized and directed to sign an agreement with Burgis Associates Inc 25 Westwood Avenue, Westwood New Jersey 07675, as described herein.
2. That Burgis Associates Inc shall comply with 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.
3. That the normal \$2 million Professional Liability Insurance be reduced to \$1 million Professional Liability Insurance only for the purposes of this agreement.

Dated: December 15, 2020

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, December 15, 2020.

City Clerk



RESOLUTION (ID # 7547)

DOC ID: 7547 A

TO: Mayor and Common Council

FROM: Aaron Schrager, City Engineer/ Deputy DCS Director

DATE: November 19, 2020

SUBJECT: Resolution authorizing contract to establish rate schedule for Burgis Associates to provide professional planning services on City planning related projects.

The Department of Community Services requires professional planning services and would like to continue to use Burgis Associates of Westwood, New Jersey as the in-house planner for the City. Burgis Associates has been contracted to provide planning services for the last eight (8) years and the position has been staffed by Tom Behrens for the past three (3) years. Mr. Behrens has developed knowledge of the City's inner workings and its staff and most recently completed the second whole revision of the Development Regulations Ordinance. Burgis Associates and Mr. Behrens also continue to provide planning services to the Planning and Zoning Boards. This position will also continue to provide planning support to the Department and the City requiring the continuation of office hours for one day a week.

Also, as in the past, the City has reduced the Professional Liability insurance requirement from \$2 million to \$1 million for the City Planner agreement. That amount is acceptable for the purposes of this agreement.

Professional Planner Services is funded in the Municipal Land Use Operating Budget, 1-01-21-180-000-510. I respectfully request a resolution authorizing the execution of a contract agreement for Professional Planner Services not to exceed \$65,000.00 to Burgis Associates, Inc., and reducing the Professional Liability insurance requirement to \$1 million.



BURGIS
ASSOCIATES, INC.

APPENDIX A

LETTER OF QUALIFICATION

November 16, 2020

Aaron Schrager, P.E.
Deputy Director/ City Engineer
City of Summit Department of Community Services
512 Springfield Avenue
Summit NJ 07901

Dear Mr. Schrager,

The undersigned has reviewed our Qualification Statement submitted in response to the Request for Qualifications (RFQ) by the City of Summit ("City"), dated November 2, 2020, in connection with the City's need for **PLANNING SERVICES TO AND FOR THE CITY OF SUMMIT**.

We affirm that the contents of our Qualification Statement (which Qualification Statement is incorporated herein by reference) are accurate, factual and complete to the best of our knowledge and belief and that the Qualification Statement is submitted in good faith upon express understanding that any false statement may result in the disqualification of Burgis Associates, Inc.

Signed: 

Printed: Joseph H. Burgis, President

Firm: Burgis Associates, Inc.

Dated: November 16, 2020



APPENDIX B

LETTER OF INTENT

November 16, 2020

Aaron Schrager, P.E.
Deputy Director/ City Engineer
City of Summit Department of Community Services
512 Springfield Avenue
Summit NJ 07901

Dear Mr. Schrager,

The undersigned, as Respondent, has submitted the attached Qualification Statement in response to a Request for Qualifications (RFQ), issued by the City of Summit ("City"), dated November 2, 2020 in connection with the City's need for **PLANNING SERVICES TO AND FOR THE CITY OF SUMMIT**.

Burgis Associates, Inc. HEREBY STATES:

1. The Qualification Statement contains accurate, factual and complete information.
2. Burgis Associates, Inc. agrees to participate in good faith in the procurement process as described in the RFQ and to adhere to the City's procurement schedule.
3. Burgis Associates, Inc. acknowledges that all costs incurred by it in connection with the preparation and submission of the proposal and any proposal prepared and submitted in response to the RFQ, or any negotiation which results therefrom shall be borne exclusively by the Respondent.
4. Burgis Associates, Inc. hereby declares that the only persons participating in this Qualification Statement as Principals are named herein and that no person other than those herein mentioned has any participation in this Qualification Statement or in any contract to be entered into with respect thereto. Additional persons may subsequently be included as participating Principals, but only if acceptable to the City. Burgis Associates, Inc. declares that this proposal is made without connection with any other person, firm or parties who has submitted a Qualification Statement, except as expressly set forth below and that it has been submitted in good faith and without collusion or fraud.
5. Burgis Associates, Inc. acknowledges and agrees that the City may modify, amend, suspend and/or terminate the procurement process (in its sole judgment). In any case, the City shall not have any liability to the

Respondent for any costs incurred by the Respondent with respect to the procurement activities described in this RFQ.

6. Burgis Associates, Inc. acknowledges that any contract executed with respect to the provision of **PLANNING SERVICES TO AND FOR THE CITY OF SUMMIT** must comply with all applicable local, State and Federal laws, regulations and requirements. Respondent hereby agrees to take such actions as are required in order to comply with such applicable laws, regulations and requirements.

Signed: 

Printed: Joseph H. Burgis, President

Firm: Burgis Associates, Inc.

Dated: November 16, 2020

APPENDIX C
PAYMENT CONDITIONS AND RATE SCHEDULES

1. The City of Summit wishes to approve the qualifications of a Planning firm or firms to provide **PLANNING SERVICES TO AND FOR THE CITY OF SUMMIT** to the City for 2021. Upon appointment to the position of Planning Consultant, no work or compensation is guaranteed, however. Instead, the City will approve proposals for projects (including compensation terms) on an as needed basis. This will be done by a Resolution of the Governing Body and/or a Professional Services contract. By submitting a response to this RFQ, the Respondent acknowledges that it will not propose or charge hourly rates that exceed those listed below:

Partner	\$145.00 Per Hour
Associate.....	\$125.00 Per Hour
Project Planner	\$100.00 Per Hour
Draft Person.....	\$75.00 Per Hour
Other / Meeting Request.....	Hourly Rate

2. Professional shall be reimbursed at cost for expenses incurred for duplication, filing fees, and other reasonable out-of-pocket expenses advanced and/or incurred by them. Professional shall be reimbursed for direct charges including disbursements that are actual expenses incurred by the Professional and or/their associated Firm in connection with the services provided, and shall include, but not be limited to:

- a. Telegrams, faxes and long distance (Out-of-State) telephone calls;
- b. Payment of filing, application fees, review fees and similar charges;
- c. Computer expenses including time and proprietary program charges;
- d. Outside printing, reproduction, binding, collating and other graphic services;
- e. Messenger service, postage and handling of drawing and specifications, reports, contracts and other bulky items.

Note: Professional shall not be reimbursed for travel time, tolls, mileage, or other travel related expenses in performance of services.

3. Monthly invoices shall be submitted detailing all services performed within 30 days of the end of the current month.

Signature: The undersigned hereby acknowledges and accepts the established payment terms.

Name of Respondent/Firm: Burgis Associates, Inc.

Print name and title: Joseph H. Burgis, President

Signature: JH Burgis Date: 11/16/2020

ATTEST: Kim Cass

Witness

Resolution (ID # 7469)
December 15, 2020

**AUTHORIZE 2021 CONSULTANT ENGINEERING SERVICES - TRAFFIC, SURVEY, AND
GENERAL - MASER CONSULTING, INC. NOT TO EXCEED \$100,000.00**

WHEREAS, the City of Summit has a need to acquire professional engineering services on capital projects for traffic engineering, surveying, and general engineering services as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the anticipated term of this contract is from January 1 through December 31, 2021, and

WHEREAS, Maser Consulting, Inc. has submitted a proposal in response to a public Request for Qualifications for these services and has acknowledged and accepted the rates established in the Request for Qualifications; with said costs estimated by the Assistant Engineer not to exceed \$100,000.00, and

WHEREAS, project specific invoices will be provided by the vendor upon assignment of individual projects to be determined during the term of the 2021 contract, and funds will be certified against the appropriate capital ordinance.

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

1. That the Mayor and City Clerk are hereby authorized and directed to sign an agreement with Maser Consulting, Inc., 400 Valley Road, Suite 304, Mount Arlington, NJ 07856, as described herein.
2. That Maser Consulting, Inc. shall comply with 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.

Dated: December 15, 2020

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, December 15, 2020.

City Clerk



RESOLUTION (ID # 7469)

DOC ID: 7469 B

TO: Mayor and Common Council

FROM: Rick Matias, Assistant Engineer

DATE: November 19, 2020

SUBJECT: Resolution authorizing contract to establish rate schedule for Maser to provide professional engineering services on capital projects for traffic engineering.

SUMMARY

The Engineering Division periodically hires professional engineering firms to assist on capital projects as needed. In November, the Division received nine (9) responses to a publicly advertised Request for Qualifications. All responses were reviewed by the QPA and the Division. Since different firms have strengths in the many concentrations of municipal engineering, the Division is recommending that the City enter into a contract with the four (4) following engineering firms. Each of the following firms has agreed to the established the rate schedule in the RFQ to be utilized for projects. The rate schedule was created by the Division and was not increased from the 2020.

Based on a review of the responses to the Request for Qualifications, the Engineering Division is recommending a resolution to award a contract to each of the following firms:

1. Boswell Engineering, 330 Philips Avenue, PO Box 3152 South Hackensack, NJ 07606 for the purpose of engineering design services, surveying, construction inspection and general engineering services for January 1 through December 31, 2021 not to exceed \$250,000.00.
2. Maser Consulting, 400 Valley Road, Suite 304, Mt. Arlington NJ 07856 for the purpose of traffic engineering, surveying and general engineering services for January 1 through December 31, 2021 not to exceed \$100,000.00
3. Neglia Engineering Associates, 34 Park Avenue, Lyndhurst, NJ 07071 for the purpose of sanitary sewer consulting services, surveying and general engineering services for January 1 through December 31, 2021 not to exceed \$100,000.00.
4. Mott MacDonald, 412 Mount Kemble Avenue, Suite G22, Morristown, NJ 07960 for the purpose of surveying, licensed site remediation professionals, and general engineering services for January 1 through December 31, 2021 not to exceed \$200,000.00

When professional services are required from of the firms above, funds will be certified against the appropriate individual capital accounts.



Engineers
Planners
Surveyors
Landscape Architects
Environmental Scientists

400 Valley Road, Suite 304
Mount Arlington, NJ 07856
T: 973.398.3110
F: 973.398.3199
www.maserconsulting.com

9.C.5.a

November 6, 2020

APPENDIX A
LETTER OF QUALIFICATION

Mr. Aaron Schrager, Deputy Director/City Engineer
City of Summit
512 Springfield Avenue
Summit, NJ 07901

Dear Mr. Schrager:

The undersigned has reviewed its Qualification Statement submitted in response to the Request for Qualifications (RFQ) issued by the City of Summit ("City"), dated November 2, 2020, in connection with the City's need for **CONSULTING ENGINEERING SERVICES**.

We affirm that the contents of our Qualification Statement (which Qualification Statement is incorporated herein by reference) are accurate, factual and complete to the best of our knowledge and belief and that the Qualification Statement is submitted in good faith upon express understanding that any false statement may result in the disqualification of Maser Consulting, Inc.



Kevin L. Haney, CEO & President
Maser Consulting, Inc.

Dated: November 5, 2020

Maser Consulting will be known as Colliers Engineering & Design in 2021

Attachment: Maser (7469 : Authorize 2021 Consultant Engineering Services - Traffic, Survey, and General - Maser nte \$100,000)



Engineers
Planners
Surveyors
Landscape Architects
Environmental Scientists

400 Valley Road, Suite 304
Mount Arlington, NJ 07856
T: 973.398.3110
F: 973.398.3199
www.maserconsulting.com

9.C.5.a

November 6, 2020

APPENDIX B

LETTER OF INTENT

Mr. Aaron Schrager, Deputy Director/City Engineer
City of Summit
512 Springfield Avenue
Summit, NJ 07901

Dear Mr. Schrager:

The undersigned, as Respondent, has submitted the attached Qualification Statement in response to a Request for Qualifications (RFQ), issued by the City of Summit ("City"), dated November 2, 2020, in connection with the City's need for **CONSULTING ENGINEERING SERVICES**.

MASER CONSULTING, INC. HEREBY STATES:

1. The Qualification Statement contains accurate, factual and complete information.
2. Maser Consulting agrees to participate in good faith in the procurement process as described in the RFQ and to adhere to the City's procurement schedule.
3. Maser Consulting acknowledges that all costs incurred by the firm in connection with the preparation and submission of the Qualification Statement and any proposal prepared and submitted in response to the RFQ, or any negotiation which results therefrom shall be borne exclusively by the Respondent.
4. Maser Consulting hereby declares that the only persons participating in this Qualification Statement as Principals are named herein and that no person other than those herein mentioned has any participation in this Qualification Statement or in any contract to be entered into with respect thereto. Additional person may subsequently be included as participating principals, but only if acceptable to the City. Maser Consulting declares that this Qualification Statement is made without connection with any other person, firm or parties who has submitted a Qualification Statement, except as expressly set forth below and that it has been prepared and has been submitted in good faith and without collusion or fraud.
5. Maser Consulting acknowledges and agrees that the City may modify, amend, suspend and/or terminate the procurement process (in its sole judgment). In any case, the City shall not have any liability to the Respondent for any costs incurred by the Respondent with respect to the procurement activities described in this RFQ.
6. Maser Consulting acknowledges that any contract executed with respect to the provision of **CONSULTING ENGINEERING SERVICES** must comply with all applicable affirmative action and similar laws. Respondent hereby agrees to take such actions as are required in order to comply with such applicable laws.


Kevin L. Haney, CEO & President
Maser Consulting, Inc.

Dated: November 6, 2020

Maser Consulting will be known as Colliers Engineering & Design in 2021

Attachment: Maser (7469 : Authorize 2021 Consultant Engineering Services - Traffic, Survey, and General - Maser nte \$100,000)

APPENDIX C
PAYMENT CONDITIONS AND RATE SCHEDULES

1. The City of Summit wishes to approve the qualifications of an engineering firm or firms to provide **2021 Consulting Engineering Services** to the City for 2021. Upon appointment to the position of Consulting Engineer, no work or compensation is guaranteed, however. Instead, the City will approve proposals for projects (including compensation terms) on an as needed basis. This will be done by a Resolution of the Governing Body and/or a Professional Services contract. By submitting a response to this RFQ, the Respondent acknowledges that it will not propose or charge hourly rates that exceed those listed below:

Partner	\$150.00 Per Hour
Principal	\$145.00 Per Hour
Project Manager	\$140.00 Per Hour
Professional Engineer	\$135.00 Per Hour
Senior Project Engineer	\$125.00 Per Hour
Project Engineer.....	\$115.00 Per Hour
Senior Design Engineer	\$105.00 Per Hour
Design Engineer	\$ 90.00 Per Hour
Senior Engineering Technician.....	\$ 90.00 Per Hour
Engineering Technician.....	\$ 85.00 Per Hour
Senior Draftsperson	\$ 80.00 Per Hour
Junior Draftsperson	\$ 60.00 Per Hour
Professional Land Surveyor.....	\$130.00 Per Hour
Field Crew Member	\$ 65.00 Per Hour
Chief Construction Engineer	\$110.00 Per Hour
Senior Construction Engineer	\$ 95.00 Per Hour
Construction Engineer	\$ 90.00 Per Hour
Chief Construction Technician	\$ 75.00 Per Hour
Senior Construction Technician	\$ 70.00 Per Hour
Junior Construction Technician.....	\$ 65.00 Per Hour
Administrative Assistant	\$ 70.00 Per Hour
Management Information Systems Technician	\$ 85.00 Per Hour

2. Professional shall be reimbursed at cost for expenses incurred for duplication, filing fees, and other reasonable out-of-pocket expenses advanced and/or incurred by them. Professional shall be reimbursed for direct charges including disbursements that are actual expenses incurred by the Professional and or/their associated Firm in connection with the services provided, and shall include, but not be limited to:

- Telegrams, faxes and long distance (Out-of-State) telephone calls;
- Payment of filing, application fees, review fees and similar charges;
- Computer expenses including time and proprietary program charges;
- Outside printing, reproduction, binding, collating and other graphic services;
- Messenger service, postage and handling of drawing and specifications, reports, contracts and other bulky items.

Note: Professional shall not be reimbursed for travel time, tolls, mileage, or other travel related expenses in performance of services.

3. Monthly invoices shall be submitted detailing all services performed within 30 days of the end of the current month.

Signature: The undersigned hereby acknowledges and accepts the established payment terms.

Name of Respondent/Firm: Maser Consulting, Inc.

Print name and title: Kevin Haney, CEO & President

Signature:  Date: 11.6.2020

ATTEST:

Witness

Resolution (ID # 7468)
December 15, 2020

**AUTHORIZE 2021 CONSULTANT ENGINEERING SERVICES -SANITARY SEWER,
SURVEY, & GENERAL - NEGLIA ENGINEERING ASSOCIATES NOT TO EXCEED
\$100,000.00**

WHEREAS, the City of Summit has a need to acquire professional engineering services for sanitary sewers, surveying, and general services as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the anticipated term of this contract is from January 1 through December 31, 2021, and

WHEREAS, Neglia Engineering Associates has submitted a proposal in response to a public Request for Qualifications for these services and has acknowledged and accepted the rates established in the Request for Qualifications; with said costs estimated by the Assistant Engineer not to exceed \$100,000.00, and

WHEREAS, project specific invoices will be provided by the vendor upon assignment of individual projects to be determined during the term of the 2021 contract, and funds will be certified against the appropriate capital ordinance.

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

1. That the Mayor and City Clerk are hereby authorized and directed to sign an agreement with Neglia Engineering Associates, 34 Park Avenue, PO Box 426, Lyndhurst, NJ 07071, as described herein.
2. That Neglia Engineering Associates shall comply with 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.

Dated: December 15, 2020

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, December 15, 2020.

City Clerk



RESOLUTION (ID # 7468)

DOC ID: 7468 D

TO: Mayor and Common Council

FROM: Rick Matias, Assistant Engineer

DATE: November 19, 2020

SUBJECT: Resolution authorizing contract to establish rate schedule for Neglia to provide professional engineering services on capital projects for sanitary sewer consulting and general engineering services.

