



## **Common Council of the City of Summit**

**Closed Session Agenda for Tuesday, April 18, 2023**

**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)
  - Injury Leave with Pay – Department of Community Services – Division of Public Works
  - Declare Vacancy - Department of Community Services – Uniform Construction Code Division
  - Unfilled Appointments:
    - Mayor’s Appointments:  
(confirmation required)
      - Arts Committee (9)
      - Health, Board of (1)
      - Technology Advisory Cmte (3)
    - Mayor’s Appointments:  
(no confirmation required)  
None
  - Known for discussion
  - \* Known for consideration
- Council Appointments:
  - Economic Development Advisory Committee  
(Chair)
  - Historic Preservation (Alt)
  - Recycling Advisory Committee (1)
  - Transportation Advisory, UC (Alt.)

### **ADJOURN CLOSED SESSION**



## **Common Council of the City of Summit**

### **Regular Meeting Agenda for Tuesday, April 18, 2023 7:30 PM**

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

#### **ADMINISTRATIVE POLICIES & COMMUNITY RELATIONS COMMITTEE**

Tuesday 2:00 pm – 3:00 pm Zoom  
Allen, Levine, Rogers, Licatese

#### **CAPITAL PROJECT & COMMUNITY SERVICES COMMITTEE**

Thursday 8:30 am – 10:00 am Zoom  
Levine, Fox, Schrager

#### **COMMUNITY PROGRAMS & PARKING SERVICES COMMITTEE**

Thursday 8:30 am – 9:30 am Zoom  
Hamlet, Minegar, McNany, Ozoroski

#### **FINANCE COMMITTEE**

Monday 4:00 pm – 5:00 pm Zoom  
Minegar, Allen, Vartan, Mayor Radest, Rogers, Baldwin

#### **LAW & LABOR COMMITTEE**

Council Meeting Days 1:00 pm – 2:00 pm Zoom  
Hairston, Hamlet Rogers, Licatese, Giacobbe, Kavanagh

#### **SAFETY & HEALTH COMMITTEE (Police and Fire)**

Wednesday 1:30 pm – 3:30 pm Zoom  
Fox, Hairston, Mayor Radest, Rogers, Evers, Zagorski, Avallone

***\*\* Committee meetings shall be conducted via video, teleconferencing  
or in-person at the discretion of the committee chair.***

(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 Annual Meeting Notice, dated December 15, 2022, which was properly distributed and posted per statutory requirements.*

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

## **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.*

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

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

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

## **APPROVAL OF MINUTES**

- Regular and Closed Session Meetings of March 21, 2023

## **CEREMONIAL AWARDS**

- Mayor For a Day Award – Yuming Yang - by Mayor Radest

## **REPORTS**

- Honorary Mayor Yuming Yang
- City Administrator Michael Rogers
- Council President Greg Vartan

## **PRESENTATION**

- “Take Action” Project - Girl Scout Troop #41160 – Laura Steele, Scout Leader

## **BUDGET INTRODUCTION**

- 2023 Municipal Operating Budget Presentation - Michael Rogers, City Administrator

## **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**

- |              |    |  |
|--------------|----|--|
| (ID # 10253) | 1. | Introduce 2023 Municipal, Parking and Sewer Operating Budgets & Establish Hearing Date ( <i>Roll Call Vote</i> ) |
| (ID # 10254) | 2. | Introduce 2023 Special Improvement District Budget & Establish Hearing Date ( <i>Roll Call Vote</i> )            |

## **ORDINANCE(S) FOR HEARING**

*Comments are solicited from Council members and the public.*

<u>Number</u>	<u>Title</u>	<u>Introduction Date</u>
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### **CAPITAL PROJECTS & COMMUNITY SERVICES**

23-3278	<b>AN ORDINANCE BY THE COMMON COUNCIL OF THE CITY OF SUMMIT, COUNTY OF UNION, NEW JERSEY, REPEALING AND REPLACING IN ITS ENTIRETY CHAPTER 27, "FLOOD PREVENTION AND PROTECTION", OF THE CODE OF THE CITY OF SUMMIT TO ADOPT NEW FLOODPLAIN MANAGEMENT REGULATIONS; ASSOCIATED MAPS AND DESIGNATE A FLOODPLAIN ADMINISTRATOR; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE. (<i>Floodplain Management Regulations</i>)</b>	04/04/23
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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>
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### **CAPITAL PROJECTS & COMMUNITY SERVICES**

23-3278	<b>AN ORDINANCE BY THE COMMON COUNCIL OF THE CITY OF SUMMIT, COUNTY OF UNION, NEW JERSEY, REPEALING AND REPLACING IN ITS ENTIRETY CHAPTER 27, "FLOOD PREVENTION AND PROTECTION", OF THE CODE OF THE CITY OF SUMMIT TO ADOPT NEW FLOODPLAIN MANAGEMENT REGULATIONS; ASSOCIATED MAPS AND DESIGNATE A FLOODPLAIN ADMINISTRATOR; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE. (<i>Flood Plain Management Regulations</i>)</b>	04/04/23
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## **RESOLUTIONS (cont'd)**

### **FINANCE**

- (ID # 10330) 1. Authorize Emergency Temporary Appropriations - Municipal Operating Budget (*Roll Call Vote*)
- (ID # 10331) 2. Concur 2023 Board of School Estimate Certification of Required Funds

### **LAW & LABOR**

- (ID # 10304) Authorize Extension of Injury Leave With Pay – Department of Community Services – Division of Public Works Employee (*Pending Closed Session Discussion*)

### **CAPITAL PROJECTS & COMMUNITY SERVICES**

- (ID # 10228) 1. Authorize Execution of Agreement Between City of Summit & Summit Downtown, Inc - Installation/Removal & Storage of Over-the-Street Promotional Banners on Springfield Avenue
- (ID # 10335) 2. Authorize Co-Sponsorship of Park Line Foundation Pedestrian Bridge Dedication Event
- (ID # 10127) 3. Award Bid - Rowan Road and Oak Ridge Avenue Improvement Project - \$534,122.30
- (ID # 10147) 4. Award Bid - Hobart Avenue Sidewalk Project - \$95,419.00
- (ID # 10332) 5. Declare Vacancy - Department of Community Services - Uniform Construction Code Division - Building Inspector (*Pending Closed Session Discussion*)

### **SAFETY & HEALTH**

- (ID # 10309) 1. Authorize Grant Application Submission - New Jersey Division of Highway Traffic Safety's Pedestrian Safety, Enforcement and Education Fund Grant Program and Execute Grant Agreement
- (ID # 10308) 2. Authorize Membership Application Submission - Union County Comprehensive Emergency Assistance Services and Continuum of Care Committee

### **COMMUNITY PROGRAMS & PARKING SERVICES**

- (ID # 10318) Endorse New Parking Fines

## **CONSENT AGENDA**

### **CAPITAL PROJECTS & COMMUNITY SERVICES**

- (ID # 10282) 1. Authorize Change Order #1 & Final - Butler Parkway Improvement Project - \$7,637.22
- (ID # 10281) 2. Authorize Refund - Road Opening Deposit - 76 Oak Ridge Avenue - \$850.00
- (ID # 10328) 3. Authorize Refund - Storm Sewer Deposit - 25 Laurel Avenue - \$500.00

## **FINANCE**

- |              |    |   |
|--------------|----|---|
| (ID # 10306) | 1. | Authorize Redemption Refund - 2022 Tax Sale Certificate |
| (ID # 10100) | 2. | Authorize Payment of Bills and Payroll - \$1,671,229.57 |

## **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 [cityclerk@cityofsummit.org](mailto:cityclerk@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.*

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

## **ADJOURNMENT REGULAR MEETING**

## **CLOSED SESSION (IF NEEDED AND AUTHORIZED)**

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

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

## **CORRESPONDENCE**

1. Purchasing Letters
  - Rowan Road and Oak Ridge Avenue Improvement Project Re-bid
  - Hobart Avenue Sidewalk Project

RECEIVED AND FILED

## **GENERAL INFORMATION**

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

Notices:

- Union County - Notification of 2023 Mosquito Control Program

## **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 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.

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### **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

Resolution (ID # 10253)  
April 18, 2023

**INTRODUCE 2023 MUNICIPAL, PARKING AND SEWER OPERATING BUDGETS &  
ESTABLISH HEARING DATE (ROLL CALL VOTE)**

Municipal Budget of the City of Summit, County of Union, for the Calendar Year 2023

BE IT RESOLVED that said budget shall be published on May 4, 2023, in the Union County Local Source newspaper.

RECORDED VOTE:

Ayes	(	Nays	( --	Abstain	( --
	(				
	(				
	(				( --
	(				
	(				
	(				

Notice is hereby given that the budget and the tax resolution are approved by the Common Council of the City of Summit, County of Union on April 18, 2023.

A hearing on the budget and tax resolution will be held on May 16, 2023, at City Hall, 512 Springfield Avenue, Summit, New Jersey at 7:30 p.m. at which time and place objections to said budget and tax resolution for the year 2023 may be presented by taxpayers or other interested persons.

SUMMARY OF GENERAL APPROPRIATIONS AND REVENUES:

	<u>Year of 2023</u>
1. Appropriations within "CAPS"	
(a) Municipal Purposes	\$34,857,095
2. Appropriations excluded from "CAPS"	
(a) Municipal Purposes	8,664,603
(b) Local District School Purposes in Municipal Budget	3,702,841
(c) Maintenance of Free Public Library	<u>2,838,582</u>
Sub-Total General Appropriations	\$50,063,129
3. Reserve for Uncollected Taxes Based on Estimated 96.47 Percent of Tax Collections	\$5,000,016

4. Total General Appropriations

\$55,063,137

5. Less: Anticipated Revenues	
Other Than Current Property Tax	
(i.e. Anticipated Surplus, Miscellaneous	
Revenues and Receipts from	
Delinquent Taxes)	\$19,201,206
6. DIFFERENCE: Amount to be	
Raised by Taxes for Support	
of Municipal Budget (as follows)	
(a) Local Tax for Municipal Purposes	29,562,617
Including Reserve for Delinquent Taxes	
(b) Addition to Local District School Tax	3,460,732
(b) Minimum Library Tax	<u>2,838,582</u>
7. Total General Revenues	<u>\$55,063,137.00</u>

SUMMARY OF DEDICATED UTILITY APPROPRIATIONS AND REVENUES:

Total Sewer Utility Appropriations	\$5,599,657
Total Sewer Utility Revenues	\$5,599,657
Total Parking Utility Appropriations	\$2,750,726
Total Parking Utility Revenues	\$2,750,726

SUMMARY OF 2023 CAPITAL IMPROVEMENT BUDGET:

Total Municipal Projects	\$ 1,991,000
Total Sewer Projects	<u>\$ 3,235,000</u>
Total All Projects	\$ 5,226,000.00

Dated: April 18, 2023

I, Rosalia M. Licatense, City Clerk of the City of Summit do hereby certify that the foregoing resolution was duly adopted by the Common Council at a regular meeting held on Tuesday evening, April 18, 2023.

City Clerk

Resolution (ID # 10254)  
April 18, 2023

**INTRODUCE 2023 SPECIAL IMPROVEMENT DISTRICT BUDGET & ESTABLISH  
HEARING DATE (ROLL CALL VOTE)**

Special Improvement District Budget of the City of Summit, County of Union, for the Calendar year 2023.

BE IT RESOLVED that said budget be published on May 4, 2023, in the Union County Local Source newspaper.

**RECORDED VOTE:**

Ayes	(	Nays	( --	Abstain	( --
	(				
	(				
	(				( --
	(				
	(				
	(				

Notice is hereby given that the budget and the tax resolution was approved by the Common Council of the City of Summit, County of Union on Tuesday, April 18, 2023.

A hearing on the budget and tax resolution will be held on Tuesday, May 16, 2023, at City Hall, 512 Springfield Avenue, Summit, New Jersey at 7:30 p.m. at which time and place objections to said budget and tax resolution for the year 2023 may be presented by taxpayers or other interested persons.

**SUMMARY OF REVENUES AND APPROPRIATIONS:**

**REVENUES**

Other Revenues	\$216,050.00
Amount to be Raised by Taxation for District Tax	<u>\$270,557.00</u>
Total Revenues	\$486,607.00

**APPROPRIATIONS:**

Operations	<u>\$486,607.00</u>
Total Appropriations	\$486,607.00

Dated: April 18, 2023

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, April 18, 2023.

City Clerk



## 2023 SDI Budget Narrative

- SDI concluded another successful year. SDI's fiscal year is also the calendar year, and so it recorded a small deficit in 2022 due to timing issues with grant reimbursement. SDI was awarded state grants for its contribution to the Promenade Fountain project and for the Maple Street studies and Union Place mural. SDI paid those costs, anticipating the reimbursable grants paying for them. Those grants had not been paid in full last year. Had they been received in 2022, SDI would have run a small surplus.
- For 2023, SDI intends to enhance its existing events. A survey of local merchants expressed strong satisfaction with them and did not suggest a desire for more.
  - We will expand our social media and virtual events
  - Restaurant Week will largely be a social media event although that's still TBD
  - Design Day is back, will become Design Week, and will largely marketing design businesses and thus the design niche that Summit has
  - To the extent feasible, Downtown Music (Summit Street Sounds) will continue to expand
  - Family Fun Night will expand again, partnering with Wonder Dog and/or Faux Paws to include a contained dog area or contests
- As SDI has grown and become more professional in the past half dozen years, it needs to operate as such. The budget therefore enhances some long-neglected back-office items.
  - In 2021, SDI moved to a larger space on Bank Street, increasing its rent but also increasing its visibility to the public and downtown businesses
  - SDI's incredible staff remains paid in the low-middle of the state range for professionals of their caliber. To recognize their contributions (and induce them to stay!), the budget increases their salaries by five percent.
  - With new accounting professionals on board, those fees have increased. We anticipate enhanced reporting and assistance with financial management.
- SDI has accumulated a surplus over the years, which is typically used for capital projects, and anticipates using a portion of it for some or all of the following possible projects, in conjunction with the City of Summit. Although none of these is currently scheduled, SDI must budget for these possibilities to allocate the funds:
  - If Council revisits putting a permanent fence around Lot One, where the Farmer's Market is held, SDI can assist in funding that.
  - If DPW is prepared to repair and repave the alleyway connecting Bank Street to Summit Avenue, SDI can contribute to that project.
  - If the city intends to annually close Maple Street to vehicular traffic on a seasonal basis, SDI can help with beautification and public amenities
  - SDI looks forward to collaborating with the city on other capital projects.

Summit Downtown, Inc.								
2023								
			2023	2023	2022	2022	2021	2021
			YTD Actual	Budget	YTD Actual	Budget	YTD Actual	Budget
Ordinary Income/Expense								
	Income							
	Entry Fees		-	165,000.00	156,436.00	150,000.00	128,783.00	100,000.00
	Media Sponsorships		-	-	-	-	-	-
	Gift Card Sales		-	8,000.00	8,035.03	5,000.00	12,204.86	5,000.00
	Grants		-	20,250.00	4,650.00	-	-	-
	Interest		-	300.00	366.95	200.00	277.67	100.00
	Event Revenue		-	2,500.00	6,430.38	6,000.00	2,292.00	5,000.00
	Sponsorships		-	8,000.00	6,250.00	7,000.00	8,250.00	4,000.00
	Surplus		-	12,000.00	-	-	-	3,000.00
	Assessment Revenue		-	270,556.78	276,878.00	267,878.00	267,878.00	267,878.00
Total Income			-	486,606.78	459,046.36	436,078.00	419,685.53	384,978.00
Expense								
	Advertising & Marketing		-	31,359.48	28,618.20	23,200.00	25,991.32	31,700.00
	Bank Charges		-	150.00	116.89	500.00	146.97	500.00
	Business Development		-	-	2,000.00	1,000.00	-	1,000.00
	Design & Beautification		-	40,000.00	39,325.00	38,000.00	13,644.00	15,000.00
	Equipment		-	5,400.00	5,202.39	6,100.00	7,591.75	5,100.00
	Fees		-	9,010.00	8,643.13	2,562.00	3,255.50	2,750.00
	Gift Cards		-	6,166.00	6,766.16	6,916.00	4,575.00	6,916.00
	Insurance		-	12,000.00	11,628.73	9,500.00	13,997.96	7,500.00
	I.T.		-	5,200.00	5,452.60	5,200.00	4,286.05	5,200.00
	Lights & Decorations		-	2,500.00	2,899.66	4,000.00	3,069.55	1,000.00
	Management Fees		-	-	-	-	-	-
	Memberships & Conferences		-	4,500.00	4,584.27	3,000.00	1,894.00	6,000.00
	Newsletters/Social Media		-	1,700.00	2,838.35	3,900.00	1,688.00	2,200.00
	Other Exp		-	6,915.95	10,550.00	1,600.00	1,557.33	1,600.00
	Parking		-	5,000.00	7,936.00	4,800.00	2,573.00	4,800.00
	Payroll Service		-	1,400.00	1,685.53	1,500.00	1,672.42	1,000.00
	Payroll Taxes		-	17,344.57	16,518.64	12,000.00	13,277.91	15,000.00
	Payroll/Salary		-	162,225.00	147,915.07	154,500.00	128,972.24	147,084.00
	Performers/Event Mgmt		-	68,000.00	58,464.41	52,000.00	47,359.41	52,000.00
	Personnel		-	24,400.00	24,805.85	24,000.00	22,054.80	21,000.00
	Postage		-	100.00	360.00	500.00	440.65	500.00
	Printing		-	7,550.00	6,647.26	9,700.00	6,727.08	9,700.00
	Prof. Services		-	30,370.78	33,431.25	24,350.00	27,727.50	21,850.00
	Rent--Events		-	-	750.00	750.00	-	750.00
	Rent--Office		-	24,000.00	24,748.59	24,600.00	16,676.70	9,500.00
	Retirement Plan		-	10,000.00	4,462.36	10,000.00	13,389.32	6,000.00
	Security Service		-	3,260.00	2,943.46	3,500.00	279.09	3,500.00
	Stakeholders' Meetings		-	500.00	-	1,250.00	-	1,250.00
	Supplies		-	1,975.00	2,902.93	2,250.00	2,169.18	2,250.00
	Telephone		-	2,400.00	3,067.68	2,400.00	2,468.15	2,400.00
	Trustees		-	180.00	149.90	1,500.00	179.88	633.00
	Virtual Events		-	3,000.00	-	-	2,235.06	-
	Volunteers		-	-	-	-	-	295.00
	Website		-	-	42.34	1,000.00	291.17	1,000.00
Total Expense			-	486,606.78	465,456.65	436,078.00	370,190.99	386,978.00
Net Ordinary Income*			-	(0.00)	(6,410.29)	-	49,494.54	(2,000.00)
			-	(0.00)	(6,410.29)	-	49,494.54	(2,000.00)

Summit Downtown, Inc.								
Arts & Cars								
			2023	2023	2022	2022	2021	2021
			YTD Actual	Budget	YTD Actual	Budget	YTD Actual	Budget
Ordinary Income/Expense								
	Income							
		Entry Fees			400.00			
		Media Sponsorships						
		Gift Card Sales						
		Grants						
		Interest						
		Event Revenue		2,500.00	6,430.38	6,000.00	2,166.00	5,000.00
		Sponsorships		3,000.00	1,000.00	3,000.00	3,000.00	1,000.00
		Surplus						
		Assessment Revenue						
	Total Income		-	5,500.00	7,830.38	9,000.00	5,166.00	6,000.00
	Expense							
		Advertising & Marketing		4,000.00	3,855.00	3,000.00	2,258.84	3,000.00
		Bank Charges						
		Business Development						
		Design & Beautification						
		Equipment		2,000.00	2,432.00	1,500.00	2,282.87	1,000.00
		Fees		1,700.00	1,602.00		450.00	
		Gift Cards						
		Insurance						
		I.T.						
		Lights & Decorations						
		Management Fees						
		Memberships & Conferences						
		Newsletters/Social Media						
		Other Exp		500.00	500.00		1,557.33	
		Parking		100.00	100.00			
		Payroll Service						
		Payroll Taxes						
		Payroll/Salary						
		Performers/Event Mgmt		6,000.00	5,925.00	6,000.00	7,950.00	6,000.00
		Personnel						
		Postage						
		Printing		1,000.00	819.00	500.00	332.58	500.00
		Prof. Services				300.00		300.00
		Rent--Events			750.00			
		Rent--Office						
		Retirement Plan						
		Security Service		2,500.00	2,183.86	2,500.00	279.09	2,500.00
		Stakeholders' Meetings						
		Supplies		1,000.00	1,014.00		1,176.97	
		Telephone						
		Trustees						
		Virtual Events						
		Volunteers						
		Website						
	Total Expense		-	18,800.00	19,180.86	13,800.00	16,287.68	13,300.00
Net Ordinary Income			-	(13,300.00)	(11,350.48)	(4,800.00)	(11,121.68)	(7,300.00)
Net Income			-	(13,300.00)	(11,350.48)	(4,800.00)	(11,121.68)	(7,300.00)

<b>Summit Downtown, Inc.</b>							
<b>Cars &amp; Croissants</b>							
			2023	2023	2022	2022	2021
			YTD Actual	Budget	YTD Actual	Budget	YTD Actual
Ordinary Income/Expense							
	Income						
		Entry Fees					
		Media Sponsorships					
		Gift Card Sales					
		Grants					
		Interest					
		Event Revenue					
		Sponsorships					
		Surplus					
		Assessment Revenue					
	Total Income						-
	Expense						-
		Advertising & Marketing					
		Bank Charges					
		Business Development					
		Design & Beautification					
		Equipment					
		Fees					
		Gift Cards					
		Insurance					
		I.T.					
		Lights & Decorations					
		Management Fees					
		Memberships & Conferences					
		Newsletters/Social Media					
		Other Exp					
		Parking					
		Payroll Service					
		Payroll Taxes					
		Payroll/Salary					
		Performers/Event Mgmt					
		Personnel					
		Postage					
		Printing					
		Prof. Services					
		Rent--Events					
		Rent--Office					
		Retirement Plan					
		Security Service		760.00	759.60	500.00	500.00
		Stakeholders' Meetings					
		Supplies					
		Telephone					
		Trustees					
		Virtual Events					
		Volunteers					
		Website					
	Total Expense		-	760.00	759.60	500.00	-
	Net Ordinary Income		-	(760.00)	(759.60)	(500.00)	(500.00)
	Net Income		-	(760.00)	(759.60)	(500.00)	(500.00)

Summit Downtown, Inc.								
Design & Beautification								
			2023	2023	2022	2022	2021	2021
			YTD Actual	Budget	YTD Actual	Budget	YTD Actual	Budget
Ordinary Income/Expense								
Income								
	Entry Fees							
	Media Sponsorships							
	Gift Card Sales							
	Grants			20,250.00	4,650.00			
	Interest				-			
	Event Revenue							
	Sponsorships							
	Surplus			12,000.00		-		
	Assessment Revenue							
Total Income			-	32,250.00	4,650.00	-	-	-
Expense								
	Advertising & Marketing							
	Bank Charges							
	Business Development							
	Design & Beautification			40,000.00	39,325.00	38,000.00	13,644.00	15,000.00
	Equipment							
	Fees							
	Gift Cards							
	Insurance							
	I.T.							
	Lights & Decorations				2,899.66			
	Management Fees							
	Memberships & Conferences							
	Newsletters/Social Media							
	Other Exp			6,415.95	10,050.00			
	Parking							
	Payroll Service							
	Payroll Taxes							
	Payroll/Salary							
	Performers/Event Mgmt							
	Personnel							
	Postage							
	Printing							
	Prof. Services				6,523.75			
	Rent--Events							
	Rent--Office							
	Retirement Plan							
	Security Service							
	Stakeholders							
	Supplies							
	Telephone							
	Trustees							
	Virtual Events							
	Volunteers							
	Website							
Total Expense			-	46,415.95	58,798.41	38,000.00	13,644.00	15,000.00
Net Ordinary Income			-	(14,165.95)	(54,148.41)	(38,000.00)	(13,644.00)	(15,000.00)
Net Income			-	(14,165.95)	(54,148.41)	(38,000.00)	(13,644.00)	(15,000.00)

Summit Downtown, Inc.							
Design Day							
		2023	2023	2022	2022	2021	2021
		YTD Actual	Budget	YTD Actual	Budget	YTD Actual	Budget
Ordinary Income/Expense							
	Income						
	Entry Fees						
	Media Sponsorships						
	Gift Card Sales						
	Grants						
	Interest						
	Event Revenue						
	Sponsorships						
	Surplus						
	Assessment Revenue						
	Total Income				-	-	-
	Expense						
	Advertising & Marketing		3,000.00		2,700.00		2,700.00
	Bank Charges						
	Business Development						
	Clean Up Project						
	Equipment				200.00		200.00
	Fees						
	Gift Cards						
	Insurance						
	I.T.						
	Lights & Decorations						
	Management Fees						
	Memberships & Conferences						
	Newsletters & Social Media				500.00		500.00
	Other Exp				250.00		250.00
	Parking						
	Payroll Service						
	Payroll Taxes						
	Payroll/Salary						
	Performers/Event Mgmt				1,000.00		1,000.00
	Personnel						
	Postage						
	Printing				1,000.00		1,000.00
	Prof. Services				300.00		300.00
	Rent--Events						
	Rent--Office						
	Retirement Plan						
	Security Service						
	Supplies				250.00		250.00
	Stakeholders' Meetings						
	Telephone						
	Trustees						
	Virtual Events						
	Volunteers						
	Website						
	Total Expense	-	3,000.00	-	6,200.00	-	6,200.00
	Net Ordinary Income	-	(3,000.00)	-	(6,200.00)	-	(6,200.00)
	Net Income	-	(3,000.00)	-	(6,200.00)	-	(6,200.00)

Attachment: 03.16.23 Proposed Budget approved by SDI Board (10254 : Introduce 2023 SID Budget &amp; Establish Hearing Date (Roll Call Vote))

<b>Summit Downtown, Inc.</b>								
<b>Downtown Music</b>								
			2023	2023	2022	2022	2021	2021
			YTD Actual	Budget	YTD Actual	Budget	YTD Actual	Budget
<b>Ordinary Income/Expense</b>								
	<b>Income</b>							
		Entry Fees						
		Media Sponsorships						
		Gift Card Sales						
		Grants						
		Interest						
		Event Revenue						
		Sponsorships						
		Surplus						
		Assessment Revenue						
	<b>Total Income</b>					-	-	-
	<b>Expense</b>							
		Advertising & Marketing		4,000.00	3,880.00	2,000.00	1,300.00	2,000.00
		Bank Charges						
		Business Development						
		Clean Up Project						
		Equipment						
		Fees						
		Gift Cards						
		Insurance						
		I.T.						
		Lights & Decorations						
		Management Fees						
		Memberships & Conferences						
		Newsletters/Social Media						
		Other Exp						
		Parking						
		Payroll Service						
		Payroll Taxes						
		Payroll/Salary						
		Performers/Event Mgmnt		40,000.00	33,350.00	25,000.00	21,400.00	25,000.00
		Personnel						
		Postage						
		Printing		600.00	600.00	600.00	304.25	600.00
		Prof. Services		500.00		500.00		500.00
		Rent--Events						
		Rent--Office						
		Retirement Plan						
		Security Service						
		Stakeholders' Meetings						
		Supplies		75.00	59.88		176.17	
		Telephone						
		Trustees						
		Virtual Events						
		Volunteers						
		Website						
	<b>Total Expense</b>		-	45,175.00	37,889.88	28,100.00	23,180.42	28,100.00
<b>Net Ordinary Income</b>			-	(45,175.00)	(37,889.88)	(28,100.00)	(23,180.42)	(28,100.00)
<b>Net Income</b>			-	(45,175.00)	(37,889.88)	(28,100.00)	(23,180.42)	(28,100.00)

<b>Summit Downtown, Inc.</b>							
<b>Family Fun Night</b>							
		2023	2023	2022	2022	2021	2021
		YTD Actual	Budget	YTD Actual	Budget	YTD Actual	Budget
Ordinary Income/Expense							
	Income						
	Entry Fees						
	Media Sponsorships						
	Gift Card Sales						
	Grants						
	Interest						
	Event Revenue						
	Sponsorships		3,000.00	3,250.00	2,000.00		2,000.00
	Surplus						
	Assessment Revenue						
	<b>Total Income</b>	-	3,000.00	3,250.00	2,000.00	-	2,000.00
	Expense						
	Advertising & Marketing		2,600.00	2,578.48	1,000.00		1,000.00
	Bank Charges						
	Business Dev						
	Clean Up Project						
	Equipment		400.00	350.00	400.00		400.00
	Fees		75.00	75.00			
	Gift Cards						
	Insurance						
	I.T.						
	Lights & Decorations						
	Mgmt. Fees						
	Memberships & Conferences						
	Newsletters & Social Media						
	Other Exp						
	Parking						
	Payroll Services						
	Payroll Taxes						
	Payroll/Salary						
	Perofrmers/Event Mgmt		10,000.00	8,879.41	10,000.00	112.00	8,000.00
	Personnel						
	Postage						
	Printing		1,100.00	1,071.50	600.00		600.00
	Prof. Services		800.00	800.00			
	Rent--Events						
	Rent--Office						
	Retirement Plan						
	Security Services				500.00		500.00
	Stakeholders' Meetings						
	Supplies		50.00	32.85	500.00		500.00
	Telephone						
	Trustees						
	Virtual Events						
	Volunteers						
	Website						
	<b>Total Expense</b>	-	15,025.00	13,787.24	13,000.00	112.00	11,000.00
	<b>Net Ordinary Income</b>	-	(12,025.00)	(10,537.24)	(11,000.00)	(112.00)	(9,000.00)
	<b>Net Income</b>	-	(12,025.00)	(10,537.24)	(11,000.00)	(112.00)	(9,000.00)



<b>Summit Downtown, Inc.</b>							
<b>Farmers Market</b>							
		<b>2023</b>	<b>2023</b>	<b>2022</b>	<b>2022</b>	<b>2021</b>	<b>2021</b>
		<b>YTD Actual</b>	<b>Budget</b>	<b>YTD Actual</b>	<b>Budget</b>	<b>YTD Actual</b>	<b>Budget</b>
<b>Ordinary Income/Expense</b>							
	<b>Income</b>						
	Entry Fees		165,000.00	\$ 155,861.00	150,000.00	128,783.00	100,000.00
	Media Sponsorships						
	Gift Card Sales						
	Grants						
	Interest						
	Event Revenue						
	Sponsorships						
	Surplus						
	Assessment Revenue						
	<b>Total Income</b>	-	165,000.00	155,861.00	150,000.00	128,783.00	100,000.00
	<b>Expense</b>						
	Advertising & Marketing		5,000.00	4,774.00	3,000.00	1,300.00	5,000.00
	Bank Charges						
	Business Dev						
	Clean Up Project						
	Equipment		1,500.00	894.00	1,500.00	3,248.84	1,500.00
	Fees		7,000.00	6,750.00	2,500.00	2,700.00	2,500.00
	Gift Cards				250.00	775.00	250.00
	Insurance						
	I.T.						
	Lights & Decorations						
	Mgmt. Fees						
	Memberships & Conferences						
	Newsletters & Social Media						
	Other Exp				350.00		350.00
	Parking						
	Payroll Services						
	Payroll Taxes						
	Payroll/Salary						
	Perofrmers/Event Mgmt						
	Personnel		24,000.00	24,292.03	24,000.00	22,054.80	21,000.00
	Postage						
	Printing		1,500.00	1,504.30	1,300.00	989.00	1,300.00
	Prof. Services		1,500.00	800.00	1,500.00	800.00	1,500.00
	Rent--Events				750.00		750.00
	Rent--Office						
	Retirement Plan						
	Security Services						
	Stakeholders' Meetings						
	Supplies		250.00	235.45	250.00	65.27	250.00
	Telephone						
	Trustees						
	Virtual Events						
	Volunteers						
	Website						
	<b>Total Expense</b>	-	40,750.00	39,249.78	35,400.00	31,932.91	34,400.00
	<b>Net Ordinary Income</b>	-	124,250.00	116,611.22	114,600.00	96,850.09	65,600.00
	<b>Net Income</b>	-	124,250.00	116,611.22	114,600.00	96,850.09	65,600.00

<b>Summit Downtown, Inc.</b>								
<b>Halloween</b>								
			2023	2023	2022	2022	2021	2021
			YTD Actual	Budget	YTD Actual	Budget	YTD Actual	Budget
Ordinary Income/Expense								
	Income							
		Entry Fees						
		Media Sponsorships						
		Gift Card Sals						
		Grants						
		Interest						
		Event Revenue						
		Sponsorships						
		Surplus						
		Assessment Revenue						
	Total Income						-	-
	Expense							
		Advertising & Marketing		650.00			650.00	
		Bank Charges						
		Business Dev						
		Clean Up Project						
		Equipment						
		Fees						
		Gift Cards						
		Insurance						
		I.T.						
		Lights & Decorations						
		Mgmt. Fees						
		Memberships & Conferences						
		Newsletters & Social Media						
		Other Exp						
		Parking						
		Payroll Services						
		Payroll Taxes						
		Payroll/Salary						
		Perofrmers/Event Mgmt						
		Personnel						
		Postage						
		Printing		200.00	160.00	200.00	108.75	200.00
		Prof. Services				250.00		250.00
		Rent--Events						
		Rent--Office						
		Retirement Plan						
		Security Services						
		Stakeholders' Meetings						
		Supplies						
		Telephone						
		Trustees						
		Virtual Events						
		Volunteers						
		Website						
	Total Expense		-	850.00	160.00	450.00	758.75	450.00
Net Ordinary Income			-	(850.00)	(160.00)	(450.00)	(758.75)	(450.00)
Net Income			-	(850.00)	(160.00)	(450.00)	(758.75)	(450.00)

<b>Summit Downtown, Inc.</b>							
<b>Holidays</b>							
			<b>2023</b>	<b>2023</b>	<b>2022</b>	<b>2022</b>	<b>2021</b>
			<b>YTD Actual</b>	<b>Budget</b>	<b>YTD Actual</b>	<b>Budget</b>	<b>YTD Actual</b>
<b>Ordinary Income/Expense</b>							
	<b>Income</b>						
		Entry Fees					
		Media Sponsorships					
		Gift Card Sales					
		Grants					
		Interest					
		Event Revenue					
		Sponsorships		2,000.00	2,000.00	2,000.00	2,000.00
		Surplus					
		Assessment Revenue					
	<b>Total Income</b>		-	2,000.00	2,000.00	2,000.00	2,000.00
	<b>Expense</b>						
		Advertising & Marketing		4,000.00	620.00	4,000.00	10,084.00
		Bank Charges					
		Business Dev					
		Clean Up Project					
		Equipment				120.00	
		Fees					
		Gift Cards		2,100.00		2,100.00	2,100.00
		Insurance					
		I.T.					
		Lights & Decorations		2,500.00		4,000.00	3,069.55
		Mgmt. Fees					
		Memberships & Conferences					
		Newsletters & Social Media					
		Other Exp					
		Parking					
		Payroll Services					
		Payroll Taxes					
		Payroll/Salary					
		Perfrmrs/Event Mgmt		12,000.00	10,310.00	10,000.00	9,130.00
		Personnel					
		Postage					
		Printing		1,500.00		3,500.00	2,460.50
		Prof. Services		250.00		500.00	500.00
		Rent--Events					
		Rent--Office					
		Retirement Plan					
		Security Services					
		Stakeholders' Meetings					
		Supplies		300.00	285.86		143.36
		Telephone					
		Trustees					
		Virtual Events					
		Volunteers					
		Website					
	<b>Total Expense</b>		-	22,650.00	11,215.86	24,100.00	25,007.41
<b>Net Ordinary Income</b>			-	(20,650.00)	(9,215.86)	(22,100.00)	(23,007.41)
<b>Net Income</b>			-	(20,650.00)	(9,215.86)	(22,100.00)	(23,007.41)

Summit Downtown, Inc.							
Marketing							
		2023	2023	2022	2022	2021	2021
		YTD Actual	Budget	YTD Actual	Budget	YTD Actual	Budget
Ordinary Income/Expense							
	Income						
	Entry Fees						
	Media Sponsorships						
	Gift Card Sales		8,000.00	8,035.03	5,000.00	12,204.86	5,000.00
	Grants						
	Interest						
	Event Revenue						
	Sponsorships						
	Surplus						
	Assessment Revenue						
	Total Income	-	8,000.00	8,035.03	5,000.00	12,204.86	5,000.00
	Expense						
	Advertising & Marketing		5,609.48	10,269.97	5,000.00	6,720.00	9,500.00
	Bank Charges		150.00	116.89	500.00	146.97	500.00
	Business Dev			2,000.00	1,000.00		1,000.00
	Design & Beautification						
	Equipment				1,000.00	65.38	1,000.00
	Fees						
	Gift Cards		4,066.00	6,766.16	4,066.00	3,800.00	4,066.00
	Insurance						
	I.T.			383.72			
	Lights & Decorations						
	Mgmt. Fees						
	Memberships & Conferences						
	Newsletters & Social Media		1,700.00	2,838.35	1,700.00		1,700.00
	Other Exp (meet the merchants)				1,000.00		1,000.00
	Parking		3,500.00	3,156.00	3,000.00		3,000.00
	Payroll Services						
	Payroll Taxes						
	Payroll/Salary						
	Perofrmers/Event Mgmt						
	Personnel						
	Postage						
	Printing		1,000.00	2,000.00	1,000.00	717.00	1,000.00
	Prof. Services		15,000.00	15,500.00	15,000.00	19,903.50	15,000.00
	Rent--Events						
	Rent--Office					95.24	
	Retirement Plan						
	Security Services						
	Stakeholders' Meetings						
	Supplies					132.07	
	Telephone						
	Trustees						
	Virtual Events		3,000.00			2,235.06	
	Volunteers						
	Website						
	Total Expense	-	34,025.48	43,031.09	33,266.00	33,815.22	37,766.00
Net Ordinary Income		-	(26,025.48)	(34,996.06)	(28,266.00)	(21,610.36)	(32,766.00)
Net Income		-	(26,025.48)	(34,996.06)	(28,266.00)	(21,610.36)	(32,766.00)

<b>Summit Downtown, Inc.</b>							
<b>Restaurant Week</b>							
		2023	2023	2022	2022	2021	2021
		YTD Actual	Budget	YTD Actual	Budget	YTD Actual	Budget
<b>Ordinary Income/Expense</b>							
	<b>Income</b>						
	Entry Fees						
	Media Sponsorships						
	Gift Card Sales						
	Grants						
	Interest						
	Event Revenue						
	Sponsorships						
	Surplus						
	Assessment Revenue						
	<b>Total Income</b>				-	-	-
	<b>Expense</b>						
	Advertising & Marketing		2,500.00	2,640.75	2,500.00	740.00	2,500.00
	Bank Charges						
	Business Dev						
	Clean Up Project						
	Equipment						
	Fees		35.00	35.00			
	Gift Cards				500.00		500.00
	Insurance						
	I.T.						
	Lights & Decorations						
	Mgmt. Fees						
	Memberships & Conferences						
	Newsletters & Social Media						
	Other Exp						
	Parking						
	Payroll Services						
	Payroll Taxes						
	Payroll/Salary						
	Perofrmers/Event Mgmt						
	Personnel						
	Postage						
	Printing		500.00	367.46	1,000.00	37.50	1,000.00
	Prof. Services						500.00
	Rent--Events						
	Rent--Office						
	Retirement Plan						
	Security Services						
	Stakeholders' Meetings						
	Supplies						
	Telephone						
	Trustees						
	Virtual Events						
	Volunteers						
	Website						
	<b>Total Expense</b>	-	3,035.00	3,043.21	4,000.00	777.50	4,500.00
<b>Net Ordinary Income</b>		-	(3,035.00)	(3,043.21)	(4,000.00)	(777.50)	(4,500.00)
<b>Net Income</b>		-	(3,035.00)	(3,043.21)	(4,000.00)	(777.50)	(4,500.00)

<b>Summit Downtown, Inc.</b>								
<b>SDI Office</b>								
			<b>2023</b>	<b>2023</b>	<b>2022</b>	<b>2022</b>	<b>2021</b>	<b>2021</b>
			<b>YTD Actual</b>	<b>Budget</b>	<b>YTD Actual</b>	<b>Budget</b>	<b>YTD Actual</b>	<b>Budget</b>
<b>Ordinary Income/Expense</b>								
	<b>Income</b>							
		Entry Fees						
		Media Sponsorships						
		Gift Card Sales						
		Grants			-			
		Interest		300.00	366.95	200.00	277.67	100.00
		Event Revenue					126.00	
		Sponsorships						
		Surplus						3,000.00
		Assessment Revenue		270,556.78	200,908.50	267,878.00	267,878.00	267,878.00
	<b>Total Income</b>		-	270,856.78	201,275.45	268,078.00	268,281.67	270,978.00
	<b>Expense</b>							
		Advertising & Marketing					360.00	
		Bank Charges						
		Business Dev						
		Clean Up Project						
		Equipment		1,500.00	1,526.39	1,500.00	1,524.66	1,000.00
		Fees		200.00	181.13	62.00	30.50	250.00
		Gift Cards						
		Insurance		12,000.00	11,628.73	9,500.00	13,997.96	7,500.00
		I.T.		5,200.00	5,068.88	5,200.00	4,286.05	5,200.00
		Lights & Decorations						
		Mgmt. Fees						
		Memberships & Conferences		4,500.00	4,584.27	3,000.00	1,894.00	6,000.00
		Newsletters & Social Media				1,700.00	1,688.00	
		Other Exp						
		Parking		1,400.00	4,680.00	1,800.00	2,573.00	1,800.00
		Payroll Services		1,400.00	1,685.53	1,500.00	1,672.42	1,000.00
		Payroll Taxes		17,344.57	16,518.64	12,000.00	13,277.91	15,000.00
		Payroll/Salary		162,225.00	147,915.07	154,500.00	128,972.24	147,084.00
		Performers/Event Mgmt						
		Personnel		400.00	513.82			
		Postage		100.00	360.00	500.00	440.65	500.00
		Printing		150.00	125.00		706.00	
		Prof. Services		12,320.78	9,807.50	6,000.00	6,224.00	3,000.00
		Rent--Events						
		Rent--Office		24,000.00	24,748.59	24,600.00	16,581.46	9,500.00
		Retirement Plan		10,000.00	4,462.36	10,000.00	13,389.32	6,000.00
		Security Services						
		Stakeholders' Meetings		500.00		1,000.00		1,000.00
		Supplies		300.00	1,274.89	1,500.00	442.49	1,500.00
		Telephone		2,400.00	3,067.68	2,400.00	2,468.15	2,400.00
		Trustees		180.00	149.90	1,500.00	179.88	633.00
		Virtual Events						
		Volunteers						295.00
		Website			42.34	1,000.00	291.17	1,000.00
	<b>Total Expense</b>		-	256,120.35	238,340.72	239,262.00	210,999.86	210,662.00
	<b>Net Ordinary Income</b>		-	14,736.43	(37,065.27)	28,816.00	57,281.81	60,316.00
	<b>Net Income</b>		-	14,736.43	(37,065.27)	28,816.00	57,281.81	60,316.00



TO: Mayor and Common Council

FROM: Aaron Schrager, Director - Department of Community Serv

DATE:

## SUMMARY

Chapter 27 is currently titled Flood Prevention and Protection which, when adopted, was to ensure the City's ordinance was compliant with the National Flood Insurance Program (NFIP) at the time, which the City takes part in. Recently, the Federal Emergency Management Agency (FEMA) reviewed the State's model ordinance and has recommended that the ordinance be revised to ensure that all of the State's 552 participating municipalities and in conformance with the new NFIP standards and also the new higher State standards set forth by NJDEP and the Uniform Construction Code (UCC). The new higher codes were in direct response to the impact from Hurricane Sandy which include setting a free board requirement, the height buildings need to be above the flood elevation, higher than minimum standards.

The ordinance follows the State's new model, has not been altered, and has been reviewed and approved by both NJDEP and FEMA. The State has set a deadline to adopt this new ordinance of May 2, 2023.

Some of the major new requirements of this ordinance are:

- Formal designation of a Floodplain Administrator. This will be the City Engineer.
- Make the issuance of a flood plain development permit a pre-requirements for any application submitted to zoning or the construction division.
- Establish a method for obtaining a variance from the requirements of the ordinance which will be handled by the Planning and Zoning Board.

In itself, this ordinance will add an additional layer to the review process for development in the City and place an additional responsibility on the Department and Engineering Division. Fortunately, through the use of SDL, the Department will be able to quickly identify which submissions needs to go through the floodplain development process. Therefore, a majority of applications will not be held up since this will only impact less than two hundred properties in the City.

At this time, the revised ordinance should be introduced for a hearing that will be held at the April 18, 2023 Council Meeting.



<b>ORDINANCE #</b>	<b>23-3278</b>
Introduction Date:	4/4/2023
Hearing Date:	4/18/2023
Passage Date:	
Effective Date:	

**AN ORDINANCE BY THE COMMON COUNCIL OF THE CITY OF SUMMIT, COUNTY OF UNION, NEW JERSEY, REPEALING AND REPLACING IN ITS ENTIRETY CHAPTER 27, "FLOOD PREVENTION AND PROTECTION", OF THE CODE OF THE CITY OF SUMMIT TO ADOPT NEW FLOODPLAIN MANAGEMENT REGULATIONS; ASSOCIATED MAPS AND DESIGNATE A FLOODPLAIN ADMINISTRATOR; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE. (Flood Plain Management Regulations)**

*Ordinance Summary: This ordinance repeals and replaces Chapter 27, of the Code of the City of Summit entitled "Flood Prevention and Protection" to adopt new floodplain management regulations concerning the development of land and to designate a floodplain administrator.*

**WHEREAS**, the Legislature of the State of New Jersey has, in N.J.S.A. 40:48 et seq. and N.J.S.A. 40:55D et seq., conferred upon local governments the authority to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

**WHEREAS**, the Federal Emergency Management Agency has identified special flood hazard areas within the boundaries of the City of Summit and such areas may be subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare, and

**WHEREAS**, the City of Summit was accepted for participation in the National Flood Insurance Program on February 02, 1977 and the Common Council of the City of Summit desires to continue to meet the requirements of Title 44 Code of Federal Regulations, Sections 59, 60, 65 and 70 necessary for such participation; and

**WHEREAS**, the City of Summit is required, pursuant to N.J.A.C. 5:23 et seq., to administer and enforce the State building codes, and such building codes contain certain provisions that apply to the design and construction of buildings and structures in flood hazard areas; and

**WHEREAS**, the City of Summit is required, pursuant to N.J.S.A. 40:49-5, to enforce zoning codes that secure safety from floods and contain certain provisions that apply to the development of lands; and

**WHEREAS**, the City of Summit is required, pursuant to N.J.S.A.58:16A-57, within 12 months after the delineation of any flood hazard area, to adopt rules and regulations concerning the development and use of land in the flood fringe area which at least conform to the standards promulgated by the New Jersey Department of Environmental Protection (NJDEP).

**NOW, THEREFORE, BE IT ORDAINED** by the Common Council of the City of Summit in Union County, New Jersey that the following floodplain management regulations are hereby adopted.

**Section 1. Recital.** The foregoing whereas clauses are incorporated herein by reference and made a part hereof.

**Section 2. Chapter 27 Repealed and Replaced.** Chapter 27, “Flood Prevention and Protection” of the “Code of the City of Summit” is hereby repealed and replaced in its entirety with the following new Chapter 27:

## **Chapter 27: FLOODPLAIN MANAGEMENT REGULATIONS**

### **SECTION 27.1: SCOPE AND ADMINISTRATION**

**27-1.0 Title.** These regulations, in combination with the flood provisions of the Uniform Construction Code (UCC) N.J.A.C. 5:23 (hereinafter “Uniform Construction Code,” consisting of the Building Code, Residential Code, Rehabilitation Subcode, and related codes, and the New Jersey Flood Hazard Area Control Act (hereinafter “FHACA”), N.J.A.C. 7:13, shall be known as the *Floodplain Management Regulations* of The City of Summit (hereinafter “these regulations”).

**27-1.2 Scope.** These regulations, in combination with the flood provisions of the Uniform Construction Code and FHACA shall apply to all proposed development in flood hazard areas established in Section 27-2 of these regulations.

**27-1.3 Purposes and objectives.** The purposes and objectives of these regulations are to promote the public health, safety and general welfare and to minimize public and private losses due to flood conditions in specific flood hazard areas through the establishment of comprehensive regulations for management of flood hazard areas, designed to:

- (1) Protect human life and health.
- (2) Prevent unnecessary disruption of commerce, access, and public service during times of flooding.
- (3) Manage the alteration of natural floodplains, stream channels and shorelines;
- (4) Manage filling, grading, dredging and other development which may increase flood damage or erosion potential.
- (5) Prevent or regulate the construction of flood barriers which will divert floodwater or increase flood hazards.
- (6) Contribute to improved construction techniques in the floodplain.
- (7) Minimize damage to public and private facilities and utilities.

- (8) Help maintain a stable tax base by providing for the sound use and development of flood hazard areas.
- (9) Minimize the need for rescue and relief efforts associated with flooding.
- (10) Ensure that property owners, occupants, and potential owners are aware of property located in flood hazard areas.
- (11) Minimize the need for future expenditure of public funds for flood control projects and response to and recovery from flood events.
- (12) Meet the requirements of the National Flood Insurance Program for community participation set forth in Title 44 Code of Federal Regulations, Section 59.22.

**27-1.4 Coordination with Building Codes.** Pursuant to the requirement established in N.J.A.C. 5:23, the Uniform Construction Code, that the City of Summit and enforce the State building codes, the Common Council of The City of Summit does hereby acknowledge that the Uniform Construction Code contains certain provisions that apply to the design and construction of buildings and structures in flood hazard areas. Therefore, these regulations are intended to be administered and enforced in conjunction with the Uniform Construction Code.

**27-1.5 Ordinary Building Maintenance and Minor Work.** Improvements defined as ordinary building maintenance and minor work projects by the Uniform Construction Code including non-structural replacement-in-kind of windows, doors, cabinets, plumbing fixtures, decks, walls, partitions, new flooring materials, roofing, etc. shall be evaluated by the Floodplain Administrator through the floodplain development permit to ensure compliance with the Substantial Damage and Substantial Improvement Section 27-3.14 of this ordinance.

**27-1.6 Warning.** The degree of flood protection required by these regulations is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur. Flood heights may be increased by man-made or natural causes. Enforcement of these regulations does not imply that land outside the special flood hazard areas, or that uses permitted within such flood hazard areas, will be free from flooding or flood damage.

**27-1.7 Other laws.** The provisions of these regulations shall not be deemed to nullify any provisions of local, State, or Federal law.

**27-1.8 Violations and Penalties for Noncompliance.** No structure or land shall hereafter be constructed, re-located to, extended, converted, or altered without full compliance with the terms of this ordinance and other applicable regulations. Violation of the provisions of this ordinance by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a violation under N.J.S.A. 40:49-5. Any person who violates this ordinance or fails to comply with any of its requirements shall be subject to one (1) or more of the following: a fine of not more than \$2000, imprisonment for a term not exceeding ninety (90) days or a period of community service not exceeding 90 days.

Each day in which a violation of an ordinance exists shall be considered to be a separate and distinct violation subject to the imposition of a separate penalty for each day of the violation as the Court may determine except that the owner will be afforded the opportunity to cure or abate the condition during a 30-day period and shall be afforded the opportunity for a hearing before the court for an independent determination concerning the violation. Subsequent to the expiration of the 30-day period, a fine greater than \$2,000 may be imposed if the court has not determined otherwise, or if upon reinspection of the property, it is determined that the abatement has not been substantially completed.

