

ANDOVER TOWNSHIP COMMITTEE MEETING AGENDA

THOMAS D. WALSH, JR., MAYOR
ERIC KARR, DEPUTY MAYOR
ELLSWORTH E. BENSLEY, JR.,
JOHN CARAFELLO
JANIS MCGOVERN

FEBRUARY 2, 2023

EXECUTIVE SESSION 6:00PM
REGULAR MEETING 7:00PM

This is a hybrid meeting and is being offered in person or remotely by accessing either of the following options:

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83261041515?pwd=dktJOGJRMWc5MjUxcE9UWWxadINRdz09>

Passcode: 100240

Or by telephone:

Dial US: +1 301 715 8592
Webinar ID: 832 6104 1515
Passcode: 100240

CALL TO ORDER:

EXECUTIVE SESSION:

- Woodland Behavioral and Nursing Center
- PACE Glass
- Collective Bargaining Agreements: DPW and Dispatch
- Department of Public Works - Management

PLEDGE OF ALLEGIANCE

ROLL CALL

OPEN PUBLIC MEETINGS STATEMENT: This meeting is being held in compliance with the provisions of the Open Public Meetings Act, Public Laws of 1975, Chapter 231 and has been properly advertised and certified by the Municipal Clerk.

RULES FOR MEETING: No new business to be brought before the Committee after 8:00PM. The time allotted to the public will be determined by the Committee.

APPROVAL OF THE GENERAL AGENDA

APPROVAL OF CONSENT AGENDA

All items listed below are considered to be routine and non-controversial by the Committee and will be approved by one motion. There will be no separate discussion of these items unless a citizen or Committee member so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

CONSENT AGENDA

OTHER BUSINESS:

1. Approval of Vouchers for Payment

MINUTES:

- January 19, 2023 Executive Session and Regular Meeting Minutes

RESOLUTIONS:

#R2023-48

SALARY RESOLUTION

#R2023-49

**A RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX,
STATE OF NEW JERSEY, PROMOTING ERIK MARRA TO THE POSITION OF
SUPERVISOR OF THE DEPARTMENT OF PUBLIC WORKS
EFFECTIVE FEBRUARY 1, 2023**

#R2023-50

**A RESOLUTION OF THE TOWNSHIP OF ANDOVER, IN THE COUNTY OF SUSSEX
AND STATE OF NEW JERSEY, TO TEMPORARILY AMEND CERTAIN OUTDOOR
DINING REQUIREMENTS TO ENABLE LOCAL RESTAURANTS TO IMPLEMENT
SOCIAL DISTANCING AND SUPPORT THE REOPENING PROCESS**

#R2023-51

TRANSFER RESOLUTION

ORDINANCES
FIRST READING:

ORDINANCE #2023-04

AN ORDINANCE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY, TO ESTABLISH CHAPTER 68A TO REQUIRE LEAD PAINT TESTING AS MANDATED BY P.L. 2021, C.182

ORDINANCES
SECOND READING:

ORDINANCE #2023-01

CALENDAR YEAR 2023
AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)

- ***PUBLIC HEARING***

ORDINANCE #2023-02

AN ORDINANCE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY, AMENDING THE TOWNSHIP CODE CHAPTER 3 AND ESTABLISH THE SECTION 113, ENTITLED "MUNICIPAL BUILDINGS, RESTRICTED AREAS TO SAFEGUARD RECORDS"

- ***PUBLIC HEARING***

ORDINANCE #2023-03

AN ORDINANCE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY AMENDING CHAPTER 167, "TOWING AND STORAGE," SECTION 16, "TOWING AND STORAGE FEE SCHEDULE," OF THE TOWNSHIP CODE

- ***PUBLIC HEARING***

NEW BUSINESS

UNFINISHED BUSINESS

TOWNSHIP COMMITTEE REPORTS

PUBLIC PORTION

RULES FOR THE PUBLIC PORTION OF THE MEETING

1. Please come forward when recognized and state your name and address, unless you are a registered covered person under Daniel's Law by the Office of Information Privacy.
2. Please direct your comments to the Township Committee.
3. The Committee may comment or respond when you conclude your comments.
4. Normally, each member of the public will be recognized and given the floor. ***There is a five-minute time limit on all public comments.*** When you have concluded, you may be recognized again during that public portion of the meeting upon Committee approval.
5. Anyone that is disruptive and/or speaks when they are not recognized will be considered to be disruptive to the meeting and may be asked to leave.

NEXT SCHEDULED MEETINGS:

| | |
|---------------------------|--|
| FEBRUARY 16, 2023: | 6:00PM EXECUTIVE SESSION/7:00PM REGULAR MEETING |
| MARCH 2, 2023: | 5:00PM BUDGET WORKSHOP |
| MARCH 2, 2023: | 7:00PM REGULAR MEETING |

ADJOURN

RESOLUTION
MOTION FOR EXECUTIVE SESSION

BE IT RESOLVED by the Township Committee of the Township of Andover on the 2nd day of FEBRUARY 2023, that:

1. PRIOR to the commencement of the Regular Meeting, the Township Committee shall meet in Executive Session, from which the public shall be excluded, to discuss matters as permitted pursuant to N.J.S.A. 10:4-26, sub-section(s):

- () a. Confidential or excluded matters, by Express provision of Federal law or State statute or rule of court.
- () b. A matter in which the release of information would impair a right to receive funds from the Government of the United States.
- () c. Material the disclosure of which constitutes an unwarranted invasion of individual privacy.
- (X) d. A collective bargaining agreement including negotiations.
- () e. Purchase, lease or acquisition of real property, setting of banking rates or investment of public funds, where it could adversely affect the public interest if disclosed.
- () f. Tactics and techniques utilized in protecting the safety and property of the public, if disclosure could impair such protection. Investigation of violations of the law.
- (X) g. Pending or anticipated litigation or contract negotiations other than in subsection b. (4) herein or matters falling within the attorney-client privilege.
- (X) h. Personnel matters.
- () i. Deliberations after a public hearing that may result in penalties.
 - 1. The time when the matter(s) discussed pursuant to Paragraph 1 hereof can be disclosed to the public is as soon as practicable after final resolution of the aforesaid matter(s).

