#### HARDING TOWNSHIP COMMITTEE MONDAY, NOVEMBER 14, 2022 IN-PERSON

### **EXECUTIVE SESSION at 5:30 PM**

### REGULAR MEETING AGENDA at 7:00 PM

Kirby Hall, Blue Mill Road, New Vernon, New Jersey

#### **CALL MEETING TO ORDER - Mayor**

**ADEQUATE NOTICE** of this November 14, 2022, meeting of the Harding Township Committee was sent to the Observer Tribune on January 3, 2022 and published in the Observer Tribune on January 6, 2022.

ROLL CALL – Municipal Clerk

Ms. Chipperson, Dr. Lacz, Mr. Platt, Mr. Yates, Mr. Jones

#### RESOLUTION TO RECESS INTO EXECUTIVE SESSION

Resolution TC 22-189 - Resolution to Recess into Executive Session

**BE IT RESOLVED**, by the Harding Township Committee that it shall adjourn into executive session to discuss the following subject matter(s) without the presence of the public in accordance with the provisions of R.S. 10:4-12b; and

**BE IT FURTHER RESOLVED**, the matter(s) discussed will be made known to the public at such time as appropriate action is taken on said matter(s), and when disclosure will not result in unwarranted invasion of individual privacy or prejudice to the best interests of the Township of Harding provided such disclosures will not violate Federal, State or local statutes and does not fall within the attorney-client privilege. The Township Committee will return to public session after this Executive Session.

#### **Contracts:**

1. KRE - M. Edwards

#### Litigation:

1. Verizon – M. Roselli

#### Personnel:

- 1. Harding Police Candidates M. Gromek
- 2. 2023 Employee Salaries R. Falzarano

#### Vote on Resolution:

	MOTION	FOR	AGAINST	ABSTAIN	ABSENT
Ms. Chipperson Dr. Lacz Mr. Platt Mr. Yates Mr. Jones		APPROVAL	APPROVAL		
RECONVENE IN	TO PUBLIC SI	ESSION – Mayor			
ROLL CALL – M	unicipal Clerk	Ms. C	Chipperson, Dr. Lacz, 1	Mr. Platt, Mr. Yates,	, Mr. Jones
PLEDGE OF ALI	LEGIANCE – M	Iayor			
was sent to the AOBSERVER TRI	DAILY RECOR BUNE on Jan ng on Blue Mi	RD and the OBSE uary 6, 2022; No ll Road in Harding	rding Township Con TRVER TRIBUNE Jatice was posted on g, NJ on January 3,	anuary 3, 2022 an the Bulletin Boar	nd published in the rd in the Township
			S/CORRESPONDE	-	s
RESOLUTIONS	– (NON-CON	SENT – REQUII	RING SEPARATE	ACTION)	
RESOLUTION ' MINUTES	ГС 22-190 1	RESOLUTION T	O ACCEPT TOW	NSHIP COMMI	TTEE MEETING
Mayor Jones ask	s Township Co	ommittee Membe	r to pr	oceed with Resolu	ıtion TC 22-190.
following meeting	g(s) are approv	ed as prepared an	e of the Township of ad shall be filed as and October 18, 2	a permanent recor	
from the following	g Executive Sea	ssion meeting(s) a	o Committee of the reapproved as prepared 12, 2022 (Special F	ared and shall be fi	iled as a permanent
Township Commresolution placed of	nittee Membe on this evening	r 's Non-Consent A	: I would like genda by consent of	to make a motion the Township Con	on to approve the nmittee.

Seconded by Township Committee Member						
Mayor Jones asl	ks the Municipa	al Clerk for a Roll (	Call:			
Vote on Resolution	on:					
Ms. Chipperson Dr. Lacz Mr. Platt Mr. Yates Mr. Jones	MOTION	FOR APPROVAL	AGAINST APPROVAL	ABSTAIN	ABSENT	
RESOLUTIONS	(NON-CONS	ENT – REQUIRING	G SEPARATE ACTI	ON): - NONE		
DISCUSSION ITEMS:  1. Best Practices – A. Fiore						
MEETING OPEN	N TO THE PUR	eLIC				

#### NOTICE OF PUBLIC COMMENT TIME LIMIT

Hearing of citizens during the Public Comment section of the Agenda is an opportunity for any member of the public to be heard about issues which are/are not topics scheduled for Public Hearing tonight. To help facilitate an orderly meeting, and to permit all to be heard, speakers are asked to limit their comments to a reasonable length of time.