Any person who is convicted of violating an ordinance within one year of the date of a previous violation of the same ordinance and who was fined for the previous violation, shall be sentenced by a court to an additional fine as a repeat offender. The additional fine imposed by the court upon a person for a repeated offense shall not be less than the minimum or exceed the maximum fine fixed for a violation of the ordinance but shall be calculated separately from the fine imposed for the violation of the ordinance.

**27-1.9 Solid Waste Disposal in a Flood Hazard Area.** Any person who has unlawfully disposed of solid waste in a floodway or floodplain who fails to comply with this ordinance or fails to comply with any of its requirements shall upon conviction thereof be fined not more than \$2500 or up to a maximum penalty by a fine not exceeding \$10,000 under N.J.S.A. 40:49-5.

**27-1.10 Abrogation and greater restrictions.** These regulations supersede any ordinance in effect in flood hazard areas. However, these regulations are not intended to repeal or abrogate any existing ordinances including land development regulations, subdivision regulations, zoning ordinances, stormwater management regulations, or building codes. In the event of a conflict between these regulations and any other ordinance, code, or regulation, the more restrictive shall govern.

## **SECTION 27-2 APPLICABILITY**

**27-2.1 General.** These regulations, in conjunction with the Uniform Construction Code, provide minimum requirements for development located in flood hazard areas, including the subdivision of land and other developments; site improvements and installation of utilities; placement and replacement of manufactured homes; placement of recreational vehicles; new construction and alterations, repair, reconstruction, rehabilitation or additions of existing buildings and structures; substantial improvement of existing buildings and structures, including repair of substantial damage; installation of tanks; temporary structures and temporary or permanent storage; utility and miscellaneous Group U buildings and structures; and certain building work exempt from permit under the Uniform Construction Code; and other buildings and development activities.

**27-2.2 Establishment of Flood Hazard Areas.** The City of Summit was accepted for participation in the National Flood Insurance Program on February 02, 1977.

The National Flood Insurance Program (NFIP) floodplain management regulations encourage that all Federal, State, and Local regulations that are more stringent than the minimum NFIP standards take precedence in permitting decisions. The FHACA requires that the effective Flood Insurance Rate Map, most recent preliminary FEMA mapping and flood studies, and Department delineations be compared to determine the most restrictive mapping. The FHACA also regulates unstudied flood hazard areas in watersheds measuring 50 acres or greater in size and most riparian zones in New Jersey. Because of these higher standards, the regulated flood hazard area in New Jersey may be more expansive and more restrictive than the FEMA Special Flood Hazard Area. Maps and studies that establish flood hazard areas are on file at the City of Summit's Engineering Office at City Hall, 512 Springfield Avenue, Summit, NJ 07901.

The following sources identify flood hazard areas in this jurisdiction and must be considered when determining the Best Available Flood Hazard Data Area:

**(1) Effective Flood Insurance Study.** Special Flood Hazard Areas (SFHAs) identified by the Federal Emergency Management Agency in a scientific and engineering report entitled "Flood Insurance Study Union County, New Jersey (All Jurisdictions)" dated September 20, 2006 and the accompanying Flood Insurance Rate Maps (FIRM) identified in Table 27-2(1) whose effective date is September 20, 2006 are hereby adopted by reference.

Table 27-2(1) - FEMA Flood Insurance Rate Maps (FIRM) for Summit

Map Panel #	Effective Date	Suffix	Map Panel #	Effective Date	Suffix
34039C0001	9/20/2006	F	34039C0009	9/20/2006	F
34039C0002	9/20/2006	F	34039C0010	9/20/2006	F
34039C0003	9/20/2006	F	34039C0018	9/20/2006	F
34039C0008	9/20/2006	F			

**(2) Federal Best Available Information.** The City of Summit shall utilize Federal flood information as listed in the table below that provides more detailed hazard information, higher flood elevations, larger flood hazard areas, and results in more restrictive regulations. This information may include but is not limited to preliminary flood elevation guidance from FEMA (such as Advisory Flood Hazard Area Maps, Work Maps or Preliminary FIS and FIRM). Additional Federal Best Available studies issued after the date of this ordinance must also be considered. These studies are listed on FEMA's Map Service Center. This information shall be used for floodplain regulation purposes only.

Table 27-2(2) - Additional FEMA Flood Mapping for Summit

Map Panel #	Preliminary Date	Map Panel #	Preliminary Date
34039C0001G	4/18/2016	34039C0009G	4/18/2016
34039C0002G	4/18/2016	34039C0010G	4/18/2016
34039C0003G	4/18/2016	34039C0018G	4/18/2016
34039C0008G	4/18/2016		

**(3) Other Best Available Data.** The City of Summit shall utilize high water elevations from flood events, groundwater flooding areas, studies by federal or state agencies, or other information deemed appropriate by the City of Summit. Other “best available information” may not be used which results in less restrictive flood elevations, design standards, or smaller flood hazard areas than the sources described in Section 27-2 (1) and (2), above. This information shall be used for floodplain regulation purposes only.

**(4) State Regulated Flood Hazard Areas.** For State regulated waters, the NJ Department of Environmental Protection (NJDEP) identifies the flood hazard area as the land, and the space above that land, which lies below the “Flood Hazard Area Control Act Design Flood Elevation”, as defined in Section 27-9, and as described in the New Jersey Flood Hazard Area Control Act at N.J.A.C. 7:13. A FHACA flood hazard area exists along every regulated water that has a drainage area of 50 acres or greater. Such area may extend beyond the boundaries of the Special Flood Hazard Areas (SFHAs) as identified by FEMA. The following is a list of New Jersey State studied waters in this community under the FHACA, and their respective map identification numbers.

Table 27-2.2(3)

Name of Studied Water	File Name	Map Number
Bryant Bk Branch, Bryant Bk, Van Wrinkles Bk	GGEW0039	4
Passaic Rv	N0000011	PA-1
Passaic Rv	PRM00019	12
Passaic Rv	PRM00020	13
Passaic Rv	PRM00021	14
Passaic Rv	PRM00022	15
Passaic Rv	PRM00023	16

### **27-2.3 Establishing the Local Design Flood Elevation (LDFE).**

The Local Design Flood Elevation (LDFE) is established in the flood hazard areas determined in Section 27-2.2, above, using the best available flood hazard data sources, and the Flood Hazard Area Control Act minimum Statewide elevation requirements for lowest floors in A, Coastal A, and V zones, ASCE 24 requirements for critical facilities as specified by the building code, plus additional freeboard as specified by this ordinance.

At a minimum, the Local Design Flood Elevation shall be as follows:

- (1) For a delineated watercourse, the elevation associated with the Best Available Flood Hazard Data Area determined in Section 27-2.2, above plus one foot or as described by N.J.A.C. 7:13 of freeboard; or
- (2) For any undelineated watercourse (where mapping or studies described in 27-2 (1) and (2) above are not available) that has a contributory drainage area of 50 acres or more, the applicants must provide one of the following to determine the Local Design Flood Elevation:
  - a. A copy of an unexpired NJDEP Flood Hazard Area Verification plus one foot of freeboard and any additional freeboard as required by ASCE 24; or
  - b. A determination of the Flood Hazard Area Design Flood Elevation using Method 5 or Method 6 (as described in N.J.A.C. 7:13) plus one foot of freeboard and any additional freeboard as required by ASCE 24. Any determination using these methods must be sealed and submitted according to Section 27-5.2.3.
- (3) AO Zones - For Zone AO areas on the municipality's FIRM (or on preliminary flood elevation guidance from FEMA), the Local Design Flood Elevation is determined from the FIRM panel as the highest adjacent grade plus the depth number specified plus one foot of freeboard. If no depth number is specified, the Local Design Flood Elevation is three (3) feet above the highest adjacent grade.
- (4) Class IV Critical Facilities - For any proposed development of new and substantially improved Flood Design Class IV Critical Facilities, the Local Design Flood Elevation must be the higher of the 0.2% annual chance (500 year) flood elevation or the Flood Hazard Area Design Flood Elevation with an additional 2 feet of freeboard in accordance with ASCE 24.
- (5) Class III Critical Facilities - For proposed development of new and substantially improved Flood Design Class III Critical Facilities in coastal high hazard areas, the Local Design Flood Elevation must be the higher of the 0.2% annual chance (500 year) flood elevation or the Flood Hazard Area Design Flood Elevation with an additional 1 foot of freeboard in accordance with ASCE 24.

## **SECTION 27-3 DUTIES AND POWERS OF THE FLOODPLAIN ADMINISTRATOR**

**27-3.1 Floodplain Administrator Designation.** The City of Summit Engineer is designated the Floodplain Administrator. The Floodplain Administrator shall have the authority to delegate performance of certain duties to other employees.

**27-3.2 General.** The Floodplain Administrator is authorized and directed to administer the provisions of these regulations. The Floodplain Administrator shall have the authority to render interpretations of these regulations consistent with the intent and purpose of these regulations and to establish policies and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall be consistent with the intent and purpose of these regulations and the flood provisions of the building code and shall not have the effect of waiving specific requirements without the granting of a variance pursuant to Section 27-7 of these regulations.

**27-3.3 Coordination.** The Floodplain Administrator shall coordinate with the Construction Official to administer and enforce the flood provisions of the Uniform Construction Code.

**27-3.4 Duties.** The duties of the Floodplain Administrator shall include but are not limited to:

- (1) Review all permit applications to determine whether proposed development is located in flood hazard areas established in Section 27-2 of these regulations.
- (2) Require development in flood hazard areas to be reasonably safe from flooding and to be designed and constructed with methods, practices and materials that minimize flood damage.
- (3) Interpret flood hazard area boundaries and provide available flood elevation and flood hazard information.
- (4) Determine whether additional flood hazard data shall be obtained or developed.
- (5) Review required certifications and documentation specified by these regulations and the building code to determine that such certifications and documentations are complete.
- (6) Establish, in coordination with the Construction Official, written procedures for administering and documenting determinations of substantial improvement and substantial damage made pursuant to Section 27-3.14 of these regulations.
- (7) Coordinate with the Construction Official and others to identify and investigate damaged buildings located in flood hazard areas and inform owners of the requirement to obtain permits for repairs.
- (8) Review requests submitted to the Construction Official seeking approval to modify the strict application of the flood load and flood resistant construction requirements of the Uniform Construction code to determine whether such requests require consideration as a variance pursuant to Section 27-7 of these regulations.
- (9) Require applicants who submit hydrologic and hydraulic engineering analyses to support permit applications to submit to FEMA the data and information necessary to maintain the Flood Insurance Rate Maps when the analyses propose to change base flood elevations, flood hazard area boundaries, or floodway designations; such submissions shall be made within 6 months of such data becoming available.
- (10) Require applicants who propose alteration of a watercourse to notify adjacent jurisdictions and the NJDEP Bureau of Flood Engineering, and to submit copies of such notifications to the Federal Emergency Management Agency (FEMA).
- (11) Inspect development in accordance with Section 27-6 of these regulations and inspect flood hazard areas to determine if development is undertaken without issuance of permits.
- (12) Prepare comments and recommendations for consideration when applicants seek variances in accordance with Section 27-7 of these regulations.



- (13) Cite violations in accordance with Section 27-8 of these regulations.
- (14) Notify the Federal Emergency Management Agency when the corporate boundaries of the City of Summit have been modified.
- (15) Permit Ordinary Maintenance and Minor Work in the regulated areas discussed in Section 27-2.2.

**27-3.5 Use of changed technical data.** The Floodplain Administrator and the applicant shall not use changed flood hazard area boundaries or base flood elevations for proposed buildings or developments unless the Floodplain Administrator or applicant has applied for a Conditional Letter of Map Revision (CLOMR) to the Flood Insurance Rate Map (FIRM) revision and has received the approval of the Federal Emergency Management Agency. A revision of the effective FIRM does not remove the related feature(s) on a flood hazard area delineation that has been promulgated by the NJDEP. A separate application must be made to the State pursuant to N.J.A.C. 7:13 for revision of a flood hazard design flood elevation, flood hazard area limit, floodway limit, and/or other related feature.

**27-3.6 Other permits.** It shall be the responsibility of the Floodplain Administrator to assure that approval of a proposed development shall not be given until proof that necessary permits have been granted by Federal or State agencies having jurisdiction over such development, including section 404 of the Clean Water Act. In the event of conflicting permit requirements, the Floodplain Administrator must ensure that the most restrictive floodplain management standards are reflected in permit approvals.

**27-3.7 Determination of Local Design Flood Elevations.** If design flood elevations are not specified, the Floodplain Administrator is authorized to require the applicant to:

- (1) Obtain, review, and reasonably utilize data available from a Federal, State, or other source, or
- (2) Determine the design flood elevation in accordance with accepted hydrologic and hydraulic engineering techniques. Such analyses shall be performed and sealed by a licensed professional engineer. Studies, analyses, and computations shall be submitted in sufficient detail to allow review and approval by the Floodplain Administrator. The accuracy of data submitted for such determination shall be the responsibility of the applicant.

It shall be the responsibility of the Floodplain Administrator to verify that the applicant's proposed Best Available Flood Hazard Data Area and the Local Design Flood Elevation in any development permit accurately applies the best available flood hazard data and methodologies for determining flood hazard areas and design elevations described in 27-2.2 and 27-2.3 respectively. This information shall be provided to the Construction Official and documented according to Section 27-3.15.

**27-3.8 Requirement to submit new technical data.** Base Flood Elevations may increase or decrease resulting from natural changes (e.g. erosion, accretion, channel migration, subsidence, uplift) or man-made physical changes (e.g. dredging, filling, excavation) affecting flooding conditions. As soon as practicable, but not later than six months after the date of a man-made change or when information about a natural change becomes available, the Floodplain Administrator shall notify the Federal Insurance Administrator of the changes by submitting technical or scientific data in accordance with Title 44 Code of Federal Regulations Section 65.3. Such a submission is necessary so that upon confirmation of those physical changes affecting flooding conditions, risk premium rates and floodplain management requirements will be based upon current data.

**27-3.9 Activities in riverine flood hazard areas.** In riverine flood hazard areas where design flood elevations are specified but floodways have not been designated, the Floodplain Administrator shall not permit any new construction, substantial improvement or other development, including the placement of fill, unless the applicant submits an engineering analysis prepared by a licensed professional engineer that demonstrates that the cumulative effect of the proposed development, when combined with all other existing and anticipated flood hazard area encroachment, will not increase the design flood elevation more than 0.2 feet at any point within the community.

**27-3.10 Floodway encroachment.** Prior to issuing a permit for any floodway encroachment, including fill, new construction, substantial improvements and other development or land-disturbing-activity, the Floodplain Administrator shall require submission of a certification prepared by a licensed professional engineer, along with supporting technical data, that demonstrates that such development will not cause any increase in the base flood level.

**27-3.10.1 Floodway revisions.** A floodway encroachment that increases the level of the base flood is authorized if the applicant has applied for a Conditional Letter of Map Revision (CLOMR) to the Flood Insurance Rate Map (FIRM) and has received the approval of FEMA.

**27-3.11 Watercourse alteration.** Prior to issuing a permit for any alteration or relocation of any watercourse, the Floodplain Administrator shall require the applicant to provide notification of the proposal to the appropriate authorities of all adjacent government jurisdictions, as well as the NJDEP Bureau of Flood Engineering and the Division of Land Resource Protection. A copy of the notification shall be maintained in the permit records and submitted to FEMA.

**27-3.11.1 Engineering analysis.** The Floodplain Administrator shall require submission of an engineering analysis prepared by a licensed professional engineer, demonstrating that the flood-carrying capacity of the altered or relocated portion of the watercourse will be maintained, neither increased nor decreased. Such watercourses shall be maintained in a manner that preserves the channel's flood-carrying capacity.

**27-3.12 Alterations in coastal areas.** The excavation or alteration of sand dunes is governed by the New Jersey Coastal Zone Management (CZM) rules, N.J.A.C. 7:7. Prior to issuing a flood damage prevention permit for any alteration of sand dunes in coastal high hazard areas and Coastal A Zones, the Floodplain Administrator shall require that a New Jersey CZM permit be obtained and included in the flood damage prevention permit application. The applicant shall also provide documentation of any engineering analysis, prepared by a licensed professional engineer, that demonstrates that the proposed alteration will not increase the potential for flood damage.

**27-3.13 Development in riparian zones** All development in Riparian Zones as described in N.J.A.C. 7:13 is prohibited by this ordinance unless the applicant has received an individual or general permit or has complied with the requirements of a permit by rule or permit by certification from NJDEP Division of Land Resource Protection prior to application for a floodplain development permit and the project is compliant with all other Floodplain Development provisions of this ordinance. The width of the riparian zone can range between 50 and 300 feet and is determined by the attributes of the waterbody and designated in the New Jersey Surface Water Quality Standards N.J.A.C. 7:9B. The portion of the riparian zone located outside of a regulated water is measured landward from the top of bank. Applicants can request a verification of the riparian zone limits or a permit applicability determination to determine State permit requirements under N.J.A.C. 7:13 from the NJDEP Division of Land Resource Protection.

**27-3.14 Substantial improvement and substantial damage determinations.** When buildings and structures are damaged due to any cause including but not limited to man-made, structural, electrical, mechanical, or natural hazard events, or are determined to be unsafe as described in N.J.A.C. 5:23; and for applications for building permits to improve buildings and structures, including alterations, movement, repair, additions, rehabilitations, renovations, ordinary maintenance and minor work, substantial improvements, repairs of substantial damage, and any other improvement of or work on such buildings and structures, the Floodplain Administrator, in coordination with the Construction Official, shall:

- (1) Estimate the market value, or require the applicant to obtain a professional appraisal prepared by a qualified independent appraiser, of the market value of the building or structure before the start of construction of the proposed work; in the case of repair, the market value of the building or structure shall be the market value before the damage occurred and before any repairs are made.
- (2) Determine and include the costs of all ordinary maintenance and minor work, as discussed in Section 27-2.2, performed in the floodplain regulated by this ordinance in addition to the costs of those improvements regulated by the Construction Official in substantial damage and substantial improvement calculations.
- (3) Compare the cost to perform the improvement, the cost to repair the damaged building to its pre-damaged condition, or the combined costs of improvements and repairs, where applicable, to the market value of the building or structure.
- (4) Determine and document whether the proposed work constitutes substantial improvement or repair of substantial damage
- (5) Notify the applicant in writing when it is determined that the work constitutes substantial improvement or repair of substantial damage and that compliance with the flood resistant construction requirements of the building code is required and notify the applicant in writing when it is determined that work does not constitute substantial improvement or repair of substantial damage. The Floodplain Administrator shall also provide all letters documenting substantial damage and compliance with flood resistant construction requirements of the building code to the NJDEP Bureau of Flood Engineering.

**27-3.15 Department records.** In addition to the requirements of the building code and these regulations, and regardless of any limitation on the period required for retention of public records, the Floodplain Administrator shall maintain and permanently keep and make available for public inspection all records that are necessary for the administration of these regulations and the flood provisions of the Uniform Construction Code, including Flood Insurance Studies, Flood Insurance Rate Maps; documents from FEMA that amend or revise FIRMs; NJDEP delineations, records of issuance of permits and denial of permits; records of ordinary maintenance and minor work, determinations of whether proposed work constitutes substantial improvement or repair of substantial damage; required certifications and documentation specified by the Uniform Construction Code and these regulations including as-built Elevation Certificates; notifications to adjacent communities, FEMA, and the State related to alterations of watercourses; assurance that the flood carrying capacity of altered waterways will be maintained; documentation related to variances, including justification for issuance or denial; and records of enforcement actions taken pursuant to these regulations and the flood resistant provisions of the Uniform Construction Code. The Floodplain Administrator shall also record the required elevation, determination method, and base flood elevation source used to determine the Local Design Flood Elevation in the floodplain development permit.

**27-3.16 Liability.** The Floodplain Administrator and any employee charged with the enforcement of these regulations, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by these regulations or other pertinent law or ordinance, shall not thereby be rendered liable personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of these regulations shall be defended by legal representative of the jurisdiction until the final termination of the proceedings. The Floodplain Administrator and any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of these regulations.

## **SECTION 27-4 PERMITS**

**27-4.1 Permits Required.** Any person, owner or authorized agent who intends to conduct any development in a flood hazard area shall first make application to the Floodplain Administrator and shall obtain the required permit. Depending on the nature and extent of proposed development that includes a building or structure, the Floodplain Administrator may determine that a floodplain development permit or approval is required in addition to a building permit.

**27-4.2 Application for permit.** The applicant shall file an application in writing on a form furnished by the Floodplain Administrator. Such application shall:

- (1) Identify and describe the development to be covered by the permit.
- (2) Describe the land on which the proposed development is to be conducted by legal description, street address or similar description that will readily identify and definitively locate the site.
- (3) Indicate the use and occupancy for which the proposed development is intended.
- (4) Be accompanied by a site plan and construction documents as specified in Section 27-5 of these regulations, grading and filling plans and other information deemed appropriate by the Floodplain Administrator.

(5) State the valuation of the proposed work, including the valuation of ordinary maintenance and minor work.

(6) Be signed by the applicant or the applicant's authorized agent.

**27-4.3 Validity of permit.** The issuance of a permit under these regulations or the Uniform Construction Code shall not be construed to be a permit for, or approval of, any violation of this appendix or any other ordinance of the jurisdiction. The issuance of a permit based on submitted documents and information shall not prevent the Floodplain Administrator from requiring the correction of errors. The Floodplain Administrator is authorized to prevent occupancy or use of a structure or site which is in violation of these regulations or other ordinances of this jurisdiction.

**27-4.4 Expiration.** A permit shall become invalid when the proposed development is not commenced within 180 days after its issuance, or when the work authorized is suspended or abandoned for a period of 180 days after the work commences. Extensions shall be requested in writing and justifiable cause demonstrated. The Floodplain Administrator is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each.

**27-4.5 Suspension or revocation.** The Floodplain Administrator is authorized to suspend or revoke a permit issued under these regulations wherever the permit is issued in error or on the basis of incorrect, inaccurate or incomplete information, or in violation of any ordinance or code of this jurisdiction.

## **SECTION 27-5 SITE PLANS AND CONSTRUCTION DOCUMENTS**

**27-5.1 Information for development in flood hazard areas.** The site plan or construction documents for any development subject to the requirements of these regulations shall be drawn to scale and shall include, as applicable to the proposed development:

(1) Delineation of flood hazard areas, floodway boundaries and flood zone(s), base flood elevation(s), and ground elevations when necessary for review of the proposed development. For buildings that are located in more than one flood hazard area, the elevation and provisions associated with the most restrictive flood hazard area shall apply.

(2) Where base flood elevations or floodway data are not included on the FIRM or in the Flood Insurance Study, they shall be established in accordance with Section 27-5.2.

(3) Where the parcel on which the proposed development will take place will have more than 50 lots or is larger than 5 acres and base flood elevations are not included on the FIRM or in the Flood Insurance Study, such elevations shall be established in accordance with Section 27-5.2(3) of these regulations.

(4) Location of the proposed activity and proposed structures, and locations of existing buildings and structures; in coastal high hazard areas and Coastal A zones, new buildings shall be located landward of the reach of mean high tide.

(5) Location, extent, amount, and proposed final grades of any filling, grading, or excavation.

(6) Where the placement of fill is proposed, the amount, type, and source of fill material; compaction specifications; a description of the intended purpose of the fill areas; and evidence that the proposed fill areas are the minimum necessary to achieve the intended purpose. The applicant shall provide an engineering certification confirming that the proposal meets the flood storage displacement limitations of N.J.A.C. 7:13.

(7) Extent of any proposed alteration of sand dunes.

- (8) Existing and proposed alignment of any proposed alteration of a watercourse.
- (9) Floodproofing certifications, V Zone and Breakaway Wall Certifications, Operations and Maintenance Plans, Warning and Evacuation Plans and other documentation required pursuant to FEMA publications.

The Floodplain Administrator is authorized to waive the submission of site plans, construction documents, and other data that are required by these regulations but that are not required to be prepared by a registered design professional when it is found that the nature of the proposed development is such that the review of such submissions is not necessary to ascertain compliance.

#### **27-5.2 Information in flood hazard areas without base flood elevations (approximate Zone A).**

Where flood hazard areas are delineated on the effective or preliminary FIRM and base flood elevation data have not been provided, the applicant shall consult with the Floodplain Administrator to determine whether to:

- (1) Use the Approximation Method (Method 5) described in N.J.A.C. 7:13 in conjunction with Appendix 1 of the FHACA to determine the required flood elevation.
- (2) Obtain, review, and reasonably utilize data available from a Federal, State or other source when those data are deemed acceptable to the Floodplain Administrator to reasonably reflect flooding conditions.
- (3) Determine the base flood elevation in accordance with accepted hydrologic and hydraulic engineering techniques according to Method 6 as described in N.J.A.C. 7:13. Such analyses shall be performed and sealed by a licensed professional engineer.

Studies, analyses, and computations shall be submitted in sufficient detail to allow review and approval by the Floodplain Administrator prior to floodplain development permit issuance. The accuracy of data submitted for such determination shall be the responsibility of the applicant. Where the data are to be used to support a Letter of Map Change (LOMC) from FEMA, the applicant shall be responsible for satisfying the submittal requirements and pay the processing fees.

**27-5.3 Analyses and certifications by a Licensed Professional Engineer.** As applicable to the location and nature of the proposed development activity, and in addition to the requirements of this section, the applicant shall have the following analyses signed and sealed by a licensed professional engineer for submission with the site plan and construction documents:

- (1) For development activities proposed to be located in a regulatory floodway, a floodway encroachment analysis that demonstrates that the encroachment of the proposed development will not cause any increase in base flood elevations; where the applicant proposes to undertake development activities that do increase base flood elevations, the applicant shall submit such analysis to FEMA as specified in Section 27-5.4 of these regulations and shall submit the Conditional Letter of Map Revision, if issued by FEMA, with the site plan and construction documents.
- (2) For development activities proposed to be located in a riverine flood hazard area where base flood elevations are included in the FIS or FIRM but floodways have not been designated, hydrologic and hydraulic analyses that demonstrate that the cumulative effect of the proposed development, when combined with all other existing and anticipated flood hazard area encroachments will not increase the base flood elevation more than 0.2 feet at any point within the jurisdiction. This requirement does not apply in isolated flood hazard areas not connected to a riverine flood hazard area or in flood hazard areas identified as Zone AO or Zone AH.

(3) For alteration of a watercourse, an engineering analysis prepared in accordance with standard engineering practices which demonstrates that the flood-carrying capacity of the altered or relocated portion of the watercourse will not be decreased, and certification that the altered watercourse shall be maintained, neither increasing nor decreasing the channel's flood-carrying capacity. The applicant shall submit the analysis to FEMA as specified in Section 27-5.4 of these regulations. The applicant shall notify the chief executive officer of all affected adjacent jurisdictions, the NJDEP's Bureau of Flood Engineering and the Division of Land Resource Protection; and shall provide documentation of such notifications.

(4) For activities that propose to alter sand dunes in coastal high hazard areas (Zone V) and Coastal A Zones, an engineering analysis that demonstrates that the proposed alteration will not increase the potential for flood damage and documentation of the issuance of a New Jersey Coastal Zone Management permit under N.J.A.C. 7:7.

(5) For analyses performed using Methods 5 and 6 (as described in N.J.A.C. 7:13) in flood hazard zones without base flood elevations (approximate A zones).

**27-5.4 Submission of additional data.** When additional hydrologic, hydraulic or other engineering data, studies, and additional analyses are submitted to support an application, the applicant has the right to seek a Letter of Map Change (LOMC) from FEMA to change the base flood elevations, change floodway boundaries, or change boundaries of flood hazard areas shown on FIRMs, and to submit such data to FEMA for such purposes. The analyses shall be prepared by a licensed professional engineer in a format required by FEMA. Submittal requirements and processing fees shall be the responsibility of the applicant.

## **SECTION 27-6 INSPECTIONS**

**27-6.1 General.** Development for which a permit is required shall be subject to inspection. Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of these regulations or the building code. Inspections presuming to give authority to violate or cancel the provisions of these regulations or the building code or other ordinances shall not be valid.

**27-6.2 Inspections of development.** The Floodplain Administrator shall inspect all development in flood hazard areas authorized by issuance of permits under these regulations. The Floodplain Administrator shall inspect flood hazard areas from time to time to determine if development is undertaken without issuance of a permit.

**27-6.3 Buildings and structures.** The Construction Official shall make or cause to be made, inspections for buildings and structures in flood hazard areas authorized by permit in accordance with the Uniform Construction Code, N.J.A.C. 5:23.

(1) **Lowest floor elevation.** Upon placement of the lowest floor, including the basement, and prior to further vertical construction, certification of the elevation required in Section 27-15.2 shall be submitted to the Construction Official on an Elevation Certificate.

(2) **Lowest horizontal structural member.** In V zones and Coastal A zones, upon placement of the lowest floor, including the basement, and prior to further vertical construction, certification of the elevation required in Section 27-15.2 shall be submitted to the Construction Official on an Elevation Certificate.

(3) **Installation of attendant utilities** (electrical, heating, ventilating, air-conditioning, and other service equipment) and sanitary facilities elevated as discussed in Section 27-15.2.

(4) **Final inspection.** Prior to the final inspection, certification of the elevation required in Section 27-15.2 shall be submitted to the Construction Official on an Elevation Certificate.

**27-6.4 Manufactured homes.** The Floodplain Administrator shall inspect manufactured homes that are installed or replaced in flood hazard areas to determine compliance with the requirements of these regulations and the conditions of the issued permit. Upon placement of a manufactured home, certification of the elevation of the lowest floor shall be submitted on an Elevation Certificate to the Floodplain Administrator prior to the final inspection.

## **SECTION 27-7 VARIANCES**

**27-7.1 General.** The Summit Zoning Board of Adjustment shall hear and decide requests for variances. The Planning Board or Zoning Board of Adjustment shall base its determination on technical justifications submitted by applicants, the considerations for issuance in Section 27-7.5, the conditions of issuance set forth in Section 27-7.6, and the comments and recommendations of the Floodplain Administrator and, as applicable, the Construction Official. The Planning Board and Zoning Board of Adjustment have the right to attach such conditions to variances as it deems necessary to further the purposes and objectives of these regulations.

**27-7.2 Historic structures.** A variance to the substantial improvement requirements of this ordinance is authorized provided that the repair or rehabilitation of a historic structure is completed according to N.J.A.C. 5:23-6.33, Section 1612 of the International Building Code and R322 of the International Residential Code, the repair or rehabilitation will not preclude the structure's continued designation as a historic structure, the structure meets the definition of the historic structure as described by this ordinance, and the variance is the minimum necessary to preserve the historic character and design of the structure.

**27-7.3 Functionally dependent uses.** A variance is authorized to be issued for the construction or substantial improvement necessary for the conduct of a functionally dependent use provided the variance is the minimum necessary to allow the construction or substantial improvement, and that all due consideration has been given to use of methods and materials that minimize flood damage during the base flood and create no additional threats to public safety.

**27-7.4 Restrictions in floodways.** A variance shall not be issued for any proposed development in a floodway when any increase in flood levels would result during the base flood discharge, as evidenced by the applicable analysis and certification required in Section 27-5.3(1) of these regulations.

**27-7.5 Considerations.** In reviewing requests for variances, all technical evaluations, all relevant factors, all other portions of these regulations, and the following shall be considered:

- (1) The danger that materials and debris may be swept onto other lands resulting in further injury or damage.
- (2) The danger to life and property due to flooding or erosion damage.



- (3) The susceptibility of the proposed development, including contents, to flood damage and the effect of such damage on current and future owners.
- (4) The importance of the services provided by the proposed development to the community.
- (5) The availability of alternate locations for the proposed development that are not subject to flooding or erosion and the necessity of a waterfront location, where applicable.
- (6) The compatibility of the proposed development with existing and anticipated development.
- (7) The relationship of the proposed development to the comprehensive plan and floodplain management program for that area. The safety of access to the property in times of flood for ordinary and emergency vehicles.
- (8) The expected heights, velocity, duration, rate of rise and debris and sediment transport of the floodwater and the effects of wave action, where applicable, expected at the site.
- (9) The costs of providing governmental services during and after flood conditions including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, streets, and bridges.

**27-7.6 Conditions for issuance.** Variances shall only be issued upon:

- (1) Submission by the applicant of a showing of good and sufficient cause that the unique characteristics of the size, configuration or topography of the site limit compliance with any provision of these regulations or renders the elevation standards of the building code inappropriate.
- (2) A determination that failure to grant the variance would result in exceptional hardship due to the physical characteristics of the land that render the lot undevelopable.
- (3) A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, nor create nuisances, cause fraud on or victimization of the public or conflict with existing local laws or ordinances.
- (4) A determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
- (5) Notification to the applicant in writing over the signature of the Floodplain Administrator that the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage, and that such construction below the base flood level increases risks to life and property.

## **SECTION 27-8 VIOLATIONS**

**27-8.1 Violations.** Any development in any flood hazard area that is being performed without an issued permit or that is in conflict with an issued permit shall be deemed a violation. A building or structure without the documentation of elevation of the lowest floor, the lowest horizontal structural member if in a V or Coastal A Zone, other required design certifications, or other evidence of compliance required by the building code is presumed to be a violation until such time as that documentation is provided.

**27-8.2 Authority.** The Floodplain Administrator is authorized to serve notices of violation or stop work orders to owners of property involved, to the owner's agent, or to the person or persons doing the work for development that is not within the scope of the Uniform Construction Code, but is regulated by these regulations and that is determined to be a violation.

**27-8.3 Unlawful continuance.** Any person who shall continue any work after having been served with a notice of violation or a stop work order, except such work as that person is directed to perform to remove or remedy a violation or unsafe condition, shall be subject to penalties as prescribed by N.J.S.A. 40:49-5 as appropriate.

**27-8.4 Review Period to Correct Violations.** A 30-day period shall be given to the property owner as an opportunity to cure or abate the condition. The property owner shall also be afforded an opportunity for a hearing before the court for an independent determination concerning the violation. Subsequent to the expiration of the 30-day period, a fine greater than \$2,000.00 may be imposed if a court has not determined otherwise or, upon reinspection of the property, it is determined that the abatement has not been substantially completed.

## **SECTION 27-9 DEFINITIONS**

**27-9.1 General.** The following words and terms when used in this chapter shall have the meanings given in this section. Other terms are defined in the Uniform Construction Code N.J.A.C. 5:23 and terms are defined where used in the International Residential Code and International Building Code (rather than in the definitions section). Where terms are not defined, such terms shall have ordinarily accepted meanings such as the context implies.

### **27-9.2 Definitions**

**30 DAY PERIOD** - The period of time prescribed by N.J.S.A. 40:49-5 in which a property owner is afforded the opportunity to correct zoning and solid waste disposal after a notice of violation pertaining to this ordinance has been issued.

**100 YEAR FLOOD ELEVATION** - Elevation of flooding having a 1% annual chance of being equaled or exceeded in a given year which is also referred to as the Base Flood Elevation.

**500 YEAR FLOOD ELEVATION** - Elevation of flooding having a 0.2% annual chance of being equaled or exceeded in a given year.

**A ZONES** - Areas of 'Special Flood Hazard in which the elevation of the surface water resulting from a flood that has a 1% annual chance of equaling or exceeding the Base Flood Elevation (BFE) in any given year shown on the Flood Insurance Rate Map (FIRM) zones A, AE, AH, A1-A30, AR, AR/A, AR/AE, AR/A1- A30, AR/AH, and AR/AO. When used in reference to the development of a structure in this ordinance, A Zones are not inclusive of Coastal A Zones because of the higher building code requirements for Coastal A Zones.

**AH ZONES**- Areas subject to inundation by 1-percent-annual-chance shallow flooding (usually areas of ponding) where average depths are between one and three feet. Base Flood Elevations (BFEs) derived from detailed hydraulic analyses are shown in this zone.

**AO ZONES** - Areas subject to inundation by 1-percent-annual-chance shallow flooding (usually sheet flow on sloping terrain) where average depths are between one and three feet.

**ACCESSORY STRUCTURE** - Accessory structures are also referred to as appurtenant structures. An accessory structure is a structure which is on the same parcel of property as a principal structure and the use of which is incidental to the use of the principal structure. For example, a residential structure may have a detached garage or storage shed for garden tools as accessory structures. Other examples of accessory structures include gazebos, picnic pavilions, boathouses, small pole barns, storage sheds, and similar buildings.

**AGRICULTURAL STRUCTURE** - A structure used solely for agricultural purposes in which the use is exclusively in connection with the production, harvesting, storage, drying, or raising of agricultural commodities, including the raising of livestock. Communities must require that new construction or substantial improvements of agricultural structures be elevated or floodproofed to or above the Base Flood Elevation (BFE) as any other nonresidential building. Under some circumstances it may be appropriate to wet-floodproof certain types of agricultural structures when located in wide, expansive floodplains through issuance of a variance. This should only be done for structures used for temporary storage of equipment or crops or temporary shelter for livestock and only in circumstances where it can be demonstrated that agricultural structures can be designed in such a manner that results in minimal damage to the structure and its contents and will create no additional threats to public safety. New construction or substantial improvement of livestock confinement buildings, poultry houses, dairy operations, similar livestock operations and any structure that represents more than a minimal investment must meet the elevation or dry-floodproofing requirements of 44 CFR 60.3(c)(3).

**AREA OF SHALLOW FLOODING** - A designated Zone AO, AH, AR/AO or AR/AH (or VO) on a community's Flood Insurance Rate Map (FIRM) with a one percent or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow. **AREA OF SPECIAL FLOOD HAZARD** - see SPECIAL FLOOD HAZARD AREA

**ALTERATION OF A WATERCOURSE** - A dam, impoundment, channel relocation, change in channel alignment, channelization, or change in cross-sectional area of the channel or the channel capacity, or any other form of modification which may alter, impede, retard or change the direction and/or velocity of the riverine flow of water during conditions of the base flood.

**ASCE 7** - The standard for the Minimum Design Loads for Buildings and Other Structures, referenced by the building code and developed and published by the American Society of Civil Engineers, Reston, VA. which includes but is not limited to methodology and equations necessary for determining structural and flood-related design requirements and determining the design requirements for structures that may experience a combination of loads including those from natural hazards. Flood related equations include those for determining erosion, scour, lateral, vertical, hydrostatic, hydrodynamic, buoyancy, breaking wave, and debris impact.

ASCE 24 - The standard for Flood Resistant Design and Construction, referenced by the building code and developed and published by the American Society of Civil Engineers, Reston, VA. References to ASCE 24 shall mean ASCE 24-14 or the most recent version of ASCE 24 adopted in the UCC Code [N.J.A.C. 5:23].

BASE FLOOD ELEVATION (BFE) - The water surface elevation resulting from a flood that has a 1-percent or greater chance of being equaled or exceeded in any given year, as shown on a published Flood Insurance Study (FIS), or preliminary flood elevation guidance from FEMA. May also be referred to as the “100-year flood elevation”.

BASEMENT - Any area of the building having its floor subgrade (below ground level) on all sides.

BEST AVAILABLE FLOOD HAZARD DATA - The most recent available preliminary flood risk guidance FEMA has provided. The Best Available Flood Hazard Data may be depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM.

BEST AVAILABLE FLOOD HAZARD DATA AREA- The areal mapped extent associated with the most recent available preliminary flood risk guidance FEMA has provided. The Best Available Flood Hazard Data may be depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM.

BEST AVAILABLE FLOOD HAZARD DATA ELEVATION - The most recent available preliminary flood elevation guidance FEMA has provided. The Best Available Flood Hazard Data may be depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM.

BREAKAWAY WALLS - Any type of wall subject to flooding that is not required to provide structural support to a building or other structure and that is designed and constructed such that, it is below the Local Design Flood Elevation, it will collapse under specific lateral loads such that (1) it allows the free passage of floodwaters, and (2) it does not damage the structure or supporting foundation system. Certification in the V Zone Certificate of the design, plans, and specifications by a licensed design professional that these walls are in accordance with accepted standards of practice is required as part of the permit application for new and substantially improved V Zone and Coastal A Zone structures. A completed certification must be submitted at permit application.

**BUILDING** - Per the FHACA, “Building” means a structure enclosed with exterior walls or fire walls, erected and framed of component structural parts, designed for the housing, shelter, enclosure, and support of individuals, animals, or property of any kind. A building may have a temporary or permanent foundation. A building that is intended for regular human occupation and/or residence is considered a habitable building.

**CONDITIONAL LETTER OF MAP REVISION** - A Conditional Letter of Map Revision (CLOMR) is FEMA's comment on a proposed project that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective Base Flood Elevations (BFEs), or the Special Flood Hazard Area (SFHA). The letter does not revise an effective NFIP map, it indicates whether the project, if built as proposed, would be recognized by FEMA. FEMA charges a fee for processing a CLOMR to recover the costs associated with the review that is described in the Letter of Map Change (LOMC) process. Building permits cannot be issued based on a CLOMR, because a CLOMR does not change the NFIP map.

**CONDITIONAL LETTER OF MAP REVISION - FILL** -- A Conditional Letter of Map Revision - Fill (CLOMR-F) is FEMA's comment on a proposed project involving the placement of fill outside of the regulatory floodway that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective Base Flood Elevations (BFEs), or the Special Flood Hazard Area (SFHA). The letter does not revise an effective NFIP map, it indicates whether the project, if built as proposed, would be recognized by FEMA. FEMA charges a fee for processing a CLOMR to recover the costs associated with the review that is described in the Letter of Map Change (LOMC) process. Building permits cannot be issued based on a CLOMR, because a CLOMR does not change the NFIP map.

**CRITICAL BUILDING** - Per the FHACA, “Critical Building” means that:

- a. It is essential to maintaining continuity of vital government operations and/or supporting emergency response, sheltering, and medical care functions before, during, and after a flood, such as a hospital, medical clinic, police station, fire station, emergency response center, or public shelter; or
- b. It serves large numbers of people who may be unable to leave the facility through their own efforts, thereby hindering or preventing safe evacuation of the building during a flood event, such as a school, college, dormitory, jail or detention facility, day care center, assisted living facility, or nursing home.

**DEVELOPMENT** - Any manmade change to improved or unimproved real estate, including but not limited to, buildings or other structures, tanks, temporary structures, temporary or permanent storage of materials, mining, dredging, filling, grading, paving, excavations, drilling operations and other land-disturbing activities.

**DRY FLOODPROOFING** - A combination of measures that results in a non-residential structure, including the attendant utilities and equipment as described in the latest version of ASCE 24, being watertight with all elements substantially impermeable and with structural components having the capacity to resist flood loads.

**ELEVATED BUILDING** - A building that has no basement and that has its lowest elevated floor raised above ground level by foundation walls, shear walls, posts, piers, pilings, or columns. Solid perimeter foundations walls are not an acceptable means of elevating buildings in V and VE Zones.

**ELEVATION CERTIFICATE** - An administrative tool of the National Flood Insurance Program (NFIP) that can be used to provide elevation information, to determine the proper insurance premium rate, and to support an application for a Letter of Map Amendment (LOMA) or Letter of Map Revision based on fill (LOMR-F).

**ENCROACHMENT** - The placement of fill, excavation, buildings, permanent structures or other development into a flood hazard area which may impede or alter the flow capacity of riverine flood hazard areas.

**FEMA PUBLICATIONS** - Any publication authored or referenced by FEMA related to building science, building safety, or floodplain management related to the National Flood Insurance Program. Publications shall include but are not limited to technical bulletins, desk references, and American Society of Civil Engineers Standards documents including ASCE 24.

## **FLOOD OR FLOODING**

- a. A general and temporary condition of partial or complete inundation of normally dry land areas from:
  - 1. The overflow of inland or tidal waters.
  - 2. The unusual and rapid accumulation or runoff of surface waters from any source.
  - 3. Mudslides (i.e. mudflows) which are proximately caused by flooding as defined in (a) (2) of this definition and are akin to a river or liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current.
- b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in paragraph (a)(1) of this definition.

**FLOOD HAZARD AREA DESIGN FLOOD ELEVATION** - Per the FHACA, the peak water surface elevation that will occur in a water during the flood hazard area design flood. This elevation is determined via available flood mapping adopted by the State, flood mapping published by FEMA (including effective flood mapping dated on or after January 31, 1980, or any more recent advisory, preliminary, or pending flood mapping; whichever results in higher flood elevations, wider floodway limits, greater flow rates, or indicates a change from an A zone to a V zone or coastal A zone), approximation, or calculation pursuant to the Flood Hazard Area Control Act Rules at N.J.A.C. 7:13-3.1 - 3.6 and is typically higher than FEMA's base flood elevation. A water that has a drainage area measuring less than 50 acres does not possess, and is not assigned, a flood hazard area design flood elevation.

**FLOOD INSURANCE RATE MAP (FIRM)** - The official map on which the Federal Emergency Management Agency has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.

**FLOOD INSURANCE STUDY (FIS)** - The official report in which the Federal Emergency Management Agency has provided flood profiles, as well as the Flood Insurance Rate Map(s) and the water surface elevation of the base flood.

**FLOODPLAIN OR FLOOD PRONE AREA** - Any land area susceptible to being inundated by water from any source. See "Flood or flooding."

**FLOODPLAIN MANAGEMENT REGULATIONS** - Zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance, and erosion control ordinance) and other applications of police power. The term describes such State or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

**FLOODPROOFING** - Any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures, and their contents.

**FLOODPROOFING CERTIFICATE** - Certification by a licensed design professional that the design and methods of construction for floodproofing a non-residential structure are in accordance with accepted standards of practice to a proposed height above the structure's lowest adjacent grade that meets or exceeds the Local Design Flood Elevation. A completed floodproofing certificate is required at permit application.

**FLOODWAY** - The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than 0.2 foot.

**FREEBOARD** - A factor of safety usually expressed in feet above a flood level for purposes of floodplain management. "Freeboard" tends to compensate for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, bridge openings, and the hydrological effect of urbanization of the watershed.

**FUNCTIONALLY DEPENDENT USE** - A use that cannot perform its intended purpose unless it is located or carried out in close proximity to water, including only docking facilities, port facilities necessary for the loading or unloading of cargo or passengers, and shipbuilding and ship repair facilities. The term does not include long-term storage or related manufacturing facilities.

**HABITABLE BUILDING**- Pursuant to the FHACA Rules (N.J.A.C. 7:13), means a building that is intended for regular human occupation and/or residence. Examples of a habitable building include a single-family home, duplex, multi-residence building, or critical building; a commercial building such as a retail store, restaurant, office building, or gymnasium; an accessory structure that is regularly occupied, such as a garage, barn, or workshop; mobile and manufactured homes, and trailers intended for human residence, which are set on a foundation and/or connected to utilities, such as in a mobile home park (not including campers and recreational vehicles); and any other building that is regularly occupied, such as a house of worship, community center, or meeting hall, or animal shelter that includes regular human access and occupation. Examples of a non-habitable building include a bus stop shelter, utility building, storage shed, self-storage unit, construction trailer, or an individual shelter for animals such as a doghouse or outdoor kennel.

**HARDSHIP** - As related to Section 27-7 of this ordinance, meaning the exceptional hardship that would result from a failure to grant the requested variance. The Summit Common Council requires that the variance be exceptional, unusual, and peculiar to the property involved. Mere economic or financial hardship alone is not exceptional. Inconvenience, aesthetic considerations, physical handicaps, personal preferences, or the disapproval of one's neighbors likewise cannot, as a rule, qualify as an exceptional hardship. All of these problems can be resolved through other means without granting a variance, even if the alternative is more expensive, or requires the property owner to build elsewhere or put the parcel to a different use than originally intended.

**HIGHEST ADJACENT GRADE** - The highest natural elevation of the ground surface prior to construction next to the proposed or existing walls of a structure.

**HISTORIC STRUCTURE** - Any structure that is:

- a. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;



- b. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- c. Individually listed on a State inventory of historic places in States with historic preservation programs which have been approved by the Secretary of the Interior; or
- d. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
  - 1. By an approved State program as determined by the Secretary of the Interior; or
  - 2. Directly by the Secretary of the Interior in States without approved programs.

**LAWFULLY EXISTING** - Per the FHACA, means an existing fill, structure and/or use, which meets all Federal, State, and local laws, and which is not in violation of the FHACA because it was established:

- a. Prior to January 31, 1980; or
- b. On or after January 31, 1980, in accordance with the requirements of the FHACA as it existed at the time the fill, structure and/or use was established.

Note: Substantially damaged properties and substantially improved properties that have not been elevated are not considered “lawfully existing” for the purposes of the NFIP. This definition is included in this ordinance to clarify the applicability of any more stringent statewide floodplain management standards required under the FHACA.

**LETTER OF MAP AMENDMENT** - A Letter of Map Amendment (LOMA) is an official amendment, by letter, to an effective National Flood Insurance Program (NFIP) map that is requested through the Letter of Map Change (LOMC) process. A LOMA establishes a property's location in relation to the Special Flood Hazard Area (SFHA). LOMAs are usually issued because a property has been inadvertently mapped as being in the floodplain but is actually on natural high ground above the base flood elevation. Because a LOMA officially amends the effective NFIP map, it is a public record that the community must maintain. Any LOMA should be noted on the community's master flood map and filed by panel number in an accessible location.

**LETTER OF MAP CHANGE** - The Letter of Map Change (LOMC) process is a service provided by FEMA for a fee that allows the public to request a change in flood zone designation in an Area of Special Flood Hazard on a Flood Insurance Rate Map (FIRM). Conditional Letters of Map Revision, Conditional Letters of Map Revision - Fill, Letters of Map Revision, Letters of Map Revision-Fill, and Letters of Map Amendment are requested through the Letter of Map Change (LOMC) process.

**LETTER OF MAP REVISION** - A Letter of Map Revision (LOMR) is FEMA's modification to an effective Flood Insurance Rate Map (FIRM). Letter of Map Revisions are generally based on the implementation of physical measures that affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective Base Flood Elevations (BFEs), or the Special Flood Hazard Area (SFHA). The LOMR officially revises the Flood Insurance Rate Map (FIRM) and sometimes the Flood Insurance Study (FIS) report, and when appropriate, includes a description of the modifications. The LOMR is generally accompanied by an annotated copy of the affected portions of the FIRM or FIS report. Because a LOMR officially revises the effective NFIP map, it is a public record that the community must maintain. Any LOMR should be noted on the community's master flood map and filed by panel number in an accessible location.

**LETTER OF MAP REVISION - FILL --** A Letter of Map Revision Based on Fill (LOMR-F) is FEMA's modification of the Special Flood Hazard Area (SFHA) shown on the Flood Insurance Rate Map (FIRM) based on the placement of fill outside the existing regulatory floodway may be initiated through the Letter of Map Change (LOMC) Process. Because a LOMR-F officially revises the effective Flood Insurance Rate Map (FIRM) map, it is a public record that the community must maintain. Any LOMR-F should be noted on the community's master flood map and filed by panel number in an accessible location.

**LICENSED DESIGN PROFESSIONAL** - Licensed design professional shall refer to either a New Jersey Licensed Professional Engineer, licensed by the New Jersey State Board of Professional Engineers and Land Surveyors or a New Jersey Licensed Architect, licensed by the New Jersey State Board of Architects.

**LICENSED PROFESSIONAL ENGINEER** - A licensed professional engineer shall refer to individuals licensed by the New Jersey State Board of Professional Engineers and Land Surveyors.