EXECUTIVE SESSION:

- Woodland Behavioral and Nursing Center
- PACE Glass
- Collective Bargaining Agreements: DPW and Dispatch
- Department of Public Works - Management

ADJOURN

**List of Bills - (1910101000001) CASH - FIRST HOPE DEV ESCROW
DEVELOPERS ESCROW FUND**

Meeting Date: 02/02/2023 For bills from 01/20/2023 to 01/27/2023

| Check# | Vendor | Description | Account | PO Payment | Check Total |
|--|--------------------------------------|--|----------|------------|-------------------|
| 192 | 1817 - J. CALDWELL & ASSOCIATES, LLC | | | | |
| | | PO 14631 DECEMBER 2022 PLANNER SERVICES | | 3,185.00 | |
| | 19-260-57-100-000 | DEVELOPERS AGREEMENTS - OVER \$5,000 | 3,185.00 | | 3,185.00 |
| 193 | 1511 - WEINER LESNIAK LLP | | | | |
| | | PO 14665 DECEMBER 2022 PROFESSIONAL SERVICES | | 1,680.00 | |
| | 19-260-57-100-000 | DEVELOPERS AGREEMENTS - OVER \$5,000 | 1,680.00 | | 1,680.00 |
| | TOTAL | | | | ----- 4,865.00 |
| Total to be paid from Fund 19 DEVELOPERS ESCROW FUND | | 4,865.00 | | | |
| | | ===== | | | |
| | | 4,865.00 | | | |

List of Bills - Clearing Cash

Meeting Date: 02/02/2023 For bills from 01/20/2023 to 01/30/2023

| Check# | Vendor | Description | Account | PO Payment | Check Total |
|--------|---------------------------------|---|--------------|--------------|--------------|
| 10623 | 2763 - AG PIZZA | | | | |
| | | PO 14635 DPW STORM MEALS | | 243.33 | |
| | 01-203-26-290-020 | (2022) PUBLIC WORKS OTHER EXPENSE | 243.33 | | 243.33 |
| 10624 | 67 - AIRGAS USA, LLC | | | | |
| | | PO 14645 2023 DPW TANK RENTAL | | 19.80 | |
| | 01-201-26-290-020 | PUBLIC WORKS OTHER EXPENSE | 19.80 | | 19.80 |
| 10625 | 2468 - ALLIED OIL | | | | |
| | | PO 14642 01/10/23 GASOLINE DELIVERY - 314.80 GALL | | 812.90 | |
| | 01-201-31-460-020 | UTILITY OTHER EXPENSE | 812.90 | | |
| | | PO 14693 01/17/23 DIESEL DELIVERY - 208.00 GALLON | | 768.65 | |
| | 01-201-31-460-020 | UTILITY OTHER EXPENSE | 768.65 | | |
| | | PO 14697 01/18/23 GASOLINE DELIVERY - 335.60 GALL | | 949.11 | |
| | 01-201-31-460-020 | UTILITY OTHER EXPENSE | 949.11 | | |
| | | PO 14708 01/04/23 GASOLINE DELIVERY - 475.60 GALL | | 1,265.77 | |
| | 01-201-31-460-020 | UTILITY OTHER EXPENSE | 1,265.77 | | |
| | | PO 14709 01/03/23 DIESEL DELIVERY - 180.20 GALLON | | 678.54 | |
| | 01-201-31-460-020 | UTILITY OTHER EXPENSE | 678.54 | | 4,474.97 |
| 10626 | 2262 - AMAZON CAPITAL SERVICES | | | | |
| | | PO 14549 COMMERCIAL COFFEE URN | | 40.29 | |
| | 01-203-26-290-020 | (2022) PUBLIC WORKS OTHER EXPENSE | 40.29 | | |
| | | PO 14670 RUNNING BOARDS - NEW TRUCK #9 | | 149.61 | |
| | 01-203-44-000 | Appropriation Reserve Sub Control | 149.61 | | 189.90 |
| 10627 | 857 - AMERIGAS PROPANE LP | | | | |
| | | PO 14643 01/09/23 HEATING PROPANE DELIVERY - 844. | | 1,460.64 | |
| | 01-201-31-460-020 | UTILITY OTHER EXPENSE | 1,460.64 | | 1,460.64 |
| 10628 | 91 - ANDOVER BOARD OF EDUCATION | | | | |
| | | PO 14602 2023 SCHOOL TAX PAYMENTS | | 1,446,217.50 | |
| | | | 1,446,217.50 | | 1,446,217.50 |

List of Bills - Clearing Cash

Meeting Date: 02/02/2023 For bills from 01/20/2023 to 01/30/2023

| Check# | Vendor | Description | Account | PO Payment | Check Total |
|--------|---|---|----------|------------|-------------|
| 10629 | 2399 - ASSOCIATED APPRAISAL GROUP | PO 14520 REASSESSMENT OF NURSING HOME PROPERTIES | 1,125.00 | 1,125.00 | 1,125.00 |
| 10630 | 2869 - BASH THE TRASH ENVIRONMENTAL ARTS LLC | PO 14585 01/19/23 PERFORMANCE AT FLORENCE M. BURD | 2,500.00 | 2,500.00 | 2,500.00 |
| | 02-213-40-000-000 APPROPRIATED RESERVES | | | | |
| 10631 | 2857 - BRIGHTSPEED | PO 14694 JANUARY 2023 LONG DISTANCE PHONE SERVICE | 49.07 | 49.07 | 49.07 |
| | 01-201-31-460-020 UTILITY OTHER EXPENSE | | | | |
| 10632 | 1498 - CENTURY LINK (1) COMMUNICATIONS | PO 14695 JANUARY 2023 LONG DISTANCE PHONE SERVICE | 31.25 | 31.25 | 31.25 |
| | 01-201-31-460-020 UTILITY OTHER EXPENSE | | | | |
| 10633 | 2174 - CINTAS CORPORATION | PO 14662 2023 MEDICAL CABINET SUPPLIES | 273.44 | 273.44 | |
| | 01-201-26-310-020 BUILDINGS & GROUNDS OTHER EXPENSE | | | | |
| | | PO 14698 SEPTEMBER & NOVEMBER 2022 | 472.39 | 472.39 | |
| | 01-201-26-310-020 BUILDINGS & GROUNDS OTHER EXPENSE | | | | 745.83 |
| 10634 | 1619 - CLEARY, GIACOBBE, ALFIERI | PO 14659 DECEMBER 2022 LABOR ATTORNEY | 2,560.00 | 2,560.00 | 2,560.00 |
| | 01-203-20-155-020 (2022) LEGAL OTHER EXPENSE | | | | |
| 10635 | 2873 - COUNTRY CLASSIC AUTO BODY LLC | PO 12816 REPAIRS TO FIRETRUCK - CLAIM #075761-01 | 3,964.60 | 3,964.60 | 3,964.60 |
| 10636 | 1296 - DANIEL M. HENNIGHAN | PO 14619 2022 PRESCRIPTION REIMBURSEMENT | | 66.19 | |