SUMMARY

The Engineering Division periodically hires professional engineering firms to assist on capital projects as needed. In November, the Division received nine (9) responses to a publicly advertised Request for Qualifications. All responses were reviewed by the QPA and the Division. Since different firms have strengths in the many concentrations of municipal engineering, the Division is recommending that the City enter into a contract with the four (4) following engineering firms. Each of the following firms has agreed to the established the rate schedule in the RFQ to be utilized for projects. The rate schedule was created by the Division and was not increased from the 2020.

Based on a review of the responses to the Request for Qualifications, the Engineering Division is recommending a resolution to award a contract to each of the following firms:

1. Boswell Engineering, 330 Philips Avenue, PO Box 3152 South Hackensack, NJ 07606 for the purpose of engineering design services, surveying, construction inspection and general engineering services for January 1 through December 31, 2021 not to exceed \$250,000.00.
2. Maser Consulting, 400 Valley Road, Suite 304, Mt. Arlington NJ 07856 for the purpose of traffic engineering, surveying and general engineering services for January 1 through December 31, 2021 not to exceed \$100,000.00
3. Neglia Engineering Associates, 34 Park Avenue, Lyndhurst, NJ 07071 for the purpose of sanitary sewer consulting services, surveying and general engineering services for January 1 through December 31, 2021 not to exceed \$100,000.00.
4. Mott MacDonald, 412 Mount Kemble Avenue, Suite G22, Morristown, NJ 07960 for the purpose of surveying, licensed site remediation professionals, and general engineering services for January 1 through December 31, 2021 not to exceed \$200,000.00

When professional services are required from of the firms above, funds will be certified against the appropriate individual capital accounts.

34 Park Avenue – PO Box 426
LYNDHURST, NEW JERSEY 07071
 Tel: 201.939.8805 • Fax: 201.939.0846



200 Central Avenue – Suite 102
MOUNTAINSIDE, NJ 07042
 Tel: 201.939.8805 • Fax: 732.943.7249

Appendix A

Letter of Qualification

November 19, 2020

Aaron Schrager, P.E.
 Deputy Director/City Engineer
 City of Summit Department of Community Services
 512 Springfield Avenue
 Summit, NJ 07901

Dear Mr. Schrager:

The undersigned has reviewed its Qualification Statement submitted in response to the Request for Qualifications (RFQ) issued by the City of Summit (“City”), dated November 2, 2020, in connection with the City’s need for **CONSULTING ENGINEERING SERVICES**.

We affirm that the contents of our Qualification Statement (which Qualification Statement is incorporated herein by reference) are accurate, factual and complete to the best of our knowledge and belief and that the Qualification Statement is submitted in good faith upon express understanding that any false statement may result in the disqualification of Neglia Engineering Associates.


 Michael J. Neglia, P.E., P.L.S., P.P.
 President
 Neglia Engineering Associates

Dated: November 19, 2020

34 Park Avenue – PO Box 426
LYNDHURST, NEW JERSEY 07071
 Tel: 201.939.8805 • Fax: 201.939.0846



200 Central Avenue – Suite 102
MOUNTAINSIDE, NJ 07092
 Tel: 201.939.8805 • Fax: 732.943.7249

Appendix B

Letter of Intent

November 19, 2020

Aaron Schrager, P.E.
 Deputy Director/City Engineer
 City of Summit Department of Community Services
 512 Springfield Avenue
 Summit, NJ 07901

Dear Mr. Schrager:

The undersigned, as Respondent, has submitted the attached Qualification Statement in response to a Request for Qualifications (RFQ), issued by the City of Summit (“City”), dated November 2, 2020 in connection with the City’s need for **CONSULTING ENGINEERING SERVICES**.

Neglia Engineering Associates HEREBY STATES:

1. The Qualification Statement contains accurate, factual and complete information.
2. Neglia Engineering Associates agrees to participate in good faith in the procurement process as described in the RFQ and to adhere to the City’s procurement schedule.
3. Neglia Engineering Associates acknowledges that all costs incurred by it in connection with the preparation and submission of the Qualification Statement and any proposal prepared and submitted in response to the RFQ, or any negotiation which results therefrom shall be borne exclusively by the Respondent.
4. Neglia Engineering Associates hereby declares that the only persons participating in this Qualification Statement as Principals are named herein and that no person other than those herein mentioned has any participation in this Qualification Statement or in any contract to be entered into with respect thereto. Additional persons may subsequently be included as participating Principals, but only if acceptable to the City. Neglia Engineering Associates declares that this Qualification Statement is made without connection with any other person, firm, or parties who has submitted a Qualification Statement, except as expressly set forth below and that is has been prepared and has been submitted in good faith and without collusion or fraud.



5. Neglia Engineering Associates acknowledges and agrees that the City may modify, amend, suspend and/or terminate the procurement process (in its sole judgment). In any case, the City shall not have any liability to the Respondent for any costs incurred by the Respondent with respect to the procurement activities described in this RFQ.
6. Neglia Engineering Associates acknowledges that any contract executed with respect to the provision of **CONSULTING ENGINEERING SERVICES** must comply with all applicable local, State and Federal laws, regulations and requirements. Respondent hereby agrees to take such actions as are required in order to comply with such applicable laws, regulations and requirements.



Michael J. Neglia, P.E., P.L.S., P.P.
President
Neglia Engineering Associates

Dated: November 19, 2020

APPENDIX C
PAYMENT CONDITIONS AND RATE SCHEDULES

1. The City of Summit wishes to approve the qualifications of an engineering firm or firms to provide **2021 Consulting Engineering Services** to the City for 2021. Upon appointment to the position of Consulting Engineer, no work or compensation is guaranteed, however. Instead, the City will approve proposals for projects (including compensation terms) on an as needed basis. This will be done by a Resolution of the Governing Body and/or a Professional Services contract. By submitting a response to this RFQ, the Respondent acknowledges that it will not propose or charge hourly rates that exceed those listed below:

Partner	\$150.00 Per Hour
Principal	\$145.00 Per Hour
Project Manager	\$140.00 Per Hour
Professional Engineer	\$135.00 Per Hour
Senior Project Engineer	\$125.00 Per Hour
Project Engineer	\$115.00 Per Hour
Senior Design Engineer	\$105.00 Per Hour
Design Engineer	\$ 90.00 Per Hour
Senior Engineering Technician	\$ 90.00 Per Hour
Engineering Technician	\$ 85.00 Per Hour
Senior Draftsperson	\$ 80.00 Per Hour
Junior Draftsperson	\$ 60.00 Per Hour
Professional Land Surveyor	\$130.00 Per Hour
Field Crew Member	\$ 65.00 Per Hour
Chief Construction Engineer	\$110.00 Per Hour
Senior Construction Engineer	\$ 95.00 Per Hour
Construction Engineer	\$ 90.00 Per Hour
Chief Construction Technician	\$ 75.00 Per Hour
Senior Construction Technician	\$ 70.00 Per Hour
Junior Construction Technician	\$ 65.00 Per Hour
Administrative Assistant	\$ 70.00 Per Hour
Management Information Systems Technician	\$ 85.00 Per Hour

2. Professional shall be reimbursed at cost for expenses incurred for duplication, filing fees, and other reasonable out-of-pocket expenses advanced and/or incurred by them. Professional shall be reimbursed for direct charges including disbursements that are actual expenses incurred by the Professional and/or their associated Firm in connection with the services provided, and shall include, but not be limited to:

- a. Telegrams, faxes and long distance (Out-of-State) telephone calls;
- b. Payment of filing, application fees, review fees and similar charges;
- c. Computer expenses including time and proprietary program charges;
- d. Outside printing, reproduction, binding, collating and other graphic services;
- e. Messenger service, postage and handling of drawing and specifications, reports, contracts and other bulky items.

Note: Professional shall not be reimbursed for travel time, tolls, mileage, or other travel related expenses in performance of services.

3. Monthly invoices shall be submitted detailing all services performed within 30 days of the end of the current month.

Signature: The undersigned hereby acknowledges and accepts the established payment terms.

Name of Respondent/Firm: Neglia Engineering Associates

Print name and title: Brian A. Intindola, Principal

Signature: BR Date: November 19, 2020

ATTEST: Carrie Tolve

Witness Carrie Tolve

Resolution (ID # 7467)
December 15, 2020

**AUTHORIZE 2021 CONSULTANT ENGINEERING SERVICES - DESIGN, SURVEY,
CONSTRUCTION INSPECTION, AND GENERAL - BOSWELL ENGINEERING NOT TO
EXCEED \$250,000.00**

WHEREAS, the City of Summit has a need to acquire engineering design, survey, construction inspection, and general services as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the anticipated term of this contract is from January 1 through December 31, 2021, and

WHEREAS, Boswell Engineering has submitted a proposal in response to a public Request for Qualifications for these services; with said costs estimated by the Assistant Engineer not to exceed \$250,000.00, and

WHEREAS, project specific invoices will be provided by the vendor upon assignment of individual projects to be determined during the term of the 2021 contract, and funds will be certified against the appropriate capital ordinance.

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

1. That the Mayor and City Clerk are hereby authorized and directed to sign an agreement with Boswell Engineering, 330 Phillips Avenue, PO Box 3152, South Hackensack, NJ 07606, as described herein.
2. That Boswell Engineering shall comply with 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.

Dated: December 15, 2020

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, December 15, 2020.

City Clerk



RESOLUTION (ID # 7467)

DOC ID: 7467 C

TO: Mayor and Common Council

FROM: Rick Matias, Assistant Engineer

DATE: November 19, 2020

SUBJECT: Resolution authorizing contract to establish rate schedule for Boswell to provide professional engineering services on capital projects for design and inspection.

SUMMARY

The Engineering Division periodically hires professional engineering firms to assist on capital projects as needed. In November, the Division received nine (9) responses to a publicly advertised Request for Qualifications. All responses were reviewed by the QPA and the Division. Since different firms have strengths in the many concentrations of municipal engineering, the Division is recommending that the City enter into a contract with the four (4) following engineering firms. Each of the following firms has agreed to the established the rate schedule in the RFQ to be utilized for projects. The rate schedule was created by the Division and was not increased from the 2020.

Based on a review of the responses to the Request for Qualifications, the Engineering Division is recommending a resolution to award a contract to each of the following firms:

1. Boswell Engineering, 330 Philips Avenue, PO Box 3152 South Hackensack, NJ 07606 for the purpose of engineering design services, surveying, construction inspection and general engineering services for January 1 through December 31, 2021 not to exceed \$250,000.00.
2. Maser Consulting, 400 Valley Road, Suite 304, Mt. Arlington NJ 07856 for the purpose of traffic engineering, surveying and general engineering services for January 1 through December 31, 2021 not to exceed \$100,000.00
3. Neglia Engineering Associates, 34 Park Avenue, Lyndhurst, NJ 07071 for the purpose of sanitary sewer consulting services, surveying and general engineering services for January 1 through December 31, 2021 not to exceed \$100,000.00.
4. Mott MacDonald, 412 Mount Kemble Avenue, Suite G22, Morristown, NJ 07960 for the purpose of surveying, licensed site remediation professionals, and general engineering services for January 1 through December 31, 2021 not to exceed \$200,000.00

When professional services are required from of the firms above, funds will be certified against the appropriate individual capital accounts.


BOSWELL ENGINEERING

ENGINEERS ■ SURVEYORS ■ PLANNERS ■ SCIENTISTS

330 Phillips Avenue • P.O. Box 3152 • South Hackensack, N.J. 07606-1722 • (201) 641-0770 • Fax (201) 641-1831

APPENDIX A

LETTER OF QUALIFICATION

November 16, 2020

Mr. Aaron Schrager, P.E.
 Deputy Director / City Engineer
 City of Summit
 Department of Community Service, 2nd Floor
 512 Springfield Avenue
 Summit, NJ 07901

Dear Mr. Schrager:

The undersigned has reviewed our Qualification Statement submitted in response to the Request for Qualifications (RFQ) issued by the City of Summit ("City"), dated November 2, 2020, in connection with the City's need for **Consulting Engineering Services**.

We affirm that the contents of our Qualification Statement (which Qualification Statement is incorporated herein by reference) are accurate, factual and complete to the best of our knowledge and belief and that the Qualification Statement is submitted in good faith upon express understanding that any false statement may result in the disqualification of Boswell Engineering.



 Signature

Kevin J. Boswell, P.E., Vice President
 Name and Title

Boswell Engineering
 Name of Firm

Dated: November 16, 2020



BOSWELL ENGINEERING

330 Phillips Avenue • P.O. Box 3152 • South Hackensack, N.J. 07606-1722 • (201) 641-0770 • Fax (201) 641-1831

ENGINEERS ■ SURVEYORS ■ PLANNERS ■ SCIENTISTS

APPENDIX B
LETTER OF INTENT

November 16, 2020

Mr. Aaron Schrager, P.E.
Deputy Director / City Engineer
City of Summit
Department of Community Service, 2nd Floor
512 Springfield Avenue
Summit, NJ 07901

Dear Mr. Schrager:

The undersigned, as Respondent, has submitted the attached Qualification Statement in response to a Request for Qualifications (RFQ), issued by the City of Summit ("City"), dated November 2, 2020, in connection with the City's need for **Consulting Engineering Services**.

Boswell Engineering (Boswell) hereby states:

1. The Qualification Statement contains accurate, factual and complete information.
2. Boswell agrees to participate in good faith in the procurement process as described in the RFQ and to adhere to the City's procurement schedule.
3. Boswell acknowledges that all costs incurred by them in connection with the preparation and submission of the Qualification Statement and any proposal prepared and submitted in response to the RFQ, or any negotiation which results therefrom shall be borne exclusively by the Respondent.
4. Boswell hereby declares that the only persons participating in the Qualification Statement as Principals are named herein and that no person other than those herein mentioned has any participation in this Qualification Statement or in any contract to be entered into with respect thereto. Additional persons may subsequently be included as participating Principals,

Mr. Aaron Schrager, P.E., City Engineer
City of Summit
November 16, 2020
Page 2 of 2

but only if acceptable to the City. Boswell declares that this Qualification Statement is made without connection with any other person, firm or parties who has submitted a Qualification Statement, except as expressly set forth below and that it has been prepared and has been submitted in good faith and without collusion or fraud.

5. Boswell acknowledges and agrees that the City may modify, amend, suspend and/or terminate the procurement process (in its sole judgment). In any case, the City shall not have any liability to the Respondent for any costs incurred by the Respondent with respect to the procurement activities described in this RFQ.
6. Boswell acknowledges that any contract executed with respect to the provision of Consulting Engineering Services must comply with all applicable local, State and Federal laws, regulations and requirements. Respondent hereby agrees to take such actions as are required in order to comply with all such applicable laws, regulations and requirements.

Signed: 

Name and Title: Kevin J. Boswell, P.E., Vice President

Name of Firm: Boswell Engineering

Dated: November 16, 2020

APPENDIX C
PAYMENT CONDITIONS AND RATE SCHEDULES

1. The City of Summit wishes to approve the qualifications of an engineering firm or firms to provide **2021 Consulting Engineering Services** to the City for 2021. Upon appointment to the position of Consulting Engineer, no work or compensation is guaranteed, however. Instead, the City will approve proposals for projects (including compensation terms) on an as needed basis. This will be done by a Resolution of the Governing Body and/or a Professional Services contract. By submitting a response to this RFQ, the Respondent acknowledges that it will not propose or charge hourly rates that exceed those listed below:

Partner	\$150.00 Per Hour
Principal	\$145.00 Per Hour
Project Manager	\$140.00 Per Hour
Professional Engineer	\$135.00 Per Hour
Senior Project Engineer	\$125.00 Per Hour
Project Engineer.....	\$115.00 Per Hour
Senior Design Engineer	\$105.00 Per Hour
Design Engineer	\$ 90.00 Per Hour
Senior Engineering Technician.....	\$ 90.00 Per Hour
Engineering Technician	\$ 85.00 Per Hour
Senior Draftsperson	\$ 80.00 Per Hour
Junior Draftsperson	\$ 60.00 Per Hour
Professional Land Surveyor.....	\$130.00 Per Hour
Field Crew Member	\$ 65.00 Per Hour
Chief Construction Engineer	\$110.00 Per Hour
Senior Construction Engineer	\$ 95.00 Per Hour
Construction Engineer	\$ 90.00 Per Hour
Chief Construction Technician	\$ 75.00 Per Hour
Senior Construction Technician	\$ 70.00 Per Hour
Junior Construction Technician.....	\$ 65.00 Per Hour
Administrative Assistant	\$ 70.00 Per Hour
Management Information Systems Technician	\$ 85.00 Per Hour

2. Professional shall be reimbursed at cost for expenses incurred for duplication, filing fees, and other reasonable out-of-pocket expenses advanced and/or incurred by them. Professional shall be reimbursed for direct charges including disbursements that are actual expenses incurred by the Professional and or/their associated Firm in connection with the services provided, and shall include, but not be limited to:

- a. Telegrams, faxes and long distance (Out-of-State) telephone calls;
- b. Payment of filing, application fees, review fees and similar charges;
- c. Computer expenses including time and proprietary program charges;
- d. Outside printing, reproduction, binding, collating and other graphic services;
- e. Messenger service, postage and handling of drawing and specifications, reports, contracts and other bulky items.

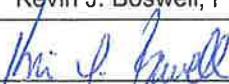
Note: Professional shall not be reimbursed for travel time, tolls, mileage, or other travel related expenses in performance of services.

3. Monthly invoices shall be submitted detailing all services performed within 30 days of the end of the current month.

Signature: The undersigned hereby acknowledges and accepts the established payment terms.

Name of Respondent/Firm: Boswell Engineering, Inc.

Print name and title: Kevin J. Boswell, P.E., Vice President

Signature:  Date: November 16, 2020

ATTEST:



Witness Brian J. Rypkema, Esq.

Resolution (ID # 7466)
December 15, 2020

**AUTHORIZE 2021 CONSULTANT ENGINEERING SERVICES - LSRP, SURVEY, AND
GENERAL - NOT TO EXCEED \$200,000.00**

WHEREAS, the City of Summit has a need to acquire licensed site remediation professionals, surveying, and general engineering services as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the anticipated term of this contract is from January 1 through December 31, 2021, and

WHEREAS, Mott MacDonald has submitted a proposal in response to a public Request for Qualifications for these services and has acknowledged and accepted the rates established in the Request for Qualifications; with said costs estimated by the Assistant Engineer not to exceed \$200,000.00, and

WHEREAS, project specific invoices will be provided by the vendor upon assignment of individual projects to be determined during the term of the 2021 contract, and funds will be certified against the appropriate capital ordinance.