**LOCAL DESIGN FLOOD ELEVATION (LDFE)** - The elevation reflective of the most recent available preliminary flood elevation guidance FEMA has provided as depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM which is also inclusive of freeboard specified by the New Jersey Flood Hazard Area Control Act and Uniform Construction Codes and any additional freeboard specified in a community's ordinance. In no circumstances shall a project's LDFE be lower than a permit-specified Flood Hazard Area Design Flood Elevation or a valid NJDEP Flood Hazard Area Verification Letter plus the freeboard as required in ASCE 24 and the effective FEMA Base Flood Elevation.

**LOWEST ADJACENT GRADE** - The lowest point of ground, patio, or sidewalk slab immediately next a structure, except in AO Zones where it is the natural grade elevation.

**LOWEST FLOOR** - In A Zones, the lowest floor is the top surface of the lowest floor of the lowest enclosed area (including basement). In V Zones and coastal A Zones, the bottom of the lowest horizontal structural member of a building is the lowest floor. An unfinished or flood resistant enclosure, usable solely for the parking of vehicles, building access or storage in an area other than a basement is not considered a building's lowest floor provided that such enclosure is not built so as to render the structure in violation of other applicable non-elevation design requirements of these regulations.

**MANUFACTURED HOME** - A structure that is transportable in one or more sections, eight (8) feet or more in width and greater than four hundred (400) square feet, built on a permanent chassis, designed for use with or without a permanent foundation when attached to the required utilities, and constructed to the Federal Manufactured Home Construction and Safety Standards and rules and regulations promulgated by the U.S. Department of Housing and Urban Development. The term also includes mobile homes, park trailers, travel trailers and similar transportable structures that are placed on a site for 180 consecutive days or longer.

**MANUFACTURED HOME PARK OR SUBDIVISION** - A parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

**MARKET VALUE** - The price at which a property will change hands between a willing buyer and a willing seller, neither party being under compulsion to buy or sell and both having reasonable knowledge of relevant facts. As used in these regulations, the term refers to the market value of buildings and structures, excluding the land and other improvements on the parcel. Market value shall be determined by one of the following methods (1) Actual Cash Value (replacement cost depreciated for age and quality of construction), (2) tax assessment value adjusted to approximate market value by a factor provided by the Property Appraiser, or (3) established by a qualified independent appraiser.

**NEW CONSTRUCTION** - Structures for which the start of construction commenced on or after the effective date of the first floodplain regulation adopted by a community; includes any subsequent improvements to such structures. New construction includes work determined to be a substantial improvement.

**NON-RESIDENTIAL** - Pursuant to ASCE 24, any building or structure or portion thereof that is not classified as residential.

**ORDINARY MAINTENANCE AND MINOR WORK** - This term refers to types of work excluded from construction permitting under N.J.A.C. 5:23 in the March 5, 2018 New Jersey Register. Some of these types of work must be considered in determinations of substantial improvement and substantial damage in regulated floodplains under 44 CFR 59.1. These types of work include but are not limited to replacements of roofing, siding, interior finishes, kitchen cabinets, plumbing fixtures and piping, HVAC and air conditioning equipment, exhaust fans, built in appliances, electrical wiring, etc. Improvements necessary to correct existing violations of State or local health, sanitation, or code enforcement officials which are the minimum necessary to assure safe living conditions and improvements of historic structures as discussed in 44 CFR 59.1 shall not be included in the determination of ordinary maintenance and minor work.

**RECREATIONAL VEHICLE** - A vehicle that is built on a single chassis, 400 square feet or less when measured at the largest horizontal projection, designed to be self-propelled or permanently towable by a light-duty truck, and designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel or seasonal use. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions.

**RESIDENTIAL** - Pursuant to the ASCE 24:

- a. Buildings and structures and portions thereof where people live or that are used for sleeping purposes on a transient or non-transient basis;
- b. Structures including but not limited to one- and two-family dwellings, townhouses, condominiums, multi-family dwellings, apartments, congregate residences, boarding houses, lodging houses, rooming houses, hotels, motels, apartment buildings, convents, monasteries, dormitories, fraternity houses, sorority houses, vacation time-share properties; and
- c. institutional facilities where people are cared for or live on a 24-hour basis in a supervised environment, including but not limited to board and care facilities, assisted living facilities, halfway houses, group homes, congregate care facilities, social rehabilitation facilities, alcohol and drug centers, convalescent facilities, hospitals, nursing homes, mental hospitals, detoxification facilities, prisons, jails, reformatories, detention centers, correctional centers, and prerelease centers.

**SOLID WASTE DISPOSAL** - "Solid Waste Disposal" shall mean the storage, treatment, utilization, processing or final disposition of solid waste as described in N.J.A.C. 7:26-1.6 or the storage of unsecured materials as described in N.J.A.C. 7:13-2.3 for a period of greater than 6 months as specified in N.J.A.C. 7:26 which have been discharged, deposited, injected, dumped, spilled, leaked, or placed into any land or water such that such solid waste may enter the environment or be emitted into the air or discharged into any waters, including groundwaters.

**SPECIAL FLOOD HAZARD AREA** - The greater of the following: (1) Land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year, shown on the FIRM as Zone V, VE, V1-3-, A, AO, A1-30, AE, A99, or AH; (2) Land and the space above that land, which lies below the peak water surface elevation of the flood hazard area design flood for a particular water, as determined using the methods set forth in the New Jersey Flood Hazard Area Control Act in N.J.A.C. 7:13; (3) Riparian Buffers as determined in the New Jersey Flood Hazard Area Control Act in N.J.A.C. 7:13. Also referred to as the AREA OF SPECIAL FLOOD HAZARD.

**START OF CONSTRUCTION** - The **Start of Construction** is as follows:

a. **For other than new construction or substantial improvements, under the** Coastal Barrier Resources Act (CBRA), this is the date the building permit was issued, provided that the actual start of construction, repair, rehabilitation, addition, placement or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a building on site, such as the pouring of a slab or footing, the installation of piles, the construction of columns or any work beyond the stage of excavation; or the placement of a manufactured (mobile) home on a foundation. For a substantial improvement, actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

b. For the purposes of determining whether proposed construction must meet new requirements when National Flood Insurance Program (NFIP) maps are issued or revised and Base Flood Elevation's (BFEs) increase or zones change, the Start of Construction includes substantial improvement, and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation.

c. Permanent construction does not include land preparation, such as clearing, grading, and filling, nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. Such development must also be permitted and must meet new requirements when National Flood Insurance Program (NFIP) maps are issued or revised and Base Flood Elevation's (BFEs) increase or zones change.

d. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

e. For determining if new construction and substantial improvements within the Coastal Barrier Resources System (CBRS) can obtain flood insurance, a different definition applies.

**STRUCTURE** - A walled and roofed building, a manufactured home, or a gas or liquid storage tank that is principally above ground.

**SUBSTANTIAL DAMAGE** - Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

**SUBSTANTIAL IMPROVEMENT** - Any reconstruction, rehabilitation, addition, or other improvement of a structure taking place the cumulative cost of which equals or exceeds 50 percent of the market value of the structure before the "start of construction" of the improvement. The period of accumulation includes the first improvement or repair of each structure is permanent. This term includes structures which have incurred "substantial damage", regardless of the actual repair work performed. The term does not, however, include either:

- a. Any project for improvement of a structure to correct existing violations of State or local health, sanitary or safety code specifications which have been identified by the local code enforcement officer and which are the minimum necessary to assure safe living conditions; or
- b. Any alteration of a "historic structure", provided that the alteration will not preclude the structure's continued designation as a "historic structure."

**UTILITY AND MISCELLANEOUS GROUP U BUILDINGS AND STRUCTURES** - Buildings and structures of an accessory character and miscellaneous structures not classified in any special occupancy, as described in ASCE 24.

**VARIANCE** - A grant of relief from the requirements of this section which permits construction in a manner otherwise prohibited by this section where specific enforcement would result in unnecessary hardship.

**VIOLATION** - A development that is not fully compliant with these regulations or the flood provisions of the building code. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this ordinance is presumed to be in violation until such time as that documentation is provided.

**WATER SURFACE ELEVATION** - the height, in relation to the North American Vertical Datum (NAVD) of 1988, (or other datum, where specified) of floods of various magnitudes and frequencies in the flood plains of coastal or riverine areas.

**WATERCOURSE.** A river, creek, stream, channel, or other topographic feature in, on, through, or over which water flows at least periodically.

**WET FLOODPROOFING** - Floodproofing method that relies on the use of flood damage resistant materials and construction techniques in areas of a structure that are below the Local Design Flood Elevation by intentionally allowing them to flood. The application of wet floodproofing as a flood protection technique under the National Flood Insurance Program (NFIP) is limited to enclosures below elevated residential and non-residential structures and to accessory and agricultural structures that have been issued variances by the community.

## **SECTION 27-10 SUBDIVISIONS AND OTHER DEVELOPMENTS**

**27-10.1 General.** Any subdivision proposal, including proposals for manufactured home parks and subdivisions, or other proposed new development in a flood hazard area shall be reviewed to assure that:

- (1) All such proposals are consistent with the need to minimize flood damage.
- (2) All public utilities and facilities, such as sewer, gas, electric and water systems are located and constructed to minimize or eliminate flood damage.
- (3) Adequate drainage is provided to reduce exposure to flood hazards; in Zones AH and AO, adequate drainage paths shall be provided to guide floodwater around and away from structures.

**27-10.2 Subdivision requirements.** Where any portion of proposed subdivisions, including manufactured home parks and subdivisions, lies within a flood hazard area, the following shall be required:

- (1) The flood hazard area, including floodways, coastal high hazard areas, and Coastal A Zones, and base flood elevations, as appropriate, shall be delineated on tentative subdivision plats.
- (2) Residential building lots shall be provided with adequate buildable area outside the floodway.
- (3) The design criteria for utilities and facilities set forth in these regulations and appropriate codes shall be met.

## **SECTION 27-11 SITE IMPROVEMENT**

**27-11.1 Encroachment in floodways.** Development, land disturbing activity, and encroachments in floodways shall not be authorized unless it has been demonstrated through hydrologic and hydraulic analyses required in accordance with Section 27-5.3(1) of these regulations, that the proposed encroachment will not result in any increase in the base flood level during occurrence of the base flood discharge. If Section 27-5.3(1) is satisfied, proposed elevation, addition, or reconstruction of a lawfully existing structure within a floodway shall also be in accordance with Section 27-15.2 of this ordinance and the floodway requirements of N.J.A.C. 7:13.

**27-11.1.1 Prohibited in floodways.** The following are prohibited activities:

- (1) The storage of unsecured materials is prohibited within a floodway pursuant to N.J.A.C. 7:13.
- (2) Fill and new structures are prohibited in floodways per N.J.A.C. 7:13.

**27-11.2 Sewer facilities.** All new and replaced sanitary sewer facilities, private sewage treatment plants (including all pumping stations and collector systems) and on-site waste disposal systems shall be designed in accordance with the New Jersey septic system regulations contained in N.J.A.C. 14A and N.J.A.C. 7:9A, the UCC Plumbing Subcode (N.J.A.C. 5:23) and Chapter 7, ASCE 24, to minimize or eliminate infiltration of floodwater into the facilities and discharge from the facilities into flood waters, or impairment of the facilities and systems.

**27-11.3 Water facilities.** All new and replacement water facilities shall be designed in accordance with the New Jersey Safe Drinking Water Act (N.J.A.C. 7:10) and the provisions of Chapter 7 ASCE 24, to minimize or eliminate infiltration of floodwater into the systems.

**27-11.4 Storm drainage.** Storm drainage shall be designed to convey the flow of surface waters to minimize or eliminate damage to persons or property.

**27-11.5 Streets and sidewalks.** Streets and sidewalks shall be designed to minimize potential for increasing or aggravating flood levels.

**27-11.6 Limitations on placement of fill.** Subject to the limitations of these regulations, fill shall be designed to be stable under conditions of flooding including rapid rise and rapid drawdown of floodwater, prolonged inundation, and protection against flood-related erosion and scour. In addition to these requirements, when intended to support buildings and structures (Zone A only), fill shall comply with the requirements of the UCC (N.J.A.C. 5:23). Proposed fill and encroachments in flood hazard areas shall comply with the flood storage displacement limitations of N.J.A.C. 7:13.

**27-11.7 Hazardous Materials.** The placement or storage of any containers holding hazardous substances in a flood hazard area is prohibited unless the provisions of N.J.A.C. 7:13 which cover the placement of hazardous substances and solid waste is met.

## **SECTION 27-12 MANUFACTURED HOMES**

**27-12.1 General.** All manufactured homes installed in flood hazard areas shall be installed pursuant to the Nationally Preemptive Manufactured Home Construction and Safety Standards Program (24 CFR 3280).

**27-12.2 Elevation.** All new, relocated, and replacement manufactured homes to be placed or substantially improved in a flood hazard area shall be elevated such that the bottom of the frame is elevated to or above the elevation specified in Section 27-15.2.



**27-12.3 Foundations.** All new, relocated, and replacement manufactured homes, including substantial improvement of existing manufactured homes, shall be placed on foundations as specified by the manufacturer only if the manufacturer's installation instructions specify that the home has been designed for flood-resistant considerations and provides the conditions of applicability for velocities, depths, or wave action as required by 24 CFR Part 3285-302. The Floodplain Administrator is authorized to determine whether the design meets or exceeds the performance necessary based upon the proposed site location conditions as a precondition of issuing a flood damage prevention permit. If the Floodplain Administrator determines that the home's performance standards will not withstand the flood loads in the proposed location, the applicant must propose a design certified by a New Jersey licensed design professional and in accordance with 24 CFR 3285.301 (c) and (d) which conforms with ASCE 24, the accepted standard of engineering practice for flood resistant design and construction.

**27-12.4 Anchoring.** All new, relocated, and replacement manufactured homes to be placed or substantially improved in a flood hazard area shall be installed using methods and practices which minimize flood damage and shall be securely anchored to an adequately anchored foundation system to resist flotation, collapse and lateral movement. This requirement is in addition to applicable State and local anchoring requirements for resisting wind forces.

**27-12.5 Enclosures.** Fully enclosed areas below elevated manufactured homes shall comply with the requirements of Section 27-15.2.

**27-12.6 Protection of mechanical equipment and outside appliances.** Mechanical equipment and outside appliances shall be elevated to or above the elevation of the bottom of the frame required in Section 27-15.2 of these regulations.

**Exception.** Where such equipment and appliances are designed and installed to prevent water from entering or accumulating within their components and the systems are constructed to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during the occurrence of flooding up to the elevation required by Section 27-15.2, the systems and equipment shall be permitted to be located below that elevation. Electrical wiring systems shall be permitted below the design flood elevation provided they conform to the provisions of NFPA 70 (National Electric Code).

## **SECTION 27-13 RECREATIONAL VEHICLES**

**27-13.1 Placement prohibited.** The placement of recreational vehicles shall not be authorized in coastal high hazard areas and in floodways.

**27-13.2 Temporary placement.** Recreational vehicles in flood hazard areas shall be fully licensed and ready for highway use and shall be placed on a site for less than 180 consecutive days.

**27-13.3 Permanent placement.** Recreational vehicles that are not fully licensed and ready for highway use, or that are to be placed on a site for more than 180 consecutive days, shall meet the requirements of Section 27-15.2 for habitable buildings and Section 27-12.3.

## **SECTION 27-14 TANKS**

**27-14.1 Tanks.** Underground and above-ground tanks shall be designed, constructed, installed, and anchored in accordance with ASCE 24 and N.J.A.C. 7:13.

## **SECTION 27-15 OTHER DEVELOPMENT AND BUILDING WORK**

**27-15.1 General requirements for other development and building work.** All development and building work, including man-made changes to improved or unimproved real estate for which specific provisions are not specified in these regulations or the Uniform Construction Code (N.J.A.C. 5:23), shall:

- (1) Be located and constructed to minimize flood damage;
- (2) Meet the limitations of Section 27-5.3(1) of this ordinance when located in a regulated floodway;
- (3) Be anchored to prevent flotation, collapse or lateral movement resulting from hydrostatic and hydrodynamic loads, including the effects of buoyancy, during the conditions of flooding up to the Local Design Flood Elevation determined according to Section 27-2.3;
- (4) Be constructed of flood damage-resistant materials as described in ASCE 24 Chapter 5;
- (5) Have mechanical, plumbing, and electrical systems above the Local Design Flood Elevation determined according to Section 27-2.3 or meet the requirements of ASCE 24 Chapter 7 which requires that attendant utilities are located above the Local Design Flood Elevation unless the attendant utilities and equipment are:
  - i. Specifically allowed below the Local Design Flood Elevation; and
  - ii. Designed, constructed, and installed to prevent floodwaters, including any backflow through the system from entering or accumulating within the components.
- (6) Not exceed the flood storage displacement limitations in fluvial flood hazard areas in accordance with N.J.A.C. 7:13; and
- (7) Not exceed the impacts to frequency or depth of offsite flooding as required by N.J.A.C. 7:13 in floodways.

### **27-15.2 Requirements for Habitable Buildings and Structures.**

- (1) Construction and Elevation in A Zones not including Coastal A Zones.
  - a. No portion of a building is located within a V Zone.
  - b. No portion of a building is located within a Coastal A Zone, unless a licensed design professional certifies that the building's foundation is designed in accordance with ASCE 24, Chapter 4.
  - c. All new construction and substantial improvement of any habitable building (as defined in Section 27-9) located in flood hazard areas shall have the lowest floor, including basement, together with the attendant utilities (including all electrical, heating, ventilating, air-conditioning and other service equipment) and sanitary facilities, elevated to or above the Local Design Flood Elevation as determined in Section 27-2.3, be in conformance with ASCE Chapter 7, and be confirmed by an Elevation Certificate.
  - d. All new construction and substantial improvements of non-residential structures shall:
    - i. Have the lowest floor, including basement, together with the attendant utilities (including all electrical, heating, ventilating, air-conditioning and other service equipment) and sanitary facilities, elevated to or above the Local Design Flood Elevation as determined in Section 27-2.3, be in conformance with ASCE Chapter 7, and be confirmed by an Elevation Certificate; or

- ii. Together with the attendant utility and sanitary facilities, be designed so that below the Local Design Flood Elevation, the structure:
  - 1. Meets the requirements of ASCE 24 Chapters 2 and 7; and
  - 2. Is constructed according to the design plans and specifications provided at permit application and signed by a licensed design professional, is certified by that individual in a Floodproofing Certificate, and is confirmed by an Elevation Certificate.
  
- e. All new construction and substantial improvements with fully enclosed areas below the lowest floor shall be used solely for parking of vehicles, building access, or storage in an area other than a basement and which are subject to flooding. Enclosures shall:
  - i. For habitable structures, be situated at or above the adjoining exterior grade along at least one entire exterior wall, in order to provide positive drainage of the enclosed area in accordance with N.J.A.C. 7:13; enclosures (including crawlspaces and basements) which are below grade on all sides are prohibited;
  - ii. Be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters unless the structure is non-residential and the requirements of 27-15.2.1(d)(ii) are met;
  - iii. Be constructed to meet the requirements of ASCE 24 Chapter 2;
  - iv. Have openings documented on an Elevation Certificate; and
  - v. Have documentation that a deed restriction has been obtained for the lot if the enclosure is greater than six feet in height. This deed restriction shall be recorded in the Office of the County Clerk or the Registrar of Deeds and Mortgages in which the building is located, shall conform to the requirements in N.J.A.C.7:13, and shall be recorded within 90 days of receiving a Flood Hazard Area Control Act permit or prior to the start of any site disturbance (including pre-construction earth movement, removal of vegetation and structures, or construction of the project), whichever is sooner. Deed restrictions must explain and disclose that:
    - 1. The enclosure is likely to be inundated by floodwaters which may result in damage and/or inconvenience.
    - 2. The depth of flooding that the enclosure would experience to the Flood Hazard Area Design Flood Elevation;
    - 3. The deed restriction prohibits habitation of the enclosure and explains that converting the enclosure into a habitable area may subject the property owner to enforcement;
- f. For new construction or substantial improvements, enclosures shall be less than 295 square feet in size.

**27-15.3 Garages and accessory storage structures.** Garages and accessory storage structures shall be designed and constructed in accordance with the Uniform Construction Code.

**27-15.4 Fences.** Fences in floodways that have the potential to block the passage of floodwater, such as stockade fences and wire mesh fences, shall meet the requirements of Section 27-5.3(1) of these regulations. Pursuant to N.J.A.C. 7:13, any fence located in a floodway shall have sufficiently large openings so as not to catch debris during a flood and thereby obstruct floodwaters, such as barbed-wire, split-rail, or strand fence. A fence with little or no open area, such as a chain link, lattice, or picket fence, does not meet this requirement. Foundations for fences greater than 6 feet in height must conform with the Uniform Construction Code. Fences for pool enclosures having openings not in conformance with this section but in conformance with the Uniform Construction Code to limit climbing require a variance as described in Section 27-7 of this ordinance.

**27-15.5 Retaining walls, sidewalks, and driveways.** Retaining walls, sidewalks and driveways that involve placement of fill in floodways shall meet the requirements of Section 27-5.3(1) of these regulations and N.J.A.C. 7:13.

**27-15.6 Swimming pools.** Swimming pools shall be designed and constructed in accordance with the Uniform Construction Code. Above-ground swimming pools and below-ground swimming pools that involve placement of fill in floodways shall also meet the requirements of Section 27-5.3(1) of these regulations. Above-ground swimming pools are prohibited in floodways by N.J.A.C. 7:13.

**27-15.7 Roads and watercourse crossings.**

(1) For any railroad, roadway, or parking area proposed in a flood hazard area, the travel surface shall be constructed at least one foot above the Flood Hazard Area Design Elevation in accordance with N.J.A.C. 7:13.

(2) Roads and watercourse crossings that encroach into regulated floodways or riverine waterways with base flood elevations where floodways have not been designated, including roads, bridges, culverts, low-water crossings and similar means for vehicles or pedestrians to travel from one side of a watercourse to the other side, shall meet the requirements of Section 27-5.3(1) of these regulations.

**SECTION 27-16 TEMPORARY STRUCTURES AND TEMPORARY STORAGE**

**27-16.1 Temporary structures.** Temporary structures shall be erected for a period of less than 180 days. Temporary structures shall be anchored to prevent flotation, collapse or lateral movement resulting from hydrostatic loads, including the effects of buoyancy, during conditions of the base flood. Fully enclosed temporary structures shall have flood openings that are in accordance with ASCE 24 to allow for the automatic entry and exit of flood waters.

**27-16.2 Temporary storage.** Temporary storage includes storage of goods and materials for a period of less than 180 days. Stored materials shall not include hazardous materials.

**27-16.3 Floodway encroachment.** Temporary structures and temporary storage in floodways shall meet the requirements of Section 27-5.3(1) of these regulations.

**SECTION 27-17 UTILITY AND MISCELLANEOUS GROUP U**

**27-17.1 Utility and Miscellaneous Group U.** In accordance with Section 312 of the International Building Code, Utility and Miscellaneous Group U includes buildings and structures that are accessory in character and miscellaneous structures not classified in any specific occupancy in the Building Code, including, but not limited to, agricultural buildings, aircraft hangars (accessory to a one- or two-family residence), barns, carports, communication equipment structures (gross floor area less than 1,500 sq. ft.), fences more than 6 feet (1829 mm) high, grain silos (accessory to a residential occupancy), livestock shelters, private garages, retaining walls, sheds, stables, tanks and towers.

**27-17.2 Flood loads.** Utility and miscellaneous Group U buildings and structures, including substantial improvement of such buildings and structures, shall be anchored to prevent flotation, collapse or lateral movement resulting from flood loads, including the effects of buoyancy, during conditions up to the Local Design Flood Elevation as determined in Section 27-2.3.

**27-17.3 Elevation.** Utility and miscellaneous Group U buildings and structures, including substantial improvement of such buildings and structures, shall be elevated such that the lowest floor, including basement, is elevated to or above the Local Design Flood Elevation as determined in Section 27-2.3 and in accordance with ASCE 24. Utility lines shall be designed and elevated in accordance with N.J.A.C. 7:13.

**27-17.4 Enclosures below base flood elevation.** Fully enclosed areas below the design flood elevation shall be constructed in accordance with Section 27-15.2 and with ASCE 24 for new construction and substantial improvements. Existing enclosures such as a basement or crawlspace having a floor that is below grade along all adjoining exterior walls shall be abandoned, filled-in, and/or otherwise modified to conform with the requirements of N.J.A.C. 7:13 when the project has been determined to be a substantial improvement by the Floodplain Administrator.

**27-17.5 Flood-damage resistant materials.** Flood-damage-resistant materials shall be used below the Local Design Flood Elevation determined in Section 27-2.3.

**27-17.6 Protection of mechanical, plumbing, and electrical systems.** Mechanical, plumbing, and electrical systems, equipment and components, heating, ventilation, air conditioning, plumbing fixtures, duct systems, and other service equipment, shall be elevated to or above the Local Design Flood Elevation determined in Section 27-2.3.

**Exception:** Electrical systems, equipment and components, and heating, ventilating, air conditioning, and plumbing appliances, plumbing fixtures, duct systems, and other service equipment shall be permitted to be located below the Local Design Flood Elevation provided that they are designed and installed to prevent water from entering or accumulating within the components and to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during the occurrence of flooding to the Local Design Flood Elevation in compliance with the flood-resistant construction requirements of ASCE 24. Electrical wiring systems shall be permitted to be located below the Local Design Flood Elevation provided they conform to the provisions of NFPA 70 (National Electric Code).

#### **Section 4. Severability.**

Where any section, subsection, sentence, clause, or phrase of these regulations = is, for any reason, declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the regulations as a whole, or any part thereof, other than the part so declared.

**Section 5. Effective date.**

This ordinance shall take effect on April 27, 2023.

Dated:

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

Approved:

City Clerk

Mayor

**Floodplain Management Map**  
**CAP (OI) 4/4/23 ID #10112**



**SUMMIT, NJ PRESERVED FLOODPLAIN**

- Preserved Area in SFHA
- Special Flood Hazard Area (SFHA)
- Dedicated Open Space
- County Boundary
- Municipal Boundary
- Parcel Boundary
- Streams
- Highway



**PRINCETON HYDRO, LLC.**  
 1108 OLD YORK ROAD  
 P.O. BOX 720  
 RINGOES, NJ 08551  
 \*with offices in NJ, PA and CT

**NOTES:**

- 1) Preserved area of floodplain is 74 acres
- 2) SFHA is from the Effective FIRM dated September 20, 2006
- 3) Dedicated Open Space is from NJDEP

0 2,000  
 Feet

Map Projection: NAD 1983 StatePlane New Jersey FIPS 2900 Feet

**NEW JERSEY COUNTY MAP**



File: P:\1553\Projects\1553001\GIS\WMD\Floodplain\_preservation.mxd, 6/19/2015, Drawn by JIferer, Copyright Princeton Hydro, LLC.

Attachment: Floodplain Map - OI 4423 (23-3278 : Repeal and Replace Chapter 27 General Ordinance)

Resolution (ID # 10331)  
April 18, 2023

**CONCUR 2023 BOARD OF SCHOOL ESTIMATE CERTIFICATION OF REQUIRED FUNDS**

WHEREAS, the Board of School Estimate of the City of Summit did certify the sum of SEVENTY-ONE MILLION, ONE HUNDRED AND THIRTY ONE THOUSAND, TWO HUNDRED EIGHTY - THREE DOLLARS (\$71,131,283.00) to be appropriated from local property taxes for the operation of the public schools of the City of Summit for the school year of July 1, 2023 to June 30, 2024.

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

That it concurs with the Board of School Estimate's certification of funds required as follows:

\$34,883,889.00 – (1/2 of 2022-2023 school operations of \$69,767,778.00)  
\$35,565,642.00 – (1/2 of 2023-2024 school operations of \$71,131,283.00)

making a total sum of SEVENTY MILLION, FOUR HUNDRED FORTY-NINE THOUSAND, FIVE HUNDRED THIRTY-ONE DOLLARS (\$70,449,531.00) exclusive of state, county, federal and other funds, required for the operation of the public schools for the calendar year beginning January 1, 2023, which shall be raised by taxation during said calendar year.

Dated: April 18, 2023

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, April 18, 2023.

City Clerk





New Jersey  
Department of Education

NJDOE BUDGET ONLINE



5090-SUMMIT CITY

2023~24 School District Budget Statement - Tax Levy Certification - Form A

Date : 03/28/2023 Time : 08:04:57

Accounts	Tax Levy Certified by: Board of School Estimate or Municipality/Commissioner or Voted	Balance of levy from 2022-23 to be Raised in 2023	Am't in Col 2 to be Raised in 2023 Tax Levy	TOTAL 2023 TAX LEVY WITH DEFERRAL	Am't in Col 2 Deferred to 2024 Levy	November Election Separate Question to be raised in 2024
(1)	(2)	(3)	(4)	(5)	(6)	(7)
General Fund	71,131,283	34,883,889	35,565,642	70,449,531	35,565,641	0
Debt Service	0	0	0	0	0	0
Debt Service - PreMerge	0	0	0	0	0	0
Debt Service - Repayment of CDL	0	0	0	0	0	0
TOTALS	71,131,283	34,883,889	35,565,642	70,449,531	35,565,641	0
Tax certification of prior year received l...				0		
OTHER*				0		
GRAND TOTAL				70,449,531		

\*This line should be used for adjustments which are not part of the budget.

Certification

It is hereby certified that the above figures are true figures setting forth the total amount required for school purpose in the school district of SUMMIT CITY County of UNION for the 2023-24 school year and that the sum of 70,449,531 is required to be levied for local school district purposes for the calendar year.

It is hereby certified that the sum of 70,449,531 is required to be levied for local district school taxes for the calendar year 2023.

Board of Education of Summit N.J.

(Boro, Twp., City, etc)

City

of

Summit

N.J.

BOARD SECRETARY

DATE

MUNICIPAL CLERK

DATE

Resolution (ID # 10330)  
April 18, 2023

**AUTHORIZE EMERGENCY TEMPORARY APPROPRIATIONS - MUNICIPAL OPERATING  
BUDGET (ROLL CALL VOTE)**

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

WHEREAS, adequate provisions were not made in the 2023 Temporary Budget, and N.J.S.A. 40A:4-20 provides for creation of emergency temporary appropriations, and

WHEREAS, the total emergency temporary resolutions adopted in the year 2023 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951 as amended) including this resolution total \$ 14,153,144.00

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

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

The emergency temporary appropriations listed below will be provided for in the 2023 Budget under the titles shown and for the amounts given be and the same are hereby as follows:

	<u>Salaries</u>	<u>Operating Expenses</u>
Administration	20,000.00	\$3,500.00
Postage		500.00
City Clerk's Office	5,500.00	
Finance	20,000.00	3,000.00
Tax Collector Office	7,000.00	
Tax Assessor Office	7,500.00	
Legal Services	3,500.00	35,000.00
Engineering	6,000.00	
Municipal Land Use	2,000.00	
Code Enforcement	7,500.00	
Police	150,000.00	44,000.00
Crossing Guards	35,000.00	
Emergency Management	2,500.00	
Fire	25,000.00	
Fire Hydrant Service		30,000.00
RRM	30,000.00	10,000.00
Sanitation	15,000.00	1,000.00
Recycling	4,000.00	75,000.00
Transfer Station	10,000.00	10,000.00
Compost	8,000.00	

Disposal Charges		100,000.00
PB&G	25,000.00	30,000.00
Fleet Maintenance	10,000.00	
Bd. Of Health	5,000.00	60,000.00
DCP	15,000.00	
Parks & Shade Tree	30,000.00	
Electricity		20,000.00
Street Lighting		10,000.00
Telephone		20,000.00
Water		15,000.00
Natural Gas		10,000.00
Heating Oil		2,000.00
DCS	20,000.00	
DCRP		2,000.00
Social Security		100,000.00
Municipal Court		50,000.00
Public Defender	1,000.00	
Sub-Total	<b><u>\$464,500.00</u></b>	<b><u>\$631,000.00</u></b>

**Total            \$1,095,500.00**

RECORDED VOTE:

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

Dated: April 18, 2023

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, April 18, 2023-

City Clerk



**Finance Committee**  
R - Finance

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

Meeting: 04/18/23 07:30 PM

## **RESOLUTION (ID # 10330)**

DOC ID: 10330 B

TO: Mayor and Common Council

FROM: Tammie Baldwin, City Treasurer/CFO

DATE: April 1, 2023

### **SUMMARY**

This resolution authorizes emergency temporary appropriations to the Current Fund Budget.

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

This resolution adds \$1,095,500.00 to the current Temporary Municipal Operating Budget of \$26,126,267.00 bringing the total temporary operating budget to \$27,221,767.00.

**AUTHORIZE EXTENSION OF INJURY LEAVE WITH PAY - DEPARTMENT OF  
COMMUNITY SERVICES - DIVISION OF PUBLIC WORKS EMPLOYEE (PENDING  
CLOSED SESSION DISCUSSION)**

Pending Closed Session discussion.

Resolution (ID # 10228)  
April 18, 2023

**AUTHORIZE EXECUTION OF AGREEMENT BETWEEN CITY OF SUMMIT & SUMMIT  
DOWNTOWN, INC - INSTALLATION/REMOVAL & STORAGE OF OVER-THE-STREET  
PROMOTIONAL BANNERS ON SPRINGFIELD AVENUE**

Authorize Execution of Agreement Between City of Summit & Summit Downtown, Inc. for the Installation/Removal & Storage of Over-the-Street Promotional Banners on Springfield Avenue

WHEREAS, in 2017, by Resolution 37884, the City of Summit (the “City”) entered into an agreement with Summit Downtown, Inc. (“SDI”) to assist SDI in the installation and removal of its over-the-street banners on Springfield Avenue, and

WHEREAS, the Agreement was renewed in 2018 by Resolution 38419 for a five (5) year term; and

WHEREAS, the DCS Director advises that the City and SDI concur that the agreement remains mutually beneficial, and, therefore, the DCS Director recommends renewal of the agreement for an additional 5-year term.

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

1. That, at the recommendation of the DCS Director, the Mayor and City Clerk be and they are hereby authorized to execute an agreement between the City of Summit and Summit Downtown, Inc., for the installation/removal of promotional banners which would be located over-the-street on Springfield Avenue, between 367 and 374 Springfield Avenue, subject to the review and approval of the City Solicitor.
2. That the agreement shall be for a term of five (5) years.
3. That SDI shall be required to pay a fee of \$125 per banner installation/removal.
4. That the banners shall continue to be stored at the City’s Public Works Facility, when not in use.

Dated: April 18, 2023

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, April 18, 2023.

City Clerk



Community Service Department (DCS)

R - Works

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

Meeting: 04/18/23 07:30 PM

**RESOLUTION (ID # 10228)**

DOC ID: 10228

TO: Mayor and Common Council

FROM: Aaron Schrager, Director - Department of Community Serv

DATE:

**SUMMARY**

In 2017, the City entered into an agreement with Summit Downtown Incorporated (SDI) to assist in continual installation and removal of their event banners that are hung on an existing cable system between 367 and 374 Springfield Avenue. The original agreement was for one (1) year and when it expired it was subsequently renewed for a five (5) year term which is set to expire.

The City and SDI have evaluated the results of this agreement and both the Department and SDI concur that it remains mutually beneficial and request that it be renewed at this time. The mobilization cost of \$125.00 per occurrence would remain the same and the agreement should be extended an additional five (5) years.

At this time, I am requesting that Council authorize the City to enter into an agreement to provide banner installation/removal service for SDI.

Resolution (ID # 10335)  
April 18, 2023

**AUTHORIZE CO-SPONSORSHIP OF PARK LINE FOUNDATION PEDESTRIAN BRIDGE  
DEDICATION EVENT**

WHEREAS, the Summit Park Line Foundation has expressed its desire to hold a dedication ceremony on Earth Day for the newly constructed pedestrian bridge at 146 Morris Avenue, and

WHEREAS, because the ceremony would be an opportunity for the entire community to come together, the Summit Park Line Foundation has requested that the City consider co-sponsoring this event, and

WHEREAS, the Capital Projects and Community Services Committee recommends co-sponsorship of the event.

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

1. That the Summit Park Line Foundation is hereby authorized to hold the Lord Family Pedestrian Bridge dedication ceremony on April 22, 2023.
2. That the City of Summit is hereby named a Co-sponsor of the event.

Dated: April 18, 2023

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, April 18, 2023.

City Clerk





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

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

Meeting: 04/18/23 07:30 PM

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**RESOLUTION (ID # 10335)**

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DOC ID: 10335

TO: Mayor and Common Council

FROM: Aaron Schrager, Director - Department of Community Serv

DATE: April 6, 2023

**SUMMARY**

The Park Line Foundation hereby requests that the City of Summit co-sponsor the Lord Family bridge dedication ceremony on Earth Day, April 22, 2023. Based on a discussion with the Capital Projects & Community Services Committee, authorization of sponsorship of this event is being recommended.

-----Original Message-----

From: Frank Macioce <[fmacioce@comcast.net](mailto:fmacioce@comcast.net)>

Sent: Wednesday, April 5, 2023 5:02 PM

To: Licatese, Rosemary <[RLicatese@cityofsummit.org](mailto:RLicatese@cityofsummit.org)>

Cc: Robert Rubino <[robertjrubino@gmail.com](mailto:robertjrubino@gmail.com)>; Lisa Allen <[theallens125@gmail.com](mailto:theallens125@gmail.com)>

Subject: Earth Day Celebration

CAUTION: This email has originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Rosie,

Park Line Foundation hereby requests that the City of Summit co-sponsor the Lord Family bridge dedication ceremony on Earth Day, April 22, 2023.

Thank you for your consideration. I trust that this satisfies what you need from the Foundation to put a resolution before Council.

Frank

Resolution (ID # 10127)  
April 18, 2023

**AWARD BID - ROWAN ROAD AND OAK RIDGE AVENUE IMPROVEMENT PROJECT -  
\$534,122.30**

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

That, in accordance with the City Treasurer's certification of availability of funds in Account Nos. C-06-29-013-00A-000, C-04-32-057-00E-140, and C-06-32-058-00A-018, a copy of which is hereto attached and made a part of this resolution, and as recommended in memo from the Community Services Director/City Engineer, bids received by the Purchasing Agent on Tuesday, March 28, 2023, shall be awarded as follows:

**ROWAN ROAD AND OAK RIDGE AVENUE IMPROVEMENT PROJECT**

Riverview Paving Inc.	Base Bid \$480,122.30
859 Willow Grove Street	<u>Alt. A Wooden Guide Rail \$54,000.00</u>
Hackettstown, NJ 07840	Total Award \$534,122.30

Dated: April 18, 2023

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, April 18, 2023.

City Clerk



**DCS - Engineering Division**  
R - Capital Projects & Community Services

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

Meeting: 04/18/23 07:30 PM

## **RESOLUTION (ID # 10127)**

DOC ID: 10127

TO: Mayor and Common Council

FROM: Aaron Schrager, Director - Department of Community Serv

DATE: January 6, 2023

### **SUMMARY**

Six (6) bids were received and opened on Tuesday, March 28, 2023 at 11:00 am in the Council Chamber for the Rowan Road and Oak Ridge Avenue Improvement Project. The submitted lowest responsible bidder was Riverview Paving, Inc of 859 Willow Grove Street, Hackettstown, NJ 07840 in the amount of \$534,122.30 including the base bid and the alternate bid. Riverview Paving, Inc. has completed various capital improvement projects for the City in a satisfactory manner over the past decade, and the references gave positive responses.

The work included as part of this project is the repair and installation of curbs, drainage upgrades, sanitary sewer improvements, guide rail replacement and milling and paving of the entire length of Rowan Road and Oak Ridge Road from Montview Road to Mountain Avenue.

The lowest responsible submitted bid is below the engineering estimate and funding is available from the following accounts:

- C-06-32-058-00A-018  
2022 Sewer Capital - \$296,491.25
- C-04-32-057-00E-140  
Road Capital - \$200,000.00
- C-06-29-013-00A-000  
Sewer Capital (General) - \$37,631.05

Based on the above, I recommend awarding a contract to Midwest Construction of Riverview Paving, Inc of 859 Willow Grove Street, Hackettstown, NJ 07840 for the Rowan Road and Oak Ridge Avenue Improvement Project \$534,122.30.

## Rowan Road &amp; Oak Ridge Avenue Improvement Project

## BID SUMMARY

Preliminary - Subject to Attorney Review

3/29/2023

## BASE BID

				Riverview Paving Inc.		Cifelli & Son General Contr. Inc.		Vector Corporation		S and L Contractors LLC		Crossroads Paving		DLS Contracting Inc.	
				859 Willow Grove Street		81 Franklin Avenue		348 Schoolhouse Road		200 Swenson Drive		386 South Street, Suite 169		36 Montesano Road	
				Hackettstown, NJ 07840		Nutley, NJ 07110		Monroe Twp, NJ 08831		Kenilworth, NJ 07033		Newark, NJ 07105		Fairfield, NJ 07004	
ITEM	DESCRIPTION	Unit	Qty.	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
1	MOBILIZATION	LS	1	\$ 15,500.00	\$ 15,500.00	\$ 1,000.00	\$ 1,000.00	\$ 8,433.00	\$ 8,433.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
2	CLEARING SITE	LS	1	\$ 13,000.00	\$ 13,000.00	\$ 22,000.00	\$ 22,000.00	\$ 60,000.00	\$ 60,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 19,429.00	\$ 19,429.00
3	FINAL CLEAN UP	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 2,000.00	\$ 2,000.00	\$ 100.00	\$ 100.00	\$ 6,500.00	\$ 6,500.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00
4	BREAKAWAY BARRICADE	UNIT	10	\$ 0.01	\$ 0.10	\$ 1.00	\$ 10.00	\$ 1.00	\$ 10.00	\$ 1.00	\$ 10.00	\$ 1.00	\$ 10.00	\$ 1.00	\$ 10.00
5	DRUM	UNIT	20	\$ 0.01	\$ 0.20	\$ 1.00	\$ 20.00	\$ 1.00	\$ 20.00	\$ 1.00	\$ 20.00	\$ 1.00	\$ 20.00	\$ 1.00	\$ 20.00
6	TRAFFIC CONE	UNIT	20	\$ 0.01	\$ 0.20	\$ 1.00	\$ 20.00	\$ 1.00	\$ 20.00	\$ 1.00	\$ 20.00	\$ 1.00	\$ 20.00	\$ 1.00	\$ 20.00
7	CONSTRUCTION SIGNS	SF	150	\$ 0.01	\$ 1.50	\$ 1.00	\$ 150.00	\$ 1.00	\$ 150.00	\$ 1.00	\$ 150.00	\$ 1.00	\$ 150.00	\$ 1.00	\$ 150.00
8	CONSTRUCTION IDENTIFICATION SIGNS, 18"X36"	UNIT	4	\$ 150.00	\$ 600.00	\$ 50.00	\$ 200.00	\$ 1.00	\$ 4.00	\$ 1.00	\$ 4.00	\$ 300.00	\$ 1,200.00	\$ 1.00	\$ 4.00
9	CONSTRUCTION LAYOUT	LS	1	\$ 2,500.00	\$ 2,500.00	\$ 4,000.00	\$ 4,000.00	\$ 2,400.00	\$ 2,400.00	\$ 2,600.00	\$ 2,600.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
10	UTILITY COORDINATION	LS	1	\$ 1,500.00	\$ 1,500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 2,500.00	\$ 2,500.00	\$ 1,500.00	\$ 1,500.00
11	INLET FILTER, TYPE 1	SF	128	\$ 12.50	\$ 1,600.00	\$ 2.00	\$ 256.00	\$ 1.00	\$ 128.00	\$ 1.00	\$ 128.00	\$ 1.00	\$ 128.00	\$ 1.00	\$ 128.00
12	FUEL PRICE ADJUSTMENT	ALLOW	1	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00
13	ASPHALT PRICE ADJUSTMENT	ALLOW	1	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00
14	HMA MILLING, 2" OR LESS	SY	10200	\$ 3.55	\$ 36,210.00	\$ 4.50	\$ 45,900.00	\$ 4.95	\$ 50,490.00	\$ 4.25	\$ 43,350.00	\$ 4.75	\$ 48,450.00	\$ 4.50	\$ 45,900.00
15	FULL DEPTH REPAIR	SY	600	\$ 15.00	\$ 9,000.00	\$ 1.00	\$ 600.00	\$ 5.00	\$ 3,000.00	\$ 20.00	\$ 12,000.00	\$ 50.00	\$ 30,000.00	\$ 40.00	\$ 24,000.00
16	HOT MIX ASPHALT 9.5M64 SURFACE COURSE, 2" THICK	TON	1600	\$ 93.50	\$ 149,600.00	\$ 100.00	\$ 160,000.00	\$ 95.40	\$ 152,640.00	\$ 100.00	\$ 160,000.00	\$ 90.00	\$ 144,000.00	\$ 95.00	\$ 152,000.00
17	EXCAVATION, TEST PIT	CY	10	\$ 10.00	\$ 100.00	\$ 50.00	\$ 500.00	\$ 1.00	\$ 10.00	\$ 1.00	\$ 10.00	\$ 150.00	\$ 1,500.00	\$ 10.00	\$ 100.00
18	EXCAVATION, UNCLASSIFIED	CY	50	\$ 30.00	\$ 1,500.00	\$ 50.00	\$ 2,500.00	\$ 10.00	\$ 500.00	\$ 1.00	\$ 50.00	\$ 30.00	\$ 1,500.00	\$ 50.00	\$ 2,500.00
19	GRANITE BLOCK CURB	LF	2600	\$ 36.00	\$ 93,600.00	\$ 32.00	\$ 83,200.00	\$ 35.00	\$ 91,000.00	\$ 38.00	\$ 98,800.00	\$ 37.00	\$ 96,200.00	\$ 37.00	\$ 96,200.00
20	CONCRETE SIDEWALK, 4" THICK	SY	100	\$ 99.00	\$ 9,900.00	\$ 85.00	\$ 8,500.00	\$ 70.00	\$ 7,000.00	\$ 100.00	\$ 10,000.00	\$ 90.00	\$ 9,000.00	\$ 85.00	\$ 8,500.00
21	DETECTABLE WARNING SURFACE	SY	8	\$ 750.00	\$ 6,000.00	\$ 300.00	\$ 2,400.00	\$ 200.00	\$ 1,600.00	\$ 300.00	\$ 2,400.00	\$ 300.00	\$ 2,400.00	\$ 250.00	\$ 2,000.00
22	CONCRETE DRIVEWAY 6" THICK	SY	12	\$ 100.00	\$ 1,200.00	\$ 100.00	\$ 1,200.00	\$ 70.00	\$ 840.00	\$ 125.00	\$ 1,500.00	\$ 100.00	\$ 1,200.00	\$ 90.00	\$ 1,080.00
23	HOT MIX ASPHALT DRIVEWAY, 6" THICK	SY	110	\$ 40.00	\$ 4,400.00	\$ 30.00	\$ 3,300.00	\$ 20.00	\$ 2,200.00	\$ 35.00	\$ 3,850.00	\$ 50.00	\$ 5,500.00	\$ 35.00	\$ 3,850.00
24	RESET DRIVEWAY, USING EXISTING BRICK OR BLOCK	SY	35	\$ 88.00	\$ 3,080.00	\$ 100.00	\$ 3,500.00	\$ 20.00	\$ 700.00	\$ 108.00	\$ 3,780.00	\$ 125.00	\$ 4,375.00	\$ 70.00	\$ 2,450.00
25	TRAFFIC MARKING LINES, 4" THICK	LF	1100	\$ 3.00	\$ 3,300.00	\$ 3.25	\$ 3,575.00	\$ 1.55	\$ 1,705.00	\$ 1.75	\$ 1,925.00	\$ 1.85	\$ 2,035.00	\$ 2.00	\$ 2,200.00
26	RESET MANHOLE, SANITARY SEWER, USING NEW CASTING	UNIT	16	\$ 850.00	\$ 13,600.00	\$ 1,200.00	\$ 19,200.00	\$ 1,200.00	\$ 19,200.00	\$ 850.00	\$ 13,600.00	\$ 800.00	\$ 12,800.00	\$ 750.00	\$ 12,000.00
27	MANHOLE, 4' DIAMETER	UNIT	1	\$ 7,000.00	\$ 7,000.00	\$ 4,000.00	\$ 4,000.00	\$ 3,000.00	\$ 3,000.00	\$ 5,500.00	\$ 5,500.00	\$ 4,500.00	\$ 4,500.00	\$ 6,500.00	\$ 6,500.00
28	RECONSTRUCTED INLET, TYPE B, USING NEW CASTING	UNIT	7	\$ 1,900.00	\$ 13,300.00	\$ 1,500.00	\$ 10,500.00	\$ 2,700.00	\$ 18,900.00	\$ 2,200.00	\$ 15,400.00	\$ 1,300.00	\$ 9,100.00	\$ 2,500.00	\$ 17,500.00
29	INLET, TYPE B	UNIT	3	\$ 3,500.00	\$ 10,500.00	\$ 3,500.00	\$ 10,500.00	\$ 3,000.00	\$ 9,000.00	\$ 4,000.00	\$ 12,000.00	\$ 3,200.00	\$ 9,600.00	\$ 4,000.00	\$ 12,000.00
30	12" REINFORCED CONCRETE PIPE	LF	205	\$ 138.00	\$ 28,290.00	\$ 138.00	\$ 18,450.00	\$ 85.00	\$ 17,425.00	\$ 100.00	\$ 20,500.00	\$ 90.00	\$ 18,450.00	\$ 150.00	\$ 30,750.00
31	12" DUCTILE IRON PIPE	LF	130	\$ 193.00	\$ 25,090.00	\$ 250.00	\$ 32,500.00	\$ 100.00	\$ 13,000.00	\$ 200.00	\$ 26,000.00	\$ 170.00	\$ 22,100.00	\$ 150.00	\$ 19,500.00
32	SEWER REPAIR, IF AND WHERE DIRECTED, 10' LENGTH, 10' DEPTH	UNIT	1	\$ 3,500.00	\$ 3,500.00	\$ 5,000.00	\$ 5,000.00	\$ 8,000.00	\$ 8,000.00	\$ 4,500.00	\$ 4,500.00	\$ 8,000.00	\$ 8,000.00	\$ 15,000.00	\$ 15,000.00
33	RESET GAS VALVE BOX	UNIT	15	\$ 0.01	\$ 0.15	\$ 30.00	\$ 450.00	\$ 10.00	\$ 150.00	\$ 1.00	\$ 15.00	\$ 1.00	\$ 15.00	\$ 25.00	\$ 375.00
34	RESET WATER VALVE BOX	UNIT	15	\$ 0.01	\$ 0.15	\$ 30.00	\$ 450.00	\$ 10.00	\$ 150.00	\$ 1.00	\$ 15.00	\$ 50.00	\$ 750.00	\$ 25.00	\$ 375.00
35	TOP SOIL SPREADING, 4" THICK	SY	600	\$ 5.00	\$ 3,000.00	\$ 3.00	\$ 1,800.00	\$ 2.00	\$ 1,200.00	\$ 1.00	\$ 600.00	\$ 4.00	\$ 2,400.00	\$ 40.00	\$ 24,000.00
36	FERTILIZING AND SEEDING, TYPE A-3	SY	600	\$ 2.00	\$ 1,200.00	\$ 1.00	\$ 600.00	\$ 1.00	\$ 600.00	\$ 1.00	\$ 600.00	\$ 2.00	\$ 1,200.00	\$ 40.00	\$ 24,000.00
37	I-14 SOIL AGGREGATE	CY	100	\$ 10.00	\$ 1,000.00	\$ 1.00	\$ 100.00	\$ 25.00	\$ 2,500.00	\$ 1.00	\$ 100.00	\$ 40.00	\$ 4,000.00	\$ 30.00	\$ 3,000.00
38	BORROW TOPSOIL	CY	20	\$ 30.00	\$ 600.00	\$ 1.00	\$ 20.00	\$ 30.00	\$ 600.00	\$ 1.00	\$ 20.00	\$ 40.00	\$ 800.00	\$ 10.00	\$ 200.00
39	TREE REMOVAL, OVER 6" TO 36", IF AND WHERE DIRECTED	UNIT	5	\$ 100.00	\$ 500.00	\$ 2,800.00	\$ 14,000.00	\$ 1,400.00	\$ 7,000.00	\$ 500.00	\$ 2,500.00	\$ 1,800.00	\$ 9,000.00	\$ 1,950.00	\$ 9,750.00
40	REGULATORY AND WARNING SIGN	SF	100	\$ 50.00	\$ 5,000.00	\$ 50.00	\$ 5,000.00	\$ 20.00	\$ 2,000.00	\$ 50.00	\$ 5,000.00	\$ 50.00	\$ 5,000.00	\$ 50.00	\$ 5,000.00
41	SIGN POST, TYPE GA, BREAKAWAY SUPPORTS	UNIT	15	\$ 300.00	\$ 4,500.00	\$ 300.00	\$ 4,500.00	\$ 25.00	\$ 375.00	\$ 275.00	\$ 4,125.00	\$ 300.00	\$ 4,500.00	\$ 300.00	\$ 4,500.00
42	STREET NAME SIGN & POST	UNIT	5	\$ 750.00	\$ 3,750.00	\$ 675.00	\$ 3,375.00	\$ 250.00	\$ 1,250.00	\$ 825.00	\$ 4,125.00	\$ 800.00	\$ 4,000.00	\$ 900.00	\$ 4,500.00
				<b>SUBTOTAL</b>	\$ 480,122.30	<b>SUBTOTAL</b>	\$ 477,476.00	<b>SUBTOTAL</b>	\$ 489,500.00	<b>SUBTOTAL</b>	\$ 483,897.00	<b>SUBTOTAL</b>	\$ 497,703.00	<b>SUBTOTAL</b>	\$ 567,691.00

## ALTERNATE "A" - (Orchard street, North Street, John Street, &amp; South Street)

ITEM	DESCRIPTION	Unit	Qty.	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
A1	WOODEN GUIDE RAIL	750	LF	\$ 72.00	\$ 54,000.00	\$ 76.00	\$ 57,000.00	\$ 70.00	\$ 52,500.00	\$ 80.00	\$ 60,000.00	\$ 70.00	\$ 52,500.00	\$ 90.00	\$ 67,500.00
				<b>SUBTOTAL</b>	\$ 54,000.00	<b>SUBTOTAL</b>	\$ 57,000.00	<b>SUBTOTAL</b>	\$ 52,500.00	<b>SUBTOTAL</b>	\$ 60,000.00	<b>SUBTOTAL</b>	\$ 52,500.00	<b>SUBTOTAL</b>	\$ 67,500.00

<b>TOTAL</b>	\$ 534,122.30	<b>TOTAL</b>	\$ 534,476.00	<b>TOTAL</b>	\$ 542,000.00	<b>TOTAL</b>	\$ 543,897.00	<b>TOTAL</b>	\$ 550,203.00	<b>TOTAL</b>	\$ 635,191.00
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\*\*Reject: Defective Bid Bond

NISA 40A:11-21\*\*

\*\*Reject: Bidders Checklist

3rd section incomplete

NISA 40A:11-23.1.b\*\*

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



## Certification of Availability of Funds

-----

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

Resolution Date: April 18, 2023  
Doc Id: 10127

Vendor: Riverview Paving Inc.  
859 Willow Grove St  
Hackettstown, NJ 07840

Purchase Order Number: 23-00856

Account Number	Amount	Account Description
C-06-29-013-00A-000	\$ 37,631.05	2913A Improvement Sanitary Sewer System
C-04-32-057-00E-140	\$200,000.00	3257E DCS Oak Ridge Ave
C-06-32-058-00A-018	\$296,491.25	3258A Sewer Replacement Rowan Rd
Contract Total	\$534,122.30	

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

Tammie L. Baldwin  
CFO/City Treasurer

Resolution (ID # 10147)  
April 18, 2023

**AWARD BID - HOBART AVENUE SIDEWALK PROJECT - \$95,419.00**

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

That, in accordance with the City Treasurer's certification of availability of funds in Account No. C-04-32-013-00E-170, a copy of which is hereto attached and made a part of this resolution, and as recommended in memo from the Community Services Director/City Engineer, bids received by the Purchasing Agent on Tuesday, March 7, 2023, shall be awarded as follows:

**HOBART AVENUE SIDEWALK PROJECT**

DLS Contracting, Inc.  
36 Montesano Road  
Fairfield, NJ 07004

Base Bid	\$82,419.00
<u>Alt. A Flashing Beacon System</u>	<u>\$13,000.00</u>
Total Award	\$95,419.00

Dated: April 18, 2023

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, April 18, 2023.