#### ORDINANCES FOR SECOND READING:

Mayor Jones asks Township Committee Member Yates to read Ordinance TC #14-2022.

Township Committee Member Yates reads Ordinance TC #14-2022 by title as follows

### HARDING TOWNSHIP **ORDINANCE #14–2022**

### "AN ORDINANCE FIXING SALARY RANGES OF CERTAIN EMPLOYEES OF THE TOWNSHIP OF HARDING IN THE COUNTY OF MORRIS AND STATE OF NEW JERSEY"

Which said Ordinance was introduced and passed on first reading at a regular Township Committee Meeting held on October 18, 2022.

Mayor Jones asks the Municipal Clerk to give a summary of the legal notice.

K 11-10-2022

The Municipal Clerk States: A legal notice was sent for publication on October 21, 2022 to the Observer Tribune for publication on October 27, 2022 indicating that Ordinance #14-2022 was introduced and passed on first reading at the October 18, 2022, meeting and indicated that the second reading and public hearing were to be held on November 14, 2022 at 7:00 pm on or at any time thereafter for consideration of final adoption. Copies of this Ordinance was made available to the general public, posted on the Harding Township website, and posted in accordance with the law.

Township Com	mittee Member	: I offer	Ordinance #14-2022	2 and move its intro	oduction.
Township Com	mittee Member	sec	conds the motion.		
Mayor Jones as	ks the Municipa	l Clerk for a Roll (	Call:		
Vote on Adoption	<u>1:</u>				
Ms. Chipperson Dr. Lacz Mr. Platt Mr. Yates Mr. Jones	MOTION	FOR APPROVAL	AGAINST APPROVAL	ABSTAIN	ABSENT
ADD-ON RESOI	LUTIONS: NON	E			
RESOLUTIONS	REMOVED FR	OM THE CONSE	NT AGENDA FOR I	DISCUSSION AND	VOTE
CONSENT AGE	NDA				
motion. There wi	Il be no separate	discussion of these		nship Committee Me	ill be enacted by one ember so requests, in hence on the Agenda.
RESOLUTIONS CONSENT AGI		HROUGH RESO	LUTION TC 22-19	9 HAVE BEEN I	PLACED ON THE
CONSENT AGI	ENDA VOTE:				
		mmittee Member 22-191 through T		eeed with the Reso	lutions listed on the
Township Common this evening's	nittee Member _ Consent Agend	: I would	d like to make a mo	tion to approve the	e resolutions placed

November 14, 2022 Regular Meeting	_				
Seconded by To	wnship Commit	tee Member	·		
Mayor Jones as	ks the Municipa	al Clerk for a Roll (	Call:		
Vote on Resolut	ion:				
	MOTION	FOR APPROVAL	AGAINST APPROVAL	ABSTAIN	ABSENT
Ms. Chipperson					
Dr. Lacz					
Mr. Platt					
Mr. Yates					
Mr. Jones				Ц	

#### **CONTRACTS:**

APPOINTMENTS: NONE

Harding Township Committee Agenda

#### Resolution TC 22-191 – Resolution to Authorize Preliminary Wetlands Assessment Services

WHEREAS, the Township of Harding has decided to initiate planning for the 2025 Affordable Housing Round 4; and

WHEREAS, site evaluation is necessary to identify potential realistic opportunity for Affordable Housing; and

WHEREAS, preliminary environmental screening services may be necessary; and

**WHEREAS**, adequate funds in the amount of \$4,600.00 are available in the Township account 25-9999-1110-0170-2-00037.

**BE IT RESOLVED**, by the Township Committee of the Township of Harding, County of Morris, State of New Jersey, that the proposal submitted by Colliers Engineering & Design is hereby approved; and

**BE IT FURTHER RESOLVED**, the Mayor and all Township Employees are hereby authorized and directed to take all such further actions that are necessary and appropriate to effectuate the terms of this resolutions.