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

1. That the Mayor and City Clerk are hereby authorized and directed to sign an agreement with Mott MacDonald, 412 Mount Kemble Avenue, Suite G22, Morristown, NJ 07960, as described herein.
2. That Mott MacDonald shall comply with 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.

Dated: January 21, 2020

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, January 21, 2020.

City Clerk



RESOLUTION (ID # 7466)

DOC ID: 7466 C

TO: Mayor and Common Council

FROM: Rick Matias, Assistant Engineer

DATE: November 19, 2020

SUBJECT: Resolution authorizing contract to establish rate schedule for Mott MacDonald to provide professional engineering services on capital projects for LSRP, surveying, and general engineering.

SUMMARY

The Engineering Division periodically hires professional engineering firms to assist on capital projects as needed. In November, the Division received nine (9) responses to a publicly advertised Request for Qualifications. All responses were reviewed by the QPA and the Division. Since different firms have strengths in the many concentrations of municipal engineering, the Division is recommending that the City enter into a contract with the four (4) following engineering firms. Each of the following firms has agreed to the established rate schedule in the RFQ to be utilized for projects. The rate schedule was created by the Division and was not increased from the 2020.

Based on a review of the responses to the Request for Qualifications, the Engineering Division is recommending a resolution to award a contract to each of the following firms:

1. Boswell Engineering, 330 Philips Avenue, PO Box 3152 South Hackensack, NJ 07606 for the purpose of engineering design services, surveying, construction inspection and general engineering services for January 1 through December 31, 2021 not to exceed \$250,000.00.
2. Maser Consulting, 400 Valley Road, Suite 304, Mt. Arlington NJ 07856 for the purpose of traffic engineering, surveying and general engineering services for January 1 through December 31, 2021 not to exceed \$100,000.00
3. Neglia Engineering Associates, 34 Park Avenue, Lyndhurst, NJ 07071 for the purpose of sanitary sewer consulting services, surveying and general engineering services for January 1 through December 31, 2021 not to exceed \$100,000.00.
4. Mott MacDonald, 412 Mount Kemble Avenue, Suite G22, Morristown, NJ 07960 for the purpose of surveying, licensed site remediation professionals, and general engineering services for January 1 through December 31, 2021 not to exceed \$200,000.00

When professional services are required from of the firms above, funds will be certified against the appropriate individual capital accounts.



Aaron Schrager, P.E.
Deputy Director/City Engineer
City of Summit Department of Community Services
512 Springfield Avenue
Summit NJ 07901

APPENDIX A LETTER OF QUALIFICATION

412 Mount Kemble Avenue
Suite G22
Morristown NJ 07960
United States of America

T +1 (908) 730 6000
F +1 (973) 267 2890
mottmac.com

Dear Mr. Schrager:

The undersigned has reviewed its Qualification Statement submitted in response to the Request for Qualifications (RFQ) issued by the City of Summit ("City"), dated November 2, 2020, in connection with the City's need for CONSULTING ENGINEERING SERVICES.

We affirm that the contents of our Qualification Statement (which Qualification Statement is incorporated herein by reference), are accurate, factual and complete to the best of our knowledge and belief and that the Qualification Statement is submitted in good faith upon the express understanding that any false statement may result in the disqualification of Mott MacDonald, LLC

Mott MacDonald, LLC

A handwritten signature in blue ink that appears to read "Cathleen F. Marcelli".

Cathleen F. Marcelli, Senior Vice President

Dated: November 19, 2020



Aaron Schrager, P.E.
 Deputy Director/City Engineer
 City of Summit Department of Community Services
 512 Springfield Avenue
 Summit NJ 07901

**APPENDIX B
 LETTER OF INTENT**

November 19, 2020

412 Mount Kemble Avenue
 Suite G22
 Morristown NJ 07960
 United States of America
 T +1 (908) 730 6000
 F +1 (973) 267 2890
 mottmac.com

Dear Mr. Schrager:

The undersigned, as Respondent, has (have) submitted the attached Qualification Statement in response to a Request for Qualifications (RFQ), issued by the City of Summit ("City"), dated November 2, 2020 in connection with the City's need for CONSULTING ENGINEERING SERVICES.

MOTT MACDONALD, LLC HEREBY STATES:

1. The Qualification Statement contains accurate, factual and complete information.
2. Mott MacDonald, LLC agrees to participate in good faith in the procurement process as described in the RFQ and to adhere to the City's procurement schedule.
3. Mott MacDonald, LLC acknowledges that all costs incurred by them in connection with the preparation and submission of the Qualification Statement and any proposal prepared and submitted in response to the RFQ, or any negotiation which results therefrom shall be borne exclusively by the Respondent.
4. Mott MacDonald, LLC hereby declares that the only persons participating in this Qualification Statement as Principals are named herein and that no person other than those herein mentioned has any participation in this Qualification Statement or in any contract to be entered into with respect thereto. Additional persons may subsequently be included as participating Principals, but only if acceptable to the City. Mott MacDonald, LLC declares that this Qualification Statement is made without connection with any other person, firm or parties who has submitted a Qualification Statement, except as expressly set forth below and that it has been prepared and has been submitted in good faith and without collusion or fraud.
5. Mott MacDonald, LLC acknowledges and agrees that the City may modify, amend, suspend and/or terminate the procurement process (in its sole judgment). In any case, the City shall not have any liability to the Respondent for any costs incurred by the Respondent with respect to the procurement activities described in this RFQ.



6. Mott MacDonald, LLC acknowledges that any contract executed with respect to the provision of CONSULTING ENGINEERING SERVICES must comply with all applicable local, State and Federal laws, regulations and requirements.

Respondent hereby agrees to take such actions as are required in order to comply with all such applicable laws,

regulations and requirements.

Mott MacDonald, LLC

A handwritten signature in blue ink that appears to read "Cathleen F. Marcelli".

Cathleen F. Marcelli, Senior Vice President

Dated: November 19, 2020

APPENDIX C
PAYMENT CONDITIONS AND RATE SCHEDULES

1. The City of Summit wishes to approve the qualifications of an engineering firm or firms to provide **2021 Consulting Engineering Services** to the City for 2021. Upon appointment to the position of Consulting Engineer, no work or compensation is guaranteed, however. Instead, the City will approve proposals for projects (including compensation terms) on an as needed basis. This will be done by a Resolution of the Governing Body and/or a Professional Services contract. By submitting a response to this RFQ, the Respondent acknowledges that it will not propose or charge hourly rates that exceed those listed below:

Partner	\$150.00 Per Hour
Principal	\$145.00 Per Hour
Project Manager	\$140.00 Per Hour
Professional Engineer	\$135.00 Per Hour
Senior Project Engineer	\$125.00 Per Hour
Project Engineer	\$115.00 Per Hour
Senior Design Engineer	\$105.00 Per Hour
Design Engineer	\$ 90.00 Per Hour
Senior Engineering Technician	\$ 90.00 Per Hour
Engineering Technician	\$ 85.00 Per Hour
Senior Draftsperson	\$ 80.00 Per Hour
Junior Draftsperson	\$ 60.00 Per Hour
Professional Land Surveyor	\$130.00 Per Hour
Field Crew Member	\$ 65.00 Per Hour
Chief Construction Engineer	\$110.00 Per Hour
Senior Construction Engineer	\$ 95.00 Per Hour
Construction Engineer	\$ 90.00 Per Hour
Chief Construction Technician	\$ 75.00 Per Hour
Senior Construction Technician	\$ 70.00 Per Hour
Junior Construction Technician	\$ 65.00 Per Hour
Administrative Assistant	\$ 70.00 Per Hour
Management Information Systems Technician	\$ 85.00 Per Hour

2. Professional shall be reimbursed at cost for expenses incurred for duplication, filing fees, and other reasonable out-of-pocket expenses advanced and/or incurred by them. Professional shall be reimbursed for direct charges including disbursements that are actual expenses incurred by the Professional and/or their associated Firm in connection with the services provided, and shall include, but not be limited to:

- a. Telegrams, faxes and long distance (Out-of-State) telephone calls;
- b. Payment of filing, application fees, review fees and similar charges;
- c. Computer expenses including time and proprietary program charges;
- d. Outside printing, reproduction, binding, collating and other graphic services;
- e. Messenger service, postage and handling of drawing and specifications, reports, contracts and other bulky items.

Note: Professional shall not be reimbursed for travel time, tolls, mileage, or other travel related expenses in performance of services.

3. Monthly invoices shall be submitted detailing all services performed within 30 days of the end of the current month.

Signature: The undersigned hereby acknowledges and accepts the established payment terms.

Name of Respondent/Firm: Mott MacDonald, LLC

Print name and title: Cathleen F. Marcelli, Senior Vice President

Signature: Cathleen Marcelli Date: November 19, 2020

ATTEST:

Christine Jennings

Witness - Christine Jennings

Resolution (ID # 7575)
December 15, 2020

DECLARE VACANCY - ASSISTANT CITY ENGINEER (PENDING CLOSED SESSION)



Community Service Department (DCS)
R - Capital Projects & Community Services

www.cityofsummit.org

Meeting: 12/15/20 07:30 PM

RESOLUTION (ID # 7575)

DOC ID: 7575

TO: Mayor and Common Council

FROM: Aaron Schrager, City Engineer/ Deputy DCS Director

DATE: November 30, 2020

Pending Closed Session

**GRANT PERMISSION & SET FORTH CONDITIONS - CENTRAL PRESBYTERIAN CHURCH
- NATIVITY AND CANDLE LIGHTING EVENT**

WHEREAS, the Central Presbyterian Church requests permission to hold their Nativity and Candle Lighting Event in the City of Summit, using the Elm Street Parking Lot, and

WHEREAS, in addition to meeting all the conditions of Section 12-1 of the Code, Rules and Regulations for Use of Public Property, the Central Presbyterian Church requires additional permissions for its use of the Elm Street Parking Lot as follows:

Event: Central Presbyterian Church – Nativity and Candle Lighting, December 24, 2020, 4:00pm – 5:00pm (No Rain Date).

Permissions:

1. Use of the Elm Street Parking Lot to hold a Nativity and candle lighting.

Conditions:

1. Applicant is responsible for removing any litter and waste as a result of the event.
2. Permission to hold said event is subject to receiving the hold harmless agreement and insurance certificate meeting the City's requirements, as set forth in the ordinance and application.
3. At least one week prior to the event date, a request shall be submitted to the Parking Services Manager for the number of barricades needed for the event.
4. At least two weeks in advance of the event date, the Central Presbyterian Church shall provide emergency contact information to the City Clerk's Office and to the Summit Police Department of an individual(s) who will be present at the event for the duration of the event.
5. That when using open flames, that those flames are to be kept away from anything flammable or combustible. Open flames must be extinguished properly.
6. The Applicant must notify its neighbors of the event and the use of sound amplification.
7. The Applicant shall be required to submit an escrow check in the amount of \$500.00 to assure above, which shall be refunded if no expenses are incurred.
8. The Applicant, participants and attendees shall comply with the Governor's Orders regarding social distancing and face coverings with signs advising of same.

Dated: December 15, 2020

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 December 15, 2020.

City Clerk

Resolution (ID # 7588)
December 15, 2020

AUTHORIZE AMEND PAYROLL

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

That the payroll resolution adopted January 21, 2020 be amended as follows:

RETIREMENTS

Fire Department

Nancy Fabrizio, Office Manager, effective January 1st, 2021 at an annual salary of \$83,550.00

Library

Diane Hull, Head of Circulation-Library, effective January 1st, 2021 at an annual salary of \$82,435.00

EMPLOYEE ADJUSTMENTS

Legal Department

Michael Mitzner, P/T Prosecutor, effective January 1st, 2019 at an annual salary of \$36,581.00

Parking Services

Angela Renzulli, Secretary I, effective July 1st, 2020 at an annual salary of 38,270.00

Department of Community Services-

Uniform Construction Code:

John Kostrowski, P/T Plumbing Inspector, effective January 1st, 2020 at an annual salary of \$76,979.00

Division of Public Works:

Sanitation Unit

Donald Steven Alvarado, Maintenance Worker, effective July 1st, 2020 at an annual salary of \$47,019.00

Parks and Shade Tree Unit

Ronald Docs, Operator, effective July 1st, 2020 at an annual salary of \$78,027.00

Peter Paradise, Tree Climber, effective July 1st, 2020 at an annual salary of \$72,309.00

Buildings and Grounds Unit

Warren Wolfe, Operator, effective July 1st, 2020 at an annual salary of \$62,421.00

Fire Department

Sharlynn Thomas-Pierce, Office Manager, effective November 1st, 2020 at an annual salary of \$53,982.00

RESIGNATIONS**Finance Department**

Greg Goode, Finance Account Clerk, effective November 11th, 2020 at an annual salary of \$60,514.00

Bryan Flynn, Part-time Deputy Tax Assessor, effective October 16th, 2020, at an annual salary of \$62,084.00

NEW EMPLOYEES**Department of Community Services****Division of Public Works****Sanitation Unit**

David Morales, Sanitation Driver, effective October 26th, 2020 at an annual salary of \$49,332.00

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, December 15, 2020.

City Clerk



Finance Committee
CA - Finance

www.cityofsummit.org

Meeting: 12/15/20 07:30 PM

RESOLUTION (ID # 7588)

DOC ID: 7588 A

TO: Mayor and Common Council
FROM: Field Andreana, Payroll Clerk
DATE: December 2, 2020

This resolution authorizes changes as done on a quarterly basis for any adjustments to payroll outside of the semi-annual salary resolutions.

Resolution (ID # 7522)
December 15, 2020

AUTHORIZE REFUND OVERPAYMENT OF 2020 TAXES

WHEREAS, the Collector of Taxes has received Tax Court Judgments from the Tax Court of New Jersey reducing the assessments on the following properties for 2020.

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
3103	33	<p>Serena Healy & Edward Ritter 60 Blackburn Rd</p> <p>2020 Original Assessment: 743,300 = 32,407.88 Per Tax Court, Assm't: 717,900 = 32,407.88</p> <p>Amount to Be Refunded</p> <p>Check Payable to: Matthew Coppolecchia, Esq. Serena Healy & Edward Ritter</p> <p>Mail to: Law Offices of Matthew Coppolecchia 350 Springfield Ave Suite 200-207 Summit NJ 07901</p>	1,107.44
5105	8	<p>Maurizi, Florence 251 Oak Ridge Ave</p> <p>2020 Original Assessment: 851,000 = 37,112.32 Per Tax Court, Assm't: 675,700 = 29,460.52</p> <p>Amount to Be Refunded</p> <p>Check Payable to: McCarter & English LLP & Estate of Florence Maurizi</p> <p>Mail to: McCarter & English LLP</p>	7,651.80

		Four Gateway Center 100 Mulberry St PO Box 652 Newark NJ 07101-0652 Attn: Frank E Ferruggia							
2201	17	<p>Wise, Larry & Wright, Stephanie 76 Fernwood Rd</p> <p>2020</p> <table> <tr> <td>Original Assessment:</td> <td>1,200,000</td> <td>= 52,320.00</td> </tr> <tr> <td>Per Tax Court, Assm't:</td> <td>1,100,000</td> <td>= 47,960.00</td> </tr> </table> <p>Amount to Be Refunded</p> <p>Check Payable to: Larry Wise & Stephanie Wright and Jennifer Jacobus Esq.</p> <p>Mail to: Jennifer Jacobus Esq. 201 Littleton Rd 1st Floor Morris Plains NJ 07950</p>	Original Assessment:	1,200,000	= 52,320.00	Per Tax Court, Assm't:	1,100,000	= 47,960.00	4,360.00
Original Assessment:	1,200,000	= 52,320.00							
Per Tax Court, Assm't:	1,100,000	= 47,960.00							

Dated: December 15, 2020

I, Rosalia M. Licatiese 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, December 15, 2020.

City Clerk

Resolution (ID # 7583)
December 15, 2020

AUTHORIZE REFUND - OVERPAYMENT OF FOURTH QUARTER 2020 TAXES

WHEREAS, the Tax Collector has received fourth quarter tax payments from a taxpayer on a paid installment, thereby causing an overpayment, and

WHEREAS, the taxpayer 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
4401	33	Schneller, William & Angela Amount To Refund Check payable and Mail to: Angela Schneller 29 Ascot Way Summit NJ 07901	29 Ascot Way \$3,032.76

Dated: December 15, 2020

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, December 15, 2020.

City Clerk

Resolution (ID # 7566)
December 15, 2020

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 refunds associated with recreation program fees associated with the Department of Community Programs:

Name/Address	Program	Refund Amount
Lauren Holt 5 Ridgedale Avenue Summit, NJ 07901	Foundation Tennis 0-28-71-300-ACT	\$98.60
Shefali Jain 420 Old Short Hills Road Short Hills, NJ 07078	Foundation Tennis 0-28-71-300-ACT	\$197.20
Melissa LaMonica 4 Pearce Court Manasquan, NJ 08736	Cheerleading Clinic 0-28-71-CHR-LDG	\$85.00
Kiaya Scott 51 1/2 Morris Avenue Summit, NJ 07901	Cheerleading Clinic 0-28-71-CHR-LDG	\$85.00
Tamisha Miles 10 Overlook Road #5H Summit, NJ 07901	Cheerleading Clinic 0-28-71-CHR-LDG	\$65.00

Dated: December 15, 2020

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, December 15, 2020.

City Clerk

Resolution (ID # 7587)
December 15, 2020

REIMBURSE RETIREE HEALTH INSURANCE COSTS

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

That Tammie L. Baldwin, City Treasurer, be and she is hereby authorized to issue health insurance reimbursement checks to retirees, subject to each retiree having supplied the Certification for the second half of 2020 and qualifying for said reimbursement, as indicated below:

Jeffrey Pacifico	3,000.00
Joseph Bilello	3,000.00
Sebastian DelDuca	3,000.00
Joseph Negri	3,000.00
James Caputo	3,000.00
Levon Hopkins	3,000.00
Wilson Torres	3,000.00
 Total	 \$21,000.00

Dated: December 15, 2020

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, December 15, 2020.