City Clerk



**DCS - Engineering Division**  
R - Capital Projects & Community Services

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

Meeting: 04/18/23 07:30 PM

## **RESOLUTION (ID # 10147)**

DOC ID: 10147

TO: Mayor and Common Council

FROM: Aaron Schrager, Director - Department of Community Serv

DATE:

### **SUMMARY**

Nine (9) bids were received and opened on Tuesday, March 7, 2023 at 11:00 am in the Council Chamber for the Hobart Avenue Sidewalk Project. The submitted lowest responsible bidder was DLS Contracting of 36 Montesano Road, Fairfield, NJ 07004 in the amount of \$95,419.00 including the base bid and the alternate bid. DLS has completed various capital improvement projects for the City in a satisfactory manner and positive feedback was received from their references.

The work included as part of this project is the installation of a sidewalk on the east side of Hobart Avenue from the Arboretum to Hobart Road and on the west side of Hobart Avenue from Hobart Road to Ridge Road. It also includes the installation of a flashing beacon at the crossing at Hobart Road.

The lowest responsible submitted bid is below the engineering estimate and funding is available from the following accounts:

- C-04-32-013-00E-170  
Sidewalk Infrastructure Capital

Based on the above, I recommend awarding a contract to DLS Contracting of 36 Montesano Road, Fairfield, NJ 07004 for the Hobart Avenue Sidewalk Project in the amount of \$95,419.00.



## Hobart Avenue Sidewalk Project

## BID SUMMARY

3/8/2023

Preliminary - Subject to Attorney Review

## BASE BID

				DLS Contracting Inc.		AA Berms LLC		S & L Contractors LLC	
				36 Montesano Road		PO Box 180		200 Swenson Drive	
				Fairfield NJ, 07004		Belleville NJ, 07109		Kenilworth NJ, 07033	
ITEM	DESCRIPTION	Unit	Qty.	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
1	MOBILIZATION	LS	1	\$ 3,500.00	\$ 3,500.00	\$ 7,000.00	\$ 7,000.00	\$ 10,000.00	\$ 10,000.00
2	CLEARING SITE	LS	1	\$ 10,429.00	\$ 10,429.00	\$ 3,000.00	\$ 3,000.00	\$ 10,000.00	\$ 10,000.00
3	FINAL CLEANUP	LS	1	\$ 3,500.00	\$ 3,500.00	\$ 3,000.00	\$ 3,000.00	\$ 1.00	\$ 1.00
4	BREAKAWAY BARRICADE	UNIT	4	\$ 1.00	\$ 4.00	\$ 1.00	\$ 4.00	\$ 0.01	\$ 0.04
5	DRUM	UNIT	10	\$ 1.00	\$ 10.00	\$ 1.00	\$ 10.00	\$ 0.01	\$ 0.10
6	TRAFFIC CONE	UNIT	20	\$ 1.00	\$ 20.00	\$ 1.00	\$ 20.00	\$ 0.01	\$ 0.20
7	CONSTRUCTION SIGNS	SF	100	\$ 1.00	\$ 100.00	\$ 1.00	\$ 100.00	\$ 5.00	\$ 500.00
8	CONSTRUCTION IDENTIFICATION SIGNS, 18"X36"	UNIT	2	\$ 500.00	\$ 1,000.00	\$ 100.00	\$ 200.00	\$ 200.00	\$ 400.00
9	CONSTRUCTION LAYOUT	LS	1	\$ 5,500.00	\$ 5,500.00	\$ 500.00	\$ 500.00	\$ 2,000.00	\$ 2,000.00
10	UTILITY COORDINATION	LS	1	\$ 2,500.00	\$ 2,500.00	\$ 500.00	\$ 500.00	\$ 2,000.00	\$ 2,000.00
11	INLET FILTER, TYPE 1	SF	6	\$ 1.00	\$ 6.00	\$ 1.00	\$ 6.00	\$ 0.01	\$ 0.06
12	EXCAVATION, TEST PIT	CY	25	\$ 100.00	\$ 2,500.00	\$ 10.00	\$ 250.00	\$ 100.00	\$ 2,500.00
13	GRANITE CURB	LF	150	\$ 45.00	\$ 6,750.00	\$ 50.00	\$ 7,500.00	\$ 50.00	\$ 7,500.00
14	RESET GRANITE CURB	LF	25	\$ 45.00	\$ 1,125.00	\$ 40.00	\$ 1,000.00	\$ 50.00	\$ 1,250.00
15	CONCRETE SIDEWALK, 4" THICK	SY	300	\$ 85.00	\$ 25,500.00	\$ 100.00	\$ 30,000.00	\$ 108.00	\$ 32,400.00
16	DETECTABLE WARNING SURFACE	SY	3	\$ 250.00	\$ 750.00	\$ 300.00	\$ 900.00	\$ 300.00	\$ 900.00
17	PAVER DRIVEWAY	SY	25	\$ 75.00	\$ 1,875.00	\$ 200.00	\$ 5,000.00	\$ 100.00	\$ 2,500.00
18	PAVER WALKWAY	SY	10	\$ 75.00	\$ 750.00	\$ 200.00	\$ 2,000.00	\$ 100.00	\$ 1,000.00
19	HOT MIX ASPHALT PAVEMENT REPAIR	SY	10	\$ 45.00	\$ 450.00	\$ 100.00	\$ 1,000.00	\$ 45.00	\$ 450.00
20	TRAFFIC MARKING LINES, 4"	LF	750	\$ 3.00	\$ 2,250.00	\$ 6.00	\$ 4,500.00	\$ 2.00	\$ 1,500.00
21	RELOCATE FIRE HYDRANT	UNIT	1	\$ 7,500.00	\$ 7,500.00	\$ 23,000.00	\$ 23,000.00	\$ 5,000.00	\$ 5,000.00
22	RESET GAS VALVE BOX	UNIT	2	\$ 25.00	\$ 50.00	\$ 1.00	\$ 2.00	\$ 300.00	\$ 600.00
23	RESET WATER VALVE BOX	UNIT	2	\$ 25.00	\$ 50.00	\$ 1.00	\$ 2.00	\$ 300.00	\$ 600.00
24	DEEP ROOT FEEDING	LS	1	\$ 1,900.00	\$ 1,900.00	\$ 2,200.00	\$ 2,200.00	\$ 2,500.00	\$ 2,500.00
25	TRIMMING	LS	1	\$ 1,500.00	\$ 1,500.00	\$ 1,800.00	\$ 1,800.00	\$ 4,500.00	\$ 4,500.00
26	RETAINING WALL	SF	20	\$ 100.00	\$ 2,000.00	\$ 100.00	\$ 2,000.00	\$ 150.00	\$ 3,000.00
27	TOP SOIL SPREADING, 4" THICK	SY	150	\$ 3.00	\$ 450.00	\$ 5.00	\$ 750.00	\$ 4.00	\$ 600.00
28	FERTILIZING AND SEEDING, TYPE A-3	SY	150	\$ 3.00	\$ 450.00	\$ 5.00	\$ 750.00	\$ 4.00	\$ 600.00
				<b>SUBTOTAL</b>	\$ 82,419.00	<b>SUBTOTAL</b>	\$ 96,994.00	<b>SUBTOTAL</b>	\$ 92,301.40

## ALTERNATE "A"

ITEM	DESCRIPTION	Unit	Qty.	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
A1	RECTANGULAR RAPID FLASHING BEACON SYSTEM	UNIT	1	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	\$ 13,000.00	\$ 22,000.00	\$ 22,000.00
				<b>SUBTOTAL</b>	\$ 13,000.00	<b>SUBTOTAL</b>	\$ 13,000.00	<b>SUBTOTAL</b>	\$ 22,000.00

<b>TOTAL</b>	\$ 95,419.00	<b>TOTAL</b>	\$ 109,994.00	<b>TOTAL</b>	\$ 114,301.40
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\*\*Under City Solicitor Review\*\*

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



Riverview Paving Inc.		Diamond Construction		A Talton Concrete Corp.		Crossroads Paving		Berto Construction Inc.		SD Concrete Corporation	
859 Willow Grove Street		35 Beaverson Blvd. Suite 12c		13 Tice Avenue		386 South Street Suite 169		625 Leesville Ave		300 Knightsbridge Road Suite 525	
Hackettstown NJ, 07840		Brick, NJ 08723		South River NJ, 08882		Newark NJ, 04105		Rahway NJ, 07065		Piscataway NJ, 08854	
Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
\$ 8,500.00	\$ 8,500.00	\$ 5,000.00	\$ 5,000.00	\$ 6,500.00	\$ 6,500.00	\$ 5,000.00	\$ 5,000.00	\$ 9,500.00	\$ 9,500.00	\$ 30,000.00	\$ 30,000.0
\$ 8,500.00	\$ 8,500.00	\$ 4,000.00	\$ 4,000.00	\$ 6,500.00	\$ 6,500.00	\$ 10,000.00	\$ 10,000.00	\$ 18,000.00	\$ 18,000.00	\$ 20,000.00	\$ 20,000.0
\$ 9,500.00	\$ 9,500.00	\$ 4,000.00	\$ 4,000.00	\$ 1,500.00	\$ 1,500.00	\$ 5,000.00	\$ 5,000.00	\$ 9,500.00	\$ 9,500.00	\$ 10,000.00	\$ 10,000.0
\$ 1.00	\$ 4.00	\$ 1.00	\$ 4.00	\$ 1.00	\$ 4.00	\$ 100.00	\$ 400.00	\$ 1.00	\$ 4.00	\$ 2,800.00	\$ 11,200.0
\$ 1.00	\$ 10.00	\$ 1.00	\$ 10.00	\$ 1.00	\$ 10.00	\$ 100.00	\$ 1,000.00	\$ 1.00	\$ 10.00	\$ 4,000.00	\$ 40,000.0
\$ 5.00	\$ 100.00	\$ 1.00	\$ 20.00	\$ 1.00	\$ 20.00	\$ 20.00	\$ 400.00	\$ 1.00	\$ 20.00	\$ 1,500.00	\$ 30,000.0
\$ 5.00	\$ 500.00	\$ 1.00	\$ 100.00	\$ 1.00	\$ 100.00	\$ 20.00	\$ 2,000.00	\$ 10.00	\$ 1,000.00	\$ 4,500.00	\$ 450,000.0
\$ 85.00	\$ 170.00	\$ 100.00	\$ 200.00	\$ 1.00	\$ 2.00	\$ 500.00	\$ 1,000.00	\$ 250.00	\$ 500.00	\$ 500.00	\$ 1,000.0
\$ 3,500.00	\$ 3,500.00	\$ 5,000.00	\$ 5,000.00	\$ 2,600.00	\$ 2,600.00	\$ 5,000.00	\$ 5,000.00	\$ 2,000.00	\$ 2,000.00	\$ 20,000.00	\$ 20,000.0
\$ 2,540.00	\$ 2,540.00	\$ 5,000.00	\$ 5,000.00	\$ 5,500.00	\$ 5,500.00	\$ 10,000.00	\$ 10,000.00	\$ 8,500.00	\$ 8,500.00	\$ 5,000.00	\$ 5,000.0
\$ 1.00	\$ 6.00	\$ 1.00	\$ 6.00	\$ 1.00	\$ 6.00	\$ 50.00	\$ 300.00	\$ 1.00	\$ 6.00	\$ 1,020.00	\$ 6,120.0
\$ 1.00	\$ 25.00	\$ 1.00	\$ 25.00	\$ 55.00	\$ 1,375.00	\$ 150.00	\$ 3,750.00	\$ 1.00	\$ 25.00	\$ 3,000.00	\$ 75,000.0
\$ 45.00	\$ 6,750.00	\$ 50.00	\$ 7,500.00	\$ 95.00	\$ 14,250.00	\$ 80.00	\$ 12,000.00	\$ 150.00	\$ 22,500.00	\$ 9,000.00	\$ 1,350,000.0
\$ 45.00	\$ 1,125.00	\$ 50.00	\$ 1,250.00	\$ 100.00	\$ 2,500.00	\$ 50.00	\$ 1,250.00	\$ 150.00	\$ 3,750.00	\$ 1,100.00	\$ 27,500.0
\$ 155.00	\$ 46,500.00	\$ 135.00	\$ 40,500.00	\$ 100.00	\$ 30,000.00	\$ 100.00	\$ 30,000.00	\$ 135.00	\$ 40,500.00	\$ 123,000.00	\$ 36,900,000.0
\$ 2,750.00	\$ 8,250.00	\$ 1,000.00	\$ 3,000.00	\$ 370.00	\$ 1,110.00	\$ 500.00	\$ 1,500.00	\$ 324.00	\$ 972.00	\$ 1,200.00	\$ 3,600.0
\$ 110.00	\$ 2,750.00	\$ 180.00	\$ 4,500.00	\$ 95.00	\$ 2,375.00	\$ 150.00	\$ 3,750.00	\$ 360.00	\$ 9,000.00	\$ 11,250.00	\$ 281,250.0
\$ 100.00	\$ 1,000.00	\$ 180.00	\$ 1,800.00	\$ 150.00	\$ 1,500.00	\$ 150.00	\$ 1,500.00	\$ 360.00	\$ 3,600.00	\$ 4,500.00	\$ 45,000.0
\$ 75.00	\$ 750.00	\$ 90.00	\$ 900.00	\$ 200.00	\$ 2,000.00	\$ 250.00	\$ 2,500.00	\$ 70.00	\$ 700.00	\$ 1,620.00	\$ 16,200.0
\$ 3.00	\$ 2,250.00	\$ 2.00	\$ 1,500.00	\$ 10.00	\$ 7,500.00	\$ 5.00	\$ 3,750.00	\$ 2.00	\$ 1,500.00	\$ 6,750.00	\$ 5,062,500.0
\$ 2,550.00	\$ 2,550.00	\$ 8,000.00	\$ 8,000.00	\$ 16,500.00	\$ 16,500.00	\$ 20,000.00	\$ 20,000.00	\$ 29,000.00	\$ 29,000.00	\$ 5,500.00	\$ 5,500.0
\$ 20.00	\$ 40.00	\$ 100.00	\$ 200.00	\$ 250.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1.00	\$ 2.00	\$ 5,000.00	\$ 10,000.0
\$ 20.00	\$ 40.00	\$ 100.00	\$ 200.00	\$ 250.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1.00	\$ 2.00	\$ 5,000.00	\$ 10,000.0
\$ 750.00	\$ 750.00	\$ 500.00	\$ 500.00	\$ 2,500.00	\$ 2,500.00	\$ 10,000.00	\$ 10,000.00	\$ 1,700.00	\$ 1,700.00	\$ 9,000.00	\$ 9,000.0
\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 10,000.00	\$ 10,000.00	\$ 8,500.00	\$ 8,500.00	\$ 8,000.00	\$ 8,000.0
\$ 100.00	\$ 2,000.00	\$ 80.00	\$ 1,600.00	\$ 100.00	\$ 2,000.00	\$ 500.00	\$ 10,000.00	\$ 300.00	\$ 6,000.00	\$ 1,300.00	\$ 26,000.0
\$ 7.00	\$ 1,050.00	\$ 1.00	\$ 150.00	\$ 15.00	\$ 2,250.00	\$ 20.00	\$ 3,000.00	\$ 10.00	\$ 1,500.00	\$ 1,485.00	\$ 222,750.0
\$ 3.00	\$ 450.00	\$ 1.00	\$ 150.00	\$ 10.00	\$ 1,500.00	\$ 20.00	\$ 3,000.00	\$ 8.00	\$ 1,200.00	\$ 1,170.00	\$ 175,500.0
SUBTOTAL	\$ 110,110.00	SUBTOTAL	\$ 96,115.00	SUBTOTAL	\$ 112,602.00	SUBTOTAL	\$ 158,100.00	SUBTOTAL	\$ 179,491.00	SUBTOTAL	\$ 44,851,120.0

Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
\$ 15,999.00	\$ 15,999.00	\$ 30,000.00	\$ 30,000.00	\$ 27,000.00	\$ 27,000.00	\$ 25,000.00	\$ 25,000.00	\$ 27,900.00	\$ 27,900.00	\$ 14,000.00	\$ 14,000.0
SUBTOTAL	\$ 15,999.00	SUBTOTAL	\$ 30,000.00	SUBTOTAL	\$ 27,000.00	SUBTOTAL	\$ 25,000.00	SUBTOTAL	\$ 27,900.00	SUBTOTAL	\$ 14,000.0

TOTAL	\$ 126,109.00	TOTAL	\$ 126,115.00	TOTAL	\$ 139,602.00	TOTAL	\$ 183,100.00	TOTAL	\$ 207,391.00	TOTAL	\$ 44,865,120.0
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\*\*Reject: NJSA 40:11-23.1b  
Bidders Checklist Incomplete\*\*

\*\*Per specification Section III.D.1,  
"the written words shall be  
binding". Bidder indicated  
extended totals in written word  
format, not unit pricing as  
directed.\*\*

Attachment: Bid Summary -Hobart Avenue Sidewalk Project (10147 : Award Bid - Hobart Avenue

### Certification of Availability of Funds

-----

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

Resolution Date: April 18, 2023  
Doc Id: 10147

Vendor: DLS Contracting, Inc.  
36 Montesano Rd  
Fairfield, NJ 07004

Purchase Order Number: 23-00870

Account Number	Amount	Account Description
C-04-32-013-00E-170	\$ 95,419.00	3213E Sidewalk Infrastructure Project
Contract Total	\$ 95,419.00	

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

*Tammie L. Baldwin*  
CFO/City Treasurer

Resolution (ID # 10332)

April 18, 2023

**DECLARE VACANCY - DEPARTMENT OF COMMUNITY SERVICES - UNIFORM  
CONSTRUCTION CODE DIVISION - BUILDING INSPECTOR (PENDING CLOSED SESSION  
DISCUSSION)**

Pending Closed Session discussion.

Resolution (ID # 10309)  
April 18, 2023

**AUTHORIZE GRANT APPLICATION SUBMISSION - NEW JERSEY DIVISION OF  
HIGHWAY TRAFFIC SAFETY'S PEDESTRIAN SAFETY, ENFORCEMENT AND  
EDUCATION FUND GRANT PROGRAM AND EXECUTE GRANT AGREEMENT**

WHEREAS, the New Jersey Division of Highway Traffic Safety (NJ DHTS) Pedestrian Safety, Enforcement, and Education Fund Grant Program provides state funding to address traditional pedestrian safety issues;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Summit formally approves the application to the above-stated grant program in the amount of \$15,000.

BE IT FURTHER RESOLVED, that the Business Administrator and/or Mayor of Summit are hereby authorized to submit an electronic grant application to the New Jersey Division of Highway Traffic Safety on behalf of the City of Summit.

BE IT FURTHER RESOLVED, that the Business Administrator and/or Mayor are hereby authorized to sign the grant agreement on behalf of the City of Summit and that their signatures constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement.

Certified as a true copy of the Resolution adopted by the Common Council of the City of Summit on this 18<sup>th</sup> day of April 2023.

**CERTIFICATION**

Date: April 18, 2023

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, April 18, 2023.

City Clerk



**CITY OF SUMMIT  
NJ DIVISION OF HIGHWAY TRAFFIC SAFETY PEDESTRIAN SAFETY,  
ENFORCEMENT, AND EDUCATION FUND GRANT**

The FY2024 NJ Division of Highway Traffic Safety (NJ DHTS) Pedestrian Safety, Enforcement, and Education Fund grant program provides state funding for pedestrian safety initiatives. Municipalities and counties with pedestrian safety problems are eligible to apply. Grant funds may be used for the following initiatives: engineering and design of traffic signs; purchasing and installing of traffic signs; educational or training materials or media campaigns concerning pedestrian safety; compensation (including overtime, as needed) for law enforcement officers or authorized crossing guards monitoring traffic and pedestrian activity at specific intersections, crosswalks, or along targeted roadways; and related personnel or contractual services. No matching funds are required for this grant program. This grant has a 12-month project period to begin on July 1, 2023.

Given the City of Summit's weekday congestion and the high volume of daily pedestrian traffic, further enforcement, education, and engineering activities are required to sustain and improve pedestrian safety. As such, the Summit Police Department is applying for a FY2024 NJ DHTS Pedestrian Safety, Enforcement, and Education Fund Grant to improve pedestrian safety at targeted locations throughout the City. The Police Department will apply for funding in the amount of \$15,000. While \$7,000 of this funding will go toward overtime single officer details at target pedestrian-crash-site hot spots based on recent crash data, \$7,000 will be used for signage to promote pedestrian safety, and the remaining \$1,000 will be used for printed materials to promote a message of pedestrian safety in our community.

Resolution (ID # 10308)  
April 18, 2023

**AUTHORIZE MEMBERSHIP APPLICATION SUBMISSION - UNION COUNTY  
COMPREHENSIVE EMERGENCY ASSISTANCE SERVICES AND CONTINUUM OF CARE  
COMMITTEE**

WHEREAS, the Comprehensive Emergency Assistance Services (CEAS) and Continuum of Care (CoC) Committee is a program within the Division of Individual and Family Support Services of Union County; and

WHEREAS, the City of Summit is interested in becoming a member of the CEAS and CoC Committee; and

WHEREAS, by obtaining membership, the City will have the ability to have representation and gain a deeper understanding of the resources made available for individuals experiencing homelessness, while also affording the City the ability to connect with other service providers within the CoC.

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

That proper City officers are hereby authorized to complete and submit a membership application to Union County to become a member of the Comprehensive Emergency Assistance Services (CEAS) and Continuum of Care (CoC) Committee.

I, Rosalia M. Licatense, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of the City of Summit at a regular meeting held on Tuesday evening, April 18, 2023.

City Clerk




# SUMMIT POLICE DEPARTMENT

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## MEMORANDUM

To: Mayor Nora Radest  
Michael Rogers, City Administrator  
Greg Vartan, Council President  
Marjorie Fox, Councilwoman/Safety & Health Committee Chair  
Susan Hairston, Councilwoman/Safety & Health Committee Member

Cc: Rosemary Licatase, City Clerk

From: Steven Zagorski, Chief of Police 

Re: City of Summit Membership for Comprehensive Emergency Assistance Services  
and Continuum of Care (CEAS/CoC) Committee

Date: March 31, 2023

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Please allow this memo to be submitted with the completed application for the City of Summit to become a member of the Comprehensive Emergency Assistance Services (CEAS) and Continuum of Care (CoC) Committee - a program within the Division of Individual and Family Support Services of Union County. With this membership, the City will have the ability to have representation to gain a deeper understanding of resources made available for persons experiencing homelessness; while also affording the City the ability to connect with other service providers within the continuum.

This was discussed during the Safety & Health Committee Meetings, and is asked to move forward by way of resolution at the Common Council Meeting scheduled for Tuesday, April 18, 2023.



**UNION COUNTY**  
**Comprehensive Emergency Assistance System and Continuum of Care**  
**(CEAS/CoC)**  
**Committee**

**Rules and Procedures**

**Article I - Authorization, Name, Purpose**

**Section I**

In accordance with N.J.A.C. 10:2-3 regulations governing the County Human Service Advisory Councils (CHSACs) and its standing Committees, the Union County Comprehensive Emergency Assistance System (CEAS) and Continuum of Care (CoC) Committee (hereafter referred to as (CEAS/CoC Committee) serves as the primary vehicle for planning and coordinating the delivery of emergency services to the homeless (including designated core social services for the homeless and at-risk of homelessness) within a county. The CEAS/CoC Committee is a network of public (government) and private (private not-for-profit, for-profit, consumer advocate, volunteer, homeless/formerly homeless persons) entities responsible for integrated social services including housing and prevention of homelessness, as well as the development of service priorities and spending plan priorities for homeless funds. This Committee is the primary decision making entity that is comprised of at least sixty-five (65%) representation by the community and faith based organizations, including consumer interests.

**Section II**

The functions and purpose of the CEAS/CoC Committee are as follows:

- a. Program planning and implementation of a plan for housing and emergency assistance services for the County of Union, including the development of a Ten Year Plan to Address Homelessness.
- b. Provide all necessary technical and professional advice pertaining to homeless and housing issues as may be required by HSAC.
- c. Exchange information and network with member organizations thereby forming a continuum of housing and emergency assistance services.
- d. Respond to the US Department of Housing and Urban Development (HUD) Super NOFA competitive homeless assistance grant application, when practicable.

**Article II - Membership**

**Section I**

The CEAS/CoC Committee shall be composed of housing, shelter, social service provider agencies, public entities, and consumers (advocate, volunteer, homeless/formerly homeless persons) in Union County, and shall include such representatives as shall be deemed necessary to carry out the purpose for which this Committee is formed.

**Section II**

Membership shall be open to all interested participants serving Union County residents.

**Section III**

Each represented agency shall have only one voting member appointed to the CEAS/CoC Committee by their Executive Director and/or Board of Directors, although any staff member may attend the Committee meetings. Each agency will designate a primary member and an alternate member. The alternate will have voting privileges only in the absence of the appointed member.

**Section IV**

Out-of-county provider agencies serving Union County residents, with subcontracts held with the County of Union will be considered voting members.

## **Article III - Officers**

### **Section I**

The officers of the CEAS/CoC Committee shall be composed of a Chairperson and Co-Chairperson. The officers who are voted into these positions are considered the CEAS/CoC Committee Executive Board. The Chairperson and Co-Chairperson, one each from the private and public sector, shall serve staggered 2-year terms, with the Chairperson position rotating between the private and public sectors every 2 years (as defined in Article I, Section I) OR if necessary two (2) private sector representatives. Elections shall take place at the November meeting of the Committee. All such officers of the Committee shall hold office until the next election meeting or until their respective successors shall be elected. Officers' terms begin at the January meeting. A member may be elected to the same office for a maximum of two consecutive terms, or a maximum of four (4) consecutive years.

### **Section II**

The Chairperson shall preside at all CEAS/CoC Committee meetings, resolve all questions of order, regulate its proceedings, appoint all subcommittees, decide on the agenda for each meeting, and perform all of the duties required by his/her office or assigned to him/her by the Committee, including attendance at the HSAC meetings. The Chairperson shall have the authority to delegate any of his/her powers to the Co-Chairperson whenever deemed necessary.

### **Section III**

The Co-Chairperson shall sit for and in the place of the Chairperson in the event of the absence or disability of the Chairperson.

### **Section IV**

The Chairperson shall supervise the recording of all votes and minutes of the proceedings of the Committee, and cause such other records to be kept as may be appropriate to record the business of the Committee. All such records shall be the property of the County.

### **Section V**

The Planning/CoC Subcommittee shall be authorized to serve as the CoC Governance Board which shall be representative of subpopulations in the CoC geography and include a homeless or formerly homeless person. No Board member shall participate in a decision for which they or their organization have a financial interest.

## **Article IV - Subcommittees**

### **Section I**

The standing Subcommittees of the CEAS/CoC Committee shall include but not be limited to:

- a. Planning/Continuum of Care Subcommittee is broadly representative of the public and private homeless service sectors, including homeless client/consumer interests. As the Governance Board, it is authorized to establish and follow written standards for providing CoC assistance. It is also involved in reviewing agency applications prepared in response to various state/federal requests for proposals. It consults with HES (ESG) and CoC recipients/subrecipients to establish performance targets. Furthermore, it monitors HES and CoC recipients' performance and HMIS participation, evaluates outcomes, reports outcomes to HUD and takes action against poor performers. Finally, it consults with HES recipients regarding the allocation of funds. This body will also be the lead on advocacy effort on behalf of CEAS/CoC.
- b. Emergency Shelter and Motel/Hotel Subcommittee addresses issues specific to emergency shelter, including discharge planning, integration with mainstream services and utilization rates.
- c. Ten Year Plan to Address Homelessness - Leadership Team is charged with overseeing the planning process and development of Union County's Ten Year Plan to Address Homelessness.
- d. Veterans Homelessness & Supportive Services Subcommittee aims to pool various agencies' resources within Union County in a coordinated and collaborative way so as to maximize the direct impact upon our veteran population and ensure that every homeless veteran is provided the most comprehensive "wrap around" support services available.

## **Section II**

The Chairperson, with the approval of CEAS/CoC Committee, shall appoint such ad hoc or other subcommittees and their members as interest or need arises or as may be necessary or desirable to carry out the work of the Committee and the ad hoc or subcommittees shall chose their own Chairperson.

## **Article V - Meetings**

### **Section I**

Regular meetings of the CEAS/CoC Committee shall be scheduled for a minimum of six (6) meetings per calendar year on the second Thursday of the month unless the Committee shall have selected another day/time for any such meeting. Special meetings may be called by the Chairperson provided that five (5) business days notice is given electronically or by mail to the other members.

### **Section II**

A minimum of four (4) CEAS/CoC Committee meetings must be attended per year. To verify attendance, a sign-in sheet that lists each member's name and agency/affiliation will be available at meetings. The alternate may sign only in the absence of the appointed member.

### **Section III**

Meetings shall be held at such locations as the CEAS/CoC Committee may direct.

### **Section IV**

In the absence of the Chairperson or Co-Chairperson, a Chairperson Pro-tem may be designated by the Committee at any properly called meeting at which a quorum is present.

### **Section V**

More than 50% of the existing voting members of the CEAS/CoC Committee shall constitute a quorum for the conduct of business.

### **Section VI**

All motions and other actions of the CEAS/CoC Committee shall be approved by a majority vote of those voting members, provided a quorum is present.

### **Section VII**

The Chairperson shall encourage all CEAS/CoC Committee members to attend any and all standing Subcommittee meetings, to promote stakeholder participation in the decision-making processes of the CEAS/CoC Committee.

### **Section VIII**

The Rules and Procedures may be amended by the two-thirds (2/3) vote of the voting members of the CEAS/CoC Committee, following an electronic or written notice at least four (4) weeks in advance to all Committee members indicating the proposed amendment or revision.

## **Article VI - Advocacy/Support Process**

The following guidelines apply when requesting advocacy/support letter(s) from the CEAS/CoC Committee with regard to a grant application/proposal:

CEAS/CoC Committee and non-CEAS/CoC Committee members are required to request an advocacy/support letter at a minimum of 2 weeks in advance of the due date. In addition, providers are to provide the Committee with the following:

- A copy of the related grant proposal/application including a description of the agency, its services, its history in the community, and its overall budget
- Opportunity for the CEAS/CoC Executive Board to ask further questions through a conference call

**Comprehensive Emergency Assistance Services and Continuum of Care  
(CEAS/CoC) Committee**

**Membership Form: Agency Contact & Voting Representative**

*Please note that all the information provided below is for County staff use only. Cell phone number is asked for emergency weather/cancellations and will not be distributed.*

➤ **Agency:** \_\_\_\_\_

Agency Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

➤ **Agency Contact Person:** \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ E-mail: \_\_\_\_\_

➤ **Voting Representative\*:** \_\_\_\_\_ Title: \_\_\_\_\_

☐ Please check here if your agency voting representative is the same as the agency contact person listed above. If this box is checked, there is not need to complete below; only the alternate section would need to be completed.

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ E-mail: \_\_\_\_\_

➤ **Alternate Voting Representative\*:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ E-mail: \_\_\_\_\_

*Should any of the above information change, your agency is required to notify County staff.*

**CEAS/CoC Member Status:**

- ☐ New CEAS/CoC Committee Member
- ☐ Yes, I would like to remain a CEAS/CoC Committee Member
- ☐ No, I would not like to remain a CEAS/CoC Committee Member; however I would like to be included in the distribution list.
- ☐ No, I would not like to remain a CEAS/CoC Committee Member. Please take me off the distribution list.

**Signature of Executive Director**

**or Board of Directors:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Email To:** [codeblue@ucnj.org](mailto:codeblue@ucnj.org)

**Subject:** CEAS/CoC Membership Request

**Mail To:**

Union County Department of Human Services  
Division of Individual & Family Support Services  
Attn: CoC/Homeless Unit  
10 Elizabethtown Plaza - 4<sup>th</sup> Floor  
Elizabeth, NJ 07207

\* Please note that each agency is allowed only one (1) voting representative. An Agency is welcome to have more then one representative attending the meetings. From the CEAS/CoC Rules & Procedures – Article II-Membership – Section III it states: Each represented agency shall have only one (1) voting member appointed to the CEAS/CoC Committee by their Executive Director and/or Board of Directors, although any staff member may attend the Committee meetings. Each agency will designate a primary member and an alternate member. The alternate will have voting privileges only in the absence of the appointed member.

## **Comprehensive Emergency Assistance Services and Continuum of Care (CEAS/CoC) Committee**

### **Membership Form: Agency Contact & Voting Representative**

*Please note that all the information provided below is for County staff use only. Cell phone number is asked for emergency weather/cancellations and will not be distributed.*

➤ **Agency:** City of Summit

Agency Mailing Address: 512 Springfield Avenue

City: Summit State: NJ Zip: 07901

Phone: 908-522-3600 Fax: 908-273-2977

**Agency Contact Person:** Michael Rogers Title: City Administrator

Phone: 908-522-3600 E-mail: mrogers@cityofsummit.org

**Voting Representative\*:** Greg Vartan Title: Council President

- ☐ Please check here if your agency voting representative is the same as the agency contact person listed above. If this box is checked, there is not need to complete below; only the alternate section would need to be completed.

Phone: n/a E-mail: [gvartan@cityofsummit.org](mailto:gvartan@cityofsummit.org)

**Alternate Voting Representative\*:**

Name: Marjorie Fox Title: Councilmember

Phone: n/a E-mail: mfox@cityofsummit.org

*Should any of the above information change, your agency is required to notify County staff.*

**CEAS/CoC Member Status:**

- ☒ New CEAS/CoC Committee Member
- ☐ Yes, I would like to remain a CEAS/CoC Committee Member
- ☐ No, I would not like to remain a CEAS/CoC Committee Member; however I would like to be included in the distribution list.
- ☐ No, I would not like to remain a CEAS/CoC Committee Member. Please take me off the distribution list.

**Signature of Executive Director**

**or Board of Directors:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Email To:** [codeblue@ucnj.org](mailto:codeblue@ucnj.org)

**Subject:** CEAS/CoC Membership Request

**Mail To:**

Union County Department of Human Services  
Division of Individual & Family Support Services  
Attn: CoC/Homeless Unit  
10 Elizabethtown Plaza - 4<sup>th</sup> Floor  
Elizabeth, NJ 07207

\* Please note that each agency is allowed only one (1) voting representative. An Agency is welcome to have more then one representative attending the meetings. From the CEAS/CoC Rules & Procedures – Article II-Membership – Section III it states: Each represented agency shall have only one (1) voting member appointed to the CEAS/CoC Committee by their Executive Director and/or Board of Directors, although any staff

Attachment: Continuum of Care Application\_For Packet (10308 : Authorize Application Submission - CoC Membership Application)

member may attend the Committee meetings. Each agency will designate a primary member and an alternate member. The alternate will have voting privileges only in the absence of the appointed member.

S:\Planning\Planning\OHHCOC\COMMITTEE's\CEAS-CoC\Membership\Membership Form.docx

**Comprehensive Emergency Assistance System & Continuum of Care (CEAS/CoC)**  
**Committee Meeting**

***Meeting Minutes for December 1, 2022***

**Present:** S. Sarkar-PROCEED, Inc.; T. McCoy-The Gateway Family YMCA; K. Flanagan-United Family and Children's Society; C. Alexander-Urban League; G. Vessels-Bridgeway; J. Ball-The Salvation Army (Elizabeth); J. Sharif-Elizabeth Coalition to House the Homeless; A. Amaya-YWCA; E. Carter-Wood-City of Elizabeth; S. Pepper-The Gateway Family YMCA; J. Joseph-HUD-VASH; K. Shaw-Plainfield Action Services; D. Lebron-City of Elizabeth; S. Papadpopalo-Central Jersey Legal Services; W. Illas-Catholic Charities; W. Cleveland-Plainfield Action Services; C. Sunchuk-Covenant House; K. Philips-NJHMFA/HMIS; R. Fuller-Plainfield Action Services; K. Watts-CCSSVF; G. Donovan-Family Promise; L. Egeth-Community Health Law Project; V. Holland-Plainfield Housing Authority; Y. Castillo-Hillside Family Success Center; K. Howie-Trinitas; S. Marshall-CCSSVF; P. Lobos-Community Hope; K. Wallace-Mt. Olive Baptist; S. Armas-Catholic Charities; J. Watkins-Linden Social Services

**County Staff:** E. Paskewich-UCDHS/DIFSS; J. Navas-UCDHS/DIFSS; T. Clark-UCDSS; C. Dominguez-UCDSS; B. Soto-UCDHS/DIFSS; C. Topolosy-UCDHS/DIFSS; J. Jackson-UCDHS; M. Antunes-UCDHS;

**State/Federal Staff:** J. Owen- US Dept. of Veteran Affairs; J. Nunziato-NJ211; S. Costa-NJDCF

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**I. Call to Order/Introduction/Welcome**

Ms. S. Sarkar called the meeting to order at 9:36 a.m.

**II. Approval of September 22, 2022 and October 13<sup>th</sup>, 2022 Minutes**

A motion was made by Ms. Geleen Donovan to accept the September 22, 2022 minutes as presented. It was seconded by Mr. Clifton Alexander. The motion was approved and carried. A motion was made by Ms. Geleen Donovan to accept the October 13, 2022 minutes as presented. It was seconded by Ms. Karen Flanagan. The motion was approved and carried.

**III. Old/New Business**

• **Legislative Update:**

Mr. J. Jackson reported that an Action Alert went out from the Housing and Community Development encouraging everyone to support Senate Bill S934 by emailing their senators or going to Trenton and attending the hearing. This bill removes credit score assessments from the preliminary rental application process and it would ensure that low-income renters who are trying to rebuild their credit are able to do so because they can live in an affordable home in NJ. The hearing is taking place today, December 1, at 10 a.m.

The summary from the roundtable breakfast went out to everyone, something that was consistent during the event was Diversity Equity and Inclusion, which is something the committee will take focus on. The next breakfast is scheduled for February 2023.

Mr. S. Papadoulou from CJLS announced that the City of Elizabeth is trying to modify rent control and get rid of the \$20 minimum. Rent control is currently 3% or \$20 whichever is lower and the City is trying to get rid of the \$20 and keep the 3%. Rent control applies to

properties that are owner occupied up to 2 properties and not owner occupied by a landlord that has 4 or more properties. There are only 3 municipalities in Union County that have rent control Elizabeth, Union, and Linden.

- **CEAS/CoC Letter of Support Procedure:**

Ms. C. Topolosky went over the CEAS/CoC letter of Support Procedures due to a demand on letters not following the procedure. This will also be sent out to all the members.

**Article VI - Advocacy/Support Process**

The following guidelines apply when requesting advocacy/support letter(s) from the CEAS/CoC Committee with regard to a grant application/proposal:

CEAS/CoC Committee and non-CEAS/CoC Committee members are required to request an advocacy/support letter at a minimum of 2 weeks in advance of the due date. In addition, providers are to provide the Committee with the following:

- A copy of the related grant proposal/application including a description of the agency, its services, its history in the community, and its overall budget
- Opportunity for the CEAS/CoC Executive Board to ask further questions through a conference call

- **NJ Homeless Hotline / NJ 2-1-1:**

Ms. Jaclyn Nunziato reported that they have seen a significant increase in call volume from Union County 175 unduplicated people a month the average is now 240 people calling in for help. In terms of shelter placement, they place at the Gateway Y about 10 times a month if they have availability. The last time mapping services were reviewed people with no income SSI, GA, TANF are being referred to Social Services however people with income on the mapping should be directed to the Gateway Y and if this process still stands they would like a contact person to make the referrals. Ms. C. Topolosky requested a meeting to find out who NJ 211 has as a contact at all of the provider agencies since the mapping was done in December 2019 and there have been many changes.

Ms. C. Topolosky added that there haven't been any changes to the Code Blue procedures other than the time of referrals anyone that comes in to your agency at 3pm or later should be referred to NJ211. If you are not in the Code Blue distribution lists please sign up for the notifications.

- **2023 CEAS/CoC Meeting Schedule:**

Ms. J. Navas reported that everyone should have received the 2023 CEAS/CoC meeting schedule if they have not please send Jennifer an email.

#### IV. **Reports**

A. **Code Blue and Emergency Shelter & Hotel/Motel (CB/ES&HM) Subcommittee**  
No report.

B. **Planning & Continuum of Care Subcommittee (P/CoC) – CAS**  
No Report.

- **Coordinated Entry – County Initiative**

Mr. J. Jackson reported that the taskforce will convene meeting in early January. They will convene by hosting targeted stakeholder meetings focusing on different aspects



of the system such as entry points, outreach and engagement, transitional housing, and permanent housing. In January they will host a meeting focusing in shelter and outreach. In February the meeting will be on permanent housing. The March meeting will focus on general services providers. They are also putting together a meeting with the Director of Economic Development Amy Wagner and the Director of Community Development Brandon Givens to engage them into the system due to the services they provide to our clients.

Ms. G. Donovan reported that there were three agencies Family Promise, Urban League, and United Way contracted by the county to provide assistance to residents that needed assistance to upload their documents for ERAP. The three agencies are no longer contracted by the County to assist. The County hired Curry Davis a group in Georgia to administer the full contract. Crystal is working with Curry Davis for Union County her email address is [crystal@unioncountyerap.org](mailto:crystal@unioncountyerap.org). You no longer have to have a COVID related situation to get the assistance, its 80% AMI and up to 18 months of assistance.

C. **NJDHS Division of Family Development (DFD)**

No report.

D. **UC Division of Social Services (UCDSS)**

Mr. Charles Dominguez reported that on their last count they placed 503 adults and 207 children. There has been a 170% increase on requests of services. They have a training class pending to assist with backlog. The public health emergency was extended until March 31<sup>st</sup>. He also spoke with Mr. DiNardo in regards to the sanctioning, the sanctioning on cash recipients became effective July 1<sup>st</sup> for SNAP recipients it is voluntary.

E. **Written Reports**

***NJHMFA – Homeless Management Information Systems (HMIS):*** No report.

***Cash Assistance/Housing Availability: Provider agencies were asked to refer to the distributed report regarding cash assistance and housing availability.***

*Cash (RA, MA, SA, UA, & FV)*

- The Elizabeth Coalition reported that they have rental assistance for Families in Elizabeth-up to \$750 NOT EA ELIGIBLE. Utility assistance for Families in Elizabeth-up to \$750 NOT EA ELIGIBLEPROCEED.
- PROCEED reported they have rental assistance 250% of FPL (SSH-TANF/SSH); 125% of FPL (CSBG); 30% of the AMI (HES); 50% of the AMI (CVRRH-HP). Security assistance 250% of FPL; 125% of FPL. Food vouchers 125% of FPL.
- Bridgeway Rehabilitation, Catholic Charities, Catholic Charities-SSVF, City of Elizabeth, Community Access Unlimited, Community Hope, Inc., Family Promise, Homefirst, Plainfield Action Services, The Salvation Army-Elizabeth, The Salvation Army-Plainfield, UWGUC, and Urban League did not provide a report regarding cash assistance availability.

*Housing (ES&H/M, TH, PH)*

- Covenant House reported that they have 3 transitional housing available for pregnant women ages 18-21 facing homelessness.
- Elizabeth Coalition reported they have hotel/motel for Union County residents' clients impacted by COVID must meet HES eligibility criteria not EA eligible.
- HUD-VASH reported that they have varied permanent housing for chronically homeless veterans who are eligible for VA healthcare services, earn less than 50% AMI and need case management.
- The following agencies did not provide a report regarding housing availability: Bridgeway, City of Elizabeth, Catholic Charities-SSVF, Community Access Unlimited, Community Hope, Family Promise, FISH Hospitality, Gateway YMCA, Homefirst, Roots and Wings, The Salvation Army-Elizabeth, and YWCA.

***Agencies were encouraged to email County staff weekly (Monday afternoon) about bed/cash assistance availability, so that Committee members would be informed of availability.***

**V. Open Discussion/Announcements**

- **HSAC-CEAS/CoC Survey:**

Ms. S. Sarkar reported that the CEAS/CoC subcommittee group will be conducting a survey to get information as to what each agency has available such as federal, state, and local funds. The survey will be sent out as a link.

- Ms. C. Topolosky reported that the Point in Time count is coming up and at the next meeting we will be discussing the efforts towards the count.

**VI. Adjournment**

There being no further business, a motion was made by Ms. J. Lebron to adjourn the meeting. The motion was seconded by Mr. W. Illas. The meeting was adjourned at 11:07 a.m.

**Comprehensive Emergency Assistance System & Continuum of Care (CEAS/CoC)**  
**Committee Meeting**

***Meeting Minutes for January 12<sup>th</sup>, 2023***

**Present:** S. Sarkar-PROCEED, Inc.; T. Nelson-Wallace, C. Alexander-Urban League; G. Vessels-Bridgeway; S. Pepper-Gateway YMCA; J. Ball-Salvation Army; W. Illas- Catholic Charities; A. Amaya-YWCA; S. Papadopoulo-Central Jersey Legal Services; P. Lobos-YWCA; V. Holland-Housing Authority of Plainfield; C. Sunchuk-Covenant House; L. Egeth-Community Health Law Project; A. Jones-Family Promise; B. Webb-Community Access Unlimited; T. Rodriguez-Catholic Charities J. Cupo-Elizabeth Public Library; Y. Castillo-UWGUC; K. Wallcae-Mt. Olvie Church CB Warming Center; J. Sharif- ECHH; A. Pereira-Elizabeth Health and Human Services Dept.; E.; k. Flanagan-United Family&Children's Society; K. Howie-Trinitas; E. Ijalana- DFD; W. Cleveland-City of Plainfield; T. McCoy- The Gateway Family YMCA; A. Chrone-CSPNJ; C. Sunchuk-CHNJ; J. Shaw-The Gateway Family YMCA;

**County Staff:** C. Topolosky-UCDHS/DIFFS;N. DeAugustine-UCDHS/DIFSS; J. Navas-UCDHS/DIFSS; A. Oboz-UCDHS/DIFSS; R. Gora- UCDHS/DIFFS; M. Antunes-UCDHS/Action Line; S. DiNardo-UCDSS; B. Soto-UCDHS/DIFSS; J. Jackson- UCDHS; E. Gibson-UCCDCG; T. Lopez-UCDSS; Y. Ramirez-UCDSS; B. Givens-UCDHS

**State/Federal Staff:** M. Callahan-DCA

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**I. Call to Order/Introduction/Welcome**

Ms. S. Sarkar called the meeting to order at 9:36 a.m.

**II. Approval of 12/1/2022 Minutes**

Notes not available, will approve the 12/1/2022 minutes during the next meeting.