# Resolution TC 22-192 — Resolution to Authorize the Award of a Non-Fair and Open Contract for Department of Public Works Paving

WHEREAS, the Township of Harding has a need to acquire paving services for the Department of Public Works lot as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, Ralph Checchio Inc., has submitted a proposal indicating they will provide the labor for the paving of the Department of Public Works lot for \$39,00.00; and

WHEREAS, Ralph Checchio Inc., has completed and submitted a Business Entity Disclosure Certification which certifies that Ralph Checchio Inc., has not made any reportable contributions to a political or candidate committee in the Township of Harding in the previous one year, and that the contract will prohibit the Ralph Checchio Inc. from making any reportable contributions through the term of the contract; and,

WHEREAS, the Chief Financial Officer for the Township of Harding has certified that additional monies are available in the amount of \$39,000.00 from account number #04-2015-201503-9939-4-00000; and

WHEREAS, the total amount shall not exceed \$39,000.00.

**BE IT RESOLVED**, the Qualified Purchasing Agent is hereby directed to effectuate the purchase of herein approved equipment for the approved cost.

#### FINANCE:

#### Resolution TC 22-193 - Bill List

WHEREAS, vouchers for payment have been submitted to the Township Committee by various municipal departments.

**BE IT RESOLVED,** by the Township Committee of the Township of Harding that all vouchers approved by the Finance Chairman be paid subject to the certification of the availability of funds by the Chief Financial Officer.

#### Resolution TC 22-194 – Transfer of Funds

WHEREAS, there appears to be insufficient funds in certain accounts listed below to meet the demands thereon for the balance of the Current Year,

WHEREAS, there appears to be a surplus in certain accounts listed below over and above the demand deemed to be necessary for the balance of the Current Year,

**BE IT RESOLVED**, (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with the provision of N.J.S.A 40A:4-58, part of the surplus in the accounts listed below be and the same are hereby transferred to the accounts listed below to meet the current demands, and

**BE IT FURTHER RESOLVED,** that the Treasurer be is hereby authorized and directed to make the following transfers:

#### **Current Fund Budget**

FROM:		<u>TO:</u>	
Group Insurance – Other Expenses Streets & Roads – Other Expenses Solid Waste Collection – Other Expenses Building & Grounds – Other Expenses	\$64,500 \$7,000 es \$6,000 \$10,000	Board of Adjustments – Other Expenses Gasoline – Other Expenses Board of Health – Salary & Wages General Admin – Salary & Wages Municipal Clerk – Salary & Wages Engineering Services – Other Expenses Cost of Tax Appeal – Other Expenses Legal Services – Other Expenses	\$40,000 \$23,000 \$ 1,000 \$ 1,000 \$ 1,000 \$10,000 \$10,000 \$ 1,500
TOTAL	\$87,500	TOTAL	\$87,500

# Resolution TC 22-195 – Resolution to Authorize an Increase to the Professional Services Contract for Dorsey & Semrau

WHEREAS, at the January 3, 2022 Township Committee meeting, the Township Committee authorized \$30,000.00 for the services of Dorsey & Semrau, under their professional services contract; and

WHEREAS, it is necessary to increase the authorization for the services of Dorsey & Semrau, under their professional services contract to perform labor council tasks; and

WHEREAS, the Chief Financial Officer for the Township of Harding has certified that additional monies are available in the amount of \$10,000.00 from account number # 01-2022-1150-0151-2-00000; and

WHEREAS, the total amount shall not exceed \$40,000.00.