City Clerk



Finance Committee
CA - Finance

www.cityofsummit.org

Meeting: 12/15/20 07:30 PM

RESOLUTION (ID # 7587)

DOC ID: 7587

TO: Mayor and Common Council
FROM: Field Andreana, Payroll Clerk
DATE: December 2, 2020

Certain retirees who worked for the City for 25 or more years are entitled to an annual reimbursement towards the cost of their health insurance. Retirees provide proof that they have maintained coverage with NJ State Health Benefits for the prior year before reimbursements are issued.

Resolution (ID # 7593)
December 15, 2020

AUTHORIZE PAYMENT OF BILLS RECEIVED AFTER DECEMBER 15, 2020

WHEREAS, there are no council meetings scheduled after December 15, 2020, it is advisable to authorize the City Treasurer to pay bills and claims which may be incurred after the December 15 council meeting bill payment cut-off date of December 8th and before year end.

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

That the City Treasurer be and she is hereby authorized and directed to pay all bills and claims whose due date falls between December 8th and December 31, 2020.

FURTHER RESOLVED that an itemized list of said bills and claims shall be provided to the Mayor, Councilmembers and department heads by December 22nd, with any objections or questions to be presented to the City Treasurer by December 28th, who shall answer said questions or pull the bill to be further considered at the first business meeting in January 2021 with all other bills being paid.

Dated: December 15, 2020

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, December 15, 2020.

City Clerk



Finance Committee
CA - Finance

www.cityofsummit.org

Meeting: 12/15/20 07:30 PM

RESOLUTION (ID # 7593)

DOC ID: 7593 C

TO: Mayor and Common Council

FROM: Tammie Baldwin, City Treasurer/CFO

DATE: December 3, 2020

This resolution allows the City Treasurer to pay bills with due dates between December 8th and December 31st, 2019. The listing for these bills will be sent to the Mayor, City Council and Department Heads by Tuesday, December 22nd. Questions and/or concerns should be addressed to the City Treasurer's office by Monday, December 28th. Those bills will be held for the January meeting. All other checks will be mailed on December 29th.

Resolution (ID # 6935)
December 15, 2020

AUTHORIZING PAYMENT OF BILLS - \$808,027.06

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 **\$808,027.06** 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: December 15, 2020

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, December 15, 2020.

City Clerk

Rcvd Batch Id Range: First to Last Rcvd Date Start: 0 End: 12/15/20 Report Format: Detail

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Contract Invoice Number
AGKTOWIN AGK TOWING & TRANSPORT						
12/15/20	ADMIN	20-02544	1 Towing PD Car #5 - 11/13/2020	210.00	T-13-56-800-020-010 Self Insurance 2020 Admin -JIF	2194
CIVICPLU CIVICPLUS - ICON ENTERPRISES						
12/15/20	ADMIN	20-02540	1 Website Hosting Fee	4,121.24	0-01-20-100-004-250 Technology Tech & Software Licenses	203261
12/15/20	ADMIN	20-02540	2 Custom Mobile App Fee	1,866.35	0-01-20-100-004-250 Technology Tech & Software Licenses	203261
12/15/20	ADMIN	20-02540	3 CivicMedia Renewal Fee	1,052.81	0-01-20-100-004-250 Technology Tech & Software Licenses	203261
12/15/20	ADMIN	20-02540	4 Parks and Rec Subsite Fee	1,507.44	0-01-20-100-004-250 Technology Tech & Software Licenses	203261
12/15/20	ADMIN	20-02540	5 CivicSend Annual Renewal	1,904.64	0-01-20-100-004-250 Technology Tech & Software Licenses	203261
12/15/20	ADMIN	20-02540	6 SSL Certificate Fee	157.50	0-01-20-100-004-250 Technology Tech & Software Licenses	203261
12/15/20	ADMIN	20-02540	7 SSL Certificate Renewal	52.50	0-01-20-100-004-250 Technology Tech & Software Licenses	203261
P.O. Total:				10,662.48		
FEDEX050 FEDEX						
12/15/20	ADMIN	20-00709	9 FEDEX EXPRESS SERVICES	19.73	0-01-20-100-002-204 Postage Fedex	7-190-38811
LEXISN50 LEXISNEXIS BUSINESS &						
12/15/20	ADMIN	20-00381	12 November Monthly Subscription	211.00	0-01-20-155-000-509 LS Miscellaneous Services	3092950873
SPECTRAA SPECTRA ASSOCIATES, INC						
12/15/20	ADMIN	20-02386	1 Resolution Binders	1,104.00	0-01-20-120-000-201 City Clerk Supplies and Materials	40057-A
12/15/20	ADMIN	20-02386	2 Closed Session Minutes Binder	184.00	0-01-20-120-000-201 City Clerk Supplies and Materials	40057-A
12/15/20	ADMIN	20-02386	3 Lettering	126.00	0-01-20-120-000-201 City Clerk Supplies and Materials	40057-A
12/15/20	ADMIN	20-02386	4 Shipping	38.50	0-01-20-120-000-201 City Clerk Supplies and Materials	40057-A
P.O. Total:				1,452.50		
WORRAL33 WORRALL COMMUNITY NEWSPAPERS						
12/15/20	ADMIN	20-00379	44 U95439 Bid 2021-2022	44.40	0-01-20-120-000-210 City Clerk Advertising	218358
Total for Batch: ADMIN				12,600.11		
ADVANC50 ADVANCED VIDEO SURVEILLNC INC						
12/15/20	FINANCE	20-00139	5 quarterly central station moni	60.00	0-01-29-390-000-415	ADV-111339

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
Library Plant Operation & Maintenance							
12/15/20	FINANCE	20-00148	ALLIAN33 ALLIANCE ENTERTAINMENT LLC 10 Adult,j,YA audio visual DVD	1,631.89	0-01-29-390-000-219 Library Audio Visual	PLS49996694	
Amazon50 AMAZON.COM LLC							
12/15/20	FINANCE	20-02438	1 SD card reader,headset, flash	103.93	0-01-29-390-000-517 Library Computer Costs	4358779594885	
12/15/20	FINANCE	20-02438	2 2 books The Mothers, Hemant Ka	56.38	0-01-29-390-000-217 Library Books	444998898958	
12/15/20	FINANCE	20-02438	3 LED 120-277V photocell for wal	13.99	0-01-29-390-000-415 Library Plant Operation & Maintenance	4358779594885	
			P.O. Total:	174.30			
Amazon50 AMAZON.COM LLC							
12/15/20	FINANCE	20-02486	1 harddrive for server HP G8 G9	289.95	0-01-29-390-000-517 Library Computer Costs	435877959485	
AMERIFILE AMERIFLEX							
12/15/20	FINANCE	20-00124	12 AMERIFLEX FSA FEE NOV 2020	60.00	0-01-20-130-000-506 FA Flex Account Fees	INV368147	
12/15/20	FINANCE	20-00124	13 AMERIFLEX FSA FEE DEC 2020	60.00	0-01-20-130-000-506 FA Flex Account Fees	INV373988	
			P.O. Total:	120.00			
AQUAFR AQUA FRESCA AND JAVA							
12/15/20	FINANCE	20-02539	1 Purity Kit Golf Course PK03727	110.00	0-01-20-100-006-204 Municipal Purchasing Office Water	PK03727	
ASSAABLO ASSA ABLOY ENTRANCE SYS US INC							
12/15/20	FINANCE	20-02408	1 repair entry door,hinge, leaf	1,373.98	0-01-29-390-000-415 Library Plant Operation & Maintenance	SEI1388989	
AT105068 AT&T							
12/15/20	FINANCE	20-00361	12 0303619366001	38.59	0-01-31-440-000-000 TELEPHONE	11/15/20	
AT105068 AT&T							
12/15/20	FINANCE	20-00362	12 030 361 4837 001	34.49	0-01-31-440-000-000 TELEPHONE	11/9/20	
BAKERT50 BAKER & TAYLOR, INC							
12/15/20	FINANCE	20-00119	10 Nov replacement books,processi	542.77	0-01-55-271-000-003 Library Fines Account	5016503733	
BAKERT50 BAKER & TAYLOR, INC							
12/15/20	FINANCE	20-00121	19 November books	8,708.56	0-01-29-390-000-217 Library Books	5016503733	
12/15/20	FINANCE	20-00121	20 November books processing	639.66	0-01-29-390-000-222	5016503733	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
P.O. Total:						9,348.22	Library Operations
12/15/20	FINANCE	20-02380	BARRETRO BARRETT ROOFS INC 1 repair leak above entrance	580.00	C-04-31-014-00A-030 3114A Library Roof Rehabilitation	21843	
12/15/20	FINANCE	20-00710	BOROUG66 BOROUGH OF NEW PROVIDENCE 51 NOVEMBER SALARY	14,482.51	0-01-43-490-000-502 Shared Court Agreement	11/2020	
12/15/20	FINANCE	20-00710	52 NOVEMBER FICA-ER	1,024.32	0-01-43-490-000-502 Shared Court Agreement	11/2020	
12/15/20	FINANCE	20-00710	53 NOVEMBER PERS	1,982.66	0-01-43-490-000-502 Shared Court Agreement	11/2020	
12/15/20	FINANCE	20-00710	54 NOVEMBER MEDICAL	3,808.22	0-01-43-490-000-502 Shared Court Agreement	11/2020	
12/15/20	FINANCE	20-00710	55 NOVEMBER RENT	2,040.00	0-01-43-490-000-502 Shared Court Agreement	11/2020	
12/15/20	FINANCE	20-00710	56 POSTAGE 7/30-12/4/2020	528.15	0-01-43-490-000-502 Shared Court Agreement	11/2020	
P.O. Total:						23,865.86	
12/15/20	FINANCE	20-02116	CHUTEMST CHUTE MASTER ENVIRONMENTAL INC 1 duct cleaning in the library	8,425.00	C-04-31-041-00A-400 3141A Library Duct Cleaning	1007285	
12/15/20	FINANCE	20-02642	CITYOF36 CITY OF SUMMIT HOUSING AUTHORITY 1 PAYOVER AT&T CELL TOWER REV.	25,600.00	0-01-08-140-010 Utility Income Cell Tower	1/2020-10/2020	
12/15/20	FINANCE	20-02590	CITYOF81 CITY OF SUMMIT TREASURERS ACCT 1 POSTAGE ANIMAL RENEWAL NOTICES	60.00	T-12-56-800-000-001 Animal Control	NOVEMBER POSTAG	
12/15/20	FINANCE	20-00150	CLEANM CLEAN MAT SERVICES LLC 10 December floor mats in lobby	44.00	0-01-29-390-000-415 Library Plant Operation & Maintenance	241090	
12/15/20	FINANCE	20-01520	DIFRA005 DIFRANCESCO BATEMAN KUNZMAN 6 Sept. 2020 Billing	11,538.00	0-01-20-150-000-504 TA Tax Appeals Legal Svcs DiFrancesco	10-27-2020	
12/15/20	FINANCE	20-02641	EGENDBER EGENBERG, HOWARD L. ESQ 1 SUBSTITUTE PROSECUTOR 11/16/20	300.00	0-01-20-155-000-102 Legal SW Clearing Account	12/3/2020	
12/15/20	FINANCE	20-00153	FINDAW50 FINDAWAY WORLD LLC 19 November adult, J, YA playaways	659.88	0-01-29-390-000-219 Library Audio Visual	334502	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/15/20	FINANCE	20-00126	FLAGSH50 FLAGSHIP DENTAL PLANS 13 2020 FLAGSHIP DENTAL-DECEMBER	302.03	T-13-56-800-020-020 Self Insurance 2020 Hlth/Dntl/Life	132091	
12/15/20	FINANCE	20-00501	JCPL0050 JCP&L 12 DCP MASTER INVOICE 95007110000	2,989.24	0-01-31-430-000-100 Electricity	95008876160	
12/15/20	FINANCE	20-00156	LIBIDEAS LIBRARY IDEAS, LLC 5 Vox books standing order 4th q	483.40	0-01-29-390-000-219 Library Audio Visual	79226	
12/15/20	FINANCE	20-02561	LIBRPASS LIBRARY PASS INC 1 Comics plus access 12/31/2021	1,000.00	0-01-29-390-000-221 Library Machine Electronic	446056700000444	
12/15/20	FINANCE	20-02487	MATCOPP MATTHEW COPPOLECCIA ESQ and 1 REFUND 2020 TCJ 3103/33	1,107.44	0-01-55-205-000-000 Tax Overpayments	TCJ 3103/33	
12/15/20	FINANCE	20-02469	MAURIZI MC CARTER & ENGLISH LLP & 1 REFUND 2020 TCJ 5105/8	7,651.80	0-01-55-205-000-000 Tax Overpayments	TCJ 5105/8	
12/15/20	FINANCE	20-00120	MIDWES50 MIDWEST TAPE LLC 6 replacement DVD bells are ring	13.49	0-01-55-271-000-003 Library Fines Account	99490056	
12/15/20	FINANCE	20-00157	MIDWES50 MIDWEST TAPE LLC 10 Nov A/V DVDS,blurays,ACD,ADB	1,068.41	0-01-29-390-000-219 Library Audio Visual	99605075	
12/15/20	FINANCE	20-00358	NESTLERR READYREFRESH BY NESTLE 12 0017660366 2019 WATER	287.57	0-01-31-445-000-100 Water	20J0017660366	
12/15/20	FINANCE	20-00158	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018 210027119614 11/1-11/30/2	79.47	0-01-29-390-000-415 Library Plant Operation & Maintenance	12/4/2020	
12/15/20	FINANCE	20-00160	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018 210023342887 11/1-11/30/2	82.60	0-01-29-390-000-415 Library Plant Operation & Maintenance	678753498976	
12/15/20	FINANCE	20-00467	NJ-AME50 NJ-AMERICAN WATER CO. 11 1018-210023342498 422 SPGFLD	22.78	0-01-31-445-000-100 Water	12/2/2020	
12/15/20	FINANCE	20-00468	NJ-AME50 NJ-AMERICAN WATER CO. 12 21 BEECHWOOD 1018-210024595189	15.45	0-01-31-445-000-100 Water	12/2/20	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/15/20	FINANCE	20-00469	NJ-AME50 NJ-AMERICAN WATER CO. 12 UNION PL 1018-210024718968	15.45	0-01-31-445-000-100 Water	12/2/20	
12/15/20	FINANCE	20-00470	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210025651051 DCKFS 6	178.92	0-01-31-445-000-100 Water	12/03/2020	
12/15/20	FINANCE	20-00471	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210023345237 37 CHATHAM	44.82	0-01-31-445-000-100 Water	12/3/2020	
12/15/20	FINANCE	20-00472	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210023345664-13 NEW PROV	233.47	0-01-31-445-000-100 Water	12/3/2020	
12/15/20	FINANCE	20-00473	NJ-AME50 NJ-AMERICAN WATER CO. 10 1018-210023345862 HILLVIEW TER	45.83	0-01-31-445-000-100 Water	12/3/2020	
12/15/20	FINANCE	20-00474	NJ-AME50 NJ-AMERICAN WATER CO. 11 1018-210023344029 80 BUTLER	38.47	0-01-31-445-000-100 Water	12/3/2020	
12/15/20	FINANCE	20-00475	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210023343910- 512 TFS	145.24	0-01-31-445-000-100 Water	12/3/2020	
12/15/20	FINANCE	20-00476	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210026964873 41 CHATHAM	79.49	0-01-31-445-000-100 Water	12/3/2020	
12/15/20	FINANCE	20-00478	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210028692600 TFS POLICE	218.00	0-01-31-445-000-100 Water	12/3/2020	
12/15/20	FINANCE	20-00480	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210023345336 - 41 CHATHAM	75.23	0-01-31-445-000-100 Water	12/3/2020	
12/15/20	FINANCE	20-00483	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210023343828 396 BROAD	143.23	0-01-31-445-000-100 Water	12/3/2020	
12/15/20	FINANCE	20-00700	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210027063599 683 SPRNGFLD	123.19	0-01-31-445-000-100 Water	12/3/2020	
12/15/20	FINANCE	20-00702	NJ-AME50 NJ-AMERICAN WATER CO. 12 1018-210023345565 REFUSE TRAS	123.19	0-01-31-445-000-100 Water	12/3/2020	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/15/20	FINANCE	20-00703	NJ-AME50 NJ-AMERICAN WATER CO. 13 1018-210025811013 3 CONSTANTIN	45.83	0-07-55-502-004-605 Sewer Operating Water	12/3/2020	
12/15/20	FINANCE	20-02536	NJLEAG50 NJ STATE LEAGUE OF 1 Job Posting - Account Clerk	160.00	0-01-20-130-000-899 FA Miscellaneous		ACCONT CLERK AD
12/15/20	FINANCE	20-00963	PITNEY75 PITNEY BOWES GLOBAL FINANCIAL 6 MAIL MACH RENTAL 0011655947	1,043.79	0-01-20-100-002-203 Postage Machine Lease	3312481835	
12/15/20	FINANCE	20-00128	PRUDENTI The Prudential Insurance 13 2020 LIFE INSURANCE DECEMBER	336.60	T-13-56-800-020-020 Self Insurance 2020 Hlth/Dntl/Life	17162	
12/15/20	FINANCE	20-02600	SCHNELLA SCHNELLER, ANGELA 1 REFUND 4TH QTR OVPYMT 4401/33	3,032.76	0-01-55-205-000-000 Tax Overpayments	RES# 7583	
12/15/20	FINANCE	20-00364	SPECT005 SPECTROTEL HOLDING COMPANY LLC 12 ADMIN TELEPHONES 2020 - 338922	7,792.27	0-01-31-440-000-000 TELEPHONE	9956354	
12/15/20	FINANCE	20-00164	SPRING14 SPRING HOUSE IRRIGATION 2 Winterize irrigation system	175.00	0-01-29-390-000-415 Library Plant Operation & Maintenance	14264	
12/15/20	FINANCE	20-02547	STAPLE75 STAPLES CREDIT PLAN (Library) 1 office supplies,labels,calenda	132.81	0-01-29-390-000-222 Library Operations	9823455389	
12/15/20	FINANCE	20-02629	SUMMIT65 LIBRARY PETTY CASH ACCOUNT 1 reimburse Amazon purchase	34.45	0-01-55-271-000-003 Library Fines Account	PETTY CASH LI	
12/15/20	FINANCE	20-02630	SUMMIT65 LIBRARY PETTY CASH ACCOUNT 1 reimburse various purchases	148.00	0-01-29-390-000-227 Library Programming	PETTY CASH LIB	
12/15/20	FINANCE	20-02630	2 supplies from Krystons	28.97	0-01-29-390-000-415 Library Plant Operation & Maintenance	PETTY CASH LIB	
12/15/20	FINANCE	20-02630	3 office supplies	150.53	0-01-29-390-000-222 Library Operations	PETTY CASH LIB	
			P.O. Total:	327.50			
12/15/20	FINANCE	20-02528	SYSTEM66 ADT COMMERCIAL LLC 1 Change single input module boi	515.28	0-01-29-390-000-415 Library Plant Operation & Maintenance	136894358	
12/15/20	FINANCE	20-02627	SYSTEM66 ADT COMMERCIAL LLC 1 alarm off in boiler room	290.00	0-01-29-390-000-415	949079289	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
Library Plant Operation & Maintenance							
12/15/20	FINANCE	20-02531	UNIQCOLL UNIQUE NATIONAL COLLECTIONS 1 collection agency fee deposit	325.00	0-01-29-390-000-222 Library Operations	580820	
12/15/20	FINANCE	20-00343	VERIZ408 VERIZON WIRELESS 12 682164944-00001	2,327.52	0-01-31-440-000-000 TELEPHONE	9867005967	
12/15/20	FINANCE	20-00341	VERIZON1 VERIZON 12 654 793 893 0001 16	144.99	0-01-31-440-000-000 TELEPHONE	11/18/20	
12/15/20	FINANCE	20-00342	VERIZON1 VERIZON 12 454 790 548 0001 96	144.99	0-01-31-440-000-000 TELEPHONE	11/20/20	
12/15/20	FINANCE	20-00539	VERIZON1 VERIZON 12 155 678 232 0001 05	109.99	0-01-31-440-000-000 TELEPHONE	11/24/20	
12/15/20	FINANCE	20-00540	VERIZON1 VERIZON 12 151 907 182 0001 93	124.99	0-01-31-440-000-000 TELEPHONE	11/21/20	
12/15/20	FINANCE	20-00708	VERIZON1 VERIZON 9 852-098-463-0001-51	430.99	0-01-31-440-000-000 TELEPHONE	11/18/20	
12/15/20	FINANCE	20-02554	WBMAISON W.B. MASON CO, INC 1 Portable heater S109283092	56.28	0-01-20-130-000-201 FA Supplies & Materials	215727998	
12/15/20	FINANCE	20-00169	WESTER33 WESTERN PEST SERVICE 11 December pest control	97.50	0-01-29-390-000-415 Library Plant Operation & Maintenance	IN-2014603	
12/15/20	FINANCE	20-01530	WIELKOTZ WIELKOTZ & COMPANY LLC 10 2020 PARKING SPECIAL EMERGENCY	1,800.00	0-01-20-130-000-505 FA Additional Financial Services	20-212-01017	
12/15/20	FINANCE	20-01530	11 VARIOUS AUDIT DOCUMENTS -FAST	450.00	0-01-20-130-000-505 FA Additional Financial Services	20-212-01018	
P.O. Total:				2,250.00			
12/15/20	FINANCE	20-02470	WISE LARRY WISE & STEPHANIE WRIGHT 1 REFUND 2020 TCJ 2201/17	4,360.00	0-01-55-205-000-000 Tax Overpayments	TCJ 2201/17	
Total for Batch: FINANCE				125,623.68			