**III. Old/New Business**

➤ **2023 Point in Time**

- Ms. Nicole DeAugustine presented the 2023 Union County Point in Time unsheltered street count. The count this year will be done traditionally, in person, on 1/25/23 from 3am – 7am. Furthermore, the County will also conduct the 7-day methodology, where local nonprofit organizations will go out in small groups of 4-6 people during a seven-day period in the morning, afternoon and late evening hours. These groups will survey people throughout the County who sleep outdoors, or places not meant for human habitation. The survey question that will be asked is, where did you sleep the night of January 24<sup>th</sup>- 25<sup>th</sup>. The count will be held on a Code Blue night and each team will have care kits to provide to homeless individuals they encounter during the count.
- Ms. Christina Topolosky expressed that The County is looking for assistance from partner agencies to create teams in locating and engaging unsheltered homeless throughout Union County during the nighttime count on 1/25/23, and the 7-day period 1/25/23-1/31/23.

Some agencies volunteered their assistance during the meeting, remaining agencies will be in contact.

- Ms. Nicole DeAugustine added if anyone is interested in participating they can contact her.

- **2023 Point-In-Time Training by Monarch Housing Associates**

Monarch Housing is providing online training on the 2023 NJ Point in Time Count (PITC). The surveys were updated this year, all the grey areas are mandatory.

Ms. Christina Topolosky explained that PIT allows us to present to HUD what the need is in the community and that drives the Federal funding.

For more information on the NJ PITC, a variety of resources are available on the Monarch Housing website ([www.monarchhousing.org](http://www.monarchhousing.org)) under the NJ Counts link and HUDEXchange.info. For any additional questions about the PITC, members could email [njcounts@monarchhousing.org](mailto:njcounts@monarchhousing.org) or call 908-272-5363x232. In addition to the PITC, two daytime events will take place on Wednesday, January 25<sup>th</sup>, 2023, at the Plainfield Performance Art Center from 1pm-3pm, and Thursday, January 26<sup>th</sup>, 2023 at Elizabeth Coalition to House the Homeless Shelter, in Elizabeth from 1pm-3pm. Linda Flores Tober is the main point of contact.

➤ **Legislative Update**

- Mr. J. Jackson stated that there is no update from his department.
- Ms. C. Topolosky stated that Bill 3014 was just signed by Gov. Murphy, it provides for expedited construction inspections.

➤ **HSCAC-CEAS/CoC Survey**

- Ms. Srabanti stated that the survey will be send out to everyone, and all agencies are expected to complete it and return it to UCDHS.

#### IV. **Reports**

A. **Code Blue and Emergency Shelter & Hotel/Motel (CB/ES&HM) Subcommittee**

Ms. Christina Topolosky stated that there were 41 Code Blue nights so far.

Mr. Scott DiNardo reported that there is an issue with the lack of availability with the vendors. City of Elizabeth is working on finishing the warming center. Mr. S. DiNardo stated that it should be ready and running by the end of the month. In order to attend the warming center, clients will need to obtain a referral from DSS.

B. **Planning & Continuum of Care Subcommittee (P/CoC) – CAS**

Mr. J. Jackson reported that they are assessing the new system. The stakeholder's meeting will be facilitated through Monarch. It will focus on certain aspects of housing delivery. The following meetings are scheduled: 1/30/23 outreach and shelter providers meeting, on 2/6 permanent housing meeting, and on 3/7 general assistance meeting.

C. **NJDHS Division of Family Development (DFD)**

No report.

**D. UC Division of Social Services (UCDSS)**

Ms. Tina Lopez discussed the new legislation, The Omnibus Bill: President Biden signed into law the \$1.7 trillion omnibus bill that will keep the government funded through September 2023. H.R. 2617, the "Consolidated Appropriations Act, 2023," includes \$773 billion for non-defense discretionary spending.

Ms. Tina Lopez explained the Medicaid Waiver. She stated that all the redetermination packets must be completed by 4/1/23, if not received by the due date, the cases will be terminated. Furthermore, the temporary boost to SNAP benefits put in place during the COVID-19 pandemic, known as emergency allotments, will end nationwide after the February 2023 issuance. In addition, households that receive SNAP and Social Security benefits will see a decrease in their SNAP benefits because of the significant cost of living increase to Social Security benefits that took effect on Jan. 1, 2023. Ms. Tina Lopez explained that the redetermination application must be done via telephone or face to face interview.

**E. Written Reports**

- **NJHMFA – Homeless Management Information Systems (HMIS):** There was no report.

***Agencies were encouraged to email County staff weekly (Monday afternoon) about bed/cash assistance availability, so that Committee members would be informed of availability.***

**V. Open Discussion/Announcements**  
**HSAC-CEAS/CoC Survey:**

- Mr. Brandon Givens reported on ARP Allocation Plan- which provided UCDHH with \$4.4 million to assist individuals or households who are homeless, at risk of homelessness, and other vulnerable populations, by providing housing, rental assistance, supportive services, and non-congregate shelter, to reduce homelessness and increase housing stability across the country. He reported that the providers were able to utilize \$3 million to help individuals/families in need. The deadline to submit applications is 3/31/23.
- Ms. S. Sarkar asked for any suggestions/ideas for conducting future meetings in 2023.
- Mr. John Watkins asked about updates on immigration. Ms. Christina Topolosky stated that there are no updates. Ms. Tina Lopez reported that the Refugee Services for the Afghan population have been extended through 2024.

**VI. Adjournment**

There being no further business, a motion was made by Ms. Kathy Howie to adjourn the meeting. The motion was seconded by Mr. Clifton Alexander. The meeting was adjourned at 11:01 a.m.

# **Comprehensive Emergency Assistance System and Continuum of Care (CEAS/CoC) Committee Meeting**

**Thursday, March 9<sup>th</sup>, 2023 at 9:30 a.m.**

**Please join our meeting from your computer, tablet or smartphone:**

<https://us06web.zoom.us/j/86118990775?pwd=eTBlbVhQdDdXS3M0bUpzU0drUy9OQT09>

**You can also dial in using your phone: United States: +1 929 436 2866**

**Meeting ID: 861 1899 0775**

**Passcode: 115289**

## **AGENDA**

- I. Call to Order/Introduction/Welcome** Srabanti Sarkar
- II. Approval of 12/1/2022 & 1/12/23 Minutes\*** Srabanti Sarkar
- III. Old/New Business**
- Legislative Update Jeffrey Jackson
  - HSAC-CEAS/CoC Survey Srabanti Sarkar
- IV. Presentation-Social Services Assistance Programs** Yovana Ramirez/  
Matt Gallagher
- V. Reports**
- Code Blue & Emergency Shelter & Motel/Hotel Subcommittee (CB/ESHM) Linda Flores-Tober
  - Planning & Continuum of Care Subcommittee (P/CoC) Nancy Schneeloch
    - Coordinated Entry System Oversight Taskforce Jeffrey Jackson
  - NJDHS/Division of Family Development Shevon Hercules
  - Union County Division of Social Services (Welfare) Tina Lopez/Scott DiNardo
  - Written Reports
    - NJHMFA – NJHMIS Collaborative: Grant Requirements-SSH, HES, SUP, & SPC (Housing & Cash Assistance)
    - Cash Assistance/Housing Availability ***Written report due 3/8 @12 Noon***
      - Cash Assistance - Rental/Mortgage/Security/Utility/Food (Timeliness of vouchers/entry into HMIS -Access to Resources): CCAN, CAU, CoE, ECHH, FP, PAS, PRO, SA-E, SA-P, UL
      - Housing Availability
        - Shelter/Hotel-Motel Vouchers: CAU-Youth, ECHH, FP, SA-E, Gateway-Y, YWCA/UC
        - Transitional Housing: CAU, ECHH, HFT, PRO, RLH, YWCA/EUC
        - Permanent Housing: BWY, CAU, CAI, CH, EHA, HUD-VASH, PHA, Gateway-Y, YWCA/EUC
- VI. Open Discussion/Announcements**
- DNJDCA-ESG/OHP-Letter of Support- Deadline 3/10/2023
- VII. Adjournment**

**\*requires a vote**

**NEXT MEETING: May 11, 2023 at 9:30am**

**Subject:**

FW: Questions from Summit Council on CEAS/CoC

**From:** Gregory Vartan <Gvartan@cityofsummit.org>**Sent:** Tuesday, April 11, 2023 6:46 PM**To:** Marjorie Fox <mfox@cityofsummit.org>; Susan Hairston <shairston@cityofsummit.org>; Nora Radest <noraradest@gmail.com>; Steven Zagorski <szagorski@spdnj.org>; Evers, Eric <EEvers@cityofsummit.org>; Michael Rogers <MRogers@cityofsummit.org>; Licatese, Rosemary <RLicatese@cityofsummit.org>**Subject:** Fwd: Questions from Summit Council on CEAS/CoC

Dear Safety Committee,

Please find below the questions I asked of Christina Topolosky on behalf of Council.  
Please discuss in Safety and Health and please attach this email thread as part of the agenda packet for the meeting Tuesday.

Thank you in advance!

Greg

--

Greg Vartan  
Council President  
City of Summit, NJ

Begin forwarded message:

**From:** "Christina M. Topolosky"**Date:** April 11, 2023 at 4:36:11 PM EDT**To:** Gregory Vartan <[Gvartan@cityofsummit.org](mailto:Gvartan@cityofsummit.org)>**Cc:** Elizabeth Paskewich, Agnes Oboz**Subject:** RE: Questions from Summit Council on CEAS/CoC

Good afternoon Greg.

See the answers below. Hopefully I addressed all your questions/concerns.

If you have any questions, please let us know.

**Christina M. Topolosky, Division Director**

Division of Individual &amp; Family Support Services (DIFSS)

Department of Human Services

County of Union

**From:** Gregory Vartan [<mailto:Gvartan@cityofsummit.org>]**Sent:** Tuesday, April 11, 2023 10:46 AM**To:** Christina M. Topolosky**Subject:** Questions from Summit Council on CEAS/CoC

Dear Christina,

Thank you again for being willing to answer the questions from members of Summit's Common Council in advance of our next meeting, at which we will discuss a resolution authorizing our application of membership to the Comprehensive Emergency Assistance System and Continuum of Care (CEAS/Coc).

Here is the list of questions. Your answers to these questions will be most helpful in guiding our discussion.

1. Why was the CEAS/CoC created?  
The CEAS/CoC is a standing committee under the Human Services Advisory Council (HSAC) and is a requirement within the State-wide regulations (N.J.A.C. 10:2-3). Each county HSAC and CEAS/CoC bodies.
2. What is the primary purpose?  
CEAS serves as the primary vehicle for planning and coordinating the delivery of emergency services to the homeless (including designated core social services for the homeless and those at-risk of homelessness) within a county.
3. How is it governed?  
This body is governed by the HSAC state regulations.
4. Does it cost money to join? Are there dues? Are there any required financial contributions?  
There is no cost associated with CEAS/CoC. No dues or other financial contributions are required if a member of this body.
5. Is there a term length once a member joins or is membership indefinite?  
Membership is indefinite.
6. What does joining the CEAS/CoC obligate Summit to do? What is still at our discretion?



There is no obligation once joining CEAS/CoC and membership may be terminated voluntarily. This body is a network of public (government) and private (private not-for-profit, for-profit, consumer advocate, volunteer, homeless/formerly homeless persons) participants responsible for integrated social services planning including services that provide housing or are intended to prevent homelessness, as well as the development of service priorities and spending plan priorities for homeless funds.

7. Are there reasons why joining the CEAS/CoC would benefit a municipality even if non-profit organizations from that community are already members?

Yes. Other municipalities within Union County are members. Participation allows you to know what services are available throughout the County to best assist/serve your residents and offers you the opportunity to participate in planning and funding priority discussions.

8. What are the steps to leave or resign from the CoC?

If someone that is a CEAS/CoC member would need to leave/resign, a letter/email to the program staff would be sufficient.

9. Is there a penalty or consequence to leaving the Coc?

There is no penalty or consequence for leaving the CEAS/CoC body unless any particular grant funding your organization receives requires participation.

10. Can you please provide a list of all member organizations of the Union County CEAS/CoC?

Unfortunately we do not share our membership list. However, attendance at a meeting would expose you to the network of organizations represented.

11. Is Hillside the only municipality in Union County that is a member of the CEAS/CoC? If so, what is your best guess as to why that is? If not, which other municipal governments are members?

I don't believe Hillside is a member. Currently we only have the following as active members:

- City of Elizabeth/Linden/Rahway
- Elizabeth/Plainfield Housing Authority

Other municipalities have been invited in the past but due to staff limitation were unable to participate.

12. What are the potential benefits to Summit? What is the potential "upside"?

Participation on the CEAS Committee provides an opportunity to learn what resources are available throughout the County to best assist/serve your residents when situations arise. Attendance at meetings also allows Summit to influence human service program planning through input.

13. Is membership in the CEAS/CoC considered a pre-requisite to potentially applying for grant funds from the federal, state, or county governments?

Yes for all three.

14. What are the theoretical downsides to Summit? What are potential risks to Summit?

We envision no downsides to Summit should you choose to join the CEAS/CoC Committee. Rather, should you choose not to join, Summit may not build the relationships nor expand knowledge of contacts for various services. Through networking with fellow participants other nonprofits and municipalities have forged alliances that assist them in meeting the needs of their residents.

15. Are specific programs and initiatives to address homelessness discussed? Can the specific programs be discussed openly outside of the CEAS/CoC or are the conversations considered confidential?

Yes. These conversations are generally not confidential. If any information is confidential it will be disclosed before discussion starts or within a separate meeting.

16. Are specific cases related to individual people discussed? If so, is there a mechanism to protect the identity of individuals being discussed?

Yes. Private information is maintained by the organizations serving an individual/family. There may be a conversation before the meeting and initials are used if it is necessary to identify individuals receiving services during the public discussion. If necessary, a separate closed meeting may be held. Organizations that provide services must comply with HIPAA and other privacy regulations.

17. Do participating agencies have a standard set of metrics to use to measure whether programs have been successful?

Yes, there is a standard set of metrics used to measure program success which is usually dictated by the U.S. Department of Housing & Urban Development (source of most funding for CoC).

18. Is there a requirement to build a shelter should we join?

No.

19. Are there any "housing requirements" associated with joining?

No.

Thank you in advance for your help with this.  
Have a great day!

Greg

--

Greg Vartan  
Council President  
City of Summit, NJ

Resolution (ID # 10318)  
April 18, 2023

### ENDORSE NEW PARKING FINES

WHEREAS, the Parking Services Director is requesting an increase in various parking fines, and

WHEREAS, a comparison analysis of Summit versus the surrounding communities was conducted by the Community Programs and Parking Services Committee (CPPS) and the Finance Committee, and

WHEREAS, the requested increase should help to deter individuals from continuously parking illegally, and

WHEREAS, in order to increase said fines it is appropriate to request that the Municipal Court Judge be asked to approve and recommend same to the Union County Assignment Judge, and

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

1. That it hereby recommends the parking fines be increased as follows:

<b><u>Violation</u></b>	<b><u>Old Penalty</u></b>	<b><u>New Penalty</u></b>
Overtime Meter	\$26.00	\$41.00
No Permit	\$31.00	\$41.00
Prohibited Parking	\$40.00	\$65.00

2. That a certified copy of this resolution be sent to Summit's Municipal Court Judge DeMassi requesting that he endorse the increases and recommend same to the Union County Assignment Judge.

Dated: April 18, 2023

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, April 18, 2023.

City Clerk



**Parking Services Agency**  
R - Community Programs & Parking Services

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

Meeting: 04/18/23 07:30 PM

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## **RESOLUTION (ID # 10318)**

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DOC ID: 10318

TO: Mayor and Common Council

FROM: Rita McNany, Parking Services Director

DATE:

### **SUMMARY**

# PARKING SERVICES AGENCY

CITY HALL, 512 SPRINGFIELD AVENUE SUMMIT, NJ 07901

908-522-5100

PARKING@CITYOFSUMMIT.ORG

WWW.CITYOFSUMMIT.ORG



## MEMORANDUM

To: Mayor Radest and Members of Common Council  
 From: Rita M. McNany, Parking Services Director  
 Date: March 27, 2023  
 Re: Resolution - Increase in Local Violation Fines/List

CPPS and the Finance Committee has been reviewing the fines for parking violations as well as what other towns similar to Summit charge.

Please see attached Parking Ticket Penalty Analysis.

Therefore, the following recommendations are being put forward for Council's review.

	From	To
1. Overtime Meter	\$26	\$41
2. No Permit	\$31	\$41
3. Prohibited Parking	\$40	\$65

In light of the fact that three pedestrians were struck in crosswalk in the past three month, Parking Services is recommending that stricter fines be instituted for parking in any prohibited areas especially near crosswalks. There should be no parking of any kind within 25 feet of a crosswalk. (please see attached diagram). Even at \$40, many people continue to park illegally everyday.

Also, many tickets are given out for people who refuse to pay for their parking or do not have a permit yet parked in a permit lot or garage. The fines are being increased in accordance with other towns.

Thank you for your consideration in this matter.

Attachment: Memo - Increase in Local Violation Fines (10318 : Endorse New Parking Fines)

## TICKET REPORT NEW PRICING ANALYSIS 2022

## TICKET FINE INCREASED TO \$41

	TICKETS			CURRENT			RECOMMENDED			REVENUE		
	2022 # OF TICKETS @ 75% *	CURRENT PRICE	REVENUE	STATE PORTION	CITY PORTION	ANNUAL CITY \$	NEW PRICE	STATE PORTION	CITY PORTION	TOTAL ANNUAL CITY REVENUE	FULL YEAR NEW REVENUE	6 MONTHS NEW REVENUE
NO PERMIT	1853	\$ 31.00	\$ 57,450.75	\$11.50	\$19.50	\$36,138.38	\$41.00	\$13.50	\$27.50	\$50,964.38	\$14,826.00	\$7,413.00
TIME LIMIT- PARKING	2891	\$ 31.00	\$ 89,628.75	\$11.50	\$19.50	\$56,379.38	\$41.00	\$13.50	\$27.50	\$79,509.38	\$23,130.00	\$11,565.00
OVER TIME AT METER	12347	\$ 26.00	\$ 321,009.00	\$11.50	\$14.50	\$179,024.25	\$41.00	\$13.50	\$27.50	\$339,528.75	\$160,504.50	\$80,252.25
METER JUMPING	4	\$ 26.00	\$ 97.50	\$11.50	\$14.50	\$54.38	\$41.00	\$13.50	\$27.50	\$103.13	\$48.75	\$24.38
METER FEEDING	7	\$ 26.00	\$ 175.50	\$11.50	\$14.50	\$97.88	\$41.00	\$13.50	\$27.50	\$185.63	\$87.75	\$43.88
TOTAL	17102	-	\$ 468,361.50	-	-	\$271,694.25	-	-	-	\$470,291.25	\$198,597.00	\$99,298.50
	* ESTIMATED @ 75% DOES NOT INCLUDE ERRORS, DISMISSALS, OR VOIDS											
	* ESTIMATING \$2.00 PER TICKET REVENUE TO STATE											

TICKET REPORT NEW PRICING ANALYSIS 2022												
PROHIBITED PARKING TICKETS INCREASE TO \$65 PER TICKET												
	TICKETS			CURRENT			RECOMMENDED			REVENUE		
	2022 # OF TICKETS @ 75% *	CURRENT PRICE	TOTAL	STATE PORTION	CITY PORTION	ANNUAL CITY \$	NEW PRICE	STATE PORTION	CITY PORTION	TOTAL ADDITIONAL CITY \$	DIFFERENCE OF NEW RATE & OLD	6 MONTHS NEW REVENUE
PROHIBITED AREA PARKING	667	\$ 41.00	\$ 27,336.75	\$11.50	\$29.50	\$19,669.13	\$65.00	\$13.50	\$51.50	\$34,337.63	\$14,668.50	\$7,334.25
TOTAL	667	-	\$ 27,336.75	-	-	\$19,669.13	-	-	-	\$34,337.63	\$14,668.50	\$7,334.25
* ESTIMATED @ 75% DOES NOT INCLUDE ERRORS, DISMISSALS, OR VOIDS												
* ESTIMATING \$2.00 PER TICKET REVENUE TO STATE												



**PARKING TICKET PENALTY ANALYSIS  
SUMMIT VS OTHER TOWNS  
2023**

	<b><u>AVERAGE</u></b>	<b><u>RECOMMEND SUMMIT</u></b>	<b><u>CURRENT SUMMIT</u></b>	<b><u>BERKELEY HEIGHTS</u></b>	<b><u>CALDWELL</u></b>	<b><u>CRANFORD</u></b>	<b><u>ELIZABETH</u></b>	<b><u>FANWOOD</u></b>	<b><u>MILLBURN</u></b>
Overtime Meter	\$34	\$36-\$41	\$26	\$41	\$35	\$25	\$39	\$35	\$30
No Permit	\$41	\$36-\$41	\$31	\$41	\$40	\$30	\$46	\$35	\$40
Prohibited	\$43	\$65	\$40-\$65	\$41	\$40	\$30	\$62	\$35	\$40
				<b><u>NEW</u></b>					
		<b><u>MONTCLAIR</u></b>	<b><u>MORRISTOWN</u></b>	<b><u>PROVIDENCE</u></b>	<b><u>PRINCETON</u></b>	<b><u>RAHWAY</u></b>	<b><u>SPRINGFIELD</u></b>	<b><u>UNION</u></b>	<b><u>WESTFIELD</u></b>
Overtime Meter		\$30	\$25	\$36	\$45	\$32	\$44	\$30	\$32
No Permit		\$35	\$47	\$41	\$45	\$55	\$44	\$40	\$30
Prohibited		\$40	\$47	\$49	\$45	\$45	\$44	\$40	\$35

Attachment: Memo - Increase in Local Violation Fines (10318 : Endorse New Parking Fines)

Resolution (ID # 10282)  
April 18, 2023

**AUTHORIZE CHANGE ORDER #1 & FINAL - BUTLER PARKWAY IMPROVEMENT  
PROJECT - \$7,637.22**

WHEREAS, the Community Services Director recommends Change Order #1 and Final based on actual items constructed or omitted during construction for the Butler Parkway Improvement Project, increasing the original contract with Crossroads Paving Corp. by \$7,637.22, which in the aggregate does not exceed 20% of the net contract amount.

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

1. That funds in the amount of \$7,637.22 are available in Account #C-04-32-013-00E-110 and have been certified by the City Treasurer, attached hereto.
2. That the City Treasurer be and she is hereby authorized to issue Change Order #1 and final to Crossroads Paving Corp., 386 South Street, Suite 169, Newark, NJ 07105, for \$7,637.22 for the above mentioned work.

Dated: April 18, 2023

I, Rosalia M. Licatense, 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, April 18, 2023.

City Clerk



**DCS - Engineering Division**  
CA - Capital Projects & Community Services

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

Meeting: 04/18/23 07:30 PM

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**RESOLUTION (ID # 10282)**

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DOC ID: 10282 B

TO: Mayor and Common Council

FROM: Aaron Schrager, Director - Department of Community Serv

DATE: March 14, 2023

**SUMMARY**

Attached is Change Order No. 1 & Final for the Butler Parkway Improvement Project. This change order finalizes contract based on actual items constructed or omitted during construction. Change Order No. 1 increases the contract by \$7,637.22 or 1.01%.

Based on the above information, I recommend Common Council approve Change Order No. 1 & Final for the Butler Parkway Improvement Project which increases the contract by \$7,637.22 to the new contract amount of \$715,093.72.

Funding can be obtained from the capital account C-04-32-013-00E-110.

## NEW JERSEY DEPARTMENT OF TRANSPORTATION

## STATE AID PROJECTS

## CHANGE ORDER NUMBER 1 (FINAL)

## Division of Local Aid and Economic Development

<b>Project</b>	Butler Parkway Improvement Project
<b>Municipality</b>	City of Summit
<b>County</b>	Union County, New Jersey
<b>Contractor</b>	ADG Contracting Corp. dba Crossroads Paving Corp., 386 South Street, Suite 169, Newark, NJ 07105

In accordance with the project Supplementary Specification, the following are changes in the contract.

Location and Reason for Change (Attach additional sheets if required).

Within Project Limits - Reflect As-Built Quantities

Item No.	Description	Quantity (+/-)	Unit Price	Amount
11	INLET FILTER, TYPE 1	-19.00	\$30.00	-\$570.00
12	Fuel Price Adjustment	14.14734	\$500.00	\$7,073.67
13	Asphalt Price Adjustment	19.80226	\$1,000.00	\$19,802.26
14	EXCAVATION, TEST PIT	-25.00	\$100.00	-\$2,500.00
15	EXCAVATION, UNCLASSIFIED	-33.68	\$20.00	-\$673.60
16	GRANITE CURB	-48.00	\$27.00	-\$1,296.00
17	RESET GRANITE CURB	-1657.00	\$25.00	-\$41,425.00
18	CONCRETE SIDEWALK, 4" THICK	-101.07	\$60.00	-\$6,064.20
19A	DETECTABLE WARNING SURFACE	-1.20	\$225.00	-\$270.00
20A	CONCRETE DRIVEWAY, 4" THICK	-59.10	\$81.00	-\$4,787.10
21A	HOT MIX ASPHALT DRIVEWAY 5" THICK	383.05	\$50.00	\$19,152.50
23	TACK COAT	-1010.00	\$6.00	-\$6,060.00
24	HOT MIX ASPHALT PAVEMENT REPAIR	-50.00	\$50.00	-\$2,500.00
25	HMA 12.5M64 SURFACE COURSE	-10.63	\$75.00	-\$797.25
26	TRAFFIC MARKING LINES, 4"	-6754.00	\$0.60	-\$4,052.40
27	RESET MANHOLE	1.00	\$800.00	\$800.00
28	VIDEO INSPECTION OF SEWER	-324.40	\$2.50	-\$811.00
29	SET MANHOLE CASTING	1.00	\$300.00	\$300.00
30	RECONSTRUCTED INLET, TYPE B	-3.00	\$1,100.00	-\$3,300.00
31	INLET TYPE B	-1.00	\$2,800.00	-\$2,800.00
32	MANHOLE, 4' DIAMETER	-2.00	\$2,800.00	-\$5,600.00
33	15" RCP, CLASS IV	-6.00	\$80.00	-\$480.00
34	INLET CONVERTED TO MANHOLE	2.00	\$3,000.00	\$6,000.00
35	VIDEO INSPECTION OF PIPE	-1215.40	\$2.50	-\$3,038.50
36	RESET GAS VALVE BOX	-36.00	\$30.00	-\$1,080.00
37	RESET WATER VALVE BOX	-36.00	\$30.00	-\$1,080.00
42	STREET NAME SIGN POSTS	-3.00	\$1,200.00	-\$3,600.00
B2	TRAFFIC STRIPES, 4" THICK	972.00	\$2.25	\$2,187.00
B3	REGULATORY AND WARNING SIGN	-268.75	\$38.00	-\$10,212.50

Item No.	Description	Quantity (+/-)	Unit Price	Amount
43S	6" PVC SCH 40 W/ IN LINE CLEANOUTS	681.00	\$39.00	\$26,559.00
44S	4" PVC SCH 40 ROOF DRAINS	11.00	\$620.00	\$6,820.00
45S	AIR VOID PENALTY	1.00	-\$2,984.06	-\$2,984.06
46S	5" TRENCH DRAIN	1.00	\$1,899.60	\$1,899.60
47S	SEWER AND PIPE CLEANING	1.00	\$2,710.80	\$2,710.80
48S	101 Butler Parkway	1.00	\$20,314.00	\$20,314.00


Amount of Original Contract \$707,456.50



Adjusted Amount Based on

Change Order No. 1 \$715,093.72

% Change in Contract

[(+) Increase or (-) Decrease] 1%

 3-16-23  
(Engineer) (Date)

 3/8/23  
(Presiding Officer) (Date)  
  
(Contractor) (Date)

Extra \$55,315.43

Supplemental \$55,319.34

Reduction -\$102,997.55

Total Change \$7,637.22

Approved: \_\_\_\_\_  
(District Manager) (Date)  
(Division of Local Aid and  
Economic Development)

Attachment: CO #1 & F Butler Pkwy Impr-Crossroads Paving 4-18-23 (10282 : Authorize Change Order #1 & Final - Butler Parkway Improvement



BOSWELL ENGINEERING  
330 PHILLIPS AVENUE  
SOUTH HACKENSACK, NEW JERSEY 07606  
ESTIMATE CERTIFICATE

FOR WORK PERFORMED AND MATERIAL FURNISHED IN THE CONSTRUCTION OF:  
BUTLER PARKWAY IMPROVEMENT PROJECT  
CITY OF SUMMIT  
UNION COUNTY, NEW JERSEY  
OUR FILE NO. SU-124A

Estimate Number: 6 Final

Period Ending: 2/27/2023

**Contractor:** ADG Contracting Corp. dba Crossroads Paving Corp.  
386 South Street, Suite 169  
Newark, New Jersey 07105

Base Contract Amount:	\$707,456.50	Total Amount Estimated: \$	715,093.72
Less Reductions:		Less 2% Retainage: \$	-
Plus Increases:	\$7,637.22	Total Net Amount Estimated: \$	715,093.72
Amended Contract Amount:	\$715,093.72	Less Amount Previously Paid: \$	649,539.97
Contract Starting Date:		Amount Due This Estimate: \$	65,553.75
Actual Starting Date:			
Contract Completion Date:			
Extensions:			

Amended Completion Date:

Time Used: 100%

Percent Complete: 100%

Estimated By: Steven Gabel

Approved By:

FOR USE BY THE CITY OF SUMMIT

Verified by:

\_\_\_\_\_  
(Business Administrator)

\_\_\_\_\_  
(Project Engineer)

Audited by:

\_\_\_\_\_  
(Chief Financial Officer)

### Certification of Availability of Funds

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

Resolution Date: April 18, 2023  
Resolution Doc Id: 10282

Vendor: Crossroads Paving Company - Pay IRS  
386 South Street #169  
Newark, NJ 07105

Purchase Order Number: 21-00317 Change Order #1 & Final

Account Number	Amount	Account Description
C-04-32-013-00E-110	\$7,637.22	3213E Edgar St Improvements
Original Contract	\$707,456.50	
CO #1 Increase	<u>7,637.22</u>	
New Contract	\$715,093.72	

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

*Tammie L. Baldwin*  
City Treasurer/CFO

**AUTHORIZE REFUND - ROAD OPENING DEPOSIT - 76 OAK RIDGE AVENUE - \$850.00**

WHEREAS, the Assistant City Engineer advises that work was performed under permit ##19-080, and

WHEREAS, a deposit of \$850.00 was taken at the time for a road opening for required utility connections, and

WHEREAS, the Assistant City Engineer further advises that all utility connections have been made and the road restored to the satisfaction of the Engineering Division and, therefore, the deposit may be refunded to the applicant.

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

That the City Treasurer be and she is hereby authorized to refund the following amount to the individual or entity listed below:

<u>Name</u>	<u>File</u>	<u>Refund Amount</u>
Castle Ridge Construction PO Box 58 Bedminster, NJ 07921	#19-080	\$850.00

Dated: April 18, 2023

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held Tuesday evening, April 18, 2023

City Clerk





**DCS - Engineering Division**  
CA - Capital Projects & Community Services

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

Meeting: 04/18/23 07:30 PM

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**RESOLUTION (ID # 10281)**

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DOC ID: 10281

TO: Mayor and Common Council

FROM: Sam Koutsouris, Assistant City Engineer

DATE: March 14, 2023

The construction of a new single-family dwelling with paved driveway, in-ground pool, patio and ancillary walks has been completed under Engineering permit #19-080. The approved engineering drawings depicted road openings for required utility connections. All utility connections have been made and the road restored to the satisfaction of the Engineering Division. It should also be noted that this segment of Oak Ridge Avenue is due to be milled and paved in the Summer of 2023 as part of a capital improvement project.

The road opening required a deposit in the amount of \$850.00 which was paid as part of check #11942 on 3/12/20.

All work under this permit has been completed and inspected by the Engineering Division and the \$850.00 deposit may be released to:

Castle Ridge Construction  
PO Box 58  
Bedminster, NJ 07921

Resolution (ID # 10328)  
April 18, 2023

**AUTHORIZE REFUND - STORM SEWER DEPOSIT - 25 LAUREL AVENUE - \$500.00**

WHEREAS, the Assistant City Engineer advises that work was performed under Permit #22-132, issued on June 20, 2022 for bituminous paving of a gravel driveway property at 25 Laurel Avenue, and

WHEREAS, a \$500.00 deposit was required and collected by the City for connection to the City's catch basin, and

WHEREAS, the Assistant City Engineer further advises that this work has been cancelled due to excessive construction costs and, therefore, the deposit may be refunded to the applicant.

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

That the City Treasurer be and she is hereby authorized to refund the following amount to the individual or entity listed below:

<u>Name</u>	<u>File</u>	<u>Refund Amount</u>
Valentin Roduit 25 Laurel Avenue Summit, NJ 07901	#22-132	\$500.00

Dated: April 18, 2023

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held Tuesday evening, April 18, 2023.

City Clerk



**DCS - Engineering Division**  
CA - Capital Projects & Community Services

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

Meeting: 04/18/23 07:30 PM

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**RESOLUTION (ID # 10328)**

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DOC ID: 10328

TO: Mayor and Common Council

FROM: Sam Koutsouris, Assistant City Engineer

DATE: March 30, 2023

Engineering Permit 22-132 was issued on June 20, 2022 for the bituminous paving of a currently gravel driveway. This work required stormwater mitigation which utilized a City catch basin in the street. As such, a \$500.00 deposit was required and collected by the City for the connection to the City's catch basin. We were advised by the applicant that this work has been cancelled due to excessive construction costs. As a result, the engineering permit is being cancelled and the previously collected \$500.00 deposit must be refunded to the applicant.

The \$500.00 refund can be released to:

Valentin Roduit  
25 Laurel Avenue  
Summit, NJ 07901

Resolution (ID # 10306)  
April 18, 2023

### **AUTHORIZE REDEMPTION REFUND - 2022 TAX SALE CERTIFICATE**

WHEREAS, at the Municipal Tax Sale held on October 27, 2022, liens were sold for 2021 delinquent property taxes, and

WHEREAS, the liens were sold to outside lienholders at 0% redemption fee with a premium, and

WHEREAS, the following homeowner has affected redemption of the lien for Tax Sale Certificate #22-1.

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:

<b>Block</b>	<b>Lot</b>	<b>Name</b>	<b>Amount</b>
701	83	JGA DEVELOPMENT LLC 149 PASSAIC AVE	\$17,795.58
		Premium:	\$97,500.00
		Check payable and mail to:	
		VIOLET POTTER 367 DOGWOOD WAY MOUNTAINSIDE, NJ 07092	
		1099 int-\$792.53 penalty- \$248.56	

Dated: April 18, 2023

I, Rosalia M. Licatase City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, April 18, 2023.

City Clerk

Resolution (ID # 10100)  
April 18, 2023

**AUTHORIZE PAYMENT OF BILLS AND PAYROLL - \$1,671,229.57**

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 **\$806,397.90** 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. Additionally, as directed by the City Auditors, the most recent payroll is attached hereto in the gross amount of **\$864,831.67**.

Dated: April 18, 2023

I, Rosalia M. Licatase, City Clerk of the City of Summit, do hereby certify that the foregoing resolution was duly adopted by the Common Council of said City at a regular meeting held on Tuesday evening, April 18, 2023.

City Clerk

Rcvd Batch Id Range: First		to Last	Rcvd Date Start: 0		End: 04/18/23	Report Format: Detail	
Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
04/18/23	ADMIN	23-00374	ATTMOBIL AT&T MOBILITY 4 CELL PHONE BILL M. CHAMPNEY	88.37	3-01-31-440-000-000 TELEPHONE	x03282023	
04/18/23	ADMIN	23-00373	MILLSTRA MILLENNIUM STRATEGIES, LLC 4 Services for March 2023	3,500.00	3-01-20-100-000-500 A&E Contract Svcs	14731	
04/18/23	ADMIN	23-00875	SCHROT25 SCHROTH & LORENSEN JEWELER INC 1 Mayor for a Day	35.00	3-01-20-120-000-202 City Clerk Mayor Expenses	MAYOR FOR A DAY	
04/18/23	ADMIN	23-00274	TELVUE TELVUE CORPORATION 4 Webus Support - 2nd Qtr. 2023	450.00	3-01-20-100-004-500 Technology Contracted Services	16695	
04/18/23	ADMIN	23-00751	UPS00050 UPS 4 DELIVERY SERVICE BLANKET	31.51	3-01-20-100-002-201 Postage US Postage	6991AX123	
04/18/23	ADMIN	23-00526	VERIZ408 VERIZON WIRELESS 4 VERIZON WIRELESS ADMIN BLANKET	211.60	3-01-31-440-000-000 TELEPHONE	9930866149	
04/18/23	ADMIN	23-00058	WORRAL33 WORRALL COMMUNITY NEWSPAPERS 10 Final Ordinance #23-3275	35.75	3-01-20-120-000-210 City Clerk Advertising	267035	
04/18/23	ADMIN	23-00058	11 Pending Ordinance #23-3278	42.05	3-01-20-120-000-210 City Clerk Advertising	267621	
P.O. Total:				77.80			
04/18/23	ADMIN	23-00878	WORRAL33 WORRALL COMMUNITY NEWSPAPERS 1 Bid Notice 2023	52.85	3-01-26-290-000-201 RRM Supplies	267034	
04/18/23	ADMIN	23-00878	2 Tax Assessor's Hearing	48.80	3-01-26-290-000-201 RRM Supplies	267032	
P.O. Total:				101.65			
Total for Batch: ADMIN				4,495.93			
04/18/23	FINANCE	23-00218	AMERIFLE AMERIFLEX 5 AMERIFLEX MARCH FEES	65.00	3-01-20-130-000-506 FA Flex Account Fees	INV614413	
04/18/23	FINANCE	23-00402	BPA BENEFIT PLANS ADMINISTRATORS 3 (PD) RABBI TRUST CONTRIBUTIONS	8,000.00	3-01-25-240-000-141 Police Rabbi Trust Contribution	SCARPELLO	

Attachment: Bill List Detail 04-18-2023 (10100 : Authorize Payment of Bills and Payroll \$1,671,229.57)

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
04/18/23	FINANCE	23-00405	BPA BENEFIT PLANS ADMINISTRATORS 4 (FD) RABBI TRUST CONTRIBUTIONS	8,000.00	3-01-25-265-000-141 Fire Rabbi Trust Contribution	VILLALOBOS-SANC	
04/18/23	FINANCE	23-00405	5 (FD) RABBI TRUST CONTRIBUTIONS	8,000.00	3-01-25-265-000-141 Fire Rabbi Trust Contribution	VILLALOBOS	
04/18/23	FINANCE	23-00405	6 (FD) RABBI TRUST CONTRIBUTIONS	8,000.00	3-01-25-265-000-141 Fire Rabbi Trust Contribution	CARBONE	
P.O. Total:				24,000.00			
04/18/23	FINANCE	23-00886	CBIZVA50 CBIZ VALUATION GROUP, LLC 1 Update Fixed Assets/OPEB Rpt	1,525.00	3-01-20-130-000-500 FA Update Fixed Assets/OPEB Report	1111843470	
04/18/23	FINANCE	23-00527	COMCA840 COMCAST BUSINESS 3 8499 05 329 0189117	156.85	3-01-31-440-000-000 TELEPHONE	04/04/2023	
04/18/23	FINANCE	23-00139	DIFRA005 DIFRANCESCO BATEMAN KUNZMAN 3 2023 DiFran February Billing	5,760.00	3-01-20-150-000-504 TA Tax Appeals Legal Srvcs DiFrancesco	2023 FEBRUARY	
04/18/23	FINANCE	23-00883	HARDROCK HARD ROCK HOTEL & CASINO 1 ELake TCTA Conf. 5/31-06/02	327.00	3-01-20-145-000-809 CTaxes Conferences Meetings and Dues	SPRING CONFER	
04/18/23	FINANCE	23-00873	HAWKINNY HAWKINS DELAFIELD & WOOD LLP 1 ARBITRAGE REBATE SRVCS 2023	2,500.00	3-01-20-130-000-505 FA Additional Financial Services	1434701	
04/18/23	FINANCE	23-00482	JCPL0050 JCP&L 4 100064738915 MORRIS & GLENSIDE	29.10	3-01-31-430-000-100 Electricity	95517405383	
04/18/23	FINANCE	23-00483	JCPL0050 JCP&L 3 100064738923 GLENSIDE & BALTUS	32.57	3-01-31-430-000-100 Electricity	95517405384	
04/18/23	FINANCE	23-00484	JCPL0050 JCP&L 4 100064741042 MORRIS & BROAD	47.03	3-01-31-430-000-100 Electricity	95397512523	
04/18/23	FINANCE	23-00485	JCPL0050 JCP&L 4 100064741059 MORRIS & PROSPECT	38.81	3-01-31-430-000-100 Electricity	95517405385	
04/18/23	FINANCE	23-00486	JCPL0050 JCP&L 4 100064741067 MORRIS & MAPLE	19.36	3-01-31-430-000-100 Electricity	95517405386	
04/18/23	FINANCE	23-00488	JCPL0050 JCP&L 4 100081217810 CLAREMONT CORP	71.29	3-01-31-430-000-100	95397512524	

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Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
					Electricity		
04/18/23	FINANCE	23-00493	JCPL0050 JCP&L 4 100114917170 SHUNPIKE ROAD	39.51	3-01-31-430-000-100 Electricity	95247903922	
04/18/23	FINANCE	23-00495	JCPL0050 JCP&L 4 100105977803 59-63 BROAD	12.92	3-01-31-430-000-100 Electricity	95247903920	
04/18/23	FINANCE	23-00496	JCPL0050 JCP&L 4 100101541801 0 SPRINGFIELD	43.68	3-01-31-430-000-100 Electricity	95247903919	
04/18/23	FINANCE	23-00498	JCPL0050 JCP&L 4 100064738881 MORRIS & RIVER	40.79	3-01-31-430-000-100 Electricity	95247903917	
04/18/23	FINANCE	23-00499	JCPL0050 JCP&L 4 100064737081 MORRIS & LAFAYET	37.53	3-01-31-430-000-100 Electricity	95247903916	
04/18/23	FINANCE	23-00500	JCPL0050 JCP&L 4 100048610792 41 CHATHAM	6,483.51	3-01-31-430-000-100 Electricity	95247903915	
04/18/23	FINANCE	23-00501	JCPL0050 JCP&L 4 100037556253 Traffic LT/River	46.25	3-01-31-430-000-100 Electricity	95517405380	
04/18/23	FINANCE	23-00502	JCPL0050 JCP&L 4 100034766954 BANK STREET	273.98	3-01-31-430-000-100 Electricity	95517405378	
04/18/23	FINANCE	23-00503	JCPL0050 JCP&L 4 100034766905 905 UNION AVE	113.35	3-01-31-430-000-100 Electricity	95517405377	
04/18/23	FINANCE	23-00504	JCPL0050 JCP&L 4 100137747711 BROAD ST	5.90	3-01-31-430-000-100 Electricity	95467427359	
04/18/23	FINANCE	23-00505	JCPL0050 JCP&L 4 100064737099 MORRIS & KENT	41.36	3-01-31-430-000-100 Electricity	95517405382	
04/18/23	FINANCE	23-00509	JCPL0050 JCP&L 4 10007387649 MORRIS & MOUNTAIN	63.26	3-01-31-430-000-100 Electricity	95527387796	
04/18/23	FINANCE	23-00510	JCPL0050 JCP&L 4 100103385231 5 MYRTLE	7.84	3-01-31-430-000-100	95517405388	

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Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
					Electricity		
04/18/23	FINANCE	23-00511	JCPL0050 JCP&L 4 100111640320 80 BUTLER SHACK	20.76	3-01-31-430-000-100 Electricity	95397512525	
04/18/23	FINANCE	23-00512	JCPL0050 JCP&L 4 100113540429 NEW ENGLAND	32.01	3-01-31-430-000-100 Electricity	95397512526	
04/18/23	FINANCE	23-00513	JCPL0050 JCP&L 4 100062732993 BUS SHELTER	42.48	3-01-31-430-000-100 Electricity	95527387795	
04/18/23	FINANCE	23-00514	JCPL0050 JCP&L 4 100113542227 PASSAIC BLK LT 1	32.83	3-01-31-430-000-100 Electricity	95517405389	
04/18/23	FINANCE	23-00520	JCPL0050 JCP&L 4 100 146 385 149 RIVER & MIELE	41.49	3-01-31-430-000-100 Electricity	95247903926	
04/18/23	FINANCE	23-00521	JCPL0050 JCP&L 4 100138516024 SUMMIT SHELL 7-11	65.09	3-01-31-430-000-100 Electricity	95397512528	
04/18/23	FINANCE	23-00522	JCPL0050 JCP&L 4 100034766962 SPRINGFIELD AVE	307.74	3-01-31-430-000-100 Electricity	95517405379	
04/18/23	FINANCE	23-00523	JCPL0050 JCP&L 4 100050758117 BROAD STREET	37.66	3-01-31-430-000-100 Electricity	95517405381	
04/18/23	FINANCE	23-00533	JCPL0050 JCP&L 4 200 000 000 808 MASTER FINANCE	2,499.00	3-01-31-430-000-100 Electricity	95019289417	
04/18/23	FINANCE	23-00538	JCPL0050 JCP&L 3 100005954571 512 SPRINGFIELD	8,134.53	3-01-31-430-000-100 Electricity	95397512521	
04/18/23	FINANCE	23-00755	JCPL0050 JCP&L 3 100140888965 40 NEW PROV AVE	23.36	3-01-31-430-000-100 Electricity	95397512529	
04/18/23	FINANCE	23-00798	JCPL0050 JCP&L 3 100137747737 RIVER ROAD	69.10	3-01-31-430-000-100 Electricity	98810200374	
04/18/23	FINANCE	23-00887	JCPL0050 JCP&L 2 100 153 601 404 40 PARK AVE	240.09	3-01-31-430-000-100	95247903928	

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					Electricity		
04/18/23	FINANCE	23-00889	JCPL0050 JCP&L 2 100 153 602 246 103 PARK AVE	190.00	3-01-31-430-000-100 Electricity	95397512533	
04/18/23	FINANCE	23-00240	LINESY33 TELESYSTEM 4 ACCOUNT 9912760 LINE SYSTEMS	1,601.55	3-01-31-440-000-000 TELEPHONE	9912760	
04/18/23	FINANCE	23-00363	MOTTMACD MOTT MACDONALD LLC 3 Project Mngr Library Generator	1,322.50	C-04-31-041-00A-410 3141A Library Fire Alarm Panel/Generator	507485003	
04/18/23	FINANCE	23-00418	NJ-AME50 NJ-AMERICAN WATER CO. 4 UNION PL 1018-210024718968	19.85	3-01-31-445-000-100 Water	04/03/2023	
04/18/23	FINANCE	23-00419	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210023342498 422 SPGFLD	19.85	3-01-31-445-000-100 Water	04/03/2023	
04/18/23	FINANCE	23-00422	NJ-AME50 NJ-AMERICAN WATER CO. 4 2018-210023342788 - 25 ELM ST	19.85	3-01-31-445-000-100 Water	04/04/2023	
04/18/23	FINANCE	23-00424	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210023342696 - 25 ELM ST	29.80	3-01-31-445-000-100 Water	04/04/2023	
04/18/23	FINANCE	23-00453	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210023342191 GLEN AVE	58.05	3-01-31-445-000-100 Water	04/04/2023	
04/18/23	FINANCE	23-00454	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210023343828 396 BROAD	200.10	3-01-31-445-000-100 Water	04/04/2023	
04/18/23	FINANCE	23-00456	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210023345237 37 CHATHAM	36.65	3-01-31-445-000-100 Water	04/04/2023	
04/18/23	FINANCE	23-00459	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210023345459	243.00	3-01-31-445-000-100 Water	04/04/2023	
04/18/23	FINANCE	23-00461	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210023345336 - 41 CHATHAM	108.45	3-01-31-445-000-100 Water	04/04/2023	
04/18/23	FINANCE	23-00462	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210023345565 REFUSE TRAS	159.00	3-01-31-445-000-100	04/04/2023	

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Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
					Water		
04/18/23	FINANCE	23-00463	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210023343910- 512 TFS	175.80	3-01-31-445-000-100 Water	04/04/2023	
04/18/23	FINANCE	23-00464	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210026964873 41 CHATHAM	110.39	3-01-31-445-000-100 Water	04/04/2023	
04/18/23	FINANCE	23-00465	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210028692600 TFS POLICE	301.80	3-01-31-445-000-100 Water	04/04/2023	
04/18/23	FINANCE	23-00466	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210027063599 683 SPRINFLD	159.00	3-01-31-445-000-100 Water	04/04/2023	
04/18/23	FINANCE	23-00467	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210025651051 DCKFS 6	233.36	3-01-31-445-000-100 Water	04/04/2023	
04/18/23	FINANCE	23-00537	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210023345664 13 NEW PROV	276.60	3-01-31-445-000-100 Water	04/04/2023	
04/18/23	FINANCE	23-00577	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210025885632 HYDTS	30,628.00	3-01-25-265-002-000 FIRE HYDRANT SERVICE	04/05/2023	
04/18/23	FINANCE	23-00690	NJ-AME50 NJ-AMERICAN WATER CO. 3 BANK ST 1018-210024595189 BLNK	19.85	3-01-31-445-000-100 Water	04/03/2023	
04/18/23	FINANCE	23-00874	POTTERVI POTTER, VIOLET 2 REF RED TSC#22-1 701/83	97,500.00	T-03-56-286-000-101 Reserved Tax Sale Premium	REF RED TSC#22-	
04/18/23	FINANCE	23-00874	3 REF RED TSC#22-1 701/83	17,795.58	3-01-55-114-000-000 Redemption of Tax Sale Certificates	REF RED TSC#22-	
P.O. Total:				115,295.58			
04/18/23	FINANCE	23-00567	RODRIG40 RODRIGUEZ, JUAN 1 RETIREE HEALTH REIMBURSE 2022	1,400.00	T-13-56-800-023-090 Self Insurance 2023 other	HLTH REIMBURSE	
04/18/23	FINANCE	23-00858	SUBURB75 SUBURBAN MUNICIPAL JOINT INSUR 1 2ND QTR INSTALLMENT 2023	290,863.00	T-13-56-800-023-010 Self Insurance 2023 Admin -JIF	2ND QTR 2023	
04/18/23	FINANCE	23-00871	TCTA-NJ TCTA OF NJ (SPRING CONF) 1 56TH ANNUAL SPRING CONFERENCE	430.00	3-01-20-145-000-809	SPRING CONFEREN	

Attachment: Bill List Detail 04-18-2023 (10100 : Authorize Payment of Bills and Payroll \$1,671,229.57)