List of Bills - Clearing Cash

Meeting Date: 02/02/2023 For bills from 01/20/2023 to 01/30/2023

| Check# | Vendor | Description | Account | PO Payment | Check Total |
|-------------------|--------------------------------------|---|----------|------------|-------------|
| 01-203-23-220-020 | (2022) GROUP INSURANCE OTHER EXPENSE | | 66.19 | | 66.19 |
| 10637 | 189 - DEMPSEY, INC. | | | | |
| | | PO 14636 DECEMBER 2022 DPW UNIFORM CLEANING SERVI | | 1,195.42 | |
| 01-203-26-290-020 | (2022) PUBLIC WORKS OTHER EXPENSE | | 1,195.42 | | 1,195.42 |
| 10638 | 990 - DORSEY & SEMRAU | | | | |
| | | PO 14657 DECEMBER 2022 PROFESSIONAL SERVICES | | 6,352.50 | |
| 01-203-20-155-020 | (2022) LEGAL OTHER EXPENSE | | 6,352.50 | | |
| | | PO 14658 DECEMBER 2022 PROFESSIONAL SERVICES - PA | | 99.00 | |
| 13-286-56-700-000 | VARIOUS ESCROWS | | 99.00 | | 6,451.50 |
| 10639 | 202 - DOVER BRAKE & CLUTCH CO., INC. | | | | |
| | | PO 14628 TRUCK # 9 | | 81.27 | |
| 01-203-44-000 | Appropriation Reserve Sub Control | | 81.27 | | |
| | | PO 14686 VARIOUS DPW TRUCKS | | 771.50 | |
| 01-201-26-290-020 | PUBLIC WORKS OTHER EXPENSE | | 771.50 | | 852.77 |
| 10640 | 1546 - EDWARD DIKLICH | | | | |
| | | PO 14551 2022 PRESCRIPTION REIMBURSEMENT | | 160.74 | |
| 01-203-23-220-020 | (2022) GROUP INSURANCE OTHER EXPENSE | | 160.74 | | |
| | | PO 14638 2023 PRESCRIPTION REIMBURSEMENT | | 108.65 | |
| 01-201-23-220-020 | GROUP INSURANCE OTHER EXPENSE | | 108.65 | | 269.39 |
| 10641 | 213 - ELIZABETHTOWN GAS | | | | |
| | | PO 14696 DECEMBER 2022 HEATING GAS | | 810.87 | |
| 01-203-31-460-020 | (2022) UTILITY OTHER EXPENSE | | 810.87 | | 810.87 |
| 10642 | 1130 - FAMILY FORD, INC. | | | | |
| | | PO 14629 TRUCK # 9 | | 99.58 | |
| 01-203-44-000 | Appropriation Reserve Sub Control | | 99.58 | | 99.58 |
| 10643 | 1042 - G.T.B.M., INC./INFO-COP | | | | |

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Meeting Date: 02/02/2023 For bills from 01/20/2023 to 01/30/2023

| Check# | Vendor | Description | Account | PO Payment | Check Total |
|-------------------|--|---|----------|------------|-------------|
| | | PO 14575 4TH QTR 2022 - E-TICKETING | | 1,208.88 | |
| 01-203-25-240-020 | (2022) POLICE OTHER EXPENSE | | 1,208.88 | | 1,208.88 |
| 10644 | 236 - GARY KOLAKOWSKI | | | | |
| | | PO 14589 ATPD SNOW TIRES | | 81.60 | |
| 01-203-25-240-020 | (2022) POLICE OTHER EXPENSE | | 81.60 | | 81.60 |
| 10645 | 2780 - GATEHOUSE MEDIA NEW YORK HOLDINGS, INC. | | | | |
| | | PO 14656 NOVEMBER 2022 LEGAL ADVERTISING | | 107.34 | |
| 01-203-20-120-020 | (2022) CLERK - OTHER EXPENSE | | 107.34 | | |
| | | PO 14710 DECEMBER 2022 LEGAL ADVERTISING | | 24.66 | |
| 01-203-20-120-020 | (2022) CLERK - OTHER EXPENSE | | 24.66 | | 132.00 |
| 10646 | 237 - GENERAL CODE PUBLISHERS CORP. | | | | |
| | | PO 14600 2023 ANNUAL MAINTENANCE | | 1,195.00 | |
| 01-201-20-120-020 | CLERK - OTHER EXPENSE | | 1,195.00 | | 1,195.00 |
| 10647 | 245 - HAROLD E. FELLOW & ASSOC. INC. | | | | |
| | | PO 14572 NOVEMBER 2022 ENGINEERING SERVICES | | 135.00 | |
| 01-203-20-165-020 | (2022) ENGINEERING OTHER EXPENSE | | 135.00 | | |
| | | PO 14646 NOVEMBER 2022 ENGINEERING SERVICES | | 43.58 | |
| 13-260-56-900-000 | SOIL EROSION - SEDIMENT CONTROL | | 43.58 | | |
| | | PO 14647 NOVEMBER 2022 ENGINEERING SERVICES | | 152.52 | |
| 13-260-56-900-000 | SOIL EROSION - SEDIMENT CONTROL | | 152.52 | | |
| | | PO 14648 NOVEMBER 2022 ENGINEERING SERVICES | | 217.89 | |
| 13-260-56-300-000 | DRIVEWAY BONDS | | 217.89 | | |
| | | PO 14649 NOVEMBER 2022 ENGINEERING SERVICES | | 26.13 | |
| 13-260-56-400-000 | STREET OPENING PERMITS | | 26.13 | | |
| | | PO 14650 NOVEMBER 2022 ENGINEERING SERVICES | | 518.50 | |
| 01-203-44-000 | Appropriation Reserve Sub Control | | 518.50 | | |
| | | PO 14651 NOVEMBER 2022 ENGINEERING SERVICES | | 600.60 | |
| 02-213-40-000-000 | APPROPRIATED RESERVES | | 600.60 | | |
| | | PO 14652 NOVEMBER 2022 ENGINEERING SERVICES | | 3,594.96 | |
| 01-203-21-186-020 | (2022) ZONING OFFICER OTHER EXPENSE | | 3,594.96 | | 5,289.18 |