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/15/20	PARKDCP	20-02582	ABGASSOC ABG & ASSOCIATES INC 1 Late Fall Classes - Chess	500.00	0-28-71-300-YTH-EDU RT-RAP Programs - Education	4464	
12/15/20	PARKDCP	20-02582	2 Late Fall classes - Robotics	875.00	0-28-71-300-YTH-STM RT-RAP Programs - STEM	4464	
12/15/20	PARKDCP	20-02582	3 Late Fall Classes - Brixology	700.00	0-28-71-300-YTH-STM RT-RAP Programs - STEM	4464	
			P.O. Total:	2,075.00			
12/15/20	PARKDCP	20-00070	CANONB66 CANON BUSINESS SOLUTIONS-EAST 10 SER#RRD16017 COPIER FEES-10/20	33.69	0-09-55-502-001-201 Parking Supplies and Materials	4034322763	
12/15/20	PARKDCP	20-00071	CRYSTALS CRYSTAL SPRINGS 10 OFFICE WATER DELIVERY	16.47	0-09-55-502-001-201 Parking Supplies and Materials	17229425102120	
12/15/20	PARKDCP	20-02362	ELITEFEN ELITE FENCERS CLUB LLC 1 Fall Fencing Classes	2,040.00	0-28-71-300-YTH-ACT RT-RAP Programs - Active Activities	9	
12/15/20	PARKDCP	20-02580	FASHIONF FASHION FIRST WORKSHOPS LLC 1 Late Fall Fashion Program	1,120.00	0-28-71-300-YTH-PRA RT-RAP Programs - Practical Arts	193	
12/15/20	PARKDCP	20-02577	GRAING60 GRAINGER INDUSTRIAL SUPPLY 1 Compartment Boxes & Stanchions	546.60	0-01-28-370-003-201 FAC Supplies and Materials	9726434476	
12/15/20	PARKDCP	20-02577	2 Shipping	29.46	0-01-28-370-003-201 FAC Supplies and Materials	838586428	
			P.O. Total:	576.06			
12/15/20	PARKDCP	20-02581	HOBBYQST HOBBY QUEST OF CENTRAL NJ 1 Late Fall Magic Class	700.00	0-28-71-300-YTH-EDU RT-RAP Programs - Education	1124	
12/15/20	PARKDCP	20-02584	KILLEENK KILLEEN, KIERAN 1 Field Hockey Clinics - Asst.	3,120.00	0-28-71-300-FLD-HOC RT-RAP Field Hockey	FIELD HOCKEY2	
12/15/20	PARKDCP	20-02583	SCHWARZJ SCHWARZENBEK, JENNIFER 1 Field Hockey Clinics	5,850.00	0-28-71-300-FLD-HOC RT-RAP Field Hockey	FIELD HOCKEY	
12/15/20	PARKDCP	20-00069	SMALLWOO SMALLWOOD FINANCIAL GROUP LLC 12 1161 Time & Attenandance Oct.	152.00	0-01-28-370-005-500 CP Contract Services	1161	
12/15/20	PARKDCP	20-00093	STANDELE STANDARD ELEVATOR CORPORATION 20 Oct Elevator Maintenance tier	225.00	0-09-55-502-001-402	112176	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/15/20	PARKDCP	20-00093	21 Oct Elevator Maintenance BSG	216.30	Parking Building Maintenance 0-09-55-502-001-402	112177	
			P.O. Total:	441.30	Parking Building Maintenance		
12/15/20	PARKDCP	20-01618	STANDELE STANDARD ELEVATOR CORPORATION 1 Emergency Light Battery BSG	434.00	0-09-55-502-001-402	PROPOSAL200305	
12/15/20	PARKDCP	20-02484	SUMMIT25 SUMMIT ELECTRICAL SUPPLY CO 1 79455-1 Heater for Golf Course	140.00	0-01-28-370-002-402 Golf Building Maintenance	79455-1	
12/15/20	PARKDCP	20-00097	SUMMIT40 SUMMIT IND. HARDWARE 14 graffiti remover	30.57	0-09-55-502-001-402	742731	
12/15/20	PARKDCP	20-00097	15 shoe hd1 brass wire brush	6.79	0-09-55-502-001-402	742731	
			P.O. Total:	37.36	Parking Building Maintenance		
12/15/20	PARKDCP	20-01695	TRUGRE50 TRUGREEN LIMITED PARTNERSHIP 4 Lawn Maint Village Green	1,916.01	0-01-28-375-000-504 P&ST Contracted Grounds Maintenance	129050638	
12/15/20	PARKDCP	20-01695	5 Lawn Maint Fall slit seeding	2,497.95	0-01-28-375-000-504	129324093	
12/15/20	PARKDCP	20-01695	6 Lawn Maint Village Green	378.21	0-01-28-375-000-504	129916447	
12/15/20	PARKDCP	20-01695	7 Lawn Maint Library	50.00	0-01-28-375-000-504	129916446	
			P.O. Total:	4,842.17	P&ST Contracted Grounds Maintenance		
12/15/20	PARKDCP	20-02586	UNITEDSDO UNITED SOCCER ACADEMY, INC 1 Late Fall Soccer Classes	3,444.00	0-28-71-300-YTH-ACT RT-RAP Programs - Active Activities	T134043	
12/15/20	PARKDCP	20-00101	VERIZ408 VERIZON WIRELESS 12 Pay Station Modems	2,539.95	0-09-55-502-001-310	9867698409	
12/15/20	PARKDCP	20-00117	VERIZ408 VERIZON WIRELESS 23 PEO Tablets	380.10	0-09-55-502-001-403	9866131626	
12/15/20	PARKDCP	20-00117	24 PEO Cell Phones	537.91	0-09-55-502-001-521	9866131626	
			P.O. Total:	918.01	Parking Telephone Cell Phone		
12/15/20	PARKDCP	20-00012	VILLAGES VILLAGE SUPER MARKET, INC. 17 02940289142 Supplies-TryCAN	38.34	0-28-71-300-TRY-OPE	02940289142	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
RT-RAP TryCAN Operations							
12/15/20	PARKDCP	20-00102	WBMASON W.B. MASON CO, INC 64 DISPOSABLE FACE MASK	50.00	0-09-55-502-001-201 Parking Supplies and Materials	S108352217	
12/15/20	PARKDCP	20-00102	65 CARD READER CLEANERS	210.00	0-09-55-502-001-201 Parking Supplies and Materials	S108317332	
12/15/20	PARKDCP	20-00102	66 RUBBERBANDS	11.68	0-09-55-502-001-201 Parking Supplies and Materials	S108317332	
12/15/20	PARKDCP	20-00102	67 ANTACID	24.02	0-09-55-502-001-201 Parking Supplies and Materials	S108317332	
P.O. Total:				295.70	Parking Supplies and Materials		
WBMASON W.B. MASON CO, INC							
12/15/20	PARKDCP	20-02552	1 Ink Cartridges HP 56	95.70	0-01-28-370-005-301 CP Printing	215763658	
12/15/20	PARKDCP	20-02552	2 Ink Cartridges HP 57	113.80	0-01-28-370-005-301 CP Printing	215763658	
12/15/20	PARKDCP	20-02552	3 Legal Pads	7.48	0-01-28-370-005-201 CP Supplies and Materials	215763658	
12/15/20	PARKDCP	20-02552	4 Steno Pads	3.76	0-01-28-370-005-201 CP Supplies and Materials	215763658	
12/15/20	PARKDCP	20-02552	5 Colored File Folders	21.46	0-01-28-370-005-201 CP Supplies and Materials	215763658	
P.O. Total:				242.20	CP Supplies and Materials		
Total for Batch: PARKDCP				29,056.25			
ANIMALCS ANIMAL CONTROL SOLUTIONS LLC							
12/15/20	SAFETY	20-00011	13 December 2020 monthly fee	4,000.00	T-12-56-800-000-001 Animal Control	2879	
BH BH SECURITY							
12/15/20	SAFETY	20-00229	7 801566 - INSPECTION	624.00	0-01-25-265-000-500 Fire Contract Services	6244923	
CAMPBFRT CAMPBELL FREIGHTLINER LLC							
12/15/20	SAFETY	20-02471	1 FIRE PUMP COOLING LINES	787.46	0-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	R112004740:01	
CANONUSA CANON USA INC (FD)							
12/15/20	SAFETY	20-00222	3 RXRR00812 METER USAGE	50.24	0-01-25-265-000-500 Fire Contract Services	R14142465	
COUNTY32 COUNTY OF UNION (printing)							
12/15/20	SAFETY	20-02373	1 Sick Cards	18.62	0-01-25-240-000-301 POL Printing	20000669	
CREATI80 CREATIVE WONDERS							
12/15/20	SAFETY	20-02461	1 MASK AND LOGOS	311.40	0-01-25-265-000-803	5977	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
Fire Clothing Allowance							
12/15/20	SAFETY	20-02558	CUSTOM25 CUSTOM BANDAG INC 1 Vehicles: Snow Tires	1,489.90	0-01-25-240-000-703 POL Vehicle Maintenance	60186986	
12/15/20	SAFETY	20-02275	ENTENM50 ENTENMENN-ROVIN COMPANY 2 Police Officer Badges/wallets	2,922.90	0-01-25-240-000-700 POL Equipment	0155161-IN	
12/15/20	SAFETY	20-02568	GELORM50 GELORMINIS AUTO REPAIR INC. 1 EDA 2- Wheel Alignment	109.95	0-01-25-240-000-703 POL Vehicle Maintenance	171506	
12/15/20	SAFETY	20-02378	IFP00050 INSTITUTE FOR FORENSIC PSYCHOL 1 Psychological Screening (134)	500.00	0-01-25-240-000-900 POL Miscellaneous (promo exams etc)	14819	
12/15/20	SAFETY	20-02376	INTLABC INTERNATIONAL ABCCANOPY INC 1 Replacement Canopies	919.85	0-01-25-240-000-502 POL Community Policing	NO2020/11/23	
12/15/20	SAFETY	20-02516	KIRK KIRKLAND, THOMAS 1 REIMB TUITION 8/17- 10/9/2020	1,264.50	0-01-25-265-000-805 Fire Tuition Reimbursement	8/17- 10/9/2020	
12/15/20	SAFETY	20-00044	NATIONFU NATIONAL FUEL OIL INC 7 TICKET 43001 FUL DELIVERY	1,053.60	0-01-31-460-000-000 GASOLINE	43001	
12/15/20	SAFETY	20-00044	20 GASOLINE	2,386.39	0-01-31-460-000-000 GASOLINE	48187	
12/15/20	SAFETY	20-00044	21 GASOLINE	2,148.80	0-01-31-460-000-000 GASOLINE	48652	
P.O. Total:				5,588.79			
12/15/20	SAFETY	20-00046	NATIONFU NATIONAL FUEL OIL INC 4 TICKET 42404 GAS DEL	1,148.62	0-01-31-461-000-000 DIESEL FUEL	42404	
12/15/20	SAFETY	20-00046	7 DIESEL FUEL	3,995.70	0-01-31-461-000-000 DIESEL FUEL	48407	
P.O. Total:				5,144.32			
12/15/20	SAFETY	20-02473	NEWJER36 NEW JERSEY FIRE EQUIPMENT COMP 1 STREAMLIGHT SL45 BATTERY P/N	311.50	0-01-25-265-000-700 Fire Equipment	65127	
12/15/20	SAFETY	20-02473	2 STREAMLIGHT VULCAN BATTERY P/N	99.00	0-01-25-265-000-700 Fire Equipment	65127	
12/15/20	SAFETY	20-02473	3 STREAMLIGHT SL90 DIV BATTERY	123.00	0-01-25-265-000-700 Fire Equipment	65127	
P.O. Total:				533.50			