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
CTaxes Conferences Meetings and Dues							
04/18/23	FINANCE	23-00888	VERCONF VERIZON CONFERENCING 2 F1391946 BLANKET 2020	69.41	3-01-31-440-000-000 TELEPHONE	BLANKET CONTROL	
04/18/23	FINANCE	23-00752	VERIZO16 VERIZON 3 201 M55-5284 082 BLANKET	1,486.15	3-01-31-440-000-000 TELEPHONE	M55528408223084	
04/18/23	FINANCE	23-00375	VERIZON1 VERIZON 4 155 678 232 0001 05 16 BLANKET	99.00	3-01-31-440-000-000 TELEPHONE	3/24/2023	
04/18/23	FINANCE	23-00525	VERIZON1 VERIZON 4 452 053 634 0001 39 BLANKET	189.99	3-01-31-440-000-000 TELEPHONE	03/27/2023	
04/18/23	FINANCE	23-00530	VERIZON1 VERIZON 4 155 620 595 0001 99 BLANKET	99.00	3-01-31-440-000-000 TELEPHONE	04/01/2023	
04/18/23	FINANCE	22-01293	WIELKOTZ WIELKOTZ & COMPANY LLC 9 2022 AUDITOR SERVICES	7,000.00	2-01-20-135-000-200 Audit Services	23-212-03001	
04/18/23	FINANCE	22-01293	10 2022 AUDITOR SERVICES	3,000.00	2-07-55-501-001-504 Sewer Administration Audit Services	23-212-03001	
04/18/23	FINANCE	22-01293	11 2022 AUDITOR SERVICES	2,000.00	2-09-55-502-001-504 Parking Audit Services	23-212-03001	
P.O. Total:				12,000.00			
04/18/23	FINANCE	23-00872	WIELKOTZ WIELKOTZ & COMPANY LLC 1 2023 School Notes Sale	1,250.00	C-04-32-071-100-000 3271 Various School Improvements	23-212-03000	
Total for Batch: FINANCE				520,423.61			
04/18/23	PARKDCP	22-02246	ABGASSOC ABG & ASSOCIATES INC 1 SUMMER CLASSES 2022	4,300.00	2-28-71-300-YTH-EDU RT-RAP Programs - Education	WREG-1543438	
04/18/23	PARKDCP	23-00041	AVIAWAY AVIAWAY LLC 2 1st Qtr Bird Control	1,500.00	3-09-55-502-001-402 Parking Building Maintenance	2022-368	
04/18/23	PARKDCP	23-00445	BATTERPN BATTERIES PLUS (NORTH PLNFLD) 1 Q#P59700120 12 V Battery Golf	62.35	2-01-28-370-002-405 Golf Vehicle Maintenance	P59826226	
04/18/23	PARKDCP	23-00632	BSNSPORT BSN SPORTS LLC 1 Q #21437276 Golf Balls	386.25	T-03-56-286-DCP-1GB	920967285	

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Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
					DCP Merchandise Golf Balls		
04/18/23	PARKDCP	23-00328	CANONB66 CANON BUSINESS SOLUTIONS-EAST 4 March Copy Fees Con#2049886	20.54	3-09-55-502-001-201 Parking Supplies and Materials	6003695991	
04/18/23	PARKDCP	23-00827	CITYOF29 CITY OF SUMMIT (DCP) 1 DCP-SENIOR MAILINGS	53.49	3-28-71-200-SEN-PGM RT-RAP Senior Programs	POSTAGE	
04/18/23	PARKDCP	23-00849	CITYOF29 CITY OF SUMMIT (DCP) 1 Senior Program Admin Fee	442.50	3-28-71-200-SEN-PGM RT-RAP Senior Programs	ADMIN FEE	
04/18/23	PARKDCP	23-00849	2 TryCan Social Skills Admin Fee	4,594.00	3-28-71-300-TRY-ESS RT-RAP TryCAN Enrichment & Social Skills	ADMIN FEE	
04/18/23	PARKDCP	23-00849	3 TryCan Active Ser. Admin Fee	500.00	3-28-71-300-TRY-ACT RT-RAP TryCAN Active Services	ADMIN FEE	
04/18/23	PARKDCP	23-00849	4 Volleyball Admin. Fee	630.00	3-28-71-300-VOL-BAL RT-RAP Volleyball	ADMIN FEE	
04/18/23	PARKDCP	23-00849	5 Field Hockey Admin. Fee	375.00	3-28-71-300-FLD-HOC RT-RAP Field Hockey	ADMIN FEE	
04/18/23	PARKDCP	23-00849	6 Open Gym Admin. Fee	300.00	3-28-71-300-OPE-GYM RT-RAP OPEN GYM	ADMIN FEE	
P.O. Total:				6,841.50			
04/18/23	PARKDCP	23-00329	CRYSTALS CRYSTAL SPRINGS 4 office Water March	16.55	3-09-55-502-001-201 Parking Supplies and Materials	17229425032123	
04/18/23	PARKDCP	23-00009	DUDEKJEN DUDEK, JENNIFER L 4 Inv. 3 Chair Yoga Inst. 3/3	60.00	3-28-71-200-SEN-PGM RT-RAP Senior Programs	003	
04/18/23	PARKDCP	23-00758	HOMED66 HOME DEPOT CREDITSVCS-DCP ONLY 1 Underground Cable and wire Loc	767.99	3-28-72-400-FUF-EXP Field User Fees Expenditures	8508263	
04/18/23	PARKDCP	23-00787	HOMED66 HOME DEPOT CREDITSVCS-DCP ONLY 1 WP62015848 Shelf Edging Moldin	63.84	3-01-28-370-005-201 CP Supplies and Materials	2475358	
04/18/23	PARKDCP	23-00039	HUDSONVW HUDSON VALLEY WILD GOOSE 2 4667 Goose Control	1,800.00	3-01-28-370-002-500 Golf Contract Services	4667	
04/18/23	PARKDCP	22-00487	INTEGRTS INTEGRATED TECHNICAL SYSTEMS 12 October Extend by Phone	7.25	2-09-55-502-001-310 Parking Electronic Costs	YP450	
04/18/23	PARKDCP	23-00371	INTEGRTS INTEGRATED TECHNICAL SYSTEMS 2 Union Pl Chg from 90 to 30mins	87.50	3-09-55-502-001-403	IN46601	

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Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
					Parking Equipment Maintenance		
04/18/23	PARKDCP	23-00481	JCPL0050 JCP&L 4 SUMMIT REC COMM	2,181.90	3-01-31-430-000-100 Electricity	95467427267	
04/18/23	PARKDCP	23-00491	JCPL0050 JCP&L 4 100115346619 22 DEFOREST	84.43	3-09-55-502-001-204 Parking Supplies - DeForest Avenue	95247903923	
04/18/23	PARKDCP	23-00494	JCPL0050 JCP&L 4 100112084254 4 DEFOREST	60.76	3-09-55-502-001-204 Parking Supplies - DeForest Avenue	95247903921	
04/18/23	PARKDCP	23-00508	JCPL0050 JCP&L 4 100060906920 CEDAR STREET	4.09	3-09-55-502-001-520 Parking Electricity	95657246774	
04/18/23	PARKDCP	23-00515	JCPL0050 JCP&L 4 100099194704 4 DEFOREST	4.09	3-09-55-502-001-204 Parking Supplies - DeForest Avenue	95667205522	
04/18/23	PARKDCP	23-00517	JCPL0050 JCP&L 4 100099194696 22 DEFOREST	209.56	3-09-55-502-001-204 Parking Supplies - DeForest Avenue	95667205521	
04/18/23	PARKDCP	23-00524	JCPL0050 JCP&L 4 100051492492 MORRIS AVE LOT	39.53	3-09-55-502-001-520 Parking Electricity	95397512522	
04/18/23	PARKDCP	23-00534	JCPL0050 JCP&L 4 200-000-000-808 MASTER PARKING	1,809.86	3-09-55-502-001-520 Parking Electricity	95019289417	
04/18/23	PARKDCP	23-00539	JCPL0050 JCP&L 4 100005180201 NJ DOT LOT	121.35	3-09-55-502-001-520 Parking Electricity	95457460205	
04/18/23	PARKDCP	23-00579	JCPL0050 JCP&L 4 100007664368 301 BROAD ST	1,317.60	3-09-55-502-001-520 Parking Electricity	95527387794	
04/18/23	PARKDCP	23-00708	JCPL0050 JCP&L 7 DCP MASTER INV 200000053013	525.05	3-01-31-430-000-100 Electricity	95019289419	
04/18/23	PARKDCP	23-00708	8 DCP 100 ASHWOOD 100084439627	808.75	3-01-31-430-000-FAC Electricity - Family Aquatic Center	95019289419	
04/18/23	PARKDCP	23-00708	9 DCP 189 RIVER 100005441132	552.67	3-01-31-430-000-GLF Electricity - Golf Course	95019289419	
P.O. Total:				1,886.47			

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Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
04/18/23	PARKDCP	23-00591	JERSEYEL JERSEY ELEVATOR LLC 6 March Elevator Maintenance-BSG	233.95	3-09-55-502-001-402 Parking Building Maintenance	413579	
04/18/23	PARKDCP	23-00591	7 March Elevator Maint.-tier	243.36	3-09-55-502-001-402 Parking Building Maintenance	413578	
P.O. Total:				477.31			
04/18/23	PARKDCP	23-00010	KARENAVW KARENA V WALKER LLC 4 #394 Yoga Inst. 3/6,10,13,17,	480.00	3-28-71-200-SEN-PGM RT-RAP Senior Programs	394	
04/18/23	PARKDCP	23-00737	LIFESA25 LIFE SAFETY SERVICE & SUPPLY 1 BSG Emergency Light Maintenanc	1,325.62	3-09-55-502-001-403 Parking Equipment Maintenance	12531894	
04/18/23	PARKDCP	23-00553	MITCHE56 MITCHELL PRODUCTS 1 GC0350 Dry Sand	2,222.26	3-28-72-400-FUF-EXP Field User Fees Expenditures	45524	
04/18/23	PARKDCP	23-00420	NJ-AME50 NJ-AMERICAN WATER CO. 4 100 MORRIS AVE	192.60	3-01-31-445-000-100 Water	04/04/2023	
04/18/23	PARKDCP	23-00423	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210023343187 85 LARNED RD	192.60	3-01-31-445-000-100 Water	04/06/2023	
04/18/23	PARKDCP	23-00425	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210024652549 85 LARNED IR	159.00	3-01-31-445-000-100 Water	04/05/2023	
04/18/23	PARKDCP	23-00457	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210023345862 HILLVIEW TER	58.05	3-01-31-445-000-100 Water	04/04/2023	
04/18/23	PARKDCP	23-00469	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210024638345 BROAD STREET	95.46	3-09-55-502-001-523 Parking Water	04/04/2023	
04/18/23	PARKDCP	23-00836	RICCIA RICCIARDI BROTHERS, INC. 1 Stain for Fence	55.99	3-01-28-370-003-204 FAC Grounds Maintenance Materials	37340	
04/18/23	PARKDCP	23-00380	SPORTS SPORTS CARE SYNTHETIC FIELD 1 Netting System Setup Investors	2,125.00	3-28-72-400-FUF-EXP Field User Fees Expenditures	32817	
04/18/23	PARKDCP	23-00825	STATE081 STATE OF NEW JERSEY (DCA 816) 1 BSG Elevator Reg#201800204001	258.00	3-09-55-502-001-403 Parking Equipment Maintenance	4194643	

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Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
04/18/23	PARKDCP	23-00366	STORRT50 STORR TRACTOR COMPANY 1 Q#625318A Replace Main Drive	78.10	3-01-28-370-002-204 Golf Grounds Maintenance Materials	1145475	
04/18/23	PARKDCP	23-00709	STORRT50 STORR TRACTOR COMPANY 1 Parts for Ser. Green Mowers	400.00	3-01-28-370-002-700 Golf Equipment	1142882	
04/18/23	PARKDCP	23-00709	2 Parts for Ser. Green Mowers	29.88	3-01-28-370-002-204 Golf Grounds Maintenance Materials	1142882	
			P.O. Total:	429.88			
04/18/23	PARKDCP	23-00061	SUMMIT40 SUMMIT INDUSTRIAL HARDWARE INC 12 847847 Mixing Oil	15.99	3-01-28-370-002-203 Golf Equipment Maintenance Supplies	847847	
04/18/23	PARKDCP	23-00061	13 848000 Trash Bags	11.89	3-01-28-370-002-402 Golf Building Maintenance	848000	
			P.O. Total:	27.88			
04/18/23	PARKDCP	23-00816	SUMMIT40 SUMMIT INDUSTRIAL HARDWARE INC 1 847631 Caution Tape	22.94	3-01-28-370-005-201 CP Supplies and Materials	847631	
04/18/23	PARKDCP	22-02621	UNITEDIM UNITED IMAGING 1 Refill for LS1000 Laminating	354.97	2-01-28-370-005-201 CP Supplies and Materials	5477870	
04/18/23	PARKDCP	23-00011	VILLAGES VILLAGE SUPER MARKET, INC. 42 02940274624 Waffle Bar	35.80	3-28-71-300-YTH-ACT RT-RAP Programs - Active Activities	02940274624	
04/18/23	PARKDCP	23-00011	43 02940283656 Pizza Bagels	98.28	3-28-71-300-YTH-ACT RT-RAP Programs - Active Activities	02940283656	
04/18/23	PARKDCP	23-00011	44 02940426562 Senior Event Sup.	30.72	3-28-71-200-SEN-PGM RT-RAP Senior Programs	02940426562	
04/18/23	PARKDCP	23-00011	45 02940545169 Sup. Mayor Event	20.34	3-28-71-200-SEN-PGM RT-RAP Senior Programs	02940545169	
04/18/23	PARKDCP	23-00011	46 #02940387807 SANDWICHES	51.46	3-28-71-300-YTH-ACT RT-RAP Programs - Active Activities	02940387807	
			P.O. Total:	236.60			
			Total for Batch: PARKDCP	32,479.16			
04/18/23	SAFETY	23-00558	BAUERA50 BAUER AUTOMOTIVE SERVICE INC. 1 BRAKE ISSUE ENG# 3	2,993.00	3-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	39891	
04/18/23	SAFETY	23-00642	BH BH SECURITY 4 MONITORING 4/01/23 - 6/30/23	97.50	3-01-25-265-000-500 Fire Contract Services	3488151	
04/18/23	SAFETY	23-00642	5 BH RADINET 4/01/23 - 6/30/23	97.50	3-01-25-265-000-500	3488151	

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P.O. Total:				195.00	Fire Contract Services		
04/18/23	SAFETY	22-00185	BUY-WI50 BUY-WISE AUTO PARTS 24 Misc. Vehicle Maintenance	709.34	2-01-25-240-000-703 POL Vehicle Maintenance	10PI4567	
04/18/23	SAFETY	23-00175	BUY-WI50 BUY-WISE AUTO PARTS 3 Misc. Vehicle Maintenance	312.00	3-01-25-240-000-703 POL Vehicle Maintenance	10QI4014	
04/18/23	SAFETY	23-00801	FIRE ONE FIREFIGHTER ONE LLC 1 FEMALE NH SWIVEL FOR 5" ADAPTE	159.04	3-01-25-265-000-700 Fire Equipment	SI-00514767	
04/18/23	SAFETY	23-00795	FIREDEX FIRE-DEX GW LLC 1 REPAIR TO TURNOUT COAT	467.18	3-01-25-265-000-700 Fire Equipment	548-57	
04/18/23	SAFETY	21-02010	FITRITE FIT-RITE UNIFORM COMPANY INC 1 Crossing Guard equip/uniform	439.96	3-01-55-204-000-000 Accounts Payable	F128040	
04/18/23	SAFETY	21-02534	FITRITE FIT-RITE UNIFORM COMPANY INC 1 Honor Guard Citation Bars	700.00	3-01-55-204-000-000 Accounts Payable	F129525	
04/18/23	SAFETY	22-00201	FITRITE FIT-RITE UNIFORM COMPANY INC 5 Officer for a Day - Tulloch	25.00	2-01-25-240-000-700 POL Equipment	F129449	
04/18/23	SAFETY	22-00202	FITRITE FIT-RITE UNIFORM COMPANY INC 3 Service Stripes - Sgt. Buntin	20.00	2-01-25-240-000-700 POL Equipment	F129449	
04/18/23	SAFETY	22-00202	5 Years of Service Hash Marks	20.00	2-01-25-240-000-700 POL Equipment	F129449	
P.O. Total:				40.00			
04/18/23	SAFETY	22-01455	FITRITE FIT-RITE UNIFORM COMPANY INC 1 Youth Academy Instructor Shirt	300.00	T-03-56-286-000-074 Reserve for Youth Academy	F130711	
04/18/23	SAFETY	23-00231	HOMED33 HOME DEPOT CREDITSVCS (DCS&FD) 3 TWIN 3 PIECE SHEET SET	66.75	3-01-25-265-000-201 Fire Supplies and Materials	8445884,7932468	
04/18/23	SAFETY	23-00231	4 TWN COMFORTER SET	126.75	3-01-25-265-000-201 Fire Supplies and Materials	8445884,7932468	
04/18/23	SAFETY	23-00231	5 MICRO FIBER KING PILLOW SET	34.27	3-01-25-265-000-402 Fire Building Maintenance	8445884,7932468	
P.O. Total:				227.77			

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04/18/23	SAFETY	23-00487	JCPL0050 JCP&L 4 100064741075 MORRIS & SUMMIT	43.68	3-01-31-430-000-100 Electricity	95517405387	
04/18/23	SAFETY	23-00489	JCPL0050 JCP&L 4 100120325970 DEFOREST & WOODLD	19.36	3-01-31-430-000-100 Electricity	95247903924	
04/18/23	SAFETY	23-00490	JCPL0050 JCP&L 4 100120395478 DEFOREST & MAPLE	40.91	3-01-31-430-000-100 Electricity	95247903925	
04/18/23	SAFETY	23-00497	JCPL0050 JCP&L 4 100064738899 MORRIS & ORCHARD	43.44	3-01-31-430-000-100 Electricity	95247903918	
04/18/23	SAFETY	21-01879	LEMAYERI LEMAY ERICKSON WILLCOX ARCH PC 20 PROJ 21-0406.03	4,409.00	C-04-32-045-000-110 3245 New Firehouse Construcion	21-0406.03-54	
04/18/23	SAFETY	23-00778	MOCTY MORRIS COUNTY PUBLIC SAFETY 1 Fingerprint workshop 2/24/23	35.00	3-01-25-240-000-804 POL Training & Seminars	32175	
04/18/23	SAFETY	23-00818	NEWJER06 NEW JERSEY CAREER FIRE CHIEFS 1 2023 Membership E Evers	375.00	3-01-25-265-000-804 Fire Training & Seminars	1118	
04/18/23	SAFETY	23-00160	QUIKTEKS QUIKTEKS LLC 2 Replacement Monitor - Admin.	172.00	3-01-25-240-000-700 POL Equipment	34938	
04/18/23	SAFETY	23-00102	READSAUT READ'S AUTO PARTS CO INC 7 FUEL FIL	20.99	3-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	963903	
04/18/23	SAFETY	23-00102	8 FUEL FIL	20.99	3-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	963903	
04/18/23	SAFETY	23-00102	9 6MO WTY BAT	531.98	3-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	963903	
04/18/23	SAFETY	23-00102	10 CORE DEPOSIT	144.00	3-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	963903	
04/18/23	SAFETY	23-00102	11 BAT PROT	10.29	3-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	963903	
P.O. Total:				728.25			
04/18/23	SAFETY	23-00185	SUMMIT30 SUMMIT FORGE BODY WORKS, INC. 2 Tow for Dodge Durango	260.00	3-01-25-240-000-703 POL Vehicle Maintenance	8156	

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04/18/23	SAFETY	23-00233	SUMMIT40 SUMMIT INDUSTRIAL HARDWARE INC 23 3/8x1/2x100 PVC TUBING	10.08	3-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	847483	
04/18/23	SAFETY	23-00233	24 3/8-7/8 SS CLAMP	4.24	3-01-25-265-000-705 Fire Trucks (Vehicle Maintenance)	847483	
P.O. Total:				14.32			
04/18/23	SAFETY	23-00804	TREASU40 TREASURER, STATE OF NEW JERSEY 1 FIRE OFFICIAL - E. EVERS	91.00	3-01-25-265-000-804 Fire Training & Seminars	117465	
04/18/23	SAFETY	23-00049	TREASU60 TREASURER, STATE OF NEW JERSEY 2 1st Qtr. Burial Permit fees	40.00	3-01-55-292-000-000 Due to State - Burial Permit Fees	QST QTR BURIAL	
04/18/23	SAFETY	23-00696	TURNOU50 TURNOUT FIRE AND SAFETY INC 1 NOMEX BRAVO NAVY S/S	405.00	3-01-25-265-000-803 Fire Clothing Allowance	249186	
04/18/23	SAFETY	23-00696	2 NOMEX BRAVO NAVY L/S REG	431.97	3-01-25-265-000-803 Fire Clothing Allowance	249186	
04/18/23	SAFETY	23-00696	3 EMBROID NAME BLK NAME BLOCK	30.00	3-01-25-265-000-803 Fire Clothing Allowance	249186	
04/18/23	SAFETY	23-00696	4 MISC ALTERATIONS SEW PATCH	12.00	3-01-25-265-000-803 Fire Clothing Allowance	249186	
04/18/23	SAFETY	23-00696	5 AMERFLAG REV1929 RIGHT AMER	18.00	3-01-25-265-000-803 Fire Clothing Allowance	249186	
04/18/23	SAFETY	23-00696	6 NOMEX NFPA TROUSER	700.00	3-01-25-265-000-803 Fire Clothing Allowance	249186	
04/18/23	SAFETY	23-00696	7 BOMBER REMOVABLE LINER	175.00	3-01-25-265-000-803 Fire Clothing Allowance	249186	
04/18/23	SAFETY	23-00696	8 MISC ALTERATIONS SEW PATCH	2.00	3-01-25-265-000-803 Fire Clothing Allowance	249186	
04/18/23	SAFETY	23-00696	9 AMERFLAG REV1929 RIGHT AMERICA	3.00	3-01-25-265-000-803 Fire Clothing Allowance	249186	
04/18/23	SAFETY	23-00696	10 CLIP ON TIE W/BUTTON HOLE 20"	8.00	3-01-25-265-000-803 Fire Clothing Allowance	249186	
04/18/23	SAFETY	23-00696	11 NYC BELL HAT NAVY BLUE 7 3/8	54.99	3-01-25-265-000-803 Fire Clothing Allowance	249186	
04/18/23	SAFETY	23-00696	12 WOOL SEGE S/BREAT FIRE BLOUS	250.00	3-01-25-265-000-803 Fire Clothing Allowance	249186	
04/18/23	SAFETY	23-00696	13 L/S PARAGON POP PLUS	44.99	3-01-25-265-000-803 Fire Clothing Allowance	249186	
04/18/23	SAFETY	23-00696	14 MISC ALTERATIONS SEW PATCH	4.00	3-01-25-265-000-803 Fire Clothing Allowance	249186	
04/18/23	SAFETY	23-00696	15 AMERFLAG REV1929 RIGHT AMER	6.00	3-01-25-265-000-803 Fire Clothing Allowance	249186	
04/18/23	SAFETY	23-00696	16 WOOL SERGE 8330 TROUSERS	95.00	3-01-25-265-000-803 Fire Clothing Allowance	249186	
04/18/23	SAFETY	23-00696	17 MISC BADGES/BUTTON/JE S/W	114.00	3-01-25-265-000-803 Fire Clothing Allowance	249186	
P.O. Total:				2,353.95			

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04/18/23	SAFETY	23-00151	VERIZON1 VERIZON 3 Monthly Utility Services	179.00	3-01-25-240-000-500 POL Contract Svcs	3/12/2023	
04/18/23	SAFETY	23-00051	WBMASON W.B. MASON CO, INC 2 Office supplies	284.17	3-01-27-330-000-300 BOH Office Services	237195191	
04/18/23	SAFETY	23-00051	3 Office Supplies	130.99	3-01-27-330-000-300 BOH Office Services	237382326	
P.O. Total:				415.16			
04/18/23	SAFETY	23-00234	WBMASON W.B. MASON CO, INC 5 EASEL PADS	23.14	3-01-25-265-000-201 Fire Supplies and Materials	236944156	
04/18/23	SAFETY	23-00234	6 SHARPIE FLIP CHART MARKER	11.15	3-01-25-265-000-201 Fire Supplies and Materials	236944156	
04/18/23	SAFETY	23-00234	7 LAMINATING POUCHES	73.96	3-01-25-265-000-201 Fire Supplies and Materials	236944156	
04/18/23	SAFETY	23-00234	8 PROFILE BALLPT BLK	5.20	3-01-25-265-000-201 Fire Supplies and Materials	236944156	
04/18/23	SAFETY	23-00234	9 PROFILE BALLPT BLUE	5.20	3-01-25-265-000-201 Fire Supplies and Materials	236944156	
04/18/23	SAFETY	23-00234	10 INKJOY BALLPOIT BLUE	10.92	3-01-25-265-000-201 Fire Supplies and Materials	236944156	
04/18/23	SAFETY	23-00234	11 INKJOY BALLPOIT BLK	10.92	3-01-25-265-000-201 Fire Supplies and Materials	236944156	
04/18/23	SAFETY	23-00234	12 BINDER CLIPS MEDIUM	0.64	3-01-25-265-000-201 Fire Supplies and Materials	236944156	
04/18/23	SAFETY	23-00234	13 BINDER CLIPS SMALL	0.50	3-01-25-265-000-201 Fire Supplies and Materials	236944156	
04/18/23	SAFETY	23-00234	15 WATER	11.88	3-01-25-265-000-201 Fire Supplies and Materials	237554119	
04/18/23	SAFETY	23-00234	16 DEPOSIT	72.00	3-01-25-265-000-201 Fire Supplies and Materials	237554119	
P.O. Total:				225.51			
Total for Batch: SAFETY				16,013.87			
04/18/23	WORKS	23-00105	ADAMSC50 ADAM SCHELPE LANDSCAPING 2 2/28/2023 SNOW REMVL BROAD ST	1,575.00	3-01-26-290-000-407 RRM Snow Removal Services	274204SNOW	
04/18/23	WORKS	23-00105	3 2/28/2023 CALCIUM ICE MELT	575.00	3-01-26-290-000-407 RRM Snow Removal Services	274204SNOW	
04/18/23	WORKS	23-00105	4 3/7/2023 SNOW REMVL BROAD ST	675.00	3-01-26-290-000-407 RRM Snow Removal Services	274204SNOW	
P.O. Total:				2,825.00			

Attachment: Bill List Detail 04-18-2023 (10100 : Authorize Payment of Bills and Payroll \$1,671,229.57)

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
04/18/23	WORKS	23-00853	AIRBRA50 AIR BRAKE EQUIPMENT 1 Parts for Trks #585 & #64	1,023.53	3-01-26-315-000-611 Garage RRM Vehicle Maintenance	308324,308325	
04/18/23	WORKS	23-00853	2 Parts for Trks #585 & #64	195.02	3-01-26-315-000-613 Garage G&T Vehicle Maintenance	308324,308325	
P.O. Total:				1,218.55			
04/18/23	WORKS	23-00066	ATNORTH AT NORTHERN NEW JERSEY LLC 16 Front Door Hinges TRK#66	281.22	3-01-26-315-000-613 Garage G&T Vehicle Maintenance	x403123467:01	
04/18/23	WORKS	23-00066	17 Sensor/Transmitter TRK#67	119.77	3-01-26-315-000-614 Garage RECYCLING Vehicle Maintenance	x403123655:01	
04/18/23	WORKS	23-00066	18 Fan Blt & Pulley G&T#64/66/68	533.90	3-01-26-315-000-613 Garage G&T Vehicle Maintenance	x403124611:01	
P.O. Total:				934.89			
04/18/23	WORKS	23-00699	BOROUG66 BOROUGH OF NEW PROVIDENCE 2 2/16 RIVER/GLEN BACKFLOW REMVL	375.00	3-07-55-502-004-513 Sewer Operating Sewer Service	007-23	
04/18/23	WORKS	23-00699	3 2/16 CONSTN ST ALARM CALL	330.00	3-07-55-502-004-513 Sewer Operating Sewer Service	008-23	
04/18/23	WORKS	23-00699	4 2/16 PUMP STS 1ST QTR TESTING	640.00	3-07-55-502-004-513 Sewer Operating Sewer Service	009-23	
04/18/23	WORKS	23-00699	5 2/17 CONSTN CLEAN UP LOWER LEV	450.00	3-07-55-502-004-513 Sewer Operating Sewer Service	010-23	
04/18/23	WORKS	23-00699	6 2/27 PUMP STS CLEAN/VAC/WET WL	1,000.00	3-07-55-502-004-513 Sewer Operating Sewer Service	011-23	
04/18/23	WORKS	23-00699	7 FEB 2023 MARKOUTS	90.00	3-07-55-502-004-513 Sewer Operating Sewer Service	012-23	
04/18/23	WORKS	23-00699	8 FEB 2023 MARKOUTS PERFORMED	120.00	3-07-55-502-004-513 Sewer Operating Sewer Service	012-23	
04/18/23	WORKS	23-00699	9 2/25 FORCEMAIN MARKOT GAS LEAK	320.00	3-07-55-502-004-513 Sewer Operating Sewer Service	012-23	
P.O. Total:				3,325.00			
04/18/23	WORKS	23-00067	BUY-WI50 BUY-WISE AUTO PARTS 86 Portable Battery Tender RDS#38	45.00	3-01-26-315-000-601 Garage RRM Equipment Maintenance	10QP4476	
04/18/23	WORKS	23-00067	87 Wix Radia Seal CMP#88	102.64	3-01-26-315-000-606 Garage COMPOST Equipment Maintenance	10QN1544	
04/18/23	WORKS	23-00067	88 Wix Radia Seal CMP#88	102.64	3-01-26-315-000-606 Garage COMPOST Equipment Maintenance	10QN0987	
04/18/23	WORKS	23-00067	89 Wix Air Panel/Filtr RECY#67	104.89	3-01-26-315-000-614 Garage RECYCLING Vehicle Maintenance	10QI8950	
04/18/23	WORKS	23-00067	90 OEX Custom Disk Pad GRG#501	69.63	3-01-26-315-000-618 Garage GARAGE Vehicle Maintenance	10QV9055	
04/18/23	WORKS	23-00067	91 Front Rotor GRG#501	147.84	3-01-26-315-000-618 Garage GARAGE Vehicle Maintenance	10QV9438	
04/18/23	WORKS	23-00067	92 Wix Cartridge GRG#501	9.07	3-01-26-315-000-618 Garage GARAGE Vehicle Maintenance	10QV9164	

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Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
P.O. Total:				581.71	Garage GARAGE Vehicle Maintenance		
04/18/23	WORKS	23-00071	CANONB66 CANON BUSINESS SOLUTIONS-EAST 4 DCS Copier Maintenance 3/23	202.66	3-01-32-465-000-201 CS Supplies and Materials	6003681519	
04/18/23	WORKS	23-00072	CINTASCO CINTAS CORPORATION NO. 2 11 Mops, rags, mcrfbr, hndsntzr	43.58	3-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4149697796	
04/18/23	WORKS	23-00072	12 Mops, rags, mcrfbr, hndsntzr	43.58	3-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4150397820	
04/18/23	WORKS	23-00072	13 Mops, rags, mcrfbr, hndsntzr	43.58	3-01-26-310-000-502 PB&G City Hall Maintenance Contracts	4151096830	
P.O. Total:				130.74			
04/18/23	WORKS	22-00838	COLLIERS COLLIERS ENGINEERING & DESIGN 8 GIS ON CALL PROFSNL SRVCS FEB	300.00	C-04-31-014-00B-080 3114B Technology GIS - DCS	0000828361	
04/18/23	WORKS	23-00170	COLLIERS COLLIERS ENGINEERING & DESIGN 22 3/26/2023 ZB-19-1966	240.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	831947	
04/18/23	WORKS	23-00832	COOPEREL COOPER ELECTRIC SUPPLY CO 1 CRS 1X3/4 RED	4.72	3-01-26-300-000-201 PW Supplies	S051449691.003	
04/18/23	WORKS	23-00832	2 RACO WP BOX 2G DP 5 1 OUTS GRY	29.76	3-01-26-300-000-201 PW Supplies	S051449691.003	
04/18/23	WORKS	23-00832	3 3/4 NM L-TITE CONDUIT MR 1@6FT	10.37	3-01-26-300-000-201 PW Supplies	S051449691.003	
04/18/23	WORKS	23-00832	4 BRI 3/4 STR L/T CONN	7.98	3-01-26-300-000-201 PW Supplies	S051449691.003	
04/18/23	WORKS	23-00832	5 BRI 3/4 90D L/T CONN	6.68	3-01-26-300-000-201 PW Supplies	S051449691.003	
04/18/23	WORKS	23-00832	6 RECEP DUP 20A/15V SIDE WIRE BR	5.44	3-01-26-300-000-201 PW Supplies	S051449691.003	
04/18/23	WORKS	23-00832	7 2G EXTRA DUTY WP COVER 2-1/4D	25.00	3-01-26-300-000-201 PW Supplies	S051449691.003	
04/18/23	WORKS	23-00832	8 SP-120/240V-20A CB	124.89	3-01-26-300-000-201 PW Supplies	S051449691.003	
04/18/23	WORKS	23-00832	9 SP-120/240V-20A CB	124.89	3-01-26-300-000-201 PW Supplies	S051449691.003	
04/18/23	WORKS	23-00832	10 RECEP DUP 20A/15V SIDE WIRE BR	2.72	3-01-26-300-000-201 PW Supplies	S051449691.003	
04/18/23	WORKS	23-00832	11 20A 125V 20A GFCI RCPT	29.73	3-01-26-300-000-201 PW Supplies	S051449691.003	
P.O. Total:				116.96			

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Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
04/18/23	WORKS	23-00073	CRYSTALS CRYSTAL SPRINGS 4 Monthly Watr Sply Mar/2023	46.15	3-01-32-465-000-201 CS Supplies and Materials	20622866	032123
04/18/23	WORKS	23-00074	CUSTOM25 CUSTOM BANDAG INC 26 Flat Tire Repair TRK#18	69.00	3-01-26-315-000-601 Garage RRM Equipment Maintenance	70206690	
04/18/23	WORKS	23-00129	DREYER50 DREYER'S LUMBER & HARDWARE INC 19 2X10X10' Douglas Fir	60.86	3-01-26-310-000-201 PB&G Supplies and Materials	753086	
04/18/23	WORKS	23-00224	DYNAMICT DYNAMIC TRAFFIC LLC 2 MORRIS AVE CORRIDOR STUDY	2,500.00	C-04-32-057-00E-130 3257E DCS Morris Ave Corridor Timing	000000002317	
04/18/23	WORKS	23-00280	DYNAMICT DYNAMIC TRAFFIC LLC 2 EVALUT FLG FOR PED AND SIGNLS	2,191.63	C-04-32-013-00B-320 3213B DCS Traffic Signal Upgrade	000000002319	
04/18/23	WORKS	23-00257	EICGROUP EIC GROUP LLC 2 ASHWOOD/RUSSELL PARKLINE BRIDG	12,250.00	T-03-56-286-000-143 Reserved Summit Parkline	23001-1	
04/18/23	WORKS	23-00076	ENVIRO44 ENVIRONMENTAL RENEWAL, L.L.C. 5 Pallets & Fuel Surcharge	131.25	3-01-26-308-000-201 Disposal Fees - Recycling Materials	322289	
04/18/23	WORKS	23-00077	FAIRFI50 FAIRFIELD MAINTENANCE INC. 4 Oprtr A&B Srvcs Mar 2023 - 396	387.00	3-01-26-315-000-701 Garage UST Licensing Requirements	42255	
04/18/23	WORKS	23-00154	FANWOO50 FANWOOD STONE CO 2 HPM Green	738.00	3-01-26-290-000-211 RRM Road Materials	6064265	
04/18/23	WORKS	23-00154	3 RCA/DGA	135.04	3-01-26-290-000-211 RRM Road Materials	6064265	
04/18/23	WORKS	23-00154	4 HPM Green	1,088.00	3-01-26-290-000-211 RRM Road Materials	6064014	
04/18/23	WORKS	23-00154	5 Quarry Process	153.00	3-01-26-290-000-211 RRM Road Materials	6064014	
04/18/23	WORKS	23-00154	6 HPM Green	450.00	3-01-26-290-000-211 RRM Road Materials	6064014	
P.O. Total:				2,564.04			
04/18/23	WORKS	23-00108	GRANDSAN GRAND SANITATION SERVICE INC 3 Monthly Recycling Srvcs 2/23	70,066.67	3-01-26-305-001-512 Recycling Curbside Collection	71423	
04/18/23	WORKS	23-00108	4 Monthly Recycling Srvcs 3/23	70,066.67	3-01-26-305-001-512 Recycling Curbside Collection	73901	
P.O. Total:				140,133.34			

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Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
04/18/23	WORKS	23-00813	HANOVE66 HANOVER SUPPLY CO INC 1 Threaded Rod - Plumbing	8.32	3-01-26-310-000-201 PB&G Supplies and Materials	w3054530	
04/18/23	WORKS	23-00367	JCPL0050 JCP&L 4 100005626567 CONSTANTINE PUMP	5,548.09	3-07-55-502-004-601 Sewer Operating Pumps Electricity	95387536921	
04/18/23	WORKS	23-00507	JCPL0050 JCP&L 4 100004835532 NEW PROV AVE SWR	622.48	3-07-55-502-004-601 Sewer Operating Pumps Electricity	95477427616	
04/18/23	WORKS	23-00519	JCPL0050 JCP&L 4 100 151 649 934 41 CHATHAM RD	21.57	3-07-55-502-004-601 Sewer Operating Pumps Electricity	95247903927	
04/18/23	WORKS	23-00536	JCPL0050 JCP&L 4 200000000808 MASTER SEWER	517.10	3-07-55-502-004-601 Sewer Operating Pumps Electricity	95019289417	
04/18/23	WORKS	23-00083	JENEL JEN ELECTRIC, INC. 3 2022 ANNUAL PREVENT MAINT	5,160.85	3-01-26-300-000-408 PW Traffic Signal Maintenance	15782	
04/18/23	WORKS	23-00857	MOSCARON MOSCA, RONALD V 1 SUB COVERAGE FOR FIRE INSPECTI	1,125.00	3-18-00-701-000-104 UCC Overtime	SUB COVERAGE	
04/18/23	WORKS	21-02383	MOTORO MOTOROLA SOLUTIONS INC 1 APX1500 UHF2	1,173.00	C-06-32-015-00B-020 3215B Sewer Backhoe Replacement	1187092640	
04/18/23	WORKS	21-02383	2 STD Palm Microphone APX	54.00	C-06-32-015-00B-020 3215B Sewer Backhoe Replacement	1187092640	
04/18/23	WORKS	21-02383	3 P25 Conventional	487.50	C-06-32-015-00B-020 3215B Sewer Backhoe Replacement	1187092640	
04/18/23	WORKS	21-02383	4 APX 02 Control Head (Gray)	369.00	C-06-32-015-00B-020 3215B Sewer Backhoe Replacement	1187092640	
04/18/23	WORKS	21-02383	5 Dash Mount 02 WWM	93.75	C-06-32-015-00B-020 3215B Sewer Backhoe Replacement	1187092640	
04/18/23	WORKS	21-02383	6 3Y Essential Service	131.00	C-06-32-015-00B-020 3215B Sewer Backhoe Replacement	1187092640	
04/18/23	WORKS	21-02383	7 ANT 1/4 Wave 470-512 MHZ	10.50	C-06-32-015-00B-020 3215B Sewer Backhoe Replacement	1187092640	
04/18/23	WORKS	21-02383	8 SPKR 15W Water Resistant	45.00	C-06-32-015-00B-020 3215B Sewer Backhoe Replacement	1187092640	
04/18/23	WORKS	21-02383	9 Power Cable	13.50	C-06-32-015-00B-020 3215B Sewer Backhoe Replacement	1187092640	
04/18/23	WORKS	21-02383	10 Ctrl Hd/Ignt Sense Power Cable	15.56	C-06-32-015-00B-020 3215B Sewer Backhoe Replacement	1187092640	
04/18/23	WORKS	21-02383	11 Install & Program of Radio	817.50	C-06-32-015-00B-020 3215B Sewer Backhoe Replacement	1187092640	

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Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
04/18/23	WORKS	21-02383	12 2nd order of above items	3,210.31	3215B Sewer Backhoe Replacement C-06-32-015-00B-020	1187092640	
			P.O. Total:	6,420.62	3215B Sewer Backhoe Replacement		
04/18/23	WORKS	23-00092	NATIONFU NATIONAL FUEL OIL INC 4 Plus Gasoline	4,781.59	3-01-31-460-000-000 GASOLINE	81317	
04/18/23	WORKS	21-00578	NEGLIA50 NEGLIA ENGINEERING ASSOCIATES 26 CONSTN PUMP ST SWITCHGR UPGRD	1,400.00	C-06-31-043-00A-040 3143A Sewer Pump Station Constantine	2300547	
04/18/23	WORKS	23-00468	NJ-AME50 NJ-AMERICAN WATER CO. 4 1018-210025811013 3 Constantin	49.65	3-07-55-502-004-605 Sewer Operating Water	04/04/2023	
04/18/23	WORKS	22-02601	PENNONIA PENNONI ASSOCIATES INC 3 CONSTRUCT REVIEWS CAP PROJECTS	600.00	C-04-31-095-100-010 3195 City Portion Local Improvements	1158772	
04/18/23	WORKS	23-00245	PRINTME PRINT MEDIA LLC 2 STAMP"LEAD FREE"1" X 2.5" BLCK	32.00	3-01-32-465-000-201 CS Supplies and Materials	24110	
04/18/23	WORKS	23-00200	REDICARE REDICARE LLC 6 MARCH GARAGE FIRST AID RESTOCK	218.75	3-01-26-315-000-210 Garage First Aid supplies	RED809671	
04/18/23	WORKS	23-00200	7 MARCH RECYCL FIRST AID RESTOCK	87.50	3-01-26-315-000-210 Garage First Aid supplies	RED809673	
			P.O. Total:	306.25			
04/18/23	WORKS	23-00308	ROSENB55 ROSENBERG & ASSOCIATES 16 ZB Steno - City 3/6/2023	133.00	3-01-21-185-000-499 BOA Reporting	324565	
04/18/23	WORKS	23-00308	17 ZB Steno - ZB-22-2172 3/6/2023	265.02	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	324565	
04/18/23	WORKS	23-00308	18 ZB Steno - ZB-22-2159 3/6/2023	1,396.98	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	324565	
			P.O. Total:	1,795.00			
04/18/23	WORKS	23-00834	SIGNS SIGNS & SAFETY DEVICES 1 HGIH ST BRIDGE WEIGH SIGNS	87.50	3-01-26-300-000-201 PW Supplies	11942	
04/18/23	WORKS	22-01903	SPOSATO SPOSATO CONSTRUCTION LLC 3 MASONARY STEPS COUNCIL CHAMBER	7,850.00	C-04-32-057-00A-410 3257A DCS City Hall Bldg Maintenance	INV000457	
04/18/23	WORKS	22-01903	4 FOOTING WORK REMV DIRT FR STEP	943.32	C-04-32-057-00A-410	INV000457	

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Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
04/18/23	WORKS	22-01903	8 FOOTING WORK REMV DIRT FR STEP	538.02	3257A DCS City Hall Bldg Maintenance C-04-31-066-00A-500	INV000457	
04/18/23	WORKS	22-01903	9 FOOTING WORK REMV DIRT FR STEP	368.66	3166A DCS City Hall Building Maintenance C-06-29-013-00A-000	INV000457	
P.O. Total:				9,700.00	2913 - Improvement Sanitary Sewer System		
04/18/23	WORKS	22-02644	STHPRIN STH PRINTING 1 K SALAMA BUSINESS CARDS	50.00	2-01-20-165-000-201 Eng Supplies and Materials	7293	
04/18/23	WORKS	23-00113	THESHA50 THE SHADE TREE DEPARTMENT LLC 17 3/6/2023 ZB-22-2159	190.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	MAR SVCS 2023	
04/18/23	WORKS	23-00113	18 3/8/2023 ZB-22-2173	95.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	MAR SVCS 2023	
04/18/23	WORKS	23-00113	19 3/8/2023 ZB-22-2178	95.00	T-03-56-286-000-084 Reserved for Zoning Board Escrow Fees	MAR SVCS 2023	
04/18/23	WORKS	23-00113	20 3/1/2023 PB-23-265	142.50	T-03-56-286-000-085 Reserved for Planning Board Escrow Fees	MAR SVCS 2023	
04/18/23	WORKS	23-00113	21 3/8/2023 PB-23-265	142.50	T-03-56-286-000-085 Reserved for Planning Board Escrow Fees	MAR SVCS 2023	
P.O. Total:				665.00			
04/18/23	WORKS	23-00864	TREASU30 TREASURER, STATE OF NEW JERSEY 1 State Traning Fee 1st Qtr 2023	22,142.00	3-01-55-290-000-000 Due to State - NJ Building Fee Surcharge	1ST QTR 2023	
04/18/23	WORKS	23-00203	VEOLIA50 VEOLIA ES TECHNICAL SOLUTIONS 2 4FT FLUORESCENT LAMPS RECYCLIN	354.78	3-01-26-308-000-201 Disposal Fees - Recycling Materials	EW1661952	
04/18/23	WORKS	23-00531	VERIZ408 VERIZON WIRELESS 6 442088740-00001 BLANKET	1,013.24	3-01-31-440-000-000 TELEPHONE	9930843778	
04/18/23	WORKS	23-00531	7 442088740-00001 (sewer utility	96.14	3-07-55-502-004-509 Sewer Operating Mobile Devices	9930843778	
P.O. Total:				1,109.38			
04/18/23	WORKS	23-00120	WBMASON W.B. MASON CO, INC 66 LINER,REPRO,40X46,1.5ML,BK 100	56.68	3-01-26-306-000-202 TS Supplies and Materials	236484864	
04/18/23	WORKS	23-00120	67 CLEANER,MULTI-PURP,GAL	112.59	3-01-26-306-000-202 TS Supplies and Materials	236484864	
04/18/23	WORKS	23-00120	68 BLEACH,1 GAL,LIQUID,PURE WHITE	60.98	3-01-26-306-000-202 TS Supplies and Materials	236484864	
04/18/23	WORKS	23-00120	69 WINDEX TRIGGER CAP & TRIGGER B	22.96	3-01-26-306-000-202 TS Supplies and Materials	236484864	
04/18/23	WORKS	23-00120	70 CLEANER,DEGREASER,24OZ	26.16	3-01-26-306-000-202 TS Supplies and Materials	236484864	

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Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Invoice Number	Contract
P.O. Total:				279.37	TS Supplies and Materials		
Total for Batch: WORKS				232,985.33			
Total for Date: 04/18/23		Total for All Batches:		806,397.90			

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Batch Id	Batch Total
Total for Batch: ADMIN	4,495.93
Total for Batch: FINANCE	520,423.61
Total for Batch: PARKDCP	32,479.16
Total for Batch: SAFETY	16,013.87
Total for Batch: WORKS	232,985.33
Total of All Batches:	806,397.90

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Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
Current Fund	2-01	8,241.66	0.00	0.00	8,241.66
Sewer Operating	2-07	3,000.00	0.00	0.00	3,000.00
Parking Operating	2-09	2,007.25	0.00	0.00	2,007.25
Recreation Trust	2-28	4,300.00	0.00	0.00	4,300.00
Year Total:		17,548.91	0.00	0.00	17,548.91
Current Fund	3-01	321,964.87	0.00	0.00	321,964.87
Sewer Operating	3-07	10,180.03	0.00	0.00	10,180.03
Parking Operating	3-09	7,432.25	0.00	0.00	7,432.25
Uniform Construction Code	3-18	1,125.00	0.00	0.00	1,125.00
Recreation Trust	3-28	12,786.84	0.00	0.00	12,786.84
Year Total:		353,488.99	0.00	0.00	353,488.99
General Captial	C-04	21,904.47	0.00	0.00	21,904.47
Sewer Capital	C-06	8,189.28	0.00	0.00	8,189.28
Year Total:		30,093.75	0.00	0.00	30,093.75
Trust - Other	T-03	113,003.25	0.00	0.00	113,003.25
Self Insurance Trust	T-13	292,263.00	0.00	0.00	292,263.00
Year Total:		405,266.25	0.00	0.00	405,266.25
Total of All Funds:		806,397.90	0.00	0.00	806,397.90

Attachment: Bill List Detail 04-18-2023 (10100 : Authorize Payment of Bills and Payroll \$1,671,229.57)

**CITY OF SUMMIT**  
**Check Register Summary**  
**04/07/23 - Bi-Weekly Hourly & Bi-Weekly Salary Reg**

Description	Current		Year to Date	
	Units	Amount	Units	Amount
<b>Earnings :</b>				
Acting Pay	184.00	368.00	956.75	1,913.50
ADDITION	0.00	1,350.00	80.00	63,800.88
Additional Library Sunday	60.25	2,048.04	323.75	10,556.57
CAR ALLOWANCE	0.00	0.00	0.00	1,725.00
COMP TIME	201.00	6,783.12	381.00	21,460.32
COURT OT	0.00	0.00	4.00	176.88
CROSSING GUARD	374.25	12,225.00	2,417.25	79,150.00
DETECTIVE CALL OUT OT	5.00	442.87	27.00	2,521.43
DOCK DAY	0.00	0.00	24.00	-657.14
DOUBLETIME	0.00	0.00	16.00	1,645.43
EXTRA DUTY SEC	0.00	0.00	156.50	7,615.00
EXTRA DUTY TRAFFIC	950.00	82,822.94	6,307.50	550,021.26
FTO	79.00	790.00	1,154.00	11,540.00
GTL*	0.00	5,200.03	0.00	38,187.25
HOLIDAY STRAIGHT TIME	0.00	0.00	34.50	990.74
HOLIDAY WORKED	0.00	0.00	24.00	1,224.81
JURY DUTY	6.50	153.99	6.50	153.99
LATE CALL OT	0.00	0.00	10.50	913.26
MANPOWER BEREAVEMENT OT	2.00	103.63	2.00	103.63
MANPOWER COMP TIME OT	13.00	1,119.69	49.00	4,290.17
MANPOWER OTHER OT	3.00	269.36	34.00	2,898.25
MANPOWER PERSONAL OT	0.00	0.00	42.00	4,127.86
MANPOWER SICK OT	18.00	1,287.08	69.00	5,866.62
MANPOWER TRAINING OT	2.00	199.76	12.00	1,162.13
MANPOWER VACATION OT	7.00	673.41	87.00	8,096.25
MEETING OTHER OT	3.00	314.63	3.00	314.63
MOD10 OT	0.00	0.00	3.00	111.58
MUTUAL AID OT / LATE CALL OT	0.00	0.00	1.50	127.85
OFFICERS MEETING OT	0.00	0.00	14.00	1,401.58
OIC	0.00	0.00	162.00	1,620.00
Open Close	54.00	432.00	384.00	2,742.00
OVERTIME	129.50	7,504.24	1,469.50	83,141.36
PATROL BUREAU INVESTIGATION	0.00	0.00	9.50	790.91
PER DIEM	13.00	2,293.20	128.00	22,579.20
PERSONAL DAY	4.25	78.24	26.00	463.83
PRISONER WATCH OT	0.00	0.00	5.00	479.25
REGULAR	15,237.25	728,807.08	107,529.50	5,173,396.56
RETRO	0.00	0.00	0.00	90.16
SICK	11.50	287.04	115.50	35,194.68
SIGNAL OT 10	43.50	3,231.48	199.50	13,029.20
SPECIAL DETAIL/ASSIGNMENT OT	13.50	1,131.49	40.00	3,285.48
SPECIAL OPERATIONS OVERTIME	25.00	1,723.90	62.50	4,483.35
STAFFING COMP OT	0.00	0.00	86.00	6,636.53
STAFFING F FMBA CONV	0.00	0.00	24.00	1,458.28
STAFFING SIC OT	62.50	3,451.18	350.50	26,659.02
STAFFING TRAINING	0.00	0.00	5.00	426.17
STAFFING VAC OT	0.00	0.00	207.50	18,440.11
STORM EVENT OT	0.00	0.00	56.00	4,357.44
TRAINING OT	4.00	352.28	36.50	3,093.37
VACATION	22.00	898.33	47.00	1,395.95
WORKERS COMP	0.00	-1,510.34	0.00	-5,953.63
<b>Total Earnings :</b>	<b>17,528.00</b>	<b>864,831.67</b>	<b>123,183.25</b>	<b>6,219,248.95</b>
<b>Reimbursements / Sick Benefits :</b>				
WORKERS COMP REIMBURSEMENT	0.00	0.00	0.00	0.00

**Attachment: Payroll 4-7-2023 (10100 : Authorize Payment of Bills and Payroll \$1,671,229.57)**

Date : 04/04/2023  
Ref : 2023-4-7-1: PAY1261885

**CITY OF SUMMIT**  
**Check Register Summary**  
**04/07/23 - Bi-Weekly Hourly & Bi-Weekly Salary Reg**

Description	Current		Year to Date	
	Units	Amount	Units	Amount
<b>Total Reimbursements / Sick Benefits :</b>	0.00	0.00	0.00	0.00
<b>Total :</b>	17,528.00	864,831.67	123,183.25	6,219,248.95
<b>Employee Taxes :</b>				
Federal W/T		90,638.25		661,173.71
Federal W/T Fixed		1,195.77		7,985.39
Fica Medicare		11,656.94		83,876.66
Fica Social Security		24,207.94		172,486.17
New Jersey W/T		32,683.16		237,017.93
New Jersey W/T Fixed		699.00		4,553.00
NJ Family Leave Ins.		515.83		3,709.21
NJ Private Disability		0.00		0.00
NJ SUI		807.39		7,185.87
NJ SUI (nr)		1,937.51		17,245.99
<b>Total Employee Taxes :</b>		164,341.79		1,195,233.93
<b>Employee Deductions :</b>				
Aflac Post-Tax ACC		252.10		1,714.50
Aflac Post-Tax Cancer		16.90		50.70
Aflac Post-Tax Critical Illness		43.68		305.76
Aflac Post-Tax LIFE		18.20		127.40
Aflac Post-Tax STD		1,931.92		13,648.24
Aflac Pre-Tax ACC		1,309.26		9,369.18
Aflac Pre-Tax Cancer		790.62		6,123.52
Aflac Pre-Tax HOSP		38.36		268.52
Ameriflex Pre-Tax C FLEX		172.91		1,210.37
Ameriflex Pre-Tax DCA		395.83		2,770.81
BOSTON MUTUAL		108.84		761.88
CHILD SUPPORT		4,269.54		29,822.47
Colonial Post-Tax Cancer		71.10		497.70
Colonial Post-Tax Life Insurance		31.50		220.50
Colonial Post-Tax STD		127.50		892.50
Colonial Pre-Tax Acc		21.16		148.12
Colonial Pre-Tax Cancer		196.93		1,378.51
Colonial Pretax Disability		361.12		2,527.84
DCRP PENSION		1,217.98		7,991.13
DENTAL PRE-TAX FLAGSHIP		22.26		155.82
DENTAL PRE-TAX PL1		755.33		5,151.77
DENTAL PRE-TAX PL2		1,371.60		9,876.72
DENTAL PRE-TAX PL4		2,967.39		21,233.35
Empower 457B Pre-Tax		10,848.61		77,083.12
Empower Roth Post-Tax		371.00		2,766.00
Equitable 457 Pre-Tax		5,700.00		40,900.00
Equitable ROTH Post-Tax		5,237.27		37,420.89
FMBA DUES		1,545.35		11,116.55
FMBA INSURANCE		6.50		45.50
HORIZON HMO #011		2,204.48		15,431.36
LOCAL 469 DUES Teamsters		592.00		4,403.00
NEW YORK LIFE		143.75		1,006.25
NJ DIRECT10 #050		25,764.90		182,332.34
NJ DIRECT 10 BACK		0.00		119.44
NJ DIRECT15 #150		21,254.53		150,039.91
NJ Direct 1525 #051		783.91		8,065.09
NJ DIRECT 15 BACK		0.00		2,235.16
NJ Direct 2030 #052		636.52		4,455.64
NJ Direct 2035 #056		218.00		218.00
OMNIA PLAN #057		1,474.93		

Attachment: Payroll 4-7-2023 (10100 : Authorize Payment of Bills and Payroll \$1,671,229.57)

Date : 04/04/2023  
Ref : 2023-4-7-1: PAY1261885

CITY OF SUMMIT  
Check Register Summary  
04/07/23 - Bi-Weekly Hourly & Bi-Weekly Salary Reg

Description	Current		Year to Date	
	Units	Amount	Units	Amount
PBA DUES		1,281.15		9,296.55
PERS BACK CONTRIBUTORY INS		32.86		32.86
PERS Back Pension		492.83		492.83
PERS CONTRIBUTORY INSURANCE		1,813.28		12,742.50
PERS LOAN		2,670.34		20,241.52
PERS PENSION		28,092.32		197,389.46
PERS PT Contrib Ins		6.00		41.29
PERS PT Pension		203.55		1,215.80
PFRS Arrears		219.38		1,096.90
PFRS Back Pension P & F		110.93		1,725.71
PFRS LOAN P&F		2,403.88		14,387.02
PFRS Pension Police-Fire		36,576.55		261,998.17
RETRO DCRP		0.00		75.46
VSP vision plan		166.35		1,264.25
<b>Total Employee Deductions :</b>		167,343.20		1,186,210.39
<b>Total Deductions :</b>		331,684.99		2,381,444.32
Net Payroll:		527,946.65		3,799,617.38
<b>Employer Tax Contributions :</b>				
Fica MC Employer		11,656.94		83,876.66
Fica SS Employer		24,207.94		172,486.17
NJ HC Employer		0.00		0.00
NJ SUI Employer		0.00		0.00
NJ WD Employer		0.00		0.00
<b>Total Employer Tax Contributions :</b>		35,864.88		256,362.83
<b>Total Contributions :</b>		35,864.88		256,362.83

Attachment: Payroll 4-7-2023 (10100 : Authorize Payment of Bills and Payroll \$1,671,229.57)



# THE CITY OF SUMMIT

## N E W J E R S E Y

CITY HALL 512 SPRINGFIELD AVENUE SUMMIT, NJ 07901

April 6, 2023

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

Ladies and Gentlemen:

On Tuesday, March 28, 2023, at 11:00 a.m., bids were received by the Purchasing Agent as advertised in the Union County Local Source on March 16, 2023 and referred to the Community Services Director/City Engineer. Results are as follows:

### ROWAN ROAD AND OAK RIDGE AVENUE IMPROVEMENT PROJECT RE-BID

		Base Bid (\$)	Alt. A (\$) Wooden Guide Rail	Total (\$)
Riverview Paving Inc 869 Willow Grove Street Hackettstown NJ 07840	(bid bond)	480,122.30	54,000.00	534,122.30
Cifelli & Son General Construction, Inc. 81 Franklin Avenue Nutley, NJ 07110	(bid bond)	477,476.00	57,000.00	534,476.00
Vektor Corporation 348 Schoolhouse Road Monroe Twp NJ 08834	(bid bond)	489,500.00	52,500.00	542,000.00
	Reject: NJSA 40A:11-21, defective Bid Bond			
S and L Contractors LLC 200 Swenson Drive Kenilworth NJ 07033	(bid bond)	483,897.00	60,000.00	543,897.00
Crossroads Paving 386 South Street, Suite 169 Newark NJ 07105	(bid bond)	497,703.00	52,500.00	550,203.00
	Reject: NJSA 40A:11-23.1.b – Bidder's Checklist incomplete			
DLS Contracting Inc 36 Montesano Road Fairfield NJ 07004	(bid bond)	567,691.00	67,500.00	635,191.00

The Purchasing Agent makes the following award recommendation to the Capital Projects & Community Services Committee:

### ROWAN ROAD AND OAK RIDGE AVENUE IMPROVEMENT PROJECT RE-BID:

Riverview Paving, Inc., for a low net base bid of \$480,122.30 plus Alternate A \$54,000.00, for a total award of \$534,122.30.