List of Bills - Clearing Cash

Meeting Date: 02/02/2023 For bills from 01/20/2023 to 01/30/2023

| Check# | Vendor | Description | Account | PO Payment | Check Total |
|--------|---|--|----------|------------|-------------|
| 10648 | 245 - HAROLD E. PELLOW & ASSOC.INC. | | | | |
| | | PO 14653 NOVEMBER 2022 ENGINEERING SERVICES | | 974.40 | |
| | 01-203-20-165-020 (2022) ENGINEERING OTHER EXPENSE | | 547.61 | | |
| | 01-201-20-165-020 ENGINEERING OTHER EXPENSE | | 426.79 | | |
| | | PO 14654 NOVEMBER 2022 ENGINEERING SERVICES | | 4,935.15 | |
| | 01-203-21-180-020 (2022) PLANNING BOARD OTHER EXPENSE | | 4,935.15 | | |
| | | PO 14655 AUGUST 2022 ENGINEERING SERVICES | | 328.95 | |
| | 13-260-56-900-000 SOIL EROSION - SEDIMENT CONTROL | | 328.95 | | 6,238.50 |
| 10649 | 693 - HOME DEPOT CREDIT SERVICES | | | | |
| | | PO 14565 SUPPLIES FOR HILLSIDE BARN UPGRADES | | 952.16 | |
| | 13-260-58-200-000 RECREATION TRUST | | 952.16 | | |
| | | PO 14673 TRUCK # 9 | | 4.14 | |
| | 01-201-26-290-020 PUBLIC WORKS OTHER EXPENSE | | 4.14 | | |
| | | PO 14713 TOWNHALL SUPPLIES | | 6.94 | |
| | 01-201-26-310-020 BUILDINGS & GROUNDS OTHER EXPENSE | | 6.94 | | 963.24 |
| 10650 | 1653 - INTERNATIONAL ASSOC OF CHIEFS | | | | |
| | | PO 14588 2023 ANNUAL DUES | | 190.00 | |
| | 01-201-25-240-020 POLICE OTHER EXPENSE | | 190.00 | | 190.00 |
| 10651 | 1817 - J. CALDWELL & ASSOCIATES, LLC | | | | |
| | | PO 14632 DECEMBER 2022 PLANNER SERVICES | | 7,847.50 | |
| | 01-203-20-165-020 (2022) ENGINEERING OTHER EXPENSE | | 7,847.50 | | 7,847.50 |
| 10652 | 288 - JCP&L | | | | |
| | | PO 14660 JANUARY 2023 MASTER BILL | | 1,593.93 | |
| | 01-201-31-460-020 UTILITY OTHER EXPENSE | | 1,593.93 | | |
| | | PO 14671 JANUARY 2023 LAKE ILIFF ROAD | | 1,011.76 | |
| | 01-201-31-460-020 UTILITY OTHER EXPENSE | | 1,011.76 | | |
| | | PO 14672 JANUARY 2023 STREET LIGHTING | | 644.74 | |
| | 01-201-31-000 EXPENDITURE CAFR TOTAL | | 644.74 | | 3,250.43 |
| 10653 | 1188 - KOCH AUTO PARTS, INC. | | | | |
| | | PO 14627 TRUCK # 9 | | 60.75 | |

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| Check# | Vendor | Description | Account | PO Payment | Check Total |
|-------------------|--------------------------------------|---|---------|------------|-------------|
| 01-203-44-000 | | Appropriation Reserve Sub Control | 60.75 | | |
| | | PO 14687 DPW VEHICLE PARTS | | 93.84 | |
| 01-201-26-290-020 | | PUBLIC WORKS OTHER EXPENSE | 93.84 | | 154.59 |
| 10654 | 2885 - LAURA BIHLEAR | | | | |
| | | PO 14625 2023 RABIES CLINIC | | 380.00 | |
| | | | 380.00 | | 380.00 |
| 10655 | 957 - LIFE SAVERS, INC. | | | | |
| | | PO 14578 DEFIBTECH LIFELINE AED STANDARD BATTERY | | 449.85 | |
| 01-203-25-240-020 | | (2022) POLICE OTHER EXPENSE | 449.85 | | 449.85 |
| 10656 | 2037 - MATTHEW PUCCIO | | | | |
| | | PO 14689 2023 VISION REIMBURSEMENT | | 200.00 | |
| 01-201-23-220-020 | | GROUP INSURANCE OTHER EXPENSE | 200.00 | | 200.00 |
| 10657 | 332 - MGL PRINTING SOLUTIONS, LLC | | | | |
| | | PO 14307 RABIES DOG TAGS/RING | | 149.00 | |
| | | | 149.00 | | |
| | | PO 14611 2023 MARRIAGE CERTIFICATE BINDER & INDEX | | 127.00 | |
| 01-201-20-120-020 | | CLERK - OTHER EXPENSE | 127.00 | | 276.00 |
| 10658 | 344 - MONTAGUE TOOL&SUPPLY CO., INC. | | | | |
| | | PO 14626 VARIOUS DPW SUPPLIES | | 69.88 | |
| 01-201-26-290-020 | | PUBLIC WORKS OTHER EXPENSE | 45.90 | | |
| 01-201-26-290-020 | | PUBLIC WORKS OTHER EXPENSE | 23.98 | | |
| | | PO 14674 CHIPPER BLADES & CHAINSAW BAR | | 87.13 | |
| 01-201-26-290-020 | | PUBLIC WORKS OTHER EXPENSE | 87.13 | | |
| | | PO 14688 CHAINSAWS | | 33.81 | |
| 01-201-26-290-020 | | PUBLIC WORKS OTHER EXPENSE | 33.81 | | 190.82 |
| 10659 | 2387 - MOTOROLA SOLUTIONS, INC. | | | | |
| | | PO 14375 ATPD CAMERA SUPPLIES - POE SWITCH | | 250.00 | |
| 01-203-25-240-020 | | (2022) POLICE OTHER EXPENSE | 250.00 | | 250.00 |

List of Bills - Clearing Cash

Meeting Date: 02/02/2023 For bills from 01/20/2023 to 01/30/2023

| Check# | Vendor | Description | Account | PO Payment | Check Total |
|--------|---|---|----------|------------|-------------|
| 10660 | 396 - NORTH JERSEY COURT ADMIN ASSN | | | | |
| | | PO 14637 2023 North Jersey Court Administrators m | | 100.00 | |
| | 01-201-42-490-020 SHARED SERVICE - JOINT COURT O/E | | 100.00 | | 100.00 |
| 10661 | 1230 - NORTH JERSEY MUNICIPAL,EMPLOYEE | | | | |
| | | PO 14683 2023 DENTAL INSURANCE | | 2,992.00 | |
| | 01-201-23-220-020 GROUP INSURANCE OTHER EXPENSE | | 2,992.00 | | 2,992.00 |
| 10662 | 2389 - OCA BENEFIT SERVICES | | | | |
| | | PO 14574 DECEMBER 2022 FLEXIBLE SPENDING | | 50.00 | |
| | 01-203-23-220-020 (2022) GROUP INSURANCE OTHER EXPENSE | | 50.00 | | |
| | | PO 14601 2023 ANNUAL FEE | | 250.00 | |
| | 01-201-23-220-020 GROUP INSURANCE OTHER EXPENSE | | 250.00 | | 300.00 |
| 10663 | 2271 - ONIX NETWORKING | | | | |
| | | PO 14563 12/16/22 - 12/15/23 - GMAIL RENEWAL | | 8,748.00 | |
| | 01-203-20-140-020 (2022) INFORMATION TECHNOLOGY - OTHER EXPENSE | | 6,156.00 | | |
| | 01-203-25-240-020 (2022) POLICE OTHER EXPENSE | | 2,592.00 | | 8,748.00 |
| 10664 | 1622 - OPDYKE'S SALES & SERVICE CORP. | | | | |
| | | PO 14685 TRUCK # 7 | | 1,049.55 | |
| | 01-201-26-290-020 PUBLIC WORKS OTHER EXPENSE | | 1,049.55 | | 1,049.55 |
| 10665 | 2698 - PIERSON LANDSCAPING & DESIGN, LLC | | | | |
| | | PO 14684 01/26/23 SEPTIC PUMPING | | 295.00 | |
| | 01-201-26-310-020 BUILDINGS & GROUNDS OTHER EXPENSE | | 295.00 | | 295.00 |
| 10666 | 2768 - PLANET NETWORKS, INC. | | | | |
| | | PO 14677 2023 PHONE SERVICE | | 2,720.70 | |
| | 01-201-31-460-020 UTILITY OTHER EXPENSE | | 2,720.70 | | 2,720.70 |