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/15/20	SAFETY	20-01899	PETERW50 PETER WALLBURG STUDIO 2 Departmental Headshots	700.00	0-01-25-240-000-800 POL Employee Support	16960	
12/15/20	SAFETY	20-02567	QUIKTEKS QUIKTEKS LLC 1 Ethernet Switch- AXON	325.00	0-01-25-240-000-500 POL Contract Svcs	29004	
12/15/20	SAFETY	20-02488	RCSOLUTI RC SOLUTIONS LLC 1 Banners/Table Cloth for CPU	467.86	0-01-25-240-000-502 POL Community Policing	1916	
12/15/20	SAFETY	20-02415	RRRADA50 R&R RADAR, INC. 1 Radar Equipment	2,232.68	0-01-25-240-000-500 POL Contract Svcs	20-110021	
12/15/20	SAFETY	20-02136	SKYLANDS SKYLANDS AREA FIRE EQUIPMENT 1 MORNING PRIDE TURNOUT GEAR	16,500.00	C-04-32-013-00B-100 3213B FD Firefighter Turnout Gear	12001	
12/15/20	SAFETY	20-02136	2 MORNING PRIDE TURN OUT GEAR	2,833.95	C-04-31-091-00B-120 3191B FD Firefighter Turnout Gear	12001	
12/15/20	SAFETY	20-02136	3 MORNING PRIDE TURN OUT GEAR	10,071.48	C-04-31-091-00B-120 3191B FD Firefighter Turnout Gear	12001	
12/15/20	SAFETY	20-02136	4 MORNING PRIDE TURN OUT GEAR	8,392.90	C-04-31-014-00B-022 3114B FD Rescue Equipment Replacement	12001	
12/15/20	SAFETY	20-02136	5 MORNING PRIDE TURN OUT GEAR	734.71	C-04-31-041-00B-410 3141B FD Repalce Turn-out Gear	12001	
			P.O. Total:	38,533.04			
12/15/20	SAFETY	20-02591	SPARTAPW SPARTA PEWTER/SPARTA PROMOTION 1 Spring Assisted Knives	1,714.50	0-01-25-240-000-800 POL Employee Support	43356	
12/15/20	SAFETY	20-02526	SUMMIT40 SUMMIT IND. HARDWARE 5 THMB METAL PISTOL NOZZLE	25.47	0-01-25-265-000-700 Fire Equipment	746909	
12/15/20	SAFETY	20-02526	6 HAT HOOK 2PK	13.23	0-01-25-265-000-700 Fire Equipment	746909	
12/15/20	SAFETY	20-02526	7 FUEL/OIL	28.04	0-01-25-265-000-700 Fire Equipment	746909	
12/15/20	SAFETY	20-02526	8 STL WOOL	3.82	0-01-25-265-000-700 Fire Equipment	746909	
12/15/20	SAFETY	20-02526	9 1 1/4" COLBOLT DRILL BIT	13.58	0-01-25-265-000-201 Fire Supplies and Materials	747516	
12/15/20	SAFETY	20-02526	10 5/8 JOBBER LENGTH HS BIT COT	25.49	0-01-25-265-000-201 Fire Supplies and Materials	747516	
12/15/20	SAFETY	20-02526	11 3/4 JOBBER LENGTH HS BIT	29.74	0-01-25-265-000-201 Fire Supplies and Materials	747516	
12/15/20	SAFETY	20-02526	12 3/8 COBALT DRILL	25.48	0-01-25-265-000-201	747516	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
					Fire Supplies and Materials		
			P.O. Total:	164.85			
12/15/20	SAFETY	20-02494	SUPERCAN SUPERCAN INDUSTRIES INC 1 10.8 VOLT BAT/SPARE AIR CARTS	359.50	0-01-25-265-000-700 Fire Equipment	17-12210	
12/15/20	SAFETY	20-02494	2 Shipping	15.87	0-01-25-265-000-700 Fire Equipment	17-12210	
			P.O. Total:	375.37			
12/15/20	SAFETY	20-02614	THEPRINT THE PRINTER'S PLACE A NEW 1 Holiday Cards- BLANK	237.70	0-01-25-240-000-301 POL Printing	53514	
12/15/20	SAFETY	20-02614	2 Holiday Card- Writing	237.70	0-01-25-240-000-301 POL Printing	53514	
			P.O. Total:	475.40			
12/15/20	SAFETY	20-00811	VERALP50 V E RALPH & SON INC 1 QUOTE # 85653 MEDICAL SUPPLIES	725.81	0-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	404368/394380	
12/15/20	SAFETY	20-01165	VERALP50 V E RALPH & SON INC 1 BAG II DSPSBLE ADULT RSCITATOR	114.00	0-01-25-265-000-201 Fire Supplies and Materials	397903	
12/15/20	SAFETY	20-01165	2 FABRIC ADHESIVE BANDAGE	4.92	0-01-25-265-000-201 Fire Supplies and Materials	397903	
12/15/20	SAFETY	20-01165	4 SAFETEC 4oz HAND SANITIZE	191.52	0-01-25-265-000-201 Fire Supplies and Materials	397903	
12/15/20	SAFETY	20-01165	5 SAFETEC 16oz HAND SANITIZ PUMP	238.80	0-01-25-265-000-201 Fire Supplies and Materials	397903	
12/15/20	SAFETY	20-01165	6 SUPRENO EC P-FREE NITRILE GLOV	394.00	0-01-25-265-000-201 Fire Supplies and Materials	397903	
12/15/20	SAFETY	20-01165	7 SAFE-TOUCH NITRILE EXAM GLOVES	370.00	0-01-25-265-000-201 Fire Supplies and Materials	397903	
12/15/20	SAFETY	20-01165	8 METREX CAVICIDE SURFACE DISIN	191.60	0-01-25-265-000-201 Fire Supplies and Materials	397903	
12/15/20	SAFETY	20-01165	9 METREX CAVICIDE SURFACE DISIN	54.90	0-01-25-265-000-201 Fire Supplies and Materials	397903	
12/15/20	SAFETY	20-01165	10 MICRODOT BLEACH WIPE - 160	173.40	0-01-25-265-000-201 Fire Supplies and Materials	397903	
12/15/20	SAFETY	20-01165	11 TIDI HIRISK GOWN-UNIV SZE	139.00	0-01-25-265-000-201 Fire Supplies and Materials	397903	
12/15/20	SAFETY	20-01165	12 POLY/FOAM INSUL BLANKET	126.00	0-01-25-265-000-201 Fire Supplies and Materials	397903	
			P.O. Total:	1,998.14			
12/15/20	SAFETY	20-02549	VERALP50 V E RALPH & SON INC 1 Q# 90074 - BITTER SOLUTION	19.65	0-01-25-265-000-201	409700	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/15/20	SAFETY	20-02549	2 freight	8.74	Fire Supplies and Materials 0-01-25-265-000-201	409700	
					Fire Supplies and Materials		
			P.O. Total:	28.39			
12/15/20	SAFETY	20-00340	VERIZON1 VERIZON 12 552 031 077 0001 95 FD	126.99	0-01-31-440-000-000 TELEPHONE	10/9/1	
12/15/20	SAFETY	20-02246	WBMASON W.B. MASON CO, INC 1 Misc. Office Supplies	123.90	0-01-25-240-000-201 POL Supplies and Materials	214256709	
			Total for Batch: SAFETY	72,257.36			
12/15/20	WORKS	20-00106	ACEREP50 ACE REPROGRAPHIC SERVICE, INC. 12 PublicInfo-MaskSigns COVID	525.00	0-01-20-165-000-505 Eng Printing Services	70540	
12/15/20	WORKS	20-00106	13 Delivery	15.50	0-01-20-165-000-505 Eng Printing Services	70540	
			P.O. Total:	540.50			
12/15/20	WORKS	20-00022	ACMEDIES ACME DIESEL ELECTRIC INC 8 Alternator for #19 Sweeper	270.00	0-01-26-315-000-601 Garage RRM Equipment Maintenance	318749	
12/15/20	WORKS	20-02514	ALLCOU66 ALL COUNTY SEWER & DRAIN SRVC 1 CLEAR SEWER BLOCKAGE 9/14/2020	585.00	0-01-26-310-000-412 PB&G Repairs - 512 Springfield City Hall	23448	
12/15/20	WORKS	20-02514	2 CLEAR SEWER BLOCKAGE 9/14/2020	850.00	0-01-26-310-000-412 PB&G Repairs - 512 Springfield City Hall	22294	
			P.O. Total:	1,435.00			
12/15/20	WORKS	20-00545	AQUAFR AQUA FRESCA AND JAVA 10 CHATHAM RD PURITY KIT 11/23/20	110.00	0-01-20-100-006-204 Municipal Purchasing Office Water	PY01742	
12/15/20	WORKS	20-02513	ARGENT50 ARGENT CONTRACTING CO INC 1 WATER LINE REPAIR 11/10/2020	835.57	0-01-26-310-000-419 PB&G Repairs - 5 Myrtle Ave Cornog Bldg	I20865	
12/15/20	WORKS	20-02532	ATLANT63 ATLANTIC SCALE CO INC 1 TS Scale Calibration	459.00	0-01-26-306-000-216 TS Facility Licenses	253432	
12/15/20	WORKS	20-02521	AUTOSUPA AUTOMATIC SUPPRESSION & ALARM 1 2021 Stn Monitor- Garage	600.00	0-01-26-310-000-411 PB&G Repairs - 41 Chatham Rd City Garage	53964	
12/15/20	WORKS	20-02521	2 2021 Stn Monitor- TS	600.00	0-01-26-310-000-411	53962	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/15/20	WORKS	20-02521	3 2021 Stn Monitor-City Hall/Pol	600.00	PB&G Repairs - 41 Chatham Rd City Garage 0-01-26-310-000-502	53956	
			P.O. Total:	1,800.00	PB&G City Hall Maintenance Contracts		
12/15/20	WORKS	20-02352	BIGBELLY BIG BELLY SOLAR, INC 1 Oct2020ReplacementPartsLabor	1,021.50	G-02-26-801-016-000 2016 Recycling Tonnage Grant	34106	
12/15/20	WORKS	20-01478	BURGIS BURGIS ASSOCIATES, INC. 2 ZB Escrow Fees ZB-19-1986	1,235.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	36781	
12/15/20	WORKS	20-01478	3 ZB Escrow Fees ZB-19-1992	761.25	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	36782	
12/15/20	WORKS	20-01478	4 ZB Escrow Fees ZB-19-1960-2	181.25	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	36827	
12/15/20	WORKS	20-01478	5 ZB Escrow Fees ZB-19-2000	897.50	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	36844	
12/15/20	WORKS	20-01478	6 ZB Escrow Fees ZB-19-1986	1,218.75	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	36907	
12/15/20	WORKS	20-01478	7 ZB Escrow Fees ZB-19-1997	507.50	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	36908	
12/15/20	WORKS	20-01478	8 ZB Escrow Fees ZB-19-1986	36.25	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	36965	
12/15/20	WORKS	20-01478	9 ZB Escrow Fees ZB-19-1992	362.50	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	36966	
12/15/20	WORKS	20-01478	10 ZB Escrow Fees ZB-19-2000	812.50	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	37190	
12/15/20	WORKS	20-01478	11 ZB Escrow Fees ZB-19-1986	468.75	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	37436	
12/15/20	WORKS	20-01478	12 ZB Escrow Fees ZB-19-1986	656.25	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	37574	
12/15/20	WORKS	20-01478	13 ZB Escrow Fees ZB-19-1986	36.25	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	37609	
			P.O. Total:	7,173.75	Reserved for Zoning Board Escrow Fees		
12/15/20	WORKS	20-01637	BUY-WI50 BUY-WISE AUTO PARTS 333 Wix spin on tube filter	6.54	0-01-20-165-000-405 Eng Vehicle Maintenance	10IM3251	
12/15/20	WORKS	20-01637	334 Wix spin on tube filter#202	7.25	0-01-22-195-000-405 CE Vehicle Maint	10IB7398	
12/15/20	WORKS	20-01637	335 .25 oz MC Style plasteel	4.99	0-01-26-315-000-214 Garage Vehicle Supplies	10IE6108	
12/15/20	WORKS	20-01637	336 .75 oz MC Style plasteel	7.49	0-01-26-315-000-214 Garage Vehicle Supplies	10IE6108	
12/15/20	WORKS	20-01637	337 Wix spin on tube filter	6.46	0-01-26-315-000-214 Garage Vehicle Supplies	10IF8442	
12/15/20	WORKS	20-01637	338 Wix spin on tube filter	7.25	0-01-26-315-000-214 Garage Vehicle Supplies	10IF8454	
12/15/20	WORKS	20-01637	339 Mutli prp swtch	6.65	0-01-26-315-000-214	10IF8444	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/15/20	WORKS	20-01637	340 Hand Soap	96.00	Garage Vehicle Supplies 0-01-26-315-000-214	10IF4503	
12/15/20	WORKS	20-01637	341 Prime guard DEF 2.5	8.99	Garage Vehicle Supplies 0-01-26-315-000-601	10IL9370	
12/15/20	WORKS	20-01637	342 Splash/RV marine Roads Dpt	35.94	Garage RRM Equipment Maintenance 0-01-26-315-000-601	10IL9374	
12/15/20	WORKS	20-01637	343 Prime guard DEF 2.5 #18	8.99	Garage RRM Equipment Maintenance 0-01-26-315-000-601	10IL9369	
12/15/20	WORKS	20-01637	344 Wix spin on lube filter#20	13.80	Garage RRM Equipment Maintenance 0-01-26-315-000-601	10IM3634	
12/15/20	WORKS	20-01637	345 outer air element	39.71	Garage RRM Equipment Maintenance 0-01-26-315-000-601	10IN3810	
12/15/20	WORKS	20-01637	346 AC Delco voyager mrn #24	96.43	Garage RRM Equipment Maintenance 0-01-26-315-000-601	10IE3595	
12/15/20	WORKS	20-01637	347 AC Delco voyager mrn #24 retu	13.00-	Garage RRM Equipment Maintenance 0-01-26-315-000-601	10IE3595	
12/15/20	WORKS	20-01637	348 AC Delco voyager marine	96.43	Garage RRM Equipment Maintenance 0-01-26-315-000-601	10IJ2804	
12/15/20	WORKS	20-01637	349 AC Delco voyager marine return	13.00-	Garage RRM Equipment Maintenance 0-01-26-315-000-601	10IJ2804	
12/15/20	WORKS	20-01637	350 Wix radial seal outer air#89	89.31	Garage RRM Equipment Maintenance 0-01-26-315-000-606	10IF8419	
12/15/20	WORKS	20-01637	351 Wix radial seal outer air#89	89.31	Garage COMPOST Equipment Maintenance 0-01-26-315-000-606	10IF8418	
12/15/20	WORKS	20-01637	352 Wix air filter Parks#112	28.00	Garage COMPOST Equipment Maintenance 0-01-26-315-000-609	10IL9373	
12/15/20	WORKS	20-01637	353 AC Delco Voyager Marn#112	96.43	Garage RPST Equipment Maintenance 0-01-26-315-000-609	10IG8548	
12/15/20	WORKS	20-01637	354 AC Delco Voyager Marn#112- Ret	13.00-	Garage RPST Equipment Maintenance 0-01-26-315-000-609	10IG8548	
12/15/20	WORKS	20-01637	355 Wix spin on lube filter	6.54	Garage RPST Equipment Maintenance 0-01-26-315-000-611	10IF8451	
12/15/20	WORKS	20-01637	356 Standard mini bulb #561	7.60	Garage RRM Vehicle Maintenance 0-01-26-315-000-615	10IF8446	
12/15/20	WORKS	20-01637	357 Wix spin on lube filter #561	7.16	Garage TS Vehicle Maintenance 0-01-26-315-000-615	10IF8446	
12/15/20	WORKS	20-01637	358 Prime guard DEF 2.5	8.99	Garage TS Vehicle Maintenance 0-01-26-315-000-619	10IF8409	
12/15/20	WORKS	20-01637	359 Prime guard DEF 2.5	8.99	Garage RPST Vehicle Maintenance 0-01-26-315-000-619	10IM3278	
12/15/20	WORKS	20-01637	360 Prime guard DEF 2.5#95	8.99	Garage RPST Vehicle Maintenance 0-01-26-315-000-619	10IL9371	
12/15/20	WORKS	20-01637	361 22' Trico ice winter#43	8.49	Garage RPST Vehicle Maintenance 0-07-55-502-004-405	10IF8421	
12/15/20	WORKS	20-01637	362 Wix cabin air panel Sewer	27.55	Sewer Operating Vehicle Maintenance 0-07-55-502-004-405	10IF8426	
12/15/20	WORKS	20-01637	363 Wix radial seal outer air Sewr	76.23	Sewer Operating Vehicle Maintenance 0-07-55-502-004-405	10IF8417	
12/15/20	WORKS	20-01637	364 22" Trico ice winter	8.49	Sewer Operating Vehicle Maintenance 0-07-55-502-004-405	10IF4292	
12/15/20	WORKS	20-01637	365 Wix spin on lube filter	58.83	Sewer Operating Vehicle Maintenance 0-07-55-502-004-405	10IF4292	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/15/20	WORKS	20-01637	366 Prime Guard DEF 2.5	8.99	Sewer Operating Vehicle Maintenance 0-07-55-502-004-405	10IL9372	
			P.O. Total:	943.82	Sewer Operating Vehicle Maintenance		
12/15/20	WORKS	20-02276	CANONB66 CANON BUSINESS SOLUTIONS-EAST 3 DCS Copier Maint NOV 2020	116.28	0-01-32-465-000-701 CS Equipment	4034591410	
12/15/20	WORKS	20-01700	CINTASCO CINTAS CORPORATION NO. 2 2 COVID Clng Spplies-Mops & Rags	31.81	0-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4068340592	
12/15/20	WORKS	20-01700	3 COVID Clng Spplies-Mops & Rags	107.43	0-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4059593986	
12/15/20	WORKS	20-01700	4 COVID Clng Spplies-Mops & Rags	40.46	0-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4060241906	
12/15/20	WORKS	20-01700	5 COVID Clng Spplies-Mops & Rags	38.68	0-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4060990295	
12/15/20	WORKS	20-01700	6 COVID Clng Spplies-Mops & Rags	38.68	0-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4061662780	
12/15/20	WORKS	20-01700	7 COVID Clng Spplies-Mops & Rags	38.68	0-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4062319739	
12/15/20	WORKS	20-01700	8 COVID Clng Spplies-Mops & Rags	31.81	0-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4062866956	
12/15/20	WORKS	20-01700	9 COVID Clng Spplies-Mops & Rags	31.81	0-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4063592056	
12/15/20	WORKS	20-01700	10 COVID Clng Spplies-Mops & Rags	31.81	0-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4064258468	
12/15/20	WORKS	20-01700	11 COVID Clng Spplies-Mops & Rags	31.81	0-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4064878212	
12/15/20	WORKS	20-01700	12 COVID Clng Spplies-Mops & Rags	31.81	0-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4065591967	
12/15/20	WORKS	20-01700	13 COVID Clng Spplies-Mops & Rags	31.81	0-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4066204064	
12/15/20	WORKS	20-01700	14 COVID Clng Spplies-Mops & Rags	31.81	0-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4066791486	
12/15/20	WORKS	20-01700	15 COVID Clng Spplies-Mops & Rags	31.81	0-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4067733418	
			P.O. Total:	550.22	PB&G City Hall Maintenance Contracts		
12/15/20	WORKS	20-02598	COOPEREL COOPER ELECTRIC SUPPLY CO 1 13w Light fixture	54.48	0-01-29-401-000-200 Downtown Maintenance - OE	S042558400.001	
12/15/20	WORKS	20-02517	DAVIDW50 DAVID WEBER OIL CO. 1 VM - MOTOR OIL	2,173.53	0-01-26-315-000-214 Garage Vehicle Supplies	486104	
12/15/20	WORKS	20-01638	DREYER50 DREYER'S LUMBER & HARDWARE INC 58 Paddle Tennis Crt Repr-Wlsn Prk	81.40	0-01-26-310-000-421	718001	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
PB&G Repairs - Wilson Park Pavilion							
12/15/20	WORKS	20-00167	FINCHFUE FINCH FUEL OIL CO INC 30 #2 Fuel Oil	8.29	0-01-31-447-000-000 HEATING OIL	53407	
12/15/20	WORKS	20-00167	31 Fed Lust Tax	0.01	0-01-31-447-000-000 HEATING OIL	53407	
12/15/20	WORKS	20-00167	32 Fed Lust Tax	0.12	0-01-31-447-000-000 HEATING OIL	53408	
12/15/20	WORKS	20-00167	33 #2 Fuel oil	161.65	0-01-31-447-000-000 HEATING OIL	53408	
			P.O. Total:	170.07			
12/15/20	WORKS	20-00123	FLOORMAT FLOOR MAT MANAGEMENT, INC 16 Mnthly Flr Mat Srvcs OCT 2020	292.00	0-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4762	
12/15/20	WORKS	20-00127	FOLEYI50 FOLEY INCORPORATED 30 Seal O Ring #98 934585	4.44	0-01-26-315-000-609 Garage RPST Equipment Maintenance	9434585	
12/15/20	WORKS	20-00465	GIORDANO GIORDANO COMPANY INC 69 OCC#11	244.00	0-01-26-308-000-200 Disposal Charges	81992	
12/15/20	WORKS	20-00465	70 Mixed paper #54	724.50	0-01-26-308-000-200 Disposal Charges	81992	
12/15/20	WORKS	20-00465	71 OCC#11 Summit Haul to G&F	209.75	0-01-26-308-000-200 Disposal Charges	81992	
12/15/20	WORKS	20-00465	72 Loose commingled-summit to G&F	340.00	0-01-26-308-000-200 Disposal Charges	81992	
			P.O. Total:	1,518.25			
12/15/20	WORKS	20-01321	GIORDANO GIORDANO COMPANY INC 6 Hauling Charges - October 2020	2,090.00	0-01-26-308-000-200 Disposal Charges	81992	
12/15/20	WORKS	20-01697	GOTOPART GO TO PARTS 1 Sanitation Maint#14237050	236.26	0-01-26-305-000-404 G&T Ground Maintenance	14237050	
12/15/20	WORKS	20-02192	IMPACT IMPACT PLASTICS INC 1 IP ROL SYSTEM	2,999.00	G-02-26-801-016-000 2016 Recycling Tonnage Grant	96112	
12/15/20	WORKS	20-02192	2 SHIPPING	639.51	G-02-26-801-016-000 2016 Recycling Tonnage Grant	96112	
12/15/20	WORKS	20-02192	3 Roll off kit - 4 panels	999.00	G-02-26-801-016-000 2016 Recycling Tonnage Grant	96112	
12/15/20	WORKS	20-02192	4 IP Ratchet Strap	41.80	G-02-26-801-016-000 2016 Recycling Tonnage Grant	96112	
			P.O. Total:	4,679.31			