Sincerely,

*Michelle Caputo*

Michelle Caputo  
Purchasing Agent

Communication: Purchasing Letter - Rowan Road and Oak Ridge Avenue Improvement Project Re-bid (Correspondence)

# THE CITY OF SUMMIT

## N E W J E R S E Y

CITY HALL 512 SPRINGFIELD AVENUE SUMMIT, NJ 07901

April 6, 2023

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

Ladies and Gentlemen:

On Tuesday, March 7, 2023, at 11:00 a.m., bids were received by the Purchasing Agent as advertised in the Union County Local Source on February 21, 2023 and referred to the Community Services Director/City Engineer. Results are as follows:

**HOBART AVENUE SIDEWALK PROJECT**

		Base Bid (\$)	Alt. A (\$)	Rapid Flashing Beacon System	Total (\$)
DLS Contracting Inc 36 Montesano Road Fairfield NJ 07004	(bid bond)	82,419.00	13,000.00		95,419.00
AA Berms LLC PO Box 180, 106 Mill Street Belleville NJ 07109	(bid bond)	96,933.00 *96,994.00	13,000.00		109,933.00 *109,994.00
S&L Contractors, LLC 200 Swenson Drive Kenilworth NJ 07033	(bid bond)	92,301.40	22,000.00		114,301.40
Riverview Paving Inc 869 Willow Grove Street Hackettstown NJ 07840	(bid bond)	110,110.00	15,999.00		126,109.00
Diamond Construction 35 Beaverson Blvd, Suite 12c Brick NJ 08723	(bid bond)	96,115.00	30,000.00		126,115.00
A Takton Concrete Corp 13 Tice Avenue South River NJ 08882	(bid bond)	112,602.00	27,000.00		139,602.00
Crossroads Paving 386 South Street, Suite 169 Newark NJ 07105	(bid bond)	158,100.00	25,000.00		183,000.00
Reject, NJSA 40A:11-23.1b – Bidder's Checklist Section 3 incomplete					
Berto Construction Inc 625 Leesville Avenue Rahway NJ 07065	(bid bond)	179,491.00	27,900.00		207,391.00
SD Concrete Corporation 300 Knightsbridge Road, Suite 525 Piscataway NJ 08854	(bid bond)	297,195.00 **44,851,120.00	14,000.00		311,195.00 **44,865,120.00
**Per specification Section III.D.1 "the written word shall be binding." Bidder indicated extended totals in written word format, not unit pricing as directed.					

\*ENGINEERING CORRECTED TOTAL/S

The Purchasing Agent, upon the review, evaluation and recommendation in a memo from the Community Services Director/City Engineer, makes the following bid award recommendation to the Capital Projects & Community Services Committee:

**HOBART AVENUE SIDEWALK PROJECT:** DLS Contracting, Inc. for a low net base bid plus Alternate A for a total award of \$95,419.00.

Sincerely,

*Michelle Caputo*

Michelle Caputo  
Purchasing Agent

Communication: Purchasing Letter - Hobart Avenue Sidewalk Project (Correspondence)



RECEIVED

APR 03 2023

CITY CLERK'S OFFICE  
SUMMIT, NJ

# COUNTY OF UNION

DEPARTMENT OF ENGINEERING, PUBLIC WORKS & FACILITIES MANAGEMENT

*Joseph A. Graziano Sr., Director*

## BOARD OF COUNTY COMMISSIONERS

SERGIO GRANADOS  
*Chairman*

KIMBERLY PALMIERI-MOUEDE  
*Vice-Chairwoman*

JAMES E. BAKER, JR.

JOSEPH C. BODEK

DR. ANGELA R. GARRETSON

BETTE JANE KOWALSKI

LOURDES M. LEON

ALEXANDER MIRABELLA

REBECCA WILLIAMS

EDWARD T. OATMAN  
*County Manager*

AMY CRISP WAGNER  
*Deputy County Manager*

BRUCE H. BERGEN, ESQ.  
*County Counsel*

JAMES E. PELLETTIERE  
*Clerk of the Board*

JOSEPH J. POLICAY, JR. CPWM  
*Division Director*

March 31, 2023  
Municipal Clerks Office  
Union County Municipality  
Union County New Jersey

Dear Municipal Clerk;

In accordance with NJAC 7:30-09.10 (e) 1: "Notification shall be made by mailing or delivering a packet of information annually to the municipality to be sprayed. Notification shall be mailed or delivered to the municipalitie's responsible official..."

Area wide notification is required for any application of adulticide used to control adult mosquitoes. This does not include the application of larvicides used for larval mosquito control. The application of adulticides for adult mosquito control is applied using a truck mounted ultra-low-volume misting machine. If an aerial application is warranted by rotor craft, your municipal officials will be notified. Our larval mosquito control measures include; eliminating standing water, applying larvicides in water when and where mosquito breeding is found, and biological measures (stocking with mosquito fish). Visit the Union County Website @ [www.ucnj.org](http://www.ucnj.org) for more information.

Pesticide applications for mosquito control may be necessary in your municipality, Mosquito breeding and population is influenced by yearly rainfall and temperature. This packet is being sent to every municipality in Union County. Please note that receipt of this packet does not confirm that spraying will actually take place.

Included in this packet is the NJDEP approved question and answer fact sheet and USEPA approved product labels for each adulticide that may be used in Union County for the control of adult mosquitoes during 2023.

Communication: Union County - Notification of 2023 Mosquito Control Program (Notices)

## DIVISION OF PUBLIC WORKS

2371 South Avenue

Scotch Plains, NJ 07076

(908)789-3660

fax(908)789-3227

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

*We're Connected to You!*

Packet Pg. 147

CSUS 5 27A



# COUNTY OF UNION

DEPARTMENT OF ENGINEERING, PUBLIC WORKS & FACILITIES MANAGEMENT  
*Joseph A. Graziano Sr., Director*

## BOARD OF COUNTY COMMISSIONERS

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*County Manager*

AMY CRISP WAGNER  
*Deputy County Manager*

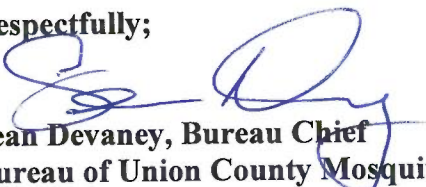
BRUCE H. BERGEN, ESQ.  
*County Counsel*

JAMES E. PELLETTIERE  
*Clerk of the Board*

JOSEPH J. POLICAY, JR. CPWM  
*Division Director*

As required, there will be a “legal” (The Star Ledger) and a “display” (Westfield Leader) advertisement to be published in Union County newspapers from May through October. Municipalities are encouraged to share this information with all residents in their community.

Respectfully;

  
Sean Devaney, Bureau Chief  
Bureau of Union County Mosquito Control

SD/lg

cc: Ed Oatman, Union County Manager

Joseph A. Graziano, Sr., CPWM, Director  
Union County Dept. of Public Works and Facilities

Joseph J. Policay, Jr., CPWM, Director,  
Union County Division of Public Works

Communication: Union County - Notification of 2023 Mosquito Control Program (Notices)

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(908)789-3660

fax(908)789-3227

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*We're Connected to You!*





**UNION COUNTY  
BUREAU OF MOSQUITO CONTROL**

**Fact Sheet**

RECEIVED

APR 03 2023

CITY CLERK'S OFFICE  
SUMMIT, NJ

**What is the life cycle of mosquitoes?**

Mosquitoes have four stages of development; egg, larva, pupa and adult. They spend their larva and pupa stages in water. Female mosquitoes of most species deposit eggs on water or moist surfaces such as mud or fallen leaves. Rain re-floods these surfaces and stimulates the hatching of the eggs, starting the life cycle. Mosquito eggs that are laid on permanent water always hatch and develop larva. Depending on temperature, (warmer/faster-cooler/slower) it takes approximately one week to develop from egg to adult. Only female adult mosquitoes bite in order to obtain a blood meal. After emerging from the aquatic stages, adult mosquitoes mate and females seek a blood meal to obtain nutrients necessary for egg development. Adult male mosquitoes feed on plant nectar and die shortly after mating.

**How many kinds of mosquitoes are there?**

More than twenty species are currently identified here in Union County, with sixty three found in New Jersey. Fortunately, not all feed on humans.

**What human diseases do mosquitoes transmit?**

West Nile Virus (WNV), St. Louis (SLE) and Eastern Equine Encephalitis (EEE) are diseases that can be transmitted by mosquitoes found in New Jersey. The primary transmitter of WNV and SLE are mosquitoes commonly found around homes. They are mosquitoes that will readily breed in old tires or any containers left outside and in dumps that hold water. Both of these diseases are more dangerous to the very young and old or to individuals with compromised immune systems. EEE is a more dangerous disease and is transmitted by mosquitoes that breed in permanent swamps and salt water marshes. Other diseases that are in the news: Dengue, Chikungunya, Zika. To date, only

Communication: Union County - Notification of 2023 Mosquito Control Program (Notices)

**Dengue has been found in the U.S. as a domestically transmitted disease by mosquito.**

**What animal diseases do mosquitoes transmit?**

**Dogs, horses, and birds are susceptible to mosquito-born diseases. Dogs are threatened by filariasis (heartworms) which is transmitted by a bite from an infected mosquito. Once contracted, the treatment is costly and the disease can be fatal. There is preventative medicine that can protect your dog from contracting heartworms. See your veterinarian for more information. Horses are threatened by WNV and EEE as well as humans. Horses can be protected by a vaccine against EEE through your veterinarian. WNV in wild birds is a disease reservoir that mosquitoes transmit by biting an infected bird and then another host, be it human or animal. WNV has been responsible for the deaths of numerous birds, mostly in the wild bird population.**

**What is the function of the Bureau of Mosquito Control?**

**The Bureau of Mosquito Control was created in 1912 and has continued since then to provide the residents of Union County with quality mosquito control. The Bureau is part of the Union County Division of Public Works. The primary charge of Mosquito Control is to keep the population of mosquitoes as low as possible. By utilizing responsible modern methods, we provide vector-born disease control and quality of life assurance from mosquitoes as pests. The Union County Bureau of Mosquito Control also participates in public outreach to educate Union County's residents regarding what they can do to prevent mosquito breeding and to protect them selves from being a host to a female mosquito bite.**

**What methods does Mosquito Control use?**

**The Bureau of Mosquito Control follows "Integrated Pest Management" (IPM) technique as a best practice for controlling the mosquito population in Union County. IPM uses water management (breeding source reduction), biocides, synthetic**



pesticides and education. Our control efforts focus primarily on the immature, water-born stages of the mosquito. The immature stages (larva/pupa) are more concentrated and accessible than adult mosquitoes and cannot escape control measures. Biocides containing *Bacillus thuringiensis israelensis* (BTI) dispersed in the water are used primarily to kill the larva, while surfactants (bio-degradable oils) applied on the water are used to suffocate pupa. Fathead minnows, killie fish, sunfish and *Gambusia* from the N.J. Division of Fish and Wildlife are stocked in ponds that are approved by the N.J. Department of Environmental Protection as part of a bio-control program. These fish eat mosquito larva. Our water management program identifies areas of stagnant water and eliminates them where possible following the NJDEP Best Management Practices manual. Mechanical and hand tools are used to accomplish this work which also includes the clearing of snags and silting from drainage ditches in order to eliminate standing pools of water. The Bureau deploys nearly thirty New Jersey Light Traps in order to monitor adult mosquito populations throughout the county. When those semi-permanent traps, which are collected two times a week from May to October, show significant numbers and when we receive complaints from neighborhoods, we spray a pesticide known as an adulticide. Adulticiding, which is mostly accomplished utilizing a truck mounted misting machine, is also done when we discover vector disease. All pesticides are registered with the U.S. Environmental Protection Agency and the N.J.D.E.P. Adulticiding is performed during the time of day when mosquitoes are most active, as the mosquitoes have to be on the wing and come into contact with the pesticide in order to be effective. The hours are usually between dusk and midnight, depending on the time of season which runs from June through September. At this time, all of the adulticiding is performed on the ground.

**Where can I get additional information regarding adulticiding?**

Adulticiding, or spraying, is advertised in legal ads in the Star Ledger and the Courier News. Residents can request individual notification of applications. Contact the Mosquito Control Bureau

at 908-654-9835 for details on the procedure to request individual notification.

**What can I do if there are a lot of mosquitoes around my home?**

Call our office at 908-654-9834 or 908-654-9835 to file a complaint regarding numerous mosquitoes presenting a nuisance. Our staff will promptly dispatch an Inspector to investigate the area around your home in order to determine if there are any breeding sites on the property and to verify the presence of adult mosquitoes. Portable mosquito traps may be set in order to get more information and to determine what course of action should be taken.

**Are there any ways that I can control mosquitoes from breeding around my home?**

Any open outdoor container that retains water can breed mosquitoes. Clogged roof gutters, old wheel-less tires, unmaintained swimming pools and flower pots all will collect organic material such as old leaves. These are attractive sites for breeding and tend to take a very long time to dry out. Natural depressions in your yard can also hold stagnant water and take a long time to dry up. Re-grade those areas to eliminate the puddles. Keep children's toys indoors or make sure to dump any water that they accumulate. Bird baths should have the water changed at least twice a week. Pet water bowls and flower pot saucers should be monitored as well. Have roof gutters checked and cleaned at the beginning of spring and at mid summer. Make sure window and door screens are properly fitted and repaired of any holes. Many repellants are available to provide relief from mosquitoes and other insects/pests. Always follow the instructions on the labels, and check with your family physician before applying any repellant to an infant or young child.

**What does Mosquito Control do in the off-season?**

At the end of the mosquito surveillance season, we compile our statistics and data. This information becomes part of the NJ Mosquito Control Agency data which is used to track trends and to keep historical data for future informational use. Mosquito



population counts and species, along with vector disease and locations, are recorded in order to inform the other agencies in New Jersey and for our next season alerts.

An IPM program includes the work needed to be performed in water management. Areas that were identified during the past season are worked on to improve water flow and cleaning of debris. Some areas require methods needing heavy equipment where our operators need to re-grade. Other areas need to be de-snagged and others still need to have vegetation cut back or removed to provide access for inspectors to treat known breeding sites that can't be eliminated. Equipment needs to be maintained or repaired for use in this work. We also repair any of the NJ Light Traps and get them ready to be re-deployed in the locations throughout Union County in May. All training and NJDEP recertification for all pesticide applicators takes place during the off season as well. All employees of Union County Mosquito Control, with the exception of our office clerk, are licensed by the New Jersey Department of Environmental Protection in pesticide application and are certified in the 8B category.

The Bureau of Mosquito Control begins Public Outreach at this time. Our education program is designed to be informative and enlightening as to the work we do here and the entomology of mosquitoes.

Additionally, the Inspectors are all Commercial Driver Licensed and are responsible for plowing a portion of Union County's roadways. Those same roads are our responsibility during leaf collection in the fall where some of our staff also hold the title of heavy equipment operator.



RECEIVED

APR 03 2023

CITY CLERK'S OFFICE  
SUMMIT, NJ

## Adulticide Information

The adulticides that Union County will be using this year are;

Zenivex E-20, Fyfanon, Duet, DeltAgard, and Anvil. All have been used in the past year with satisfactory results in knocking down the adult Mosquito populations.

The labels for the adulticides, that Union County will be using this year Are included in this packet and all required safety information is on the label.

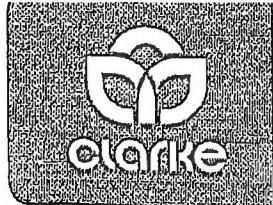
The following Agencies listed below with telephone numbers are for Quick reference. They can be contacted for more information.

National Pesticide Information Center	1-800-858-7378
N.J. Poison Information & Education System	1-800-222-1222
NJDEP Pesticide Control Program	1-609-984-6507
USEPA Region 2 Office of Pesticides Program	1-732-321-6759
NJDEP Office of Mosquito Control Coordination	1-609-292-3649
Union County Bureau of Mosquito Control	1-908-654-9834
Rutgers University, Department of Entomology	1-732-932-9437

Communication: Union County - Notification of 2023 Mosquito Control Program (Notices)







# ANVIL® 10+10 ULV



Contains an Oil Soluble Synergized Synthetic Pyrethroid for Control of Adult Mosquitoes (Including Organophosphate-Resistant Species) Midges, and Black Flies in Outdoor Residential and Recreational Areas.

## ACTIVE INGREDIENTS:

3-Phenoxybenzyl-(1RS, 3RS; 1RS, 3SR)-2,2-dimethyl-3-(2-methylprop-1-enyl) cyclopropanecarboxylate .....	10.00%
*Piperonyl Butoxide .....	10.00%
**OTHER INGREDIENTS .....	80.00%
	100.00%

Contains 0.74 lbs. Technical SUMITHRIN®/Gallon and 0.74 lbs. PBO/Gallon

\*(butylcarbityl)(6-propylpiperonyl) ether and related compounds

\*\*Contains petroleum distillate

KEEP OUT OF REACH OF CHILDREN

## CAUTION

PRECAUCION AL USUARIO: Si usted no lee ingles, no use este producto hasta que la etiqueta haya sido explicado ampliamente

### FIRST AID

IF SWALLOWED:	<ul style="list-style-type: none"><li>• Immediately call a poison control center or doctor.</li><li>• Do not induce vomiting unless told to do so by a poison control center or a doctor.</li><li>• Do not give any liquid to the person.</li><li>• Do not give anything by mouth to an unconscious person.</li></ul>
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IF ON SKIN OR CLOTHING:	<ul style="list-style-type: none"><li>• Take off contaminated clothing.</li><li>• Rinse skin immediately with plenty of water for 15-20 minutes.</li><li>• Call a poison control center or doctor for treatment advice.</li></ul>
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### NOTE TO PHYSICIAN

Contains petroleum distillate - vomiting may cause aspiration pneumonia.

Have the product container or label with you when calling a poison control center or doctor, or going for treatment. For information regarding medical emergencies or pesticide incidents, call 1-888-740-8712.

### PRECAUTIONARY STATEMENTS

#### HAZARDS TO HUMANS AND DOMESTIC ANIMALS

CAUTION. Harmful if absorbed through the skin. Avoid contact with skin, eyes and clothing. In case of contact, flush with plenty of water. Wash thoroughly with soap and water after handling and before eating, drinking, chewing gum, or using tobacco. Remove and wash contaminated clothing before reuse.

#### PERSONAL PROTECTIVE EQUIPMENT (PPE)

Some materials that are chemical-resistant to this product are: barrier laminate, nitrile rubber, neoprene rubber or Viton. Mixers, loaders, applicators, and other handlers must wear long-sleeved shirt, long pants, shoes and socks. In addition, all handlers except for applicators using motorized ground equipment, pilots, and flaggers, must wear chemical-resistant gloves. See engineering controls for additional requirements.

#### USER SAFETY REQUIREMENTS

Follow manufacturer's instructions for cleaning/maintaining PPE. If no such instructions for washables exist, use detergent and hot water. Keep and wash PPE separately from other laundry. Discard clothing and other absorbent material that have been drenched or heavily contaminated with the product's concentrate. Do not reuse them.

#### USER SAFETY RECOMMENDATIONS

Users should wash hands before eating, drinking, chewing gum, using tobacco, or using the toilet. User should remove clothing/PPE immediately if pesticide gets inside, then wash thoroughly and put on clean clothing. User should remove PPE immediately after handling this product. As soon as possible, wash thoroughly and change into clean clothing.

#### ENGINEERING CONTROLS

Pilots must use an enclosed cockpit that meets the requirements listed in the Worker Protection Standard (WPS) for agricultural pesticides [40 CFR 170.240(d)(6)]. Human flagging is prohibited. Flagging to support aerial applications is limited to use of the Global Positioning System (GPS) or mechanical flaggers.

#### ENVIRONMENTAL HAZARDS

This product is toxic to aquatic organisms, including fish and invertebrates. Runoff from treated areas or deposition of spray droplets into a body of water may be hazardous to fish and aquatic invertebrates. Before making the first application in a season, it is advisable to consult with the state or tribal agency with primary responsibility for pesticide regulation to determine if other regulatory requirements exist. Do not apply over bodies of water (lakes, rivers, permanent streams, natural ponds, commercial fishing ponds, swamps, marshes or estuaries), except when necessary to target areas where adult mosquitoes are present, and weather conditions will facilitate movement of applied material away from the water in order to minimize incident deposition into the water body. Do not contaminate bodies of water when disposing of equipment rinsate or wash waters.

This product is highly toxic to bees exposed to direct treatment on blooming crops or weeds. Do not apply this product or allow it to drift to blooming crops or weeds while bees are active visiting the area, except when applications are made to prevent or control a threat to public and/or animal health determined by a state, tribal or local health or vector control agency on the basis of documented evidence of disease causing agents in vector mosquitoes, or the occurrence of mosquito-borne disease in animal or human populations, or if specifically approved by the state or tribe during a natural disaster recovery effort.

#### PHYSICAL OR CHEMICAL HAZARDS

Do not use or store near heat or open flame.

#### DIRECTIONS FOR USE

It is a violation of Federal Law to use this product in a manner inconsistent with its labeling.

#### USE RESTRICTIONS:

For use by federal, state, tribal, or local government officials responsible for public health or vector control, or by persons certified in the appropriate category or otherwise authorized by the state or tribal lead pesticide regulatory agency to perform adult mosquito control applications, or by persons under their direct supervision.

IN CALIFORNIA: This product is to be applied by County Health Department, State Department of Health Services, Mosquito and Vector Control or Mosquito Abatement District personnel only.

IN FLORIDA: Aerial applications of this product require trained personnel to perform industry accepted assays to monitor resistance formation in targeted mosquitoes.

Do not treat a site with more than 0.0036 lbs of Sumithrin® or 0.0036 lbs of PBO per acre in a 24-hour period. Do not exceed 0.1 lb of Sumithrin® or PBO per acre in any year. More frequent applications may be made to prevent or control a threat to public and/or animal health determined by a state, tribal or local health or vector control agency on the basis of documented evidence of disease causing agents in vector mosquitoes or the occurrence of mosquito-borne disease in animal or human populations, or if specifically approved by the state or tribe during a natural disaster recovery effort.

NOTE: When rotating products with other insecticides containing PBO, do not exceed 2 lbs PBO per acre per year.

Not for use in outdoor residential misting systems.

#### USE INFORMATION

ANVIL 10+10 ULV is approved for application as a thermal aerosol and an Ultra Low Volume (ULV) nonthermal aerosol (cold fog) in mosquito adulticiding programs involving outdoor residential and recreational areas where adult mosquitoes are present in annoying numbers in vegetation surrounding parks, woodlands, swamps, marshes, overgrown areas and golf courses. ANVIL 10+10 ULV may be applied over agricultural areas for the control of adult mosquitoes within or adjacent to the treatment areas.

For best results, apply when mosquitoes are most active and weather conditions are conducive



to keeping the fog close to the ground. Application in calm air conditions is to be avoided. Apply only when wind speed is greater than or equal to 1 mph. All types of applications should be conducted at temperatures above 50 °F.

NOTE: ANVIL 10+10 ULV cannot be diluted in water. Dilute this product with light mineral oil if dilution is preferred.

SPRAY DROPLET SIZE DETERMINATION

**Ground-based, wide area mosquito abatement application:** Spray equipment must be adjusted so that the volume median diameter is less than 30 microns (Dv 0.5 < 30 µm) and that 90% of the spray is contained in droplets smaller than 50 microns (Dv 0.9 < 50 µm). Directions from the equipment manufacturer or vendor, pesticide registrant, or a test facility using a laser-based measurement instrument must be used to adjust equipment to produce acceptable droplet size spectra. Application equipment must be tested at least annually to confirm that pressure at the nozzle and nozzle flow rate(s) are properly calibrated.

**Aerial Equipment, wide area mosquito abatement application:** Spray equipment must be adjusted so that the volume median diameter produced is less than 60 microns (Dv 0.5 < 60 µm) and that 90% of the spray is contained in droplets smaller than 80 microns (Dv 0.9 < 80 µm). The effects of flight speed and, for non-rotary nozzles, nozzle angle on the droplet size spectrum must be considered. Directions from the equipment manufacturer or vendor, pesticide registrant, or a test facility using a wind tunnel and laser-based measurement instrument must be used to adjust equipment to produce acceptable droplet size spectra. Application equipment must be tested at least annually to confirm that pressure at the nozzle and nozzle flow rate(s) are properly calibrated.

GROUND ULV APPLICATION

Apply ANVIL 10+10 ULV through a standard ULV cold aerosol or non-thermal aerosol (cold fog) generator. Consult the following table for examples of various dosage rates using a swath width of 300 feet for acreage calculations. Vary flow rate according to vegetation density and mosquito population. Use higher flow rate in heavy vegetation or when populations are high.

Dosage Rate of each a.i. (Lbs. Sumithrin® and PBO per acre)	Fl.oz. ANVIL 10+10 ULV per Acre	Flow Rates in fluid oz./minute at truck speeds of:			
		5 MPH	10 MPH	15 MPH	20 MPH
0.0036	0.62	1.9	3.8	5.7	7.6
0.0024	0.42	1.3	2.5	3.8	5.1
0.0012	0.21	0.6	1.3	1.9	2.5

ANVIL 10+10 ULV may also be applied with non-thermal, portable, motorized backpack equipment adjusted to deliver ULV particles of less than 100 microns VMD. Use 0.21 to 0.62 fl. oz. of the undiluted spray per acre (equal to 0.0012 to 0.0036 lb. a.i./acre) as a 50 ft. (15.2 m) swath while walking at a speed of 2 mph (3.2 kph). Dilute with a suitable mineral oil if dilution is preferred. Do not exceed 0.62 fl. oz. of the undiluted spray per acre. Do NOT use portable backpack equipment for application in enclosed spaces.

ANVIL 10+10 ULV may be applied through truck mounted thermal fogging equipment. Do not exceed the maximum rates listed above. May be applied at speeds of 5 to 20 mph. To reduce oil requirement and sludge buildup in equipment, use a 60 - 100-second viscosity mineral "fog" oil, or other fuel-type oil. Use a clean, well-maintained and properly calibrated fogger. Do not wet foliage since oil base formulations may be phytotoxic. For use with hand carried foggers, use same rates of active ingredient per acre and a swath width of 50 ft with a walking speed of 2 mph. Fog downwind, with the wind at your back. Do NOT use hand-carried foggers for application in enclosed spaces.

AERIAL APPLICATION

ANVIL 10+10 ULV may be applied at rates of 0.21 to 0.62 fluid ounces ANVIL 10+10 ULV per acre by fixed wing or rotary aircraft equipped with suitable ULV application equipment. ANVIL 10+10 ULV may also be diluted with a suitable solvent such as mineral oil and applied by aerial ULV equipment so long as 0.62 fluid ounces per acre of ANVIL 10+10 ULV is not exceeded. Do not apply by fixed wing aircraft at a height less than 100 feet above the ground or canopy, or by helicopter at a height less than 75 feet above the ground or canopy unless specifically approved by the state or tribe based on public health needs.

STORAGE AND DISPOSAL

Do not contaminate water, food or feed by storage or disposal.

**PESTICIDE STORAGE:** Store in a cool, dry place. Keep container closed.

**PESTICIDE DISPOSAL:** Wastes resulting from the use of this product may be disposed of on site or at an approved waste disposal facility.

**CONTAINER HANDLING:** Nonrefillable container. Do not reuse or refill this container. Triple rinse container (or equivalent) promptly after emptying. Triple rinse as follows: Empty the remaining contents into application equipment or a mix tank and drain for 10 seconds after the flow begins to drip. Fill the container 1/4 full with mineral oil and recap. Shake for 10 seconds. Pour rinsate into application equipment or a rinse tank or store rinsate for later use or disposal. Drain for 10 seconds after the flow begins to drip. Repeat this procedure two more times. Offer for recycling if available or reconditioning if appropriate, or puncture and dispose of in a sanitary landfill, or by other procedures approved by state and local authorities.

**CONTAINER HANDLING:** Refillable container. Refill this container with pesticide only. Do not reuse this container for any other purpose. Cleaning before refilling is the responsibility of the refiller. To clean the container before final disposal, empty the remaining contents from this container into application equipment or mix tank. Fill the container about 10 percent full with water. Agitate vigorously or recirculate water with the pump for 2 minutes. Pour or pump rinsate into rinsate collection system. Repeat this rinsing procedure two more times. Offer for recycling if available or reconditioning if appropriate, or puncture and dispose of in a sanitary landfill, or by other procedures approved by state and local authorities.

NOTICE: To the extent provided by law, seller makes no warranty, expressed or implied, concerning the use of this product other than as indicated on the label. Buyer assumes all risk of use and/or handling of this material when use and/or handling is contrary to label instructions.

ANVIL™ is a Trademark of Clarke Mosquito Control Products, Inc.  
Sumithrin® is a Trademark of Sumitomo Chemical Co, Ltd.

Manufactured For  
**CLARKE MOSQUITO CONTROL PRODUCTS, INC.**  
159 N. GARDEN AVENUE  
ROSELLE, ILLINOIS 60172 U.S.A  
FOR MORE INFORMATION CALL: 1-800-323-5727

EPA Reg. No.: 1021-1688-8329  
NET CONTENTS: [ ] 2.5 GAL [ ] 30 GAL [ ] 55 GAL [ ] 275 GAL

EPA Est. No: 8329-IL-01  
LOT NO.:





# ANVIL<sup>®</sup> 2+2 ULV

Contains an Oil Soluble Synergized Synthetic Pyrethroid for Control of Adult Mosquitoes (Including Organophosphate-Resistant Species) Midges, and Black Flies in Outdoor Residential and Recreational Areas.

For use only by federal, state, tribal or local government officials responsible for public health or vector control, or by persons certified in the appropriate category or otherwise authorized by the state or tribal lead pesticide regulatory agency to perform adult mosquito control applications, or by persons under their direct supervision.

#### ACTIVE INGREDIENTS:

3-Phenoxybenzyl-(1RS, 3RS; 1RS, 3SR)-2,2-dimethyl-3-(2-methylprop-1-enyl) cyclopropanecarboxylate .....	2.00%
*Piperonyl Butoxide .....	2.00%
**OTHER INGREDIENTS .....	96.00%
	100.00%

Contains 0.14 lbs. Technical SUMITHRIN®/Gallon and 0.14 lbs. Piperonyl Butoxide/Gallon

\* (butylcarbityl)(6-propylpiperonyl) ether and related compounds

\*\*Contains a petroleum distillate

**KEEP OUT OF REACH OF CHILDREN**

## CAUTION

PRECAUCION AL USUARIO: Si usted no lee ingles, no use este producto hasta que la etiqueta haya sido explicado ampliamente

#### FIRST AID

IF ON SKIN OR CLOTHING:	<ul style="list-style-type: none"><li>• Take off contaminated clothing.</li><li>• Rinse skin immediately with plenty of water for 15-20 minutes.</li><li>• Call a poison control center or doctor for treatment advice.</li></ul>
IF SWALLOWED:	<ul style="list-style-type: none"><li>• Immediately call a poison control center or doctor.</li><li>• Do not induce vomiting unless told to do so by a poison control center or a doctor.</li><li>• Do not give any liquid to the person.</li><li>• Do not give anything by mouth to an unconscious person.</li></ul>

#### NOTE TO PHYSICIAN

Contains petroleum distillate - vomiting may cause aspiration pneumonia.

Have the product container or label with you when calling a poison control center or doctor, or going for treatment. For information regarding medical emergencies or pesticide incidents, call 1-888-740-8712.

#### PRECAUTIONARY STATEMENTS

##### HAZARDS TO HUMANS AND DOMESTIC ANIMALS

**CAUTION.** Harmful if absorbed through the skin. Avoid contact with skin, eyes and clothing. Wash thoroughly with soap and water after handling and before eating, drinking, chewing gum, using tobacco or using the toilet. Remove and wash contaminated clothing before reuse.

##### PERSONAL PROTECTIVE EQUIPMENT (PPE)

Some materials that are chemical-resistant to this product are: barrier laminate or Viton. Mixers, loaders, applicators, and other handlers must wear long-sleeve shirt, long pants, shoes and socks. In addition, all handlers except for applicators using motorized ground equipment, pilots, and flaggers, must wear chemical-resistant gloves. See engineering controls for additional requirements.

##### USER SAFETY REQUIREMENTS

Follow manufacturer's instructions for cleaning/maintaining PPE. If no such instructions for washables exist, use detergent and hot water. Keep and wash PPE separately from other laundry. Discard clothing and other absorbent material that have been drenched or heavily contaminated with the product's concentrate. Do not reuse them.

##### ENGINEERING CONTROLS

Pilots must use an enclosed cockpit that meets the requirements listed in the Worker

Protection Standard (WPS) for agricultural pesticides [40 CFR 170.240(d)(6)].

#### USER SAFETY RECOMMENDATIONS

Users should wash hands before eating, drinking, chewing gum, using tobacco or using the toilet. User should remove clothing/PPE immediately if pesticide gets inside, then wash thoroughly and put on clean clothing. User should remove PPE immediately after handling this product. As soon as possible, wash thoroughly and change into clean clothing.

#### ENVIRONMENTAL HAZARDS

This pesticide is toxic to aquatic organisms, including fish and aquatic invertebrates. Runoff from treated areas or deposition of spray droplets into a body of water may be hazardous to fish and aquatic invertebrates. Before making the first application in a season, it is advisable to consult with the state or tribal agency with primary responsibility for pesticide regulation to determine if other regulatory requirements exist. Do not apply over bodies of water (i.e. rivers, permanent streams, natural ponds, commercial fish ponds, swamps, marshes, estuaries), except when necessary to target areas where adult mosquitoes are present, and weather conditions will facilitate movement of applied material beyond the body of water in order to minimize incidental deposition into the water body. Do not contaminate bodies of water with disposing of equipment rinsate or wash waters.

This product is highly toxic to bees exposed to direct treatment on blooming crops or weeds. Do not apply to or allow drift onto blooming crops or weeds when bees are visiting the treatment area, except when applications are made to prevent or control a threat to public and/or animal health determined by a state, tribal or local health or vector control agency on the basis of documented evidence of disease-causing agents in vector mosquitoes or the occurrence of mosquito-borne disease in animal or human populations, or if specifically approved by the state or tribe during a natural disaster recovery effort.

#### PHYSICAL OR CHEMICAL HAZARDS

Do not use or store near heat or open flame.

#### DIRECTIONS FOR USE

It is a violation of Federal Law to use this product in a manner inconsistent with its labeling.

#### USE RESTRICTIONS:

**IN CALIFORNIA:** This product is to be applied by County Health Department, State Department of Health Services, Mosquito and Vector Control or Mosquito Abatement District personnel only.

**IN FLORIDA:** Aerial applications of this product require trained personnel to perform industry accepted assays to monitor resistance formation in targeted mosquitoes.

Do not treat a site with more than 0.0036 pounds of Sumithrin® or piperonyl butoxide per acre in a twenty-four hour period. Do not exceed 0.1 pounds of Sumithrin® or piperonyl butoxide per acre in any site in one year. More frequent applications may be made to prevent or control a threat to public and/or animal health determined by a state, tribal or local health or vector control agency on the basis of documented evidence of disease-causing agents in vector mosquitoes or the occurrence of mosquito-borne disease in animal or human populations, or if specifically approved by the state or tribe during a natural disaster recovery effort.

**NOTE:** When rotating products with other insecticides containing PBO, do not exceed 2 lbs PBO per acre per year.

Not for use in outdoor residential misting systems.

#### USE INFORMATION:

**USE AREAS:** For use in mosquito adulticiding programs involving outdoor residential and recreational areas where adult mosquitoes are present in annoying numbers in vegetation surrounding parks, woodlands, swamps, marshes, overgrown areas and golf courses. ANVIL 2+2 ULV may be applied over agricultural areas for the control of adult mosquitoes within adjacent to these areas.

For best results, apply when mosquitoes are most active and weather conditions are conducive to keeping the fog close to the ground. Application in calm air conditions is to be avoided. Apply only when ground wind speed is greater than 1 mph. Air temperature should be greater than 50 °F when conducting all types of applications.



NOTE: ANVIL 2+2 ULV cannot be diluted in water. Dilute this product with light mineral oil if dilution is preferred.

#### SPRAY DROPLET SIZE DETERMINATION

**Ground Equipment:** Spray equipment must be adjusted so that the volume median diameter (VMD) is less than 30 microns ( $D_v 0.5 < 30 \mu m$ ) and that 90% of the spray is contained in droplets smaller than 50 microns ( $D_v 0.9 < 50 \mu m$ ). Directions from the equipment manufacturer or vendor, pesticide registrant, or a test facility using a laser-based measurement instrument must be used to adjust equipment to produce acceptable droplet size spectra. Application equipment must be tested at least annually to confirm that pressure at the nozzle and nozzle flow rate(s) are properly calibrated.

**Aerial Equipment:** Spray equipment must be adjusted so that the volume median diameter produced is less than 60 microns ( $D_v 0.5 < 60 \mu m$ ) and that 90% of the spray is contained in droplets smaller than 80 microns ( $D_v 0.9 < 80 \mu m$ ). The effects of flight speed and, for non-rotary nozzles, nozzle angle on the droplet size spectrum must be considered. Directions from the equipment manufacturer or vendor, pesticide registrant, or a test facility using a wind tunnel and laser-based measurement instrument must be used to adjust equipment to produce acceptable droplet size spectra. Application equipment must be tested at least annually to confirm that pressure at the nozzle and nozzle flow rate(s) are properly calibrated.

#### GROUND ULV APPLICATION

Apply ANVIL 2+2 ULV through a standard ULV cold aerosol or non-thermal aerosol (cold fog) generator. Consult the following table for examples of various dosage rates using a swath width of 300 feet for acreage calculations. Vary flow rate according to vegetation density and mosquito population. Use higher flow rate in heavy vegetation or when pest populations are high.

ANVIL 2+2 ULV may also be applied undiluted with non-thermal, portable, motorized backpack equipment adjusted to deliver ULV particles of less than 100 microns VMD. Use 1.081 to 3.245

Dosage Rate (Lbs. Sumithrin® / acre)	Fl.oz. ANVIL 2+2 ULV per Acre	Flow Rates in fluid oz./minute at truck speeds of:			
		5 MPH	10 MPH	15 MPH	20 MPH
0.0036	3.245	9.8	19.7	29.5	39.3
0.0024	2.163	6.6	13.1	19.7	26.2
0.0012	1.081	3.3	6.6	9.8	13.1

fl. oz. of the undiluted spray per acre (equal to 0.0012 to 0.0036 lb. a.i./acre) as a 50 ft. (15.2 m) swath while walking at a speed of 2 mph (3.2 kph). Do not use hand held equipment for this type of application in enclosed spaces.

ANVIL 2+2 ULV may be applied through truck mounted thermal fogging equipment. Do not exceed the maximum rates listed above. May be applied at speeds of 5 to 20 mph. To reduce oil requirement and sludge buildup in equipment, use 100-second viscosity mineral "fog" oil. For use with hand-carried foggers, use same rates of active ingredient per acre. Do not wet foliage since oil base formulations may be phytotoxic. Use a clean, well-maintained and properly calibrated fogger. Fog downwind. Do not use hand held equipment for this type of application in enclosed spaces.

#### AERIAL APPLICATION

ANVIL 2+2 ULV may be applied at rates of 1.081 to 3.245 fluid ounces ANVIL 2+2 ULV per acre by fixed wing or rotary aircraft equipped with suitable ULV application equipment.

**RELEASE HEIGHT FOR AERIAL:** Fixed Wing: Apply using a nozzle height of no less than 100 feet above the ground or canopy. Rotary Wing: Apply using a nozzle height of no less than 75 feet above the ground or canopy.

#### STORAGE AND DISPOSAL

Do not contaminate water, food or feed by storage and disposal.

**PESTICIDE STORAGE:** Store in a cool, dry place. Keep container closed.

**PESTICIDE DISPOSAL:** Wastes resulting from the use of this product may be disposed of on site or at an approved waste disposal facility.

**CONTAINER DISPOSAL:** Nonrefillable container. Do not reuse or refill this container. Triple rinse container (or equivalent) promptly after emptying. Triple rinse as follows: Empty the remaining contents into application equipment or a mix tank and drain for 10 seconds after the flow begins to drip. Fill the container 1/4 full with mineral oil and recap. Shake for 10 seconds. Pour rinsate into application equipment or a rinse tank or store rinsate for later use or disposal. Drain for 10 seconds after the flow begins to drip. Repeat this procedure two more times. Offer for recycling if available or reconditioning if appropriate, or puncture and dispose of in a sanitary landfill, or by other procedures approved by state and local authorities.

**CONTAINER DISPOSAL:** Refillable container. Refill this container with pesticide only. Do not reuse this container for any other purpose. Cleaning before refilling is the responsibility of the refiller. To clean the container before final disposal, empty the remaining contents from this container into application equipment or mix tank. Fill the container about 10 percent full with water. Agitate vigorously or recirculate water with the pump for 2 minutes. Pour or pump rinsate into rinsate collection system. Repeat this rinsing procedure two more times. Offer for recycling if available or reconditioning if appropriate, or puncture and dispose of in a sanitary landfill, or by other procedures approved by state and local authorities.

**NOTICE:** To the extent provided by law, Seller makes no warranty, expressed or implied, concerning the use of this product other than as indicated on the label. Buyer assumes all risk of use and/or handling of this material when use and/or handling is contrary to label instructions.

ANVIL™ is a Trademark of Clarke Mosquito Control Products, Inc.  
Sumithrin® is a Trademark of Sumitomo Company, Ltd.

**Manufactured For:**  
CLARKE MOSQUITO CONTROL PRODUCTS, INC.  
159 N. GARDEN AVENUE  
ROSELLE, ILLINOIS 60172 U.S.A  
FOR MORE INFORMATION CALL: 1-800-323-5727

EPA Reg. No.: 1021-1687-8329

NET CONTENTS: [ ] 2.5 GAL [ ] 30 GAL [ ] 55 GAL [ ] 275 GAL

EPA Est. No.: \_\_\_\_\_

LOT No.: \_\_\_\_\_





# DUET®

## Dual-Action Adulticide

For use only by federal, state, tribal, or local government officials responsible for public health or vector control, or by persons certified in the appropriate category or otherwise authorized by the state or tribal lead pesticide regulatory agency to perform adult mosquito control applications, or by persons under their direct supervision.

A Quick Knockdown, Oil Soluble Synergized Synthetic Pyrethroid for Effective Control of Adult Mosquitoes, Gnats, Biting and Non-Biting Midges, and Blackflies in Outdoor Residential and Recreational Areas.

### ACTIVE INGREDIENTS:

Prallethrin: (RS)-2-methyl-4-oxo-3-(2-propenyl) cyclopent-2-enyl-(1RS)-cis, trans-chrysanthemate .....	1.00%
Sumithrin®: 3-Phenoxybenzyl-(1RS, 3RS, 1RS, 3SR)-2,2-dimethyl-3-(2-methylprop-1-enyl) cyclopropanecarboxylate .....	5.00%
* Piperonyl Butoxide .....	5.00%
** OTHER INGREDIENTS .....	89.00%
	100.00%

Contains 0.0717 pounds of Prallethrin/Gallon, 0.359 pounds of Sumithrin®/Gallon and 0.359 pounds of Piperonyl Butoxide (PBO)/Gallon

\*(butylcarbitol)(6-propylpiperonyl) ether and related compounds

\*\*Contains petroleum distillate

## KEEP OUT OF REACH OF CHILDREN

## CAUTION

PRECAUCION AL USUARIO: Si usted no lee ingles, no use este producto hasta que la etiqueta haya sido explicado ampliamente

### FIRST AID

#### IF SWALLOWED:

- Immediately call a poison control center or doctor.
- Do not induce vomiting unless told to do so by a poison control center or a doctor.
- Do not give any liquid to the person.
- Do not give anything by mouth to an unconscious person.

NOTE TO PHYSICIAN: Contains petroleum distillates - vomiting may cause aspiration pneumonia.

Have the product container or label with you when calling a poison control center or doctor, or going for treatment. For information regarding medical emergencies or pesticide incidents, call 1-888-740-8712.