List of Bills - Clearing Cash

Meeting Date: 02/02/2023 For bills from 01/20/2023 to 01/30/2023

| Check# | Vendor | Description | Account | PO Payment | Check Total |
|--------|---|---|----------|------------|-------------|
| 10667 | 2880 - POWERDMS, INC. | | | | |
| | | PO 14573 2023 ANNUAL PLANIT SUBSCRIPTION - ATPD | | 2,009.50 | |
| | 01-201-25-240-020 POLICE OTHER EXPENSE | | 2,009.50 | | 2,009.50 |
| 10668 | 428 - PUBLIC WORKS ASSOC. OF NJ | | | | |
| | | PO 14682 2023 MEMBERSHIP DUES | | 75.00 | |
| | 01-201-26-290-020 PUBLIC WORKS OTHER EXPENSE | | 75.00 | | 75.00 |
| 10669 | 1686 - R & L DATA CENTERS, INC. | | | | |
| | | PO 14610 DECEMBER 2022 PAYROLL PROCESSING FEES | | 880.50 | |
| | 01-203-20-140-020 (2022) INFORMATION TECHNOLOGY - OTHER EXPENSE | | 880.50 | | 880.50 |
| 10670 | 2501 - STATE TOXICOLOGY LABORATORY | | | | |
| | | PO 14586 2022 RANDOM DRUG TESTING | | 90.00 | |
| | 01-203-25-240-020 (2022) POLICE OTHER EXPENSE | | 90.00 | | 90.00 |
| 10671 | 2877 - SUMMIT RISK SERVICES, INC. | | | | |
| | | PO 14524 SEPTEMBER 2022 PROFESSIONAL SERVICES | | 2,055.00 | |
| | 01-203-35-000 Appropriation Reserve Sub Control | | 2,055.00 | | 2,055.00 |
| 10672 | 2574 - SUSSEX CLEANERS, INC. | | | | |
| | | PO 14620 DECEMBER 2022 POLICE UNIFORM CLEANING | | 80.20 | |
| | 01-203-25-240-020 (2022) POLICE OTHER EXPENSE | | 42.77 | | |
| | 01-201-25-240-020 POLICE OTHER EXPENSE | | 37.43 | | 80.20 |
| 10673 | 548 - SUSSEX COUNTY RENTAL, LLC | | | | |
| | | PO 14641 HILLSIDE BARN FLOOR - FLOOR ROLLER | | 44.80 | |
| | 13-260-58-200-000 RECREATION TRUST | | 44.80 | | 44.80 |
| 10674 | 2225 - THE POLICE & SHERRIFS PRESS | | | | |
| | | PO 14587 ID CARD - MIKE HAGGERTY | | 63.05 | |
| | 01-203-25-240-020 (2022) POLICE OTHER EXPENSE | | 63.05 | | 63.05 |

List of Bills - Clearing Cash

Meeting Date: 02/02/2023 For bills from 01/20/2023 to 01/30/2023

| Check# | Vendor | Description | Account | PO Payment | Check Total |
|--------|-----------------------------------|---|--------------|--------------|--------------|
| 10675 | 710 - TILCON NEW YORK, INC. | | | | |
| | | PO 14407 MILLING & PAVING - MACINTOSH, TANGLEWOOD | | 4,260.76 | |
| | 01-203-44-000 | Appropriation Reserve Sub Control | 4,260.76 | | 4,260.76 |
| 10676 | 562 - TIMMERMAN EQUIPMENT INC. | | | | |
| | | PO 14675 BROOMS FOR PELICAN SWEEPER | | 460.96 | |
| | 02-213-40-000-000 | APPROPRIATED RESERVES | 460.96 | | 460.96 |
| 10677 | 567 - TOWNSHIP OF RANDOLPH | | | | |
| | | PO 14707 2023 MCCPC MEMBERSHIP | | 1,100.00 | |
| | 01-201-20-100-020 | ADMINISTRATION - OTHER EXPENSE | 1,100.00 | | 1,100.00 |
| 10678 | 569 - TREASURER, COUNTY OF SUSSEX | | | | |
| | | PO 14700 1ST QTR 2023 - COUNTY PURPOSE TAX | | 1,024,820.53 | |
| | 01-208-55-000-000 | COUNTY TAXES PAYABLE -ALL | 1,024,820.53 | | 1,024,820.53 |
| 10679 | 569 - TREASURER, COUNTY OF SUSSEX | | | | |
| | | PO 14701 1ST QTR 2023 - COUNTY LIBRARY TAX | | 74,386.97 | |
| | 01-208-55-000-000 | COUNTY TAXES PAYABLE -ALL | 74,386.97 | | 74,386.97 |
| 10680 | 569 - TREASURER, COUNTY OF SUSSEX | | | | |
| | | PO 14702 1ST QTR 2023 - COUNTY OPEN SPACE TAX | | 4,057.20 | |
| | 01-208-55-000-000 | COUNTY TAXES PAYABLE -ALL | 4,057.20 | | 4,057.20 |
| 10681 | 569 - TREASURER, COUNTY OF SUSSEX | | | | |
| | | PO 14703 2022 ADDED & OMITTED - COUNTY PURPOSE TA | | 4,349.29 | |
| | | | 4,349.29 | | 4,349.29 |
| 10682 | 569 - TREASURER, COUNTY OF SUSSEX | | | | |
| | | PO 14704 2022 ADDED & OMITTED - COUNTY LIBRARY TA | | 318.06 | |
| | | | 318.06 | | 318.06 |