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/15/20	WORKS	20-02372	INDUST28 INDUSTRIAL COOLING CORPORATION 1 MECHNICAL SERVICES	3,855.00	C-04-31-066-00A-540 3166A DCS City Hall HVAC Internal Upgrds	195608	
12/15/20	WORKS	20-02435	KELTOM KELTOM GUTTER SERVICES INC 1 GUTTER CLEANING	975.00	0-01-26-310-000-412 PB&G Repairs - 512 Springfield City Hall	80388	
12/15/20	WORKS	20-00303	MASERC50 MASER CONSULTING PA 83 ZB Escrow Fees ZB-19-1986	616.25	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	601898	
12/15/20	WORKS	20-00303	84 ZB Escrow Fees ZB-19-1991	145.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	601901	
12/15/20	WORKS	20-00303	85 ZB Escrow Fees ZB-20-2011	108.75	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	601905	
12/15/20	WORKS	20-00303	86 ZB Escrow Fees ZB-20-2013	253.75	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	601915	
12/15/20	WORKS	20-00303	87 ZB Escrow Fees ZB-19-1986	253.75	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	608619	
12/15/20	WORKS	20-00303	88 ZB Escrow Fees ZB-19-1991	145.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	608622	
12/15/20	WORKS	20-00303	89 ZB Escrow Fees ZB-20-2008	253.75	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	608617	
12/15/20	WORKS	20-00303	90 ZB Escrow Fees ZB-20-2016	217.50	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	608626	
12/15/20	WORKS	20-00303	91 ZB Escrow Fees ZB-20-2017	580.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	608616	
12/15/20	WORKS	20-00303	92 ZB Escrow Fees ZB-20-2020	36.25	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	608621	
12/15/20	WORKS	20-00303	93 ZB Escrow Fees ZB-20-2022	36.25	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	608620	
12/15/20	WORKS	20-00303	94 ZB Escrow Fees ZB-20-2018	36.25	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	608629	
12/15/20	WORKS	20-00303	95 ZB Escrow Fees ZB-16-1842	968.75	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	608614	
12/15/20	WORKS	20-00303	96 ZB Escrow Fees ZB-19-2000	507.50	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	616664	
12/15/20	WORKS	20-00303	97 ZB Escrow Fees ZB-20-2019	725.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	616693	
12/15/20	WORKS	20-00303	98 ZB Escrow Fees ZB-20-2025	507.50	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	616694	
12/15/20	WORKS	20-00303	99 ZB Escrow Fees ZB-20-2025	217.50	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	620155	
12/15/20	WORKS	20-00303	100 ZB Escrow Fees ZB-20-2024	398.75	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	620127	
12/15/20	WORKS	20-00303	101 ZB Escrow Fees ZB-20-2019	290.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	620154	
12/15/20	WORKS	20-00303	102 ZB Escrow Fees ZB-19-1981	253.75	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	620137	
			P.O. Total:	6,551.25			

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
MASERC50 MASER CONSULTING PA							
12/15/20	WORKS	20-00346	74 Inspection Fees ZB-17-1876	952.50	T-03-56-286-000-086	601896	
					Reserved for Engineering Inspection Fees		
12/15/20	WORKS	20-00346	75 Inspection Fees ZB-17-1909	402.50	T-03-56-286-000-086	601916	
					Reserved for Engineering Inspection Fees		
12/15/20	WORKS	20-00346	76 Inspection Fees ZB-18-1927	145.00	T-03-56-286-000-086	601902	
					Reserved for Engineering Inspection Fees		
12/15/20	WORKS	20-00346	77 Inspection Fees ZB-19-1959	517.50	T-03-56-286-000-086	601908	
					Reserved for Engineering Inspection Fees		
12/15/20	WORKS	20-00346	78 Inspection Fees pb-19-248	1,240.00	T-03-56-286-000-086	608627	
					Reserved for Engineering Inspection Fees		
12/15/20	WORKS	20-00346	79 Inspection Fees ZB-19-1983	543.75	T-03-56-286-000-086	608628	
					Reserved for Engineering Inspection Fees		
12/15/20	WORKS	20-00346	80 Inspection Fees ZB-17-1876	145.00	T-03-56-286-000-086	608615	
					Reserved for Engineering Inspection Fees		
12/15/20	WORKS	20-00346	81 Inspection Fees ZB-18-1927	978.75	T-03-56-286-000-086	608623	
					Reserved for Engineering Inspection Fees		
12/15/20	WORKS	20-00346	82 Inspection Fees PB-19-248	260.00	T-03-56-286-000-086	616690	
					Reserved for Engineering Inspection Fees		
12/15/20	WORKS	20-00346	83 Inspection Fees PB-18-245	345.00	T-03-56-286-000-086	616695	
					Reserved for Engineering Inspection Fees		
12/15/20	WORKS	20-00346	84 Inspection Fees ZB-19-1983	145.00	T-03-56-286-000-086	616691	
					Reserved for Engineering Inspection Fees		
12/15/20	WORKS	20-00346	85 Inspection Fees ZB-17-1897	332.50	T-03-56-286-000-086	616691	
					Reserved for Engineering Inspection Fees		
12/15/20	WORKS	20-00346	86 Inspection Fees ZB-18-1927	115.00	T-03-56-286-000-086	616681	
					Reserved for Engineering Inspection Fees		
12/15/20	WORKS	20-00346	87 Inspection Fees ZB-19-1959	115.00	T-03-56-286-000-086	616682	
					Reserved for Engineering Inspection Fees		
P.O. Total:				6,237.50			
MID-AT50 MID-ATLANTIC INTERNATIONAL							
12/15/20	WORKS	20-00194	40 OIL PAN & HARDWARE KIT #13	858.71	0-01-26-315-000-611	X101105180:01	
					Garage RRM Vehicle Maintenance		
12/15/20	WORKS	20-00194	42 D/S Door hinges #67	143.60	0-01-26-315-000-614	X101105343:01	
					Garage RECYCLING Vehicle Maintenance		
12/15/20	WORKS	20-00194	43 Fuel injectors veh #68	3,174.77	0-01-26-315-000-613	R101010204:01	
					Garage G&T Vehicle Maintenance		
12/15/20	WORKS	20-00194	45 CREDIT: PAN & HARDWARE KIT #13	290.02-	0-01-26-315-000-611	X101105180:01	
					Garage RRM Vehicle Maintenance		
P.O. Total:				3,887.06			
NATIONFU NATIONAL FUEL OIL INC							
12/15/20	WORKS	20-00047	10 Gasoline (DPW)	2,584.88	0-01-31-460-000-000		48518
					GASOLINE		
NATIONFU NATIONAL FUEL OIL INC							
12/15/20	WORKS	20-00049	34 Diesel Fuel Delivery -10/23/20	185.12	0-01-31-461-000-000		48588

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/15/20	WORKS	20-00049	35 Diesel Fuel (DPW)	2,290.14	DIESEL FUEL 0-01-31-461-000-000	48663	
			P.O. Total:	2,475.26	DIESEL FUEL		
12/15/20	WORKS	20-02551	NECC0001 NATIONAL ENERGY CONTROL CORP 1 Pneumatic Actuator	316.00	0-01-26-310-000-412 PB&G Repairs - 512 Springfield City Hall	621274	
12/15/20	WORKS	20-02551	2 Delivery	27.90	0-01-26-310-000-412 PB&G Repairs - 512 Springfield City Hall	621274	
			P.O. Total:	343.90	PB&G Repairs - 512 Springfield City Hall		
12/15/20	WORKS	20-02553	NJLEAG50 NJ STATE LEAGUE OF 1 Employ Ad - Sanitn Collector	115.00	0-01-32-465-000-202 CS Marketing & Advertising	DB14277	
12/15/20	WORKS	20-02499	NJPLAN50 NJ PLANNING OFFICIALS 1 MLUL Copies 2020	200.00	0-01-21-180-000-201 MLU Office Supplies	50995	
12/15/20	WORKS	20-02450	POWERC66 POWERCO INC 1 PLOW CYLINDERS #149/#144 TRACT	704.57	0-01-26-315-000-609 Garage RPST Equipment Maintenance	PP90248	
12/15/20	WORKS	20-02451	POWERC66 POWERCO INC 1 HYDRAULIC LINES #144/#149 TRAC	724.25	0-01-26-315-000-609 Garage RPST Equipment Maintenance	PP90238	
12/15/20	WORKS	20-02479	POWERC66 POWERCO INC 1 PLOW PISTON SEAL KITS	205.36	0-01-26-315-000-609 Garage RPST Equipment Maintenance	PP90248A	
12/15/20	WORKS	20-00304	ROSENBERG55 ROSENBERG & ASSOCIATES 30 ZB Steno Fees charged to City	130.00	0-01-21-185-000-499 BOA Reporting	299938	
12/15/20	WORKS	20-00304	31 ZB Steno Fees Charged to City	195.00	0-01-21-185-000-499 BOA Reporting	300305	
12/15/20	WORKS	20-00304	32 ZB Steno Fees Charged to City	117.00	0-01-21-185-000-499 BOA Reporting	300659	
12/15/20	WORKS	20-00304	33 ZB Steno Fees Charged to City	227.50	0-01-21-185-000-499 BOA Reporting	301036	
12/15/20	WORKS	20-00304	34 ZB Steno Fees Charged to City	97.50	0-01-21-185-000-499 BOA Reporting	301450	
12/15/20	WORKS	20-00304	35 ZB Steno Fees Charged to City	338.00	0-01-21-185-000-499 BOA Reporting	301961	
12/15/20	WORKS	20-00304	36 ZB Steno Fees Charged to City	91.00	0-01-21-185-000-499 BOA Reporting	302518	
12/15/20	WORKS	20-00304	37 ZB Steno Fees Charged to City	143.00	0-01-21-185-000-499 BOA Reporting	302890	
12/15/20	WORKS	20-00304	38 ZB Steno Fees charged to City	149.50	0-01-21-185-000-499	303255	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/15/20	WORKS	20-00304	39 ZB Escrow Fees 6/15 Mtg	1,572.50	BOA Reporting T-03-56-286-000-084	299938	
12/15/20	WORKS	20-00304	40 ZB Escrow Fees 7/6 Mtg	1,364.50	Reserved for Zoning Board Escrow Fees T-03-56-286-000-084	300305	
12/15/20	WORKS	20-00304	41 ZB Escrow Fees 7/20 Mtg	597.50	Reserved for Zoning Board Escrow Fees T-03-56-286-000-084	300659	
12/15/20	WORKS	20-00304	42 ZB Escrow Fees 8/3 Mtg	1,624.50	Reserved for Zoning Board Escrow Fees T-03-56-286-000-084	301036	
12/15/20	WORKS	20-00304	43 ZB Escrow Fees 8/17 Mtg	1,137.00	Reserved for Zoning Board Escrow Fees T-03-56-286-000-084	301450	
12/15/20	WORKS	20-00304	44 ZB Escrow Fees 9/9 Mtg	760.00	Reserved for Zoning Board Escrow Fees T-03-56-286-000-084	301961	
12/15/20	WORKS	20-00304	45 ZB Escrow Fees 9/21 Mtg	1,293.00	Reserved for Zoning Board Escrow Fees T-03-56-286-000-084	302518	
12/15/20	WORKS	20-00304	46 ZB Escrow Fees 10/5 Mtg	1,332.00	Reserved for Zoning Board Escrow Fees T-03-56-286-000-084	302890	
12/15/20	WORKS	20-00304	47 ZB Escrow Fees 10/19 Mtg	1,215.00	Reserved for Zoning Board Escrow Fees T-03-56-286-000-084	303255	
					Reserved for Zoning Board Escrow Fees		
			P.O. Total:	12,384.50			

			RUTGER70 RUTGERS STATE UNIVERSITY 102				
12/15/20	WORKS	20-02483	1 Training course Mike Caputo	225.00	0-01-32-465-000-804	103335	
12/15/20	WORKS	20-02483	2 Training course Mike Caputo	135.00	CS Training & Seminars 0-01-32-465-000-804	103335	
			P.O. Total:	360.00	CS Training & Seminars		

			SANITA50 SANITATION EQUIPMENT CORP				
12/15/20	WORKS	20-00184	24 Tube ASSY #64	120.49	0-01-26-315-000-613	56237	
12/15/20	WORKS	20-00184	25 Bushing repl#64	5.82	Garage G&T Vehicle Maintenance 0-01-26-315-000-613	56237	
12/15/20	WORKS	20-00184	26 Bushing 1 split repl#64	10.20	Garage G&T Vehicle Maintenance 0-01-26-315-000-613	56237	
12/15/20	WORKS	20-00184	27 Bushing repl 708240#64	6.12	Garage G&T Vehicle Maintenance 0-01-26-315-000-613	56237	
12/15/20	WORKS	20-00184	28 Bushing 1 1/2 split repl#64	4.54	Garage G&T Vehicle Maintenance 0-01-26-315-000-613	56237	
			P.O. Total:	147.17	Garage G&T Vehicle Maintenance		

			SOSGAS50 SOS GASES INC				
12/15/20	WORKS	20-00202	21 Aluminum order	277.00	0-01-26-315-000-615	146428	
12/15/20	WORKS	20-00202	22 Fuel surcharge	15.00	Garage TS Vehicle Maintenance 0-01-26-315-000-615	146428	
12/15/20	WORKS	20-00202	23 Cylinder rental #146210-R	32.00	Garage TS Vehicle Maintenance 0-01-26-306-000-402	146210-R	
12/15/20	WORKS	20-00202	24 Ins. Surcharge 146210-R	3.50	TS Building Maintenance 0-01-26-306-000-402	146210-R	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/15/20	WORKS	20-00202	25 Delivery Fee	15.00	TS Building Maintenance 0-01-26-315-000-615	146428	
					Garage TS Vehicle Maintenance		
			P.O. Total:	342.50			
12/15/20	WORKS	20-01644	SUMMIT25 SUMMIT ELECTRICAL SUPPLY CO 15 EMT Box pull#79242-1	9.04	0-07-55-502-004-402 Sewer Operating Building Maintenance	79242-1	
12/15/20	WORKS	20-01644	16 White DPLX	1.48	0-07-55-502-004-402 Sewer Operating Building Maintenance	79242-1	
12/15/20	WORKS	20-01644	17 Sqr bInk cover 79242-1	0.97	0-07-55-502-004-402 Sewer Operating Building Maintenance	79242-1	
12/15/20	WORKS	20-01644	18 Steel octagon box#79242-1	1.65	0-07-55-502-004-402 Sewer Operating Building Maintenance	79242-1	
12/15/20	WORKS	20-01644	19 EMT ss con stl#79242-1	0.40	0-07-55-502-004-402 Sewer Operating Building Maintenance	79242-1	
			P.O. Total:	13.54			
12/15/20	WORKS	20-02616	SUMMIT/HA SUMMIT HOUSING AUTHORITY 1 Glenwood Pl Stairs Rplcmnt #3	69,607.07	T-19-56-800-000-001 Affordable Housing Trust Fund	REQUEST #3	
12/15/20	WORKS	20-02619	SUMMIT/HA SUMMIT HOUSING AUTHORITY 1 Glenwood Pl Wndws/Doors Rehab	221,064.08	T-19-56-800-000-001 Affordable Housing Trust Fund	RES# 7582	
12/15/20	WORKS	20-02620	SUMMIT/HA SUMMIT HOUSING AUTHORITY 1 Afford Asst - 31 Russell Pl	191,672.00	T-19-56-800-000-001 Affordable Housing Trust Fund	RES# 39578	
12/15/20	WORKS	20-00810	THE SHADE TREE DEPARTMENT LLC 25 ZB Escrow Fees ZB-20-2015	90.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	JULY SVCS 2020	
12/15/20	WORKS	20-00810	26 ZB Escrow Fees ZB-20-2016	90.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	JULY SVCS 2020	
12/15/20	WORKS	20-00810	27 ZB Escrow Fees ZB-20-2022	90.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	SEPT SVCS 2020	
12/15/20	WORKS	20-00810	28 ZB Escrow Fees ZB-20-2020	90.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	SEPT SVCS 2020	
12/15/20	WORKS	20-00810	29 ZB Escrow Fees ZB-20-2018	90.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	SEPT SVCS 2020	
12/15/20	WORKS	20-00810	30 ZB Escrow Fees ZB-20-2025	90.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	OCT SVCS 2020	
12/15/20	WORKS	20-00810	31 ZB Escrow Fees ZB-20-2023	90.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	OCT SVCS 2020	
12/15/20	WORKS	20-00810	32 ZB Escrow Fees ZB-20-2019	90.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	OCT SVCS 2020	
12/15/20	WORKS	20-00810	33 ZB Escrow Fees ZB-20-2029	90.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	OCT SVCS 2020	
12/15/20	WORKS	20-00810	34 ZB Escrow Fees ZB-20-2024	90.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	OCT SVCS 2020	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
12/15/20	WORKS	20-00810	35 PB Escrow Fees PB-20-252	90.00	Reserved for Zoning Board Escrow Fees T-03-56-286-000-085 AUG SVCS 2020		
			P.O. Total:	990.00	Reserved for Planning Board Escrow Fees		
12/15/20	WORKS	20-01689	TOPOLOGY TOPOLOGY NJ LLC 11 Broad St Redevelopment Phase 4	5,362.50	0-01-21-180-000-511 MLU Planner Special Projects	5052	
12/15/20	WORKS	20-02310	TRIUS25 TRIUS INC 1 Broom gutter #18	600.00	0-01-26-290-000-201 RRM Supplies	SI067098	
12/15/20	WORKS	20-00535	VERIZ408 VERIZON WIRELESS 23 442088740-00001	1,204.44	0-01-31-440-000-000 TELEPHONE	9867667666	
12/15/20	WORKS	20-00535	24 442088740-00001 (sewer utility	96.14	0-07-55-502-004-509 Sewer Operating Mobile Devices	9867667666	
			P.O. Total:	1,300.58			
12/15/20	WORKS	20-00177	WASTEM50 WASTE MANAGMENT OF NJ, INC. 22 Bulky Waste OCT 2020	7,590.72	0-01-26-308-000-200 Disposal Charges	0116929-1091-9	
12/15/20	WORKS	20-00177	23 NJ Recycling Tax	216.62	0-01-26-308-000-200 Disposal Charges	0116929-1091-9	
			P.O. Total:	7,807.34			
12/15/20	WORKS	20-01641	WBMASON W.B. MASON CO, INC 96 COVID Masks & wipes	359.80	0-01-26-306-000-202 TS Supplies and Materials	215480365	
12/15/20	WORKS	20-01641	97 Janitor Cart	169.99	0-01-26-310-000-201 PB&G Supplies and Materials	215023811	
			P.O. Total:	529.79			
12/15/20	WORKS	20-01643	WELDON50 WELDON CONCRETE DIVISION 26 3 8/8" Stone in Mix	30.00	0-01-26-290-000-201 RRM Supplies	5054575	
12/15/20	WORKS	20-01643	27 4000# AE Concrete	237.50	0-01-26-290-000-201 RRM Supplies	5054575	
12/15/20	WORKS	20-01643	28 Pick-up Charge/YD (4000#)	50.00	0-01-26-290-000-201 RRM Supplies	5054575	
12/15/20	WORKS	20-01643	29 Pick-up Charge/YD (3500#)	20.00	0-01-26-290-000-201 RRM Supplies	5054575	
12/15/20	WORKS	20-01643	30 3500# AE Concrete	93.00	0-01-26-290-000-201 RRM Supplies	5054575	
12/15/20	WORKS	20-01643	31 Wheel Barrow - Metal	335.68	0-01-26-290-000-201 RRM Supplies	5054575	
12/15/20	WORKS	20-01643	32 Wheel Barrow Tire, Foam	128.00	0-01-26-290-000-201	5054575	