### PRECAUTIONARY STATEMENTS

#### HAZARDS TO HUMANS AND DOMESTIC ANIMALS

**CAUTION:** Harmful if swallowed. Wash thoroughly with soap and water after handling and before eating, drinking, chewing gum, or using tobacco. Remove and wash contaminated clothing before reuse.

**PERSONAL PROTECTIVE EQUIPMENT (PPE):** Mixers, loaders, applicators, and other handlers must wear the following: long-sleeved shirt, long pants, shoes and socks. See engineering controls for additional requirements.

**USER SAFETY REQUIREMENTS:** Follow manufacturer's instructions for cleaning/maintaining PPE. If no such instructions for washables exist, use detergent and hot water. Keep and wash PPE separately from other laundry. Discard clothing and other absorbent material that have been drenched or heavily contaminated with the product's concentrate. Do not reuse them.

**USER SAFETY RECOMMENDATIONS:** Users should wash hands before eating, drinking, chewing gum, using tobacco, or using the toilet. Users should remove clothing/PPE immediately if pesticide gets inside. Then wash thoroughly and put on clean clothing. Users should remove PPE immediately after handling this product. As soon as possible, wash thoroughly and change into clean clothing.

**ENGINEERING CONTROLS:** Pilots must use an enclosed cockpit that meets the requirements listed in the Worker Protection Standard (WPS) for agricultural pesticides [40 CFR 170.240(d)(6)]. Human flagging is prohibited. Flagging to support aerial applications is limited to the use of the Global Positioning System (GPS) or mechanical flaggers.

### ENVIRONMENTAL HAZARDS

This pesticide is highly toxic to aquatic organisms, including fish and aquatic invertebrates. Runoff from treated areas or deposition of spray droplets into a body of water may be hazardous to fish and aquatic invertebrates. Before making the first application in a season, it is advisable to consult with the state or tribal agency with primary responsibility for pesticide regulation to determine if other regulatory requirements exist. Do not apply over bodies of water (lakes, rivers, permanent streams, natural ponds, commercial fish ponds, swamps, marshes or estuaries), except when necessary to target areas where adult mosquitoes are present, and weather conditions will facilitate movement of applied material away from the water in order to minimize incidental deposition into the water body. Do not contaminate bodies of water when disposing of equipment rinsate or washwaters.

This product is highly toxic to bees exposed to direct treatment on blooming crops or weeds. Do not

apply to or allow drift onto blooming crops or weeds when bees are foraging in the treatment area, except when applications are made to prevent or control a threat to public and/or animal health determined by a state, tribal or local health or vector control agency on the basis of documented evidence of disease causing agents in vector mosquitoes or the occurrence of mosquito-borne disease in animal or human populations, or if specifically approved by the state or tribe during a natural disaster recovery effort.

### PHYSICAL OR CHEMICAL HAZARDS

Do not use or store near heat or open flame.

### DIRECTIONS FOR USE

It is a violation of Federal Law to use this product in a manner inconsistent with its labeling.

### USE RESTRICTIONS

For use only by federal, state, tribal, or local government officials responsible for public health or vector control, or by persons certified in the appropriate category or otherwise authorized by the state or tribal lead pesticide regulatory agency to perform adult mosquito control applications, or by persons under their direct supervision.

**IN CALIFORNIA:** This product is to be applied by County Health Department, State Department of Health Services, Mosquito and Vector Control or Mosquito Abatement District personnel only.

**IN FLORIDA:** Aerial applications of this product require trained personnel to perform industry accepted assays to monitor resistance formation in targeted mosquitoes.

Do not treat a site with more than 0.0036 lb. of each a.i., Sumithrin and piperonyl butoxide and 0.00072 lbs. prallethrin per acre in a single application or in any 24-hour period. Do not apply more than 0.0108 lb. each of Sumithrin and piperonyl butoxide and 0.0022 lb. prallethrin to the same treatment area in a 7 day period. Do not apply more than 0.0216 lb. each of Sumithrin and piperonyl butoxide and 0.0043 lb. prallethrin to the same treatment area in 1 month. Do not exceed 0.1 lb. of Sumithrin or piperonyl butoxide or 0.02 lb. prallethrin per acre in any site in one year. More frequent applications may be made to prevent or control a threat to public and/or animal health determined by a state, tribal, or local health or vector control agency on the basis of documented evidence of disease causing agents in vector mosquitoes or the occurrence of mosquito-borne disease in animal or human populations, or if specifically approved by the state or tribe during a natural disaster recovery effort.

**NOTE:** When rotating products with other insecticides containing piperonyl butoxide, do not exceed 185 PBO per acre per year.

Not for use in outdoor residential misting systems. Not for use in metered release systems.

DUET cannot be diluted in water. Dilute this product with light mineral oil if dilution is preferred.

### USE INFORMATION

DUET is approved for application as a thermal aerosol and as an Ultra Low Volume (ULV) northern aerosol (cold fog) in mosquito adulticiding programs involving outdoor residential, urban, industrial, and recreational areas where adult mosquitoes are present in annoying numbers, and in vegetation surrounding parks, woodlands, swamps, marshes, overgrown areas and golf courses.

DUET may be applied over crops or to areas favoring drift over crops, including row, tree, fruit, citrus pasture and other areas where agricultural enterprises take place.

### SPRAY DROPLET SIZE DETERMINATION

**Ground-based, wide area mosquito abatement application:** Spray equipment must be adjusted so that the volume median diameter (VMD) is less than 30 microns (Dv 0.5 < 30 um) and that 90% of the spray is contained in droplets smaller than 50 microns (Dv 0.9 < 50 um). Directions from the equipment manufacturer or vendor, pesticide registrant, or a test facility using a laser-based measurement instrument must be used to adjust equipment to produce acceptable droplet size spectra. Application equipment must be tested at least annually to confirm that pressure at the nozzle and nozzle flow rate(s) are properly calibrated.

**Aerial Equipment, wide area mosquito abatement application:** Spray equipment must be adjusted so that the volume median diameter produced is less than 60 microns (Dv 0.5 < 60 um) and that 90% of the spray is contained in droplets smaller than 115 microns (Dv 0.9 < 115 um). The effects of flight speed and, for non-rotary atomizers, nozzle angle on the droplet size spectrum must be considered. Directions from the equipment manufacturer or vendor, pesticide registrant, or a test facility using a wind tunnel and laser-based measurement instrument must be used to adjust equipment to produce acceptable droplet size spectra. Application equipment must be tested at least annually to confirm the pressure at the nozzle and nozzle flow rate(s) are properly calibrated.

### GROUND ULV APPLICATION

To control Mosquitoes and other listed insects, apply DUET at a flow rate of 2.6 to 7.8 fluid ounces per minute at an average vehicle speed of 10 mph using a swath width of 300 feet for acreage calculation (see chart below). For best results, apply when mosquitoes are most active and meteorological conditions are conducive to keeping the spray cloud close to the ground. Certain mosquito species such as *Aedes aegypti* and *Aedes albopictus*, are most active during the day. Application in calm air condition is to be avoided. Apply only when ground wind speed is greater than or equal to 1 mph. All types of applications should be conducted at temperatures above 50 °F. Under normal residential conditions a flow rate of 4.8 fluid ounces per minute at an average vehicle speed of 10 mph is recommended. If a different vehicle speed is used, adjust rate accordingly. These rates are equivalent to 0.00024 to 0.00072 pounds of Prallethrin and 0.0012 to 0.0036 pounds of Sumithrin® and Piperonyl Butoxide per acre. Vary flow rate according to vegetation density and mosquito population. Use higher flow rate



In heavy vegetation or when populations are high. DUET may also be diluted with a suitable solvent such as mineral oil and applied by GROUND ULV equipment so long as 1.28 fluid ounces per acre of DUET is not exceeded. Refer to the dilution tables on this label for flow rate calculations for diluted end-use formulations of DUET. Use the following tables to calculate application rates:

Pounds a.i./Acre			DUET Fl.oz./Acre	Flow Rates in fluid oz./minute at truck speeds of:			
Prallethrin	Sumithrin®	PBO		5 MPH	10 MPH	15 MPH	20 MPH
0.00072	0.0036	0.0036	1.28	3.9	7.8	11.7	15.6
0.00044	0.0022	0.0022	0.79	2.4	4.8	7.1	9.5
0.00036	0.0018	0.0018	0.64	1.9	3.9	5.8	7.8
0.00024	0.0012	0.0012	0.43	1.3	2.6	3.9	5.2

DUET may be applied through truck mounted thermal fogging equipment. Do not exceed the maximum rates listed above. May be applied at speeds of 5 to 20 mph. To reduce oil requirement and sludge buildup in equipment, use a 60-100-second viscosity mineral "fog" oil or other fuel-type oil. Use a clean, well-maintained and properly calibrated fogger. Do not wet foliage since oil base formulations may be phytotoxic.

**Urban ULV Mosquito Control:** DUET may be applied for control of resting or flying adult mosquitoes in urban and industrial areas such as utility tunnels, pipe chases, underground basements, underground passages, parking decks, open parking garages, abandoned warehouses, crawl spaces, uninhabited buildings, rail yards, waste yards, junkyards, tire dumps, and other areas where adult mosquitoes may be found. Apply using mechanical-foggers, or truck-mounted ULV equipment, or other spray equipment suitable for this application. Apply at rates up to but not exceeding 0.0036 lb of each a.i., Sumithrin and piperonyl butoxide and 0.00072 lbs. prallethrin per acre in a single application or in any 24-hour period.

#### AERIAL APPLICATION

DUET may be applied at rates of 0.43 to 1.28 fluid ounces of DUET per acre by fixed wing or rotary aircraft equipped with suitable ULV application equipment. Appropriate spray systems include rotary atomizers, flat fan, high pressure, and high pressure impaction nozzles characterized and oriented to achieve the droplet characteristics specified in this label. DUET may also be diluted with a suitable solvent such as mineral oil and applied by aerial ULV equipment so long as 1.28 fluid ounces per acre of DUET is not exceeded. Refer to the dilution tables on this label for flow rate calculations for diluted end-use formulations of DUET. Do not apply by fixed wing aircraft at a height less than 100 feet above the ground or canopy, or by helicopter at a height less than 75 feet above the ground or canopy unless specifically approved by the state or tribe based on public health needs. When making aerial application at an altitude of less than 100 feet, apply only when wind speed at altitude is greater than or equal to 5 mph. When making application at an altitude of 100 feet or greater, apply only when wind speed at altitude is greater than or equal to 3 mph.

#### DILUTION CALCULATIONS

For a 4% Sumithrin product, dilute 1 gallon DUET with 0.25 gallon oil. Finished spray contains 0.29 lbs Sumithrin & PBO and 0.06 pounds Prallethrin per gallon.

Dosage Description	Pounds a.i./Acre			Fluid oz. Finished spray/Acre	Flow Rates in fluid oz./minute at truck speeds of:			
	Prallethrin	Sumithrin	PBO		5 MPH	10 MPH	15 MPH	20 MPH
High Population	0.00072	0.0036	0.0036	1.61	4.9	9.7	14.6	19.5
Recommended	0.00044	0.0022	0.0022	0.98	3.0	5.9	8.9	11.9
Light Population	0.00036	0.0018	0.0018	0.80	2.4	4.9	7.3	9.7
	0.00024	0.0012	0.0012	0.54	1.6	3.2	4.9	6.5

For a 2.5% Sumithrin product, dilute 1 gallon DUET with 1 gallon oil. Finished spray contains 0.179 lbs Sumithrin & PBO and 0.036 pounds Prallethrin per gallon.

Dosage Description	Pounds a.i./Acre			Fluid oz. Finished spray/Acre	Flow Rates in fluid oz./minute at truck speeds of:			
	Prallethrin	Sumithrin	PBO		5 MPH	10 MPH	15 MPH	20 MPH
High Population	0.00072	0.0036	0.0036	2.57	7.8	15.6	23.4	31.1
Recommended	0.00044	0.0022	0.0022	1.57	4.8	9.5	14.3	19.0
Light Population	0.00036	0.0018	0.0018	1.28	3.9	7.8	11.7	15.6
	0.00024	0.0012	0.0012	0.86	2.6	5.2	7.8	10.4

For a 2% Sumithrin product, dilute 1 gallon DUET with 1.5 gallons oil. Finished spray contains 0.143 lbs Sumithrin & PBO and 0.029 pounds Prallethrin per gallon.

Dosage Description	Pounds a.i./Acre			Fluid oz. Finished spray/Acre	Flow Rates in fluid oz./minute at truck speeds of:			
	Prallethrin	Sumithrin	PBO		5 MPH	10 MPH	15 MPH	20 MPH
High Population	0.00072	0.0036	0.0036	3.21	9.7	19.5	29.2	38.9
Recommended	0.00044	0.0022	0.0022	1.96	5.9	11.9	17.8	23.8
Light Population	0.00036	0.0018	0.0018	1.61	4.9	9.7	14.6	19.5
	0.00024	0.0012	0.0012	1.07	3.2	6.5	9.7	13.0

## STORAGE AND DISPOSAL

Do not contaminate water, food or feed by storage or disposal.

**PESTICIDE STORAGE:** Store in a cool, dry place. Keep container closed.

**PESTICIDE DISPOSAL:** Wastes resulting from the use of this product may be disposed of on site or at an approved waste disposal facility.

**CONTAINER DISPOSAL:**

[For 2.5-gallon Jugs]: Non-refillable container. Do not reuse or refill this container. Triple rinse container (or equivalent) promptly after emptying. Triple rinse as follows: Empty the remaining contents into application equipment or a mix tank and drain for 10 seconds after the flow begins to drip. Fill the container 1/4 full with mineral oil and recap. Shake for 10 seconds. Pour rinsate into application equipment or a rinse tank for later use or disposal. Drain for 10 seconds after the flow begins to drip. Repeat this procedure two more times. Offer for recycling if available or reconditioning if appropriate, or puncture and dispose of in a sanitary landfill, or by other procedures approved by state and local authorities.

[For refillable drums & totes]: Refillable container. Refill this container with pesticide only. Do not reuse this container for any other purpose. Cleaning before refilling is the responsibility of the refiller. To clean the container before final disposal, empty the remaining contents from this container into application equipment or mix tank. Fill the container about 10 percent full with water. Agitate vigorously or recirculate water with the pump for 2 minutes. Pour or pump rinsate into rinsate collection system. Repeat this rinsing procedure two more times. Offer for recycling if available or reconditioning if appropriate, or puncture and dispose of in a sanitary landfill, or by other procedures approved by state and local authorities.

FOR MORE INFORMATION CALL 1-800-323-5727

NOTICE: To the extent provided by law, Seller makes no warranty, expressed or implied, concerning the use of this product other than as indicated on the label. Buyer assumes all risk of use and/or handling of this material when use and/or handling is contrary to label instructions.

Sumithrin® - Registered Trademark of Sumitomo Chemical Company, Ltd.

Duet® - Registered Trademark of Clarke Mosquito Control Products, Inc.

MANUFACTURED FOR:  
CLARKE MOSQUITO CONTROL PRODUCTS, INC.  
169 N. GARDEN AVENUE  
ROSELLE, ILLINOIS 60172

AVAILABLE PACKAGING: 2.5 GAL, 30 GAL, 55 GAL, 275 GAL TOTE

LOT NO.: Marked on Container Label

EPA REG. NO.: 1021-1795-8329

EPA EST. NO.: \_\_\_\_\_

AL0477

Packet Pg. 164

Communication: Union County - Notification of 2023 Mosquito Control Program (Notices)





# DUET® HD

## Dual-Action Adulticide

For Aerial Application. Dual-Action Adulticide containing Prallethrin which provides Quick Knockdown, and Synergized Sumithrin® which provides effective kill of Adult MOSQUITOES, GNATS, BITING AND NON-BITING MIDGES and BLACK FLIES in Outdoor Residential and Recreational Areas.

For use only by federal, state, tribal, or local government officials responsible for public health or vector control, or by persons certified in the appropriate category or otherwise authorized by the state or tribal lead pesticide regulatory agency to perform adult mosquito control applications, or by persons under their direct supervision.

#### Active Ingredients:

<b>Prallethrin:</b> (RS)-2-methyl-4-oxo-3-(2-propynyl)cyclopent-2-enyl-(1RS)-cis, trans-chrysanthemate .....	1.00%
<b>Sumithrin®:</b> 3-Phenoxybenzyl-(1RS, 3RS, 1RS, 3SR)-2,2-dimethyl-3-(2-methylprop-1-enyl) cyclopropanecarboxylate .....	5.00%
<b>* Piperonyl Butoxide</b> .....	5.00%
<b>Other Ingredients</b> .....	89.00%
	100.00%

Contains 0.093 pounds of Prallethrin/Gallon, 0.467 pounds of Sumithrin®/Gallon and 0.467 pounds of PBO/Gallon

\*(butylcarbityl) (6-propylpiperonyl) ether and related compounds

## KEEP OUT OF REACH OF CHILDREN

### PRECAUTIONARY STATEMENTS

#### HAZARDS TO HUMANS AND DOMESTIC ANIMALS

**Personal Protective Equipment (PPE):** Mixers, loaders, applicators, and other handlers must wear long-sleeved shirt, long pants, shoes and socks. See engineering controls for additional requirements.

**User Safety Requirements:** Follow manufacturer's instructions for cleaning/maintaining PPE. If no such instructions for washables exist, use detergent and hot water. Keep and wash PPE separately from other laundry. Discard clothing and other absorbent material that have been drenched or heavily contaminated with the product's concentrate. Do not reuse them.

**User Safety Recommendations:** Users should wash hands before eating, drinking, chewing gum, using tobacco, or using the toilet. Users should remove clothing/PPE immediately if pesticide gets inside. Then wash thoroughly and put on clean clothing. Users should remove PPE immediately after handling this product. Wash the outside of gloves before removing. As soon as possible, wash thoroughly and change clothing.

**Engineering Controls:** Pilots must use an enclosed cockpit that meets the requirements listed in Worker Protection Standard (WPS) for agricultural pesticides [40 CFR 170.240(d)(6)]. Human flagging is prohibited. Flagging to support aerial applications is limited to use of the Global Positioning System (GPS) or mechanical flaggers.

#### ENVIRONMENTAL HAZARDS

This pesticide is highly toxic to aquatic organisms, including fish and aquatic invertebrates. Runoff from treated areas or deposition of spray droplets into a body of water may be hazardous to fish and aquatic invertebrates. Before making the first application in a season, it is advisable to consult with the state or tribal agency with primary responsibility for pesticide regulation to determine if other regulatory requirements exist. Do not apply over bodies of water (lakes, rivers, permanent streams, natural ponds, commercial fish ponds, swamps, marshes or estuaries), except when necessary to target areas where adult mosquitoes are present, and weather conditions will facilitate movement of

applied material away from the water in order to minimize incidental deposit into the water body. Do not contaminate bodies of water when disposing of equipment rinsate or wash waters.

This product is highly toxic to bees exposed to direct treatment on blooming crops or weeds. Do not apply to or allow drift onto blooming crops or weeds when bees are foraging the treatment area, except when applications are made to prevent or control a threat to public and/or animal health determined by a state, tribal or local health or vector control agency on the basis of documented evidence of disease causing agents in vector mosquitoes or the occurrence of mosquito-borne disease in animal or human populations, or if specifically approved by the state or tribe during a natural disaster recovery effort.

#### PHYSICAL OR CHEMICAL HAZARDS

Do not use or store near heat or open flame.

#### DIRECTIONS FOR USE

It is a violation of Federal Law to use this product in a manner inconsistent with its labeling.

#### USE RESTRICTIONS

For use only by federal, state, tribal, or local government officials responsible for public health or vector control, or by persons certified in the appropriate category or otherwise authorized by the state or tribal lead pesticide regulatory agency to perform adult mosquito control applications, or by persons under their direct supervision.

**IN CALIFORNIA:** This product is to be applied by County Health Department, State Department of Health Services, Mosquito and Vector Control or Mosquito Abatement District personnel only.

**IN FLORIDA:** Aerial applications of this product require trained personnel to perform industry accepted assays to monitor resistance formation in target mosquitoes.

Do not treat a site with more than 0.0036 lb. of each a.i., Sumithrin and piperonyl butoxide and 0.00072 lbs. prallethrin per acre in a single application or in any 24-hour period. Do not apply more than 0.0108 lb. each of Sumithrin and piperonyl butoxide and 0.0022 lb. prallethrin to the same treatment area in a 7 day period. Do not apply more than 0.0216 lb. each of Sumithrin and piperonyl butoxide and 0.0043 lb. prallethrin to the same treatment area in 1 month. Do not exceed 0.1 lb. of Sumithrin or piperonyl butoxide or 0.02 lb prallethrin per acre in any site in one year. More frequent applications may be made to prevent or control a threat to public and/or animal health determined by a state, tribal, or local health or vector control agency on the basis of documented evidence of disease causing agents in vector mosquitoes or the occurrence of mosquito-borne disease in animal or human populations, or specifically approved by the state or tribe during a natural disaster recovery effort.

**NOTE:** When rotating products with other insecticides containing piperonyl butoxide, do not exceed 2 lbs PBO per acre per year.

Not for use in outdoor residential misting systems. Not for use in metered release systems. Do not dilute this product. Do not use this product in thermal fogging equipment.

#### USE INFORMATION

DUET® HD Dual-Action Adulticide is approved for application as an Ultra Low Volume (ULV) nonthermal aerosol (cold fog) in mosquito adulticiding programs



involving outdoor residential and recreational areas where adult mosquitoes are present in annoying numbers, and in vegetation surrounding parks, woodlands, swamps, marshes, overgrown areas and golf courses.

DUET® HD Dual-Action Adulticide may be applied over crops or to areas favoring drift over crops, including row, tree, fruit, citrus, pasture and other areas where agricultural enterprises take place.

#### **SPRAY DROPLET SIZE DETERMINATION**

**Aerial Equipment, wide area mosquito abatement application:** Spray equipment must be adjusted so that the volume median diameter produced is less than 60 microns ( $Dv\ 0.5 < 60\ \mu m$ ) and that 90% of the spray is contained in droplets smaller than 115 microns ( $Dv\ 0.9 < 115\ \mu m$ ). The effects of flight speed and, for non-rotary atomizers, nozzle angle on the droplet size spectrum must be considered. Directions from the equipment manufacturer or vendor, pesticide registrant, or a test facility using a wind tunnel and laser-based measurement instrument must be used to adjust equipment to produce acceptable droplet size spectra. Application equipment must be tested at least annually to confirm that pressure at the nozzle and nozzle flow rate(s) are properly calibrated.

#### **AERIAL APPLICATION**

DUET® HD Dual-Action Adulticide may be applied at rates of 0.33 to 0.99 fluid ounces of DUET® HD Dual-Action Adulticide per acre by fixed wing or rotary aircraft equipped with suitable ULV application equipment. Appropriate spray systems include rotary atomizers, flat fan, high pressure, and high pressure impaction nozzles characterized and oriented to achieve the droplet characteristics specified in this label.

Do not apply by fixed wing aircraft at a height less than 100 feet above the ground or canopy, or by helicopter at a height less than 75 feet above the ground or canopy unless specifically approved by the state or tribe based on public health needs. When making aerial application at an altitude of less than 100 feet, apply only when wind speed at altitude is greater than or equal to 5 mph. When making application at an altitude of 100 feet or greater, apply only when wind speed at altitude is greater than or equal to 3 mph.

### **STORAGE AND DISPOSAL**

Do not contaminate water, food or feed by storage or disposal.

**PESTICIDE STORAGE:** Store in a cool, dry place. Keep container closed.

**PESTICIDE DISPOSAL:** Wastes resulting from the use of this product may be disposed of on site or at an approved waste disposal facility.

**CONTAINER HANDLING:** *[For Refillable Containers]* Refillable container. Refill this container with pesticide only. Do not reuse this container for any other purpose. Cleaning before refilling is the responsibility of the refiller. To clean the container before final disposal, empty the remaining contents from this container into application equipment or mix tank. Fill the container about 10 percent full with water. Agitate vigorously or recirculate water with the pump for 2 minutes. Pour or pump rinsate into rinsate collection system. Repeat this rinsing procedure two more times. Offer for recycling if available or reconditioning if appropriate, or puncture and dispose of in a sanitary landfill, or by other procedures approved by state and local authorities.

**CONTAINER HANDLING:** *[For Nonrefillable containers of 5 gallons or less]* Nonrefillable container. Do not reuse or refill this container. Triple rinse container (or equivalent) promptly after emptying. Triple rinse as follows: Empty the remaining contents into application equipment or a mix tank and drain for 10 seconds after the flow begins to drip. Fill the container  $\frac{1}{4}$  full with mineral oil and recap. Shake for 10 seconds. Pour rinsate into application equipment or a rinse tank or store rinsate for later use or disposal. Drain for 10 seconds after the flow begins to drip. Repeat this procedure two more times. Offer for recycling if available or reconditioning if appropriate, or puncture and dispose of in a sanitary landfill, or by other procedures approved by state and local authorities.

**NOTICE:** To the extent consistent with applicable law, Seller makes no other warranties, express or implied, of merchantability or of fitness for a particular purpose or otherwise, that extend beyond the statements made on this label. To the extent consistent with applicable law, Buyer assumes all risk of use/handling of this material when use and/or handling is contrary to label instructions.

**FOR MORE INFORMATION CALL: 1-800-323-5727**

**IN CASE OF MEDICAL EMERGENCY, CALL THE  
INTERNATIONAL POISON CONTROL CENTER 1-800-214-7753**

**IN CASE OF TRANSPORTATION EMERGENCY, CALL  
INFO-TRAC 1-800-553-5053**

Sumithrin® - Trademark of Sumitomo Company, Ltd.

Duet® -Registered Trademark of Clarke Mosquito Control Products, Inc.

Manufactured By:  
**CLARKE MOSQUITO CONTROL PRODUCTS, INC.**  
159 N. GARDEN AVENUE  
ROSELLE, ILLINOIS 60172 U.S.A.

**EPA Reg. No.: 8329-105**

**EPA Est. No:**

**NET CONTENTS:** \_\_\_\_\_

**LOT NO.:** \_\_\_\_\_

Communication: Union County - Notification of 2023 Mosquito Control Program (Notices)



# Fyfanon<sup>®</sup> ULV

Mosquito Insecticide

APR 03 2023

CITY CLERK'S OFFICE  
SUMMIT, NJ

## ULTRA LOW VOLUME CONCENTRATE INSECTICIDE

FOR USE ONLY BY FEDERAL, STATE, TRIBAL, OR LOCAL GOVERNMENT OFFICIALS RESPONSIBLE FOR PUBLIC HEALTH OR VECTOR CONTROL, OR BY PERSONS CERTIFIED IN THE APPROPRIATE CATEGORY OR OTHERWISE AUTHORIZED BY THE STATE OR TRIBAL LEAD PESTICIDE REGULATORY AGENCY TO PERFORM ADULT MOSQUITO CONTROL APPLICATIONS, OR BY PERSONS UNDER THEIR DIRECT SUPERVISION.

EPA Reg. No. 279-3539

EPA Est. 39578-TX-1

<b>ACTIVE INGREDIENT:</b>	<b>By Wt.</b>
Malathion*	96.5%
<b>OTHER INGREDIENTS:</b>	<b>3.5%</b>
<b>TOTAL:</b>	<b>100.0%</b>

\* O,O-dimethyl phosphorodithioate of diethyl mercaptosuccinate.  
Contains 9.9 lbs. malathion per gallon.

## KEEP OUT OF REACH OF CHILDREN CAUTION

SEE BOOKLET FOR ADDITIONAL PRECAUTIONARY STATEMENTS AND USE DIRECTIONS

IN CASE OF A MEDICAL EMERGENCY INVOLVING THIS PRODUCT, CALL TOLL FREE, DAY OR NIGHT, 1-800-331-3148

Product of Denmark

Sold By

# FMC

FMC Corporation  
2929 Walnut Street  
Philadelphia PA 19104

NET CONTENTS: 5 Gallons

FIRST AID	
This product is an organophosphate and is a cholinesterase inhibitor.	
<b>IF SWALLOWED:</b>	<ul style="list-style-type: none"> <li>Call a poison control center or doctor immediately for treatment advice.</li> <li>Have person sip a glass of water if able to swallow.</li> <li>Do not induce vomiting unless told to by a poison control center or doctor.</li> <li>Do not give anything by mouth to an unconscious person.</li> </ul>
<b>IF INHALED:</b>	<ul style="list-style-type: none"> <li>Move person to fresh air.</li> <li>If person is not breathing, call 911 or an ambulance, then give artificial respiration, preferably by mouth-to-mouth if possible.</li> <li>Call a poison control center or doctor for further treatment advice.</li> </ul>
<b>IF ON SKIN OR CLOTHING:</b>	<ul style="list-style-type: none"> <li>Take off contaminated clothing.</li> <li>Rinse skin immediately with plenty of water for 15-20 minutes.</li> <li>Call a poison control center or doctor for treatment advice.</li> </ul>
<b>IF IN EYES:</b>	<ul style="list-style-type: none"> <li>Hold eye open and rinse slowly and gently with water for 15-20 minutes.</li> <li>Remove contact lenses, if present, after the first 5 minutes, then continue rinsing eye.</li> <li>Call a poison control center or doctor for treatment advice.</li> </ul>
HOTLINE NUMBER	
Have the product container or label with you when calling a poison control center or doctor, or going for treatment. You may also contact 1-800-331-3148 for emergency medical treatment information.	
NOTE TO PHYSICIAN	
This product is a cholinesterase inhibitor. Treat symptomatically. Atropine is antidotal.	

**PRECAUTIONARY STATEMENTS**  
**HAZARDS TO HUMANS AND DOMESTIC ANIMALS**  
Harmful by swallowing, inhalation or skin contact. Avoid contact with skin. Avoid breathing spray mist.

### PERSONAL PROTECTIVE EQUIPMENT (PPE)

Mixers, Loaders and Flaggers must wear:

- Long sleeved shirt and long pants;
- Shoes plus socks
- Chemical-resistant gloves made of barrier laminate, butyl-rubber  $\geq 14$  mils, nitrile rubber  $\geq 14$  mils, or viton  $\geq 14$  mils

Aerial applications, pilots must wear:

- Long sleeved shirt and long pants;
- Shoes plus socks
- Chemical-resistant gloves made of barrier laminate, butyl-rubber  $\geq 14$  mLs, nitrile rubber  $\geq 14$  mLs, or viton  $\geq 14$  mLs must be worn when a pilot comes into contact with, adjusts, or makes repairs to contaminated equipment after applications but prior to routine decontamination procedures. Gloves are not required while inside the aircraft.

Ground applications must be made using enclosed cabs only. Drivers must wear:

- Long sleeved shirt and long pants;
- Shoes plus socks

Follow manufacturer's instructions for cleaning and maintaining PPE. If no such instructions exist, use detergent and hot water. Keep and wash PPE separately from other laundry.

### User Safety Recommendations

Users should:

- Wash hands before eating, drinking, chewing gum, using tobacco or using the toilet.
- Remove clothing/PPE immediately if pesticide gets inside. Then wash thoroughly and put on clean clothing.
- Remove PPE immediately after handling this product. Wash the outside of gloves before removing. As soon as possible, wash thoroughly and change into clean clothing.



## ENVIRONMENTAL HAZARDS

This pesticide is toxic to aquatic organisms, including fish and invertebrates. Use care when applying in or to an area which is adjacent to any body of water, and do not apply when weather conditions favor drift from target area. Poorly draining soils and soils with shallow water tables are more prone to produce runoff that contains this product.

When applying as a wide area mosquito adulticide, before making the first application in a season, it is advisable to consult with the state or tribal agency charged with primary responsibility for pesticide regulation to determine if other regulatory requirements exist.

This product is highly toxic to bees exposed to direct treatment on blooming crops or weeds. Do not apply or allow to drift onto blooming crops or weeds while bees are actively visiting the treatment area, except when applications are made to prevent or control a threat to public and/or animal health determined by a state, tribal or local public health or vector control agency on the basis of documented evidence of disease causing agents in vector mosquitoes or the occurrence of mosquito-borne disease in animal or human populations, or if specifically approved by the state or tribe during a natural disaster recovery effort. When applying as a wide area mosquito adulticide, do not apply over bodies of water (lakes, rivers, permanent streams, natural ponds, commercial fish ponds, swamps, marshes or estuaries), except when necessary to target areas where adult mosquitoes are present, and weather conditions will facilitate movement of applied material away from the water in order to minimize incidental deposition into the water body.

Do not discharge effluent containing this product into lakes, streams, ponds, estuaries, oceans, or other waters unless in accordance with the requirements of a National Pollutant Discharge Elimination System (NPDES) permit and the permitting authority has been notified in writing prior to discharge. Do not discharge effluent containing this product to sewer systems without previously notifying the local sewage treatment plant authority. For guidance contact your State Water Board or Regional Office of the EPA.

## PHYSICAL OR CHEMICAL HAZARDS

Do not use or store near heat or open flame.

## STORAGE AND DISPOSAL

Do not contaminate water, food or feed by storage and disposal.

**PESTICIDE STORAGE:** Fyfanon® ULV mosquito insecticide should be stored in the original unopened container in a secure, dry place. Do not contaminate with other pesticides or fertilizers. Fyfanon® ULV mosquito insecticide should never be heated above 55°C (131°F), and should not be stored for long periods of time at a temperature in excess of 25°C (77°F).

**PESTICIDE DISPOSAL:** To avoid wastes, use all material in this container by application according to label directions. If wastes cannot be avoided, offer remaining product to a waste disposal facility or pesticide disposal program (often such programs are run by state or local governments or by industry).

### CONTAINER HANDLING:

**Containers equal to or less than 5 gallons:** Nonrefillable container. Do not reuse or refill this container. Triple rinse container promptly after emptying. Triple rinse as follows: Empty the remaining contents into application equipment or a mix tank and drain for 10 seconds after the flow begins to drip. Fill the container ¼ full with water and recap. Shake for 10 seconds. Pour rinsate into application equipment or a mix tank or store rinsate for later use or disposal. Drain for 10 seconds after the flow begins to drip. Repeat this procedure two more times. Offer for recycling if available or dispose of empty container in a sanitary landfill or by other procedures approved by state or local authorities.

**Containers greater than 5 gallons:** Nonrefillable container. Do not reuse or refill this container. Triple rinse or pressure rinse container promptly after emptying. Triple rinse as follows: Empty the remaining contents into application equipment or a mix tank. Fill the container ¼ full with water. Replace and tighten closures. Tip container on its side and roll it back and forth, ensuring at least one complete revolution, for 30 seconds. Stand the container on its end and tip it back and forth several times. Turn the container over onto its other end and tip it back and forth several times. Empty the rinsate into application equipment or a mix tank or store rinsate for later use or disposal. Repeat this procedure two more times. Pressure Rinse as follows: Empty the remaining contents into application equipment or a mix tank and continue to drain for 10 seconds after the flow begins to drip. Hold container upside down over application equipment or a mix tank or collect rinsate for later use or disposal. Insert pressure rinsing nozzle in the side of the container, and rinse at about 40 PSI for at least 30 seconds. Drain for 10 seconds after the flow begins to drip. Offer for recycling if available or dispose of empty container in a sanitary landfill or by other procedures approved by state or local authorities.

**Containers greater than 250 gallons:** Nonrefillable container. Do not reuse or refill this container. Offer for recycling if available. Return container to point of sale. Empty containers may be returned to FMC by calling customer service at 1-800-311-3148 or disposed of by other procedures approved by state and local authorities.

## DIRECTIONS FOR USE

It is a violation of Federal law to use this product in a manner inconsistent with its labeling. For use by federal, state, tribal, or local government officials responsible for public health or vector control, or by persons certified in the appropriate category or otherwise authorized by the state or tribal lead pesticide regulatory agency to perform adult mosquito control applications, or by persons under their direct supervision.

## MOSQUITO CONTROL IN POPULATED AND RURAL AREAS

### PRECAUTIONS AND RESTRICTIONS

Before making the first application in a season, it is advisable to consult with the state or tribal agency with primary responsibility for pesticide regulation to determine if other regulatory requirements exist.

### RESTRICTIONS

- Do not apply more than 0.23 lb ai /Acre/day.
- Only treat when mosquitoes are swarming or biting. Do not re-treat a site more than 3 times in any one week. However, more frequent treatments may be made to prevent or control a threat to public and/or animal health determined by a state, tribal or local health or vector control agency on the basis of documented evidence of disease causing agents in vector mosquitoes or the occurrence of mosquito-borne diseases in animal or human populations, or if specifically approved by the state or tribe during a natural disaster effort.
- Apply when wind speed is greater than or equal to 1 mph.
- Do not apply by fixed wing aircraft at height less than 100 feet, or by helicopter at a height less than 75 feet unless specifically approved by the state or tribe based on public health needs.
- Ground applications must be made using enclosed cabs only.

### PRECAUTIONS

- **IMPORTANT:** IN AREAS WHERE AUTOMOBILES, TRAILERS, TRUCKS AND PLEASURE BOATS ARE PRESENT, undiluted spray droplets of Fyfanon® ULV mosquito insecticide will permanently damage vehicle paint finishes unless the aircraft used for the ultra low volume application meets all of the specifications listed under AERIAL APPLICATION.

### AERIAL APPLICATION

**Adult Mosquitoes on Rangeland, Pasture, and Other Uncultivated Non-Agricultural Areas (Wastelands, Roadsides)**

Apply 1.0 to 3.0 fluid ounces of Fyfanon® ULV mosquito insecticide per acre (0.08 to 0.23 lbs AI per acre).

Spray equipment must be adjusted so that the volume median diameter produced is less than 60 microns (Dv 0.5 < 60 um) and that 90% of the spray is contained in droplets smaller than 100 microns (Dv 0.9 < 100 um). The effects of flight speed and, for non-rotary nozzles, nozzle angle on the droplet size spectrum must be considered. Directions from the equipment manufacturer or vendor, pesticide registrant or a test facility using a wind tunnel and laser-based measurement instrument must be used to adjust equipment to produce acceptable droplet size spectra. Application equipment must be tested at least annually to confirm that pressure at the nozzle and nozzle flow rate(s) are properly calibrated. Adult mosquito control over cities, towns, and other areas where automobiles, trailers, trucks, and pleasure boats are present: Apply only when weather conditions are favorable. Wind and rising air currents may cause undesirable spray drift and reduce insect control. See Precautions and Restrictions for additional instructions.

### GROUND-BASED APPLICATION

Spray equipment must be adjusted so that the volume median diameter is less than 30 microns (Dv 0.5 < 30 um) and that 90% of the spray is contained in droplets smaller than 50 microns (Dv 0.9 < 50 um). Directions from the equipment manufacturer or vendor, pesticide registrant or test facility using laser-based measurement instrument must be used to adjust equipment to produce acceptable droplet size spectra. Application equipment must be tested at least annually to confirm that pressure at the nozzle and nozzle flow rate(s) are properly calibrated.

### Thermal Aerosols or Fogs

For control of adult mosquitoes with thermal aerosols or fogs. Apply Fyfanon® ULV mosquito insecticide at the rate of 3.9 - 5.2 gallons Fyfanon® ULV mosquito insecticide in 100 gallons of finished solution by ground equipment delivering 40 gallons per hour at a vehicle speed of 5 miles per hour to treat a swath width of 300 feet (equivalent to 180 acres per hour). At 3.9 gallons product per 100 gallons of finished solution this is equivalent to 0.08 lbs active/acre. At 5.2 gallons per 100 gallons of finished solution, this is equivalent to 0.11 lbs active/acre.

\*There is a great variation in the chemical composition of fuel oils which may be used as thermal fog solvents. These differences may cause sludge and/or affect the solubility of the Fyfanon® ULV mosquito insecticide.

### Nonthermal Aerosols

**Adult Mosquito Control** - Control of adult mosquitoes over a 300-foot swath can be obtained with nonthermal aerosols of Fyfanon® ULV mosquito insecticide using the following rates at the indicated vehicle speeds:



RATES FOR FYFANON® ULV MOSQUITO INSECTICIDE					
Undiluted Apply as follows:					
Lbs.A.I./Acre/Day	Application Rates Fluid Ounces per Minute at Vehicle Speeds			Fluid Ounces of Fyfanon® ULV mosquito insecticide per acre	
	5 mph	10 mph	15 mph		
0.03 – 0.06*	1.0 - 2.1	2.0 - 4.3	3.0 - 6.3	4.0 - 8.6	0.38 - 0.75

\*Use higher rate of application when vegetation is dense and/or mosquito populations are heavy.

## OPERATING EQUIPMENT

Each nonthermal aerosol generator used for dispersal of Fyfanon® ULV mosquito insecticide to control adult mosquitoes must have minimum capability of producing the droplet spectrum described under GROUND-BASED APPLICATION. The initial determination of droplet size is made after the unit is installed in a vehicle and prior to its use in mosquito control operations. Recheck the unit frequently to insure that proper droplet size is maintained for each operation. Determination of droplet size every two months is usually sufficient if the unit has been maintained in good operating condition.

Equipment manufacturer's instructions setting forth cleaning and maintenance of the unit must be followed. The unit must be inspected before each operation to correct any leaks or obstructions in the spray system; to detect whether the nozzle, hoses, or other parts are worn and need replacement; to insure that the flow meter is properly calibrated and to determine that the pressure recommended by the manufacturer is being maintained.

**Flow Rate**

- Must be regulated by accurate flow meter
- Not greater than 1 gallon per hour at 5 mph; 2 gallons per hour at 10 mph; 3 gallons per hour at 15 mph, or 4 gallons per hour at 20 mph

**Nozzle Direction**

- Rear of the vehicle
- Upward at an angle of 45° or more

**Vehicle Speed**

- Not greater than 20 mph
- Shut off spray equipment when vehicle is stopped

**IMPORTANT:** Spray droplets of undiluted Fyfanon® ULV mosquito insecticide will permanently damage automobile paint unless all the conditions described and recommended in this label are met. If accidental exposure does occur, the vehicle should be washed at once.

**NOTICE:** Read the entire Directions for Use and Conditions of Sale and Limitation of Warranty and Liability before using this product. If the terms are not acceptable, return the product at once, unopened.

The Directions for Use of this product must be followed carefully. It is impossible to eliminate all risks inherently associated with the use of this product. Crop injury, ineffectiveness, or other unintended consequences may result because of such factors as manner of use or application, weather or crop conditions beyond the control of FMC. To the extent consistent with applicable law, all such risks shall be assumed by User, and User agrees to hold FMC harmless for any claims relating to such factors.

FMC warrants that this product conforms to the chemical description on the label and is reasonably fit for the purposes stated on the Directions for Use when used in accordance with the directions under normal conditions of use. TO THE EXTENT CONSISTENT WITH APPLICABLE LAW, FMC MAKES NO WARRANTIES OF MERCHANTABILITY OR OF FITNESS FOR A PARTICULAR PURPOSE, NOR ANY OTHER EXPRESS OR IMPLIED WARRANTIES WITH RESPECT TO THE SELECTION, PURCHASE, OR USE OF THIS PRODUCT. Any warranties, express or implied, having been made are inapplicable if this product has been used contrary to label instructions, or under abnormal conditions, or under conditions not reasonably foreseeable to (or beyond the control of) FMC, and user assumes the risk of any such use.

To the extent consistent with applicable law, FMC or seller shall not be liable for any incidental, consequential or special damages resulting from the use or handling of this product. TO THE EXTENT CONSISTENT WITH APPLICABLE LAW, THE EXCLUSIVE REMEDY OF THE USER, AND THE EXCLUSIVE LIABILITY OF FMC FOR ANY AND ALL CLAIMS, LOSSES, INJURIES OR DAMAGES (INCLUDING CLAIMS BASED ON BREACH OF WARRANTY, CONTRACT, NEGLIGENCE, TORT, STRICT LIABILITY OR OTHERWISE) RESULTING FROM THE USE OR HANDLING OF THIS PRODUCT, SHALL BE THE RETURN OF THE PURCHASE PRICE OF THE PRODUCT OR, AT THE ELECTION OF FMC OR SELLER, THE REPLACEMENT OF THE PRODUCT.

This Conditions of Sale and Limitation of Warranty and Liability may not be amended by any oral or written agreement.

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# Zenivex™ E20

RECEIVED

APR 03 2023

CITY CLERK'S OFFICE  
SUMMIT, NJ

For use only by federal, state, tribal, or local government officials responsible for public health or vector control, or by persons certified in the appropriate category or otherwise authorized by the state or tribal lead pesticide regulatory agency to perform adult mosquito control applications, or by persons under their direct supervision

- FOR THE CONTROL OF ADULT MOSQUITOES, NON-BITING MIDGES, AND BLACK FLIES
- FOR USE AS A SPACE SPRAY BY AIR AND GROUND APPLICATION TO CONTROL ADULT MOSQUITOES
- CAN BE USED UNDILUTED OR DILUTED
- CONTROLS ADULT MOSQUITOES THAT MAY CARRY WEST NILE VIRUS, EASTERN EQUINE ENCEPHALITIS, ST. LOUIS ENCEPHALITIS
- CONTROLS NON-BITING MIDGES, NUISANCE AND BITING FLIES
- QUICK PERMANENT KNOCKDOWN OF ADULT MOSQUITOES

## SPECIMEN LABEL

### ACTIVE INGREDIENT:

Etofenprox (CAS #80844-07-1)..... 20%

OTHER INGREDIENTS\*: ..... 80%

Total: ..... 100%

Contains 1.48 lbs Etofenprox per gallon

\*Contains petroleum distillates

EPA Reg No. 2724-791

KEEP OUT OF REACH OF CHILDREN

### CAUTION

See additional Precautionary Statements,  
First Aid Treatments, and Directions for Use

PRECAUTIONARY STATEMENTS  
HAZARDS TO HUMANS AND  
DOMESTIC ANIMALS  
CAUTION

Harmful if swallowed. Causes moderate eye irritation. Avoid contact with eyes, skin, or clothing. Wash thoroughly with soap and water after handling and before eating, drinking, chewing gum, using tobacco, or using the toilet. Remove contaminated clothing and launder before reuse. Repeated exposure to etofenprox can cause skin irritation.

### FIRST AID

Call a poison control center or doctor immediately for treatment advice.

If swallowed • Immediately call a poison control center or doctor. • Do not induce vomiting unless told to do so by a poison control center or doctor. • Do not give any liquid to the person. • Do not give anything by mouth to an unconscious person.

If in eyes • Hold eye open and rinse slowly and gently with water for 15-20 minutes. • Remove contact lenses, if present, after the first 5 minutes, then continue rinsing eyes. • Call a poison control center or doctor for treatment advice.

Have the product container or label with you when calling a poison control center or doctor or going for treatment. You may also contact 1-800-248-7763 for emergency medical treatment information.

NOTE TO PHYSICIAN: May pose an aspiration pneumonia hazard. Contains petroleum distillate.

### ENVIRONMENTAL HAZARDS

This pesticide is toxic to aquatic organisms, including fish and aquatic invertebrates. Runoff from treated areas or deposition into bodies of water may be hazardous to fish and other aquatic organisms. Do

Communication: Union County - Notification of 2023 Mosquito Control Program (Notices)



not apply over bodies of water (lakes, rivers, permanent streams, natural ponds, commercial fish ponds, swamps, marshes or estuaries), except when necessary to target areas where adult mosquitoes are present, and weather conditions will facilitate movement of applied material away from water in order to minimize incidental deposition into the water body. Do not contaminate bodies of water when disposing of equipment rinsate or washwaters.

This product is highly toxic to bees exposed to direct treatment on blooming crops or weeds. Time applications to provide the maximum possible interval between treatment and the next period of bee activity. Do not apply to blooming crops or weeds when bees are visiting the treatment area, except when applications are made to prevent or control a threat to public and/or animal health determined by a state, tribal, or local health or vector control agency on the basis of documented evidence of disease-causing agents in vector mosquitoes or the occurrence of mosquito-borne disease in animal or human populations, or if specifically approved by the state or tribe during a natural disaster recovery effort.

### PHYSICAL/CHEMICAL HAZARDS

Combustible. Do not use or store near heat or open flame.

### DIRECTIONS FOR USE

It is a violation of Federal law to use this product in a manner inconsistent with its labeling. READ AND FOLLOW ALL LABEL DIRECTIONS. Before making the first application of the season, it is advisable to consult with the state or tribal agency with primary responsibility for pesticide regulation to determine if other regulatory requirements exist.

### GENERAL

Zenivex™ is an effective insecticide used at low volumes to control adult mosquitoes, non-biting midges, biting and non-biting flies. Use Zenivex™, either undiluted as Ultra-Low Volume (ULV) or diluted with mineral oil or other suitable oil diluent, for the control of pest species in or near residential, industrial, commercial, urban, recreational areas, woodlands, golf courses, and other areas where these pests are a problem. Do not spray on or allow drift onto pastureland, cropland, or potable water supplies. In the treatment of corrals, feedlots, swine lots, and zoos, cover any exposed drinking water, drinking water fountains, and animal feed before application. Apply Zenivex™ aerially (both fixed and rotary aircraft) for low volume applications or through mist-blowers, backpack, and handheld sprayers for ground applications. Zenivex™ will control flies and mosquitoes and can be used as part of a total integrated pest management program for controlling disease vectors. Apply Zenivex™ at rates from 0.00175 to 0.0070 pounds of etofenprox per acre.

Dilute this product with oil (10-50 cps) only; do not mix with water. Apply when wind is  $\geq 1$  mph. Do not apply when wind speeds exceed 10 mph. A temperature inversion is preferable to keep the fog close to the ground and applications should be made when labeled insects are most active.

Do not retreat a site more than once in three days; make no more than two applications to a site in any one week or 25 applications in one year. More frequent treatments may be made to prevent or control a threat to public and/or animal health determined by a state, tribal, or local health or vector control agency on the basis of documented evidence of disease-causing agents in vector mosquitoes or the occurrence of mosquito-borne disease in animal or human populations, or if specifically approved by the state or tribe during a natural disaster recovery effort.

### GROUND APPLICATION

Use a vehicle-mounted cold aerosol ULV sprayer to apply the product. Direct the spray equipment nozzle to provide even distribution of the product. For best results, apply perpendicular to the wind direction using a swath width of 300 ft. Spray equipment must be adjusted so that the volume median diameter (VMD) is between 10-30 microns ( $10\mu \leq D_{v0.5} \leq 30\mu$ ) and that 90% of the spray is contained in droplets smaller than 50 microns ( $D_{v0.9} < 50\mu$ ). Directions from the equipment manufacturer or vendor, pesticide registrant, or test facility using a laser-based measurement instrument must be used to adjust equipment to produce acceptable droplet size spectra. Application equipment must be tested at least annually to confirm that pressure at the nozzle and nozzle flow rate(s) are properly calibrated.

The appropriate application rate can be achieved by altering the dilution rate of Zenivex™. Refer to the following chart for examples.

Application rate pound A.I. per acre	Vehicle Speed MPH	Flow rates			
		Undiluted	Diluted 1 to 1	Diluted 1 to 2	Diluted 1 to 4.5
		Oz/minute	Oz/minute	Oz/minute	Oz/minute
0.00175	10	0.9	1.8	2.74	4.57
	15	1.4	2.7	5.40	9.90
	20	1.8	3.6	7.20	13.20
0.00350	10	1.8	3.6	5.48	9.14
	15	2.7	5.4	10.80	19.80
	20	3.6	7.2	14.40	26.40
0.00700	10	3.6	7.2	10.78	19.80
	15	5.4	10.8	16.18	39.60
	20	7.2	14.4	21.50	52.80

Use the higher label rates when spraying areas where dense vegetation is present. Conduct applications when temperatures are between 50-95° F.