List of Bills - Clearing Cash

Meeting Date: 02/02/2023 For bills from 01/20/2023 to 01/30/2023

| Check# | Vendor | Description | Account | PO Payment | Check Total |
|--------|---|---|----------|------------|-------------|
| 10683 | 569 - TREASURER, COUNTY OF SUSSEX | PO 14705 2022 ADDED & OMITTED - COUNTY OPEN SPACE | 20.75 | 20.75 | 20.75 |
| 10684 | 586 - VERIZON WIRELESS | PO 14711 JANUARY 2023 MOBILE PHONE SERVICE | | 521.27 | |
| | 01-201-25-240-020 POLICE OTHER EXPENSE | | 391.28 | | |
| | 01-201-31-460-020 UTILITY OTHER EXPENSE | | 91.98 | | |
| | 01-201-25-000 EXPENDITURE CAFR TOTAL | | 38.01 | | 521.27 |
| 10685 | 1511 - WEINER LESNIAK LLP | PO 14666 DECEMBER 2022 PROFESSIONAL SERVICES | | 560.00 | |
| | 01-203-20-155-020 (2022) LEGAL OTHER EXPENSE | | 560.00 | | 560.00 |
| 10686 | 608 - WEIS MARKETS, INC. | PO 14591 SUPPLIES FOR RECREATION HOLIDAY PARTY | | 181.84 | |
| | 01-203-28-370-020 (2022) RECREATION OTHER EXPENSE | | 181.84 | | 181.84 |
| 10687 | 609 - WELDON QUARRY CO., INC. | PO 14644 12/08/22-12/09/22 - WINTER MIX | | 325.41 | |
| | 01-203-26-290-020 (2022) PUBLIC WORKS OTHER EXPENSE | | 325.41 | | 325.41 |
| 10688 | 2853 - WINTERTHUR ESTATES/ASSOCIATED SALES | PO 14630 RELEASE OF UNUSED ESCROW FUNDS | | 1,800.00 | |
| | 13-286-56-700-000 VARIOUS ESCROWS | | 1,800.00 | | 1,800.00 |

TOTAL

2,640,291.54

| | |
|--|--------------|
| Total to be paid from Fund 01 CURRENT FUND | 2,632,535.95 |
| Total to be paid from Fund 02 FEDERAL & STATE GRANT FUND | 3,561.56 |
| Total to be paid from Fund 12 DOG TRUST | 529.00 |
| Total to be paid from Fund 13 OTHER TRUST | 3,665.03 |

List of Bills - Clearing Cash

Meeting Date: 02/02/2023 For bills from 01/20/2023 to 01/30/2023

| Check# | Vendor | Description | Account | PO Payment | Check Total |
|--------|--------|-------------|---------|------------|-------------|
|--------|--------|-------------|---------|------------|-------------|

2,640,291.54

Checks Previously Disbursed

| | | | | | |
|-------|------------|---------------------------|--------|-----------|--|
| 10556 | PETTY CASH | PO# 14624 2023 PETTY CASH | 300.00 | 1/17/2023 | |
| | | | ----- | | |
| | | | 300.00 | | |

| Totals by fund | Previous Checks/Voids | Current Payments | Total |
|------------------------------------|-----------------------|---------------------|---------------------|
| Fund 01 CURRENT FUND | 300.00 | 2,632,535.95 | 2,632,835.95 |
| Fund 02 FEDERAL & STATE GRANT FUND | | 3,561.56 | 3,561.56 |
| Fund 12 DOG TRUST | | 529.00 | 529.00 |
| Fund 13 OTHER TRUST | | 3,665.03 | 3,665.03 |
| BILLS LIST TOTALS | 300.00 | 2,640,291.54 | 2,640,591.54 |

**TOWNSHIP OF ANDOVER
COUNTY OF SUSSEX, STATE OF NEW JERSEY**

RESOLUTION #R2023-49

**A RESOLUTION OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX, STATE OF
NEW JERSEY, PROMOTING ERIK MARRA TO THE POSITION OF SUPERVISOR OF THE
DEPARTMENT OF PUBLIC WORKS EFFECTIVE FEBRUARY 1, 2023**

WHEREAS, the Township of Andover Department of Public Works is managed by the Supervisor of Public Works; and

WHEREAS, the Township of Andover ("Township") has a need to appoint a new Supervisor of Public Works due to a retirement; and

WHEREAS, the Township is seeking to promote Erik Marra, who holds the Certified Public Works Manager (CPWM) title, and who also currently holds the title of Road Supervising Laborer (Assistant Road Supervising Laborer as set forth in the Township Code) to the position of Supervisor; and

WHEREAS, this promotion allows Mr. Marra to help ensure that the Department of Public Works continues to run smoothly and without interruption; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Andover as follows:

- 1) The Township of Andover hereby promotes Erik Marra effective February 1, 2023 to the non-union position of Supervisor of the Department of Public Works.
- 2) The Supervisor of the Department of Public Works shall also hold the titles of Buildings, Grounds and Special Projects Supervisor, as well as Deputy Stormwater Coordinator.
- 3) The positions shall afford Mr. Marra an annual salary to be remunerated per the Salary Resolution.
- 4) The position is exempt from overtime but for in the case of extreme winter weather at which time the Township Committee shall have the discretion to compensate Mr. Marra for excessive hours.
- 5) The position further affords Mr. Marra the use of a Township vehicle as determined by the Supervisor of Public Works, and Mr. Marra has permission to take the vehicle home but may not use it for personal reasons;
- 6) All other benefits of employment shall be as set forth in the Andover Township Employee Policies and Procedures Manual and the working hours shall be determined by the Supervisor of Public Works.
- 7) This resolution shall take effect immediately.

CERTIFICATION

I, Patricia L. Bussow, Municipal Clerk of the Township of Andover, in the County of Sussex in the State of New Jersey, do hereby certify that the foregoing Resolution is a true copy of the Original Resolution duly passed and adopted by a majority of the full membership of the Andover Township Committee at its meeting on February 2, 2022.

Patricia L. Bussow, RMC
Administrator/Municipal Clerk

**TOWNSHIP OF ANDOVER
COUNTY OF SUSSEX, STATE OF NEW JERSEY**

RESOLUTION #R2023-50

A RESOLUTION OF THE TOWNSHIP OF ANDOVER, IN THE COUNTY OF SUSSEX AND STATE OF NEW JERSEY, TO TEMPORARILY AMEND CERTAIN OUTDOOR DINING REQUIREMENTS TO ENABLE LOCAL RESTAURANTS TO IMPLEMENT SOCIAL DISTANCING AND SUPPORT THE REOPENING PROCESS

WHEREAS, recent changes in the economy, including the COVID-19 public health emergency and resulting social distancing requirements, have led the Township to review its outdoor dining requirements; and

WHEREAS, the Governing Body desires to support the economic recovery of local restaurants by temporarily relaxing certain outdoor dining restrictions, as recommended by the Township Planner, so that restaurants are able to increase customer traffic while satisfying social distancing requirements; and

WHEREAS, the temporary outdoor dining rules have achieved the goals of supporting and promoting local restaurants while providing safe and accessible dining alternatives for the general public; and

WHEREAS, the Township Planner and the Township Attorney find the temporary provisions satisfactory; and

WHEREAS, the Governing Body finds it in the best interest of the Township to temporarily relax certain restrictions.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Andover, in the County of Sussex and State of New Jersey, as follows:

1. The Andover Township Code, Section 59, including Article iii, Outdoor Dining, shall remain in effect at all times herein; however, outdoor dining and restaurant seating may be expanded in the number of seats, tables and locations for dining, under the direction of the Zoning Officer, provided the total number of seats and/or customers at any one time does not exceed the total permitted restaurant capacity by 10% and does not impede pedestrian and traffic circulation or parking or the public right-of-way. The Zoning Officer may, if necessary, confer with the Chief of Police and Health Officer and provide for specific limitations or conditions of approval.
2. A restaurant must continue to follow all rules and regulations of the Health Department and Division of Alcoholic Beverage Control, as well as all applicable local, State and federal law.