**BE IT RESOLVED,** that all Township employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

Special Tax Council

1/1/22 to 12/31/22 Not to exceed \$40,000.00 01-2022-1155-0155-2-00000

# Resolution TC 22-196 – Resolution to Authorize an Increase to the Professional Services Contract for Plosia Cohen LLC

WHEREAS, at the January 3, 2022 Township Committee meeting, the Township Committee authorized \$15,000.00 for the services of Plosia Cohen LLC, under their professional services contract; and

WHEREAS, at the May 9,2022 Township Committee meeting, the Township Committee authorized an additional \$10,000.00 for the services of Plosia Cohen LLC, under their professional services contract; and

WHEREAS, it is necessary to increase the authorization for the services of Plosia Cohen, LLC, under their professional services contract to perform labor council tasks; and

WHEREAS, the Chief Financial Officer for the Township of Harding has certified that additional monies are available in the amount of \$1,500.00 from account number # 01-2022-1155-0155-2-00000; and

WHEREAS, the total amount shall not exceed \$26,500.00.

**BE IT RESOLVED,** that all Township employees are hereby authorized and directed to take all action necessary and appropriate to effectuate the terms of this Resolution.

Labor Council

1/1/22 to 12/31/22 Not to exceed \$26,500.00 01-2022-1155-0155-2-00000

#### **MISCELLANEOUS:**

Resolution TC 22-197 – Approval of Best Practice Inventory 2022

**BE IT RESOLVED,** by the Township Committee of the Township of Harding in the County of Morris

and State of New Jersey that the Township Committee, having reviewed the contents in a public meeting, hereby approves of the completed CY 2022 Best Practice Inventory as prepared and certified by the Municipal Clerk, Lisa A. Sharp and the Chief Financial Officer.

# Resolution TC 22-198 – A Resolution Consenting to the Proposed Northeast Water Quality Management (WQM) Plan Amendment

WHEREAS, the Township Committee desires to provide for the orderly development of wastewater facilities within the Township of Harding; and

WHEREAS, the New Jersey Department of Environmental Protection (NJDEP) requires that proposed wastewater treatment and conveyance facilities and wastewater treatment service areas, as well as related subjects, conform with an approved WQM plan; and

WHEREAS, the NJDEP has established the WQM plan amendment procedure through the WQMP rules at N.J.A.C. 7:15-3.5 as the method of incorporating unplanned facilities into a WQM plan; and

**WHEREAS**, a proposed WQM plan amendment publicly noticed in the New Jersey Register on November 7, 2022 for KRE Harding Residential has been prepared by Bohler Engineering.

**BE IT RESOLVED**, on this fourteenth day of November, 2022, by the Township Committee of the Township of Harding, County of Morris, State of New Jersey that:

- 1. The Township Committee hereby consents to the KRE Harding Residential amendment and publicly noticed in the New Jersey Register on November 7, 2022, prepared by Bohler Engineering, for the purpose of its incorporation into the applicable WQM plan(s).
- 2. This consent shall be submitted to the NJDEP pursuant to N.J.A.C. 7:15-3.5(g)6.

#### PERSONNEL:

Resolution TC 22-199 – Resolution to Authorize a Grade I, Step 2 Salary Increase for E. M. of the Department of Public Works

**WHEREAS**, a Grade I, Step 2 increase is being recommended by Tracy Toribio, DPW Superintendent and Robert Falzarano, Township Administrator for E.M., DPW Employee.

**BE IT RESOLVED**, that the Township Committee of the Township of Harding authorizes a Grade I, Step 2 Annual Salary Increase to \$50,580.00 for E.M. employee of the Department of Public Works commencing on November 1, 2022 and shall be prorated for the remainder of 2022.

ORDINANCES FOR FIRST READING: NONE

ADJOURNMENT - Mr. Jones

### **ORDINANCE – PUBLIC HEARING – ADOPTION**

1. ORDINANCE 14-2022 – An Ordinance of the Township of Harding, County of Morris, State of New Jersey, Fixing Salary Ranges of Certain Employees of the Township of Harding"

## TOWNSHIP OF HARDING ORDINANCE 14-22

"AN ORDINANCE FIXING SALARY RANGES OF CERTAIN EMPLOYEES OF THE TOWNSHIP OF HARDING INTHE COUNTY OF MORRIS AND STATE OF NEW JERSEY" BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF HARDING

BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF HARDING IN THE COUNTY OF MORRIS AND STATE OF NEW JERSEY, that:

1. The annual salary ranges effective January 1, 2023, shall be as hereinafter specified:

#### SALARY RANGES AND HOURLY RATES

POSITION	Minimum Maxim		<b>Aaximum</b>	
Township Committee Chairman	\$	0	\$	1,200.00
Township Committee Members	\$	0	\$	600.00
Township Administrator	\$	100,815.00	\$	190,550.00
Assistant Township Administrator	\$	95,000.00	\$	144,200.00
Secretary to the Administrator (P/T)	\$	21,225.00	\$	49,188.00
Receptionist / Administration (P/T)	\$	10,613.00	\$	38,257.00
Township Clerk/Registrar (Deputy/Alternate)	\$	63,673.00	\$	103,838.00
Township Clerk/Registrar (Deputy/Alternate) (P/T)	\$	10,613.00	\$	31,518.00
Deputy Township Clerk/Registrar (Deputy/Alternate)	\$	37,143.00	\$	65,583.00
Deputy Township Clerk/Registrar (Deputy/Alternate) (P/T)	\$	21,225.00	\$	49,188.00
Deputy Township Clerk/Registrar (Deputy/Alternate) (Stipend)	\$	7,803.00	\$	13,395.00
Qualified Purchasing Agent (Stipend)	\$	6,367.00	\$	9,838.00
Chief Finance Officer / Treasurer (P/T)	\$	21,225.00	\$	55,682.00
Acting Chief Financial Officer (P/T)	\$	15,919.00	\$	43,722.00
Chief Financial Officer (F/T)	\$	86,700.00	\$	99,807.00
Chief Financial Officer (Hourly) (P/T)	\$	37.14	\$	71.05
Assistant Finance Officer	\$	37,143.00	\$	82,076.00
Finance Assistant / Deputy Tax Collector (FT)	\$	40,000.00	\$	51,500.00
Finance Assistant / Tax Collector (FT)	\$	55,000.00	\$	66,950.00
Finance/Tax Manager (Hourly) (P/T)	\$	27.00	\$	54.59
Finance/Tax Clerk (Hourly)	\$	20.00	\$	49.44
Tax Assessor (P/T)	\$	10,612.00	\$	43,722.00
Tax Assessor (Hourly) (P/T)	\$	27.00	\$	54.59
Tax Assessor Revaluation Stipend	\$	4,080.00	\$	6,304.00
Tax Collector (P/T)	\$	10,612.00	\$	32,792.00
Tax Collector (Hourly) (P/T)	\$	27.00	\$	53.56
Planning Board Administrator/Secretary (P/T)	\$	8,160.00	\$	48,223.00
Planning Board Administrator/Secretary (Hourly) (P/T)	\$	15.60	\$	37.50
Zoning Board Administrator/Secretary (P/T)	\$	17,850.00	\$	54,652.00
Zoning Officer (P/T)	\$	6,897.00	\$	38,256.00
Deputy Zoning Officer (P/T)	\$	2,020.00	\$	6,304.00
Zoning Officer (Hourly) (P/T)	\$	27.00	\$	54.59
Construction Official/Building Subcode/Inspector	\$	90,203.00	\$	125,700.00
Construction Official (Hourly) (P/T)	\$	37.14	\$	70.96
Subcode Officials (P/T)	\$	6,897.00	\$	27,326.00
Subcode Officials (Hourly) (P/T)	\$	21.21	\$	49.18
Construction Code Inspector (Hourly) (P/T)	\$	21.21	\$	49.18
Construction Office Assistant/Secretary	\$	31,836.00	\$	65,583.00
Construction Office Clerk (Hourly) (P/T)	\$	15.91	\$	38.25
Police Chief	\$	170,000.00	\$	189,520.00
Police Lieutenant	\$	140,000.00	\$	166,860.00
Police Secretary	\$	31,837.00	\$	75,190.00