Batch Id	Batch Total
Total for Batch: ADMIN	12,600.11
Total for Batch: FINANCE	125,623.68
Total for Batch: PARKDCP	29,056.25
Total for Batch: SAFETY	72,257.36
Total for Batch: WORKS	568,489.66
Total of All Batches:	<hr/> <hr/> 808,027.06

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
Current Fund	0-01	182,785.02	25,600.00	0.00	208,385.02
Sewer Operating	0-07	344.09	0.00	0.00	344.09
Parking Operating	0-09	4,716.48	0.00	0.00	4,716.48
Recreation Trust	0-28	18,387.34	0.00	0.00	18,387.34
	Year Total:	206,232.93	25,600.00	0.00	231,832.93
General Capital	C-04	51,393.04	0.00	0.00	51,393.04
Grant Fund	G-02	5,700.81	0.00	0.00	5,700.81
Trust - Other	T-03	31,848.50	0.00	0.00	31,848.50
Animal Control	T-12	4,060.00	0.00	0.00	4,060.00
Self Insurance Trust	T-13	848.63	0.00	0.00	848.63
Affordable Housing	T-19	482,343.15	0.00	0.00	482,343.15
	Year Total:	519,100.28	0.00	0.00	519,100.28
Total of All Funds:		782,427.06	25,600.00	0.00	808,027.06

GI 12/15/2020

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NOV 30 2020

CITY CLERK'S OFFICE
SUMMIT, N.J.

PLANNING BOARD
TOWNSHIP OF BERKELEY HEIGHTS, NJ
LEGAL NOTICE

PLEASE TAKE NOTICE that on Wednesday, December 9, 2020, at 7:30 p.m., the Township of Berkeley Heights Planning Board ("Planning Board") will hold a public hearing by virtual Zoom meeting on the application ("Application") of Berkeley Heights Redevelopers, LLC ("Applicant").

The property ("Property"), which is the subject of the Application, is located at 434 Springfield Avenue and Lone Pine Drive and designated as Block 702, Lots 17 and 18 on the Township of Berkeley Heights ("Township") tax maps. The Property is governed by the (Amended) Redevelopment Plan for Block 702, Lots 17 and 18 on the Tax Maps of the Township, along with Portions of the Sherman Avenue Right-of-Way (Former Kings Site – 428-434 Springfield Avenue), adopted by the Township Council on September 8, 2020.

This Application seeks preliminary & final major site plan and minor subdivision approvals (collectively, the "Approvals") to construct a 211-unit inclusionary multi-family development with structured parking on a portion of the Property, to be known as "Stratton House."

Please note that the Application amends the Planning Board's prior preliminary and final major site plan approvals for a 150-unit inclusionary development on a portion of the Property (Block 702, Lot 17).

Applicant does not believe that any other approvals, variances, deviations, exceptions, design waivers, interpretations, permits, and/or modifications are required for the Application. However, the Applicant intends to request at the hearing any other approvals, variances, deviations, permits, exceptions, design waivers, interpretations, permits, and/or modifications thereof which may be required or permitted by the Planning Board and its professionals during the review and processing of the Application to utilize the Property in the manner indicated in the application materials.

Please note that, due to the COVID-19 outbreak, this hearing will be conducted using the Zoom virtual meeting service, a cloud platform for video and audio conferencing across mobile devices, desktops, and telephones. The Zoom meeting service allows you, or your attorney, the opportunity to present any objection which you may have to the granting of the variances / relief sought in the Application, or to otherwise be heard regarding this Application.

Information on how to participate in the hearing is provided at the end of this legal notice.

Copies of the plans and/or documents related to the Application may be found on the Township website through the following link to the Planning Board page:

<https://www.berkeleyheights.gov/199/Planning-Board>

Scroll down to **Upcoming Meetings** and click on **Upcoming Meetings**.

Do not hesitate to contact the Board Secretary if you lack the resources or know-how for technological access to these documents so that other arrangements may be made for sending you

the plans and/or documents. Also please contact the Board Secretary if you lack the ability to join the Zoom meeting. The contact information for the Board Secretary is as follows:

Connie Valenti
Board Secretary
Township of Berkeley Heights
29 Park Avenue
Berkeley Heights, NJ 07922
Phone: 908-464-2700, Ext. 2124
Cell phone: 908-963-3454

The Board Secretary may be reached during regular business hours of the Township of Berkeley Heights (8:30 a.m. – 4:00 p.m. Monday through Fridays, except during the summer season when the office closes at 1:00 p.m. on Fridays).

TO JOIN A LIVE MEETING:

1. If you are joining from a smartphone or tablet, install the Zoom app using the App store and join meeting number 357-574-7364 (and Password: 360071).
2. If you are joining from a desktop or laptop computer with a web browser, open <https://zoom.us/j/3575747364> --You may need to DOWNLOAD & RUN ZOOM first.
Meeting ID: 357-574-7364
Password: 360071
3. You may join the meeting using AUDIO or AUDIO & VIDEO.
4. If only joining audio by phone, call: 1-929-205-6099, then provide meeting ID: 357-574-7364#

Members of the public are invited to watch the meeting and participate (optional) using Zoom. Your microphone will be off (muted) by the host of the meeting. If you wish to participate in the public comment portion of the meeting, you must follow the instructions below:

1. Controls appear at the bottom of the Zoom window. Use the “chat” function to send a typewritten message to the “host” of the meeting which should include only a) your first and last name and
b) your home address.
2. When you hear your name announced during the public comment portion of the meeting, you may address the Board with your objections or comments.
3. When you are finished speaking, your microphone will be muted to allow others an opportunity to speak.

Members of the public who lack the ability to access the meeting or need assistance may contact

Connie Valenti, Board Secretary, at 908-464-2700, Ext. 2124 or 908-963-3454 (cell) or by email at cvalenti@bhtwp.com.

Dated: November 20, 2020

By: Peter M. Flannery, Esq.
BISGAIER HOFF, LLC
25 Chestnut Street, Suite 3
Haddonfield, New Jersey 08033
(856) 795-0150
Attorneys for the Applicant



CHP (DAP)

RECEIVED

DEC 03 2020

TOWNSHIP OF LONG HILL

COUNTY OF MORRIS

GILLETTE, HOMESTEAD PARK, MEYERSVILLE, MILLINGTON, STIRLING

CITY CLERK'S OFFICE
SUMMIT, N.J.

TOWNSHIP OFFICES,
915 Valley Road
Gillette, NJ 07933
(908) 647-8000
FAX (908) 647-4150

Dear Fellow Mayor:

Over the last few years, each municipality in New Jersey has suffered with the administration of the Affordable Housing Act. Although the idea of affordable housing is recognized as important and supported by all municipalities, the current implementation framework has left residents and elected officials feeling they have been robbed of the ability to control development within their jurisdiction. Of greater concern, it has stripped local municipalities of leverage in their negotiations with developers. With the fourth round looming in 2025, the situation, if left unchecked, will only get worse.

The abdication of responsibility for the administration of the Affordable Housing Act by the Governor and the State legislature to the Courts is a major, if not the major cause, of the current untenable situation.

Attached please find a Resolution entitled:

**"DEMANDING THAT THE NEW JERSEY STATE LEGISLATURE ACCEPT ITS
RESPONSIBILITY TO ADMINISTER THE PROVISIONS OF THE AFFORDABLE
HOUSING ACT AND STAY FURTHER ACTION UNTIL SUCH TIMES AS IT HAS
PROMULGATED RULES GOVERNING ITS IMPLEMENTATION".**

This Resolution was passed unanimously by the Long Hill Township Committee at its meeting on November 23rd 2020.

Please join Long Hill Township in passing this Resolution so we can deliver it to the Governor and the Legislature as a united group and thereby force them to work with each municipality to establish clear and uniform rules for implementing this important Constitutional mandate.

Respectfully,

Brendan P. Rae
Mayor
Long Hill Township

Communication: Long Hill Township - Resolution Demanding NJ State Legislature Accept Its

**TOWNSHIP OF LONG HILL
RESOLUTION 20-313**

**DEMANDING THAT THE NEW JERSEY STATE LEGISLATURE ACCEPT ITS RESPONSIBILITY TO
ADMINISTER THE PROVISIONS OF THE AFFORDABLE HOUSING ACT AND STAY FURTHER
ACTION UNTIL SUCH TIMES AS IT HAS PROMULGATED RULES GOVERNING ITS
IMPLEMENTATION**

WHEREAS, in 1975 the New Jersey Supreme Court in *Mount Laurel I* decreed that every municipality in New Jersey, "must, by its land use regulations, presumptively make realistically possible an appropriate variety and choice of housing. More specifically, presumptively it cannot foreclose the opportunity of the classes of people mentioned for low and moderate income housing and in its regulations must affirmatively afford that opportunity, at least to the extent of the municipality's fair share of the present and prospective regional need therefor" (*10 S. Burlington Cty. N.A.A.C.P. v. Mount Laurel Twp.*, 67 N.J. 151, 174 (1975)); and

WHEREAS, in 1983, the Supreme Court in *Mount Laurel II* expanded the Mount Laurel doctrine, saying:

"Therefore, proof of a municipality's bona fide attempt to provide a realistic opportunity to construct its fair share of lower income housing shall no longer suffice. Satisfaction of the Mount Laurel obligation shall be determined solely on an objective basis: if the municipality has in fact provided a realistic opportunity for the construction of its fair share of low and moderate income housing, it has met the Mount Laurel obligation to satisfy the constitutional requirement; if it has not, then it has failed to satisfy it. Further, whether the opportunity is "realistic" will depend on whether there is in fact a likelihood-to the extent economic conditions allow-that the lower income housing will actually be constructed. Plaintiff's case will ordinarily include proof of the municipality's fair share of the regional need and defendant's proof of its satisfaction. Good or bad faith, at least on this issue, will be irrelevant." (*S. Burlington Cty. N.A.A.C.P. v. Mount Laurel Twp.*, 92 N.J. 158, 220-22 (1983)); and

WHEREAS, the Supreme Court in *Mount Laurel II* suggested that builders' remedies should be used to force compliance by municipalities, reasoning that:

Experience . . . has demonstrated to us that builder's remedies must be made more readily available to achieve compliance with Mount Laurel. We hold that where a developer succeeds in Mount Laurel litigation and proposes a project providing a substantial amount of lower income housing, a builder's remedy should be granted unless the municipality establishes that because of environmental or other substantial planning concerns, the plaintiff's proposed project is clearly contrary to sound land use planning. We emphasize that the builder's remedy should not be denied solely because the municipality prefers some other location for lower income housing, even if it is in fact a better site. (*S. Burlington Cty. N.A.A.C.P. v. Mount Laurel Twp.*, 92 N.J. 158, 279-80 (1983)); and

WHEREAS, the New Jersey Legislature responded quickly to the Court's Mount Laurel decision by enacting the Fair Housing Act of 1985, N.J.S.A. 52:27D-301, et seq., which created the Council on Affordable Housing ("COAH") which as the Court noted in *Mount Laurel IV* ". . . was designed to provide an optional administrative alternative to litigating constitutional compliance through civil exclusionary zoning actions." (*In re Adoption of N.J.A.C. 5:96 & 5:97 ex rel. New Jersey Council on Affordable Hous.*, 221 N.J. 1, 4 (2015); and

WHEREAS, COAH, pursuant to the authority granted to it by the Fair Housing Act, then adopted procedural and substantive rules which provided clear guidance to municipalities as to how they could meet their affordable housing obligation; and

WHEREAS, in its rules, COAH assigned a fair share number to each municipality and set forth various mechanisms that a municipality could use in order to satisfy that obligation; and

WHEREAS, Long Hill Township, like many other municipalities throughout the State of New Jersey, met its First and Second Round Affordable Housing Obligations through the COAH process; and

WHEREAS, COAH adopted the First Round Rules for the period from 1987 through 1993 and the Second Round Rules for the period 1993 to 1999 and then extended to 2004; and

WHEREAS, COAH was obliged by the Fair Housing Act to adopt Third Round Rules to take effect in 2004, however, but never adopted rules that were acceptable to the Courts; and

WHEREAS, in 2015, the Supreme Court again stepped in, finding that COAH's failure to adopt Third Round Rules forced the Court to intervene; and

WHEREAS, the Supreme Court designated Mount Laurel judges in each of the fifteen court vicinages to hear all Mount Laurel cases; and

WHEREAS, instead of providing clear guidance, like the COAH rules did, the Supreme Court in Mount Laurel IV set forth vague standards that have led to a complex system of non-uniform implementation; and

WHEREAS, as a result of the Supreme Court's decision in Mount Laurel IV, municipalities no longer were assigned fair share numbers, no longer had clear and concise procedural and substantive rules to follow, and no longer had one tribunal to decide these issues, which meant that even the threshold issues of regional need and local fair share obligations had to be litigated before fifteen different Mount Laurel judges, and as a result, municipalities were forced to spend tens of thousands, and in some cases hundreds of thousands of dollars, to negotiate fair share numbers with the Fair Share Housing Center ("FHC") and to gain court approval of settlement agreements negotiated with FHC; and

WHEREAS, the Supreme Court in Mount Laurel IV concluded its opinion by encouraging the Legislature to once again assume responsibility in the area of affordable housing, saying:

"In conclusion, we note again that the action taken herein does not prevent either COAH or the Legislature from taking steps to restore a viable administrative remedy that towns can use in satisfaction of their constitutional obligation. In enacting the FHA, the Legislature clearly signaled, and we recognized, that an administrative remedy that culminates in voluntary municipal compliance with constitutional affordable housing obligations is preferred to litigation that results in compelled rezoning. (Citation omitted.) It is our hope that an administrative remedy will again become an option for those proactive municipalities that wish to use such means to obtain a determination of their housing obligations and the manner in which those obligations can be satisfied" (*In re Adoption of N.J.A.C. 5:96 & 5:97 ex rel. New Jersey Council on Affordable Hous.*, 221 N.J. 1, 34 (2015)); and

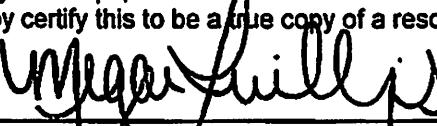
WHEREAS, it has been five years since the Mount Laurel IV opinion was issued and, to the detriment of each municipality in New Jersey and to the future viability of the State, neither the Legislature nor the Governor nor COAH have taken any action to remedy the situation; and

WHEREAS, if the Governor, the Legislature and COAH continue to ignore their responsibilities, municipalities will once again face a burdensome, time-consuming and expensive process to obtain Fourth Round Mount Laurel compliance starting in 2025;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Long Hill in the County of Morris, State of New Jersey, that it does hereby demand that the Governor and the Legislature cease their unconscionable disregard of this most important provision of the State constitution and take immediate and decisive action to restore a viable administrative remedy that municipalities can use in satisfaction of their constitutional obligations to provide affordable housing.

INTRODUCED	SECONDED	COMMITTEE	AYE	NAY	ABSTAIN	ABSENT
		DORSI	x			
x		PISERCHIA	x			
		RAE	x			
	x	SCHULER	x			
		VERLEZZA	x			

I, Megan Phillips, Township Clerk of the Township of Long Hill, County of Morris, State of New Jersey, hereby certify this to be a true copy of a resolution adopted by the Township Committee on November 23, 2020.



Megan Phillips, BMC
Township Clerk