3. Restaurants may display one temporary sign to notify the public of in-house and take-out dining options and any restrictions in place so long as the signage does not interfere with public safety.
4. This shall remain in effect through the end of 2023 unless this resolution is otherwise amended or vacated by the Township Committee.
5. The Township Committee, upon notice of an appeal of a decision of the Zoning Officer, reserves the right to amend, affirm or overturn the decision of the Zoning Officer in order to protect the health, safety and welfare of the general public.

This Resolution will take effect immediately.

CERTIFICATION

I, Patricia L. Bussow, Municipal Clerk of the Township of Andover, in the County of Sussex in the State of New Jersey, do hereby certify that the foregoing Resolution is a true copy of the Original Resolution duly passed and adopted by a majority of the full membership of the Andover Township Committee at its meeting on February 2, 2023

Patricia L. Bussow, RMC
Administrator/Municipal Clerk

**TOWNSHIP OF ANDOVER
COUNTY OF SUSSEX, STATE OF NEW JERSEY**

RESOLUTION #R2023-51

2022 BUDGET APPROPRIATIONS TRANSFER

BE IT RESOLVED by the Township Committee of the Township of Andover, County of Sussex and State of New Jersey, that 2022 Budget Appropriations Transfers totaling \$29,945.00 are to be made in the following manner:

| <u>FROM:</u> | <u>AMOUNT</u> |
|------------------------------------|----------------------------|
| Buildings & Grounds Salary & Wages | \$ 2,500.00 |
| Animal Control Other Expense | \$ 2,500.00 |
| Park Maintenance Other Expense | \$ 2,000.00 |
| Utility Other Expense | \$ 2,500.00 |
| Group Insurance Other Expense | \$ 12,500.00 |
| Contingent | <u>\$ 7,945.00</u> |
| | |
| TOTAL: | <u>\$ 29,945.00</u> |
| | |
| <u>TO:</u> | |
| Buildings & Grounds Other Expense | \$ 9,500.00 |
| Engineering Other Expense | \$ 12,500.00 |
| Legal Other Expense | <u>\$ 7,945.00</u> |
| | |
| TOTAL: | <u>\$ 29,945.00</u> |

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Township Auditor and Finance Department for their records.

CERTIFICATION

I, Patricia L. Bussow, Municipal Clerk of the Township of Andover, in the County of Sussex in the State of New Jersey, do hereby certify that the foregoing Resolution is a true copy of the Original Resolution duly passed and adopted by a majority of the full membership of the Andover Township Committee at its meeting on February 2, 2023.

Patricia L. Bussow, RMC
Municipal Clerk/Administrator

**TOWNSHIP OF ANDOVER
COUNTY OF SUSSEX, STATE OF NEW JERSEY**

ORDINANCE #2023-04

**AN ORDINANCE OF THE TOWNSHIP OF ANDOVER, COUNTY OF
SUSSEX, STATE OF NEW JERSEY, TO ESTABLISH CHAPTER 68A TO
REQUIRE LEAD PAINT TESTING AS MANDATED BY P.L. 2021, C.182**

WHEREAS, N.J.S.A. 52:27D-437.1 established the Lead Hazard Control Assistance Act lead-based testing program for residential rental properties; and

WHEREAS, N.J.S.A. 52:27D-437.16 now requires all municipalities to inspect every single-family, two-family and multiple rental dwelling located within the municipality at tenant turnover for lead-based paint hazards; and

WHEREAS, the Township Committee of the Township of Andover has determined that it is in the best interest of the Township to amend the Township Code to require such inspections to conform with State law.

NOW, THEREFORE, BE IT ORDAINED, by the Township Committee of the Township of Andover, County of Sussex, State of New Jersey, as follows:

SECTION 1. Part 1, General Legislation, of the Township of Andover Code is hereby amended to establish Chapter 68A, Inspections, Lead-Based Paint, to read as follows:

§ 68A-1 Inspections, Lead-Based Paint

- A. Definitions. The following term shall have the meanings indicated below pursuant to N.J.S.A. 52:27D-437.16 as may be amended and which is incorporated by reference.

DUST WIPE SAMPLING

A sample collected by wiping a representative surface and tested in accordance with a method approved by the United States Department of Housing and Urban Development.

TENANT TURNOVER

the time at which all existing occupants vacate a dwelling unit and all new tenants move into the dwelling unit.

VISUAL ASSESSMENT

A visual examination for deteriorated paint or visible surface dust, debris, or residue.

- B. Inspections by Township.

most recent cyclical inspection performed on the multiple dwelling under the Hotel and Multiple Dwelling Law (N.J.S.A. 55:13A-1, et seq.);

- (4) is a single-family or two-family seasonal rental dwelling which is rented for less than six months duration each year by tenants that do not have consecutive lease renewals; or
- (5) has a valid lead-safe certification issued in accordance with this section.

F. Remediation.

If the Construction Code Official, designee, or certified lead evaluation contractor finds that a lead-based paint hazard exists in a dwelling unit upon conducting an inspection pursuant to § 68A-1B, then the owner of the dwelling unit shall remediate the lead-based paint hazard by using abatement or lead-based paint hazard control methods approved in accordance with the provisions of the Lead Hazard Control Assistance Act (N.J.S.A. 52:27D-437.1 et al.). Upon the remediation of the lead-based paint hazard, the Construction Code Official, designee, or certified lead evaluation contractor shall conduct an additional inspection of the unit to certify that the hazard no longer exists. The Construction Code Official shall charge an additional fee in the amount \$75.00 for such additional inspection.

G. Lead-Safe Certification.

If the Construction Code Official, designee, or certified lead evaluation contractor finds that no lead-based paint hazards exist in a dwelling unit upon conducting an inspection pursuant to § 68A-1B or following remediation of a lead-based paint hazard pursuant to § 68A-1F, then the Construction Code Official, designee, or certified lead evaluation contractor shall certify the dwelling unit as lead-safe on a form prescribed by the New Jersey Department of Community Affairs as provided for in regulations or guidance promulgated pursuant to N.J.S.A. 52:27D-437.20. The lead-safe certification provided to the property owner by Construction Code Official, designee, or certified lead evaluation contractor shall be valid for two years.