# TOWNSHIP OF HARDING ORDINANCE 14-22

# "AN ORDINANCE FIXING SALARY RANGES OF CERTAIN EMPLOYEES OF THE TOWNSHIP OF HARDING INTHE COUNTY OF MORRIS AND STATE OF NEW JERSEY"

POSITION	N	Iinimum	N	Maximum
Special Class II Police Officer (Hourly) (P/T)	\$	16.98	\$	43.72
Pumping Station Operator (Stipend)	\$	7,959.00	\$	16,955.00
Pumping Station Engineer (Stipend)	\$	7,959.00	\$	16,955.00
General Assignment Stipend	\$	2,500.00	\$	10,300.00
Clerk (Hourly)	\$	13.00	\$	27.32
Administrative Assistant (Hourly) (P/T)	\$	15.92	\$	41.20
Public Works Superintendent	\$	95,000.00	\$	136,578.00
Public Works Deputy Superintendent	\$	83,000.00	\$	92,700.00
Public Works Supervisor – Grade I			\$	82,997.00
Step 1			\$	81,205.00
Step 2			\$	79,907.00
Step 3			\$	77,847.00
Public Works Mechanic – Grade I			\$	82,997.00
Step 1			\$	80,937.00
Step 2			\$	78,887.00
Step 3			\$	76,817.00
Public Works Mechanic – Grade II			\$	74,757.00
Step 1			\$	72,697.00
Step 2			\$	70,637.00
Step 3			\$	68,557.00
Public Works Leadperson- Grade I			\$	80,937.00
Step 1			\$	78,877.00
Step 2			\$	76,817.00
Step 3			\$	74,757.00
Public Works Operator – Grade I			\$	72,697.00
Step 1			\$	70,637.00
Step 2			\$	68,577.00
Step 3			\$	66,517.00
Public Works Operator – Grade II			\$	64,457.00
Step 1			\$	62,397.00
Step 2			\$	60,337.00
Step 3			\$	58,277.00
Public Works Driver – Grade I			\$	56,217.00
Step 1			\$	54,157.00
Step 2			\$	52,097.00
Step 2			\$	50,037.00
Public Works Driver – Grade II			\$	49,440.00
Step 1			\$	47,380.00
Step 2			\$	45,320.00
Step 2 Step 3			\$	43,260.00
Public Works Laborer – Grade I			\$	41,200.00
Step 1			\$	39,140.00
•			э \$	37,080.00
Step 2 Step 3			\$ \$	35,020.00
step 3			Ф	33,020.00
				Revised:

10/14/22

### TOWNSHIP OF HARDING ORDINANCE 14-22

## "AN ORDINANCE FIXING SALARY RANGES OF CERTAIN EMPLOYEES OF THE TOWNSHIP OF HARDING INTHE COUNTY OF MORRIS AND STATE OF NEW JERSEY"

POSITION	Minimum	Maximum

Health Department – Set By Board of Health: Senior Environmental Specialist, Administrative Assistant P/T, Clerical Support

- 2. The actual annual salary shall be set by Resolution of the governing body; such salary shall be paid in accordance with Township policy.
- 3. This ordinance shall take effect after final passage and publication as prescribed by law.

DATED: October 18, 2022

ATTECT

I, Lisa A. Sharp, Acting Deputy Municipal Clerk of the Township of Harding, County of Morris, State of New Jersey, do hereby certify the foregoing ordinance to be a true and correct copy of the ordinance adopted by the Township Committee at the meeting held on October 18, 2022.

TOWNSHIP OF HARDING

AIIESI		TOWNSHII OF HARDING			
Lisa A. Sharp Municipal Clerk		Timothy D. Jones Mayor			
INTRODUCED:	October 18, 2022	ADVERTISED: October 27, 2022			
PUBLIC HEARING ADOPTED:	G: November 14, 2022 November 14, 2022	<b>ADVERTISED</b> : November 17, 2022			

### Vote on Adoption:

	MOTION	FOR APPROVAL	AGAINST APPROVAL	ABSTAIN
Ms. Chipperson Dr. Lacz Mr. Platt Mr. Yates Mr. Jones				