H. Production of Lead-Safe Certification.

Beginning on July 22, 2024, property owners shall:

- (1) Provide evidence of a valid lead-safe certification obtained pursuant to this section as well as evidence of the most recent tenant turnover at the time of the cyclical inspection carried out under the Hotel and Multiple Dwelling Law (N.J.S.A. 55:13A1, et seq.), unless not required to have had an inspection by the Construction Code Official, designee, or certified lead evaluation contractor pursuant to paragraph (1), (2), or (3) of § 68-1E;
- (2) Provide evidence of a valid lead-safe certification obtained pursuant to this section to new tenants of the property at the time of tenant turnover unless not required to have had an inspection by the Construction Code Official, designee, or certified lead evaluation contractor pursuant to paragraphs (1), (2), (3), and (4) of § 68A-1E, and

437.16), then the Construction Code Official, designee, or certified lead evaluation contractor may inspect a dwelling located therein for lead-based paint hazards through visual assessment.

- (2) If at least three percent (3%) of children tested, six years of age or younger, have a blood lead level greater than or equal to five ug/dL, according to the central lead screening database maintained by the State of New Jersey Department of Health pursuant to section 5 of P.L.1995, c.328 (C.26:2-137.6), or according to other data deemed appropriate by the commissioner, then the Construction Code Official, designee, or certified lead evaluation contractor shall inspect a dwelling located therein through dust wipe sampling.
- (3) If a lead hazard is identified in an inspection of one of the dwelling units in a building consisting of two- or three- dwelling units, then the Construction Code Official, designee, or certified lead evaluation contractor shall inspect the remainder of the building's dwelling units for lead hazards, with the exception of dwelling units that have been certified to be free of lead-based paint. The inspector may charge fees in accordance with this section for such additional inspections

M. Penalties.

The Township and the Construction Code Official, designee, or certified lead evaluation contractor shall be authorized to conduct investigations and issue penalties to enforce a property owner's failure to comply with N.J.S.A. 52:27D-437.16 or this section. If the Township or the inspector determines that a property owner has failed to comply with a provision of N.J.S.A. 52:27D-437.16, et seq. or this section regarding a rental dwelling unit owned by the property owner, the property owner shall first be given thirty (30) days to cure any violation by conducting the required inspection or initiate any required remediation efforts. If the property owner has not cured the violation after thirty (30) days, the property owner shall be subject to a penalty not to exceed \$1,000.00 per week until the required inspection has been conducted or remediation efforts have been initiated.

SECTION 2. This ordinance may be renumbered for the purposes of codification.

SECTION 3. Ordinances, resolutions, regulations or parts of ordinances, resolutions and regulations inconsistent herewith are hereby repealed to the extent of such inconsistencies.

SECTION 4. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid by a court of competent jurisdiction, such a decision shall not affect the remaining portions of this Ordinance.

SECTION 5. This Ordinance shall take effect immediately upon final passage, approval and publication as required by law.

**TOWNSHIP OF ANDOVER
COUNTY OF SUSSEX, STATE OF NEW JERSEY**

ORDINANCE #2023-01

CALENDAR YEAR 2023

**AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION
LIMITS AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Township of Andover in the County of Sussex finds it advisable and necessary to increase its CY 2022 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the governing body hereby determines that a 1% increase in the budget for said year, amounting to \$73,887.68 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the governing body hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the governing body of the Township of Andover, in the County of Sussex, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2022 budget year, the final appropriations of the Township of Andover shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$258,606.88, and that the CY 2023 municipal budget for the Township of Andover be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

NOTICE OF PENDING ORDINANCE

PUBLIC NOTICE is hereby given that the foregoing Ordinance was introduced and passed at first reading at a Regular Meeting of the Township Committee of the Township of Andover held on January 5, 2023. A public hearing regarding same will be held at a hybrid meeting scheduled for February 2, 2023, beginning at 7:00PM, to be held both in person and virtually via Zoom, which details for accessing the meeting are as follows:

Webinar ID: 832 6104 1515

Passcode: 100240

Join Zoom Meeting with browser:

<https://us02web.zoom.us/j/83261041515?pwd=dktJOGJRMWc5MjUxcE9UWWxadlNRdz09>

or

Join Zoom Meeting by Phone:

+ 1 301 715 8592

All persons interested both for and against said ordinance shall be given an opportunity to be heard concerning same.

Patricia L. Bussow, RMC
Administrator/Municipal Clerk

**TOWNSHIP OF ANDOVER
COUNTY OF SUSSEX, STATE OF NEW JERSEY**

ORDINANCE #2023-02

**AN ORDINANCE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX,
STATE OF NEW JERSEY, AMENDING THE TOWNSHIP CODE CHAPTER 3
AND ESTABLISH THE SECTION 113, ENTITLED “MUNICIPAL BUILDINGS,
RESTRICTED AREAS TO SAFEGUARD RECORDS”**

WHEREAS, Township of Andover officials and employees are entrusted with the responsibility to maintain and safeguard public records that consist of or contain information deemed confidential pursuant to federal, State or local law; and

WHEREAS, to ensure compliance with such laws, including the New Jersey Open Public Records Act (“OPRA”) set forth at N.J.S.A. 47:1A-1 et seq. and its statutorily defined responsibilities, the maintenance and custody of specific records are required; and

WHEREAS, municipal officials assigned this responsibility include, but are not limited to, the Municipal Clerk, Police Chief, Chief Financial Officer, Tax Collector, Tax Assessor, Construction Code Officer, Board of Health Secretary, and the Township Administrator; and

WHEREAS, due to this responsibility to maintain and safeguard records, reports, documents and information in municipal offices, records may not be available for immediate public viewing since they may contain personal information, phone numbers, social security numbers, medical data and other confidential information; and

WHEREAS, securing these records maintains the integrity of this information and when an OPRA request is received, and it is determined that a requestor is entitled to the records, the records can be released individually and redacted as required by law; and

WHEREAS, securing and keeping these records confidential will support a safe workplace while balancing public access in Town Hall; and

WHEREAS, we cannot expect our municipal employees to physically intervene to protect a record, or other Township assets or personal belongings, and creating secure areas with clear signage will help deter persons from collecting records that they are not entitled to receive without following the process required by OPRA.

NOW THEREFORE BE IT ORDAINED, by the Mayor and Township Committee of the Township of Andover, County of Sussex and State of New Jersey as follows:

SECTION 1. Part 1: General Legislation, of the Code of the Township of Andover, Chapter 3 entitled Administration of Government is hereby amended to establish Section 113 entitled “Municipal Buildings, Restricted Areas to Safeguard Records” to read as follows in its entirety:

Chapter 3-113. Municipal Buildings, Restricted Areas to Safeguard Records

§3-113- 1. Purpose. While the general public may permitted to access Township buildings during regular business hours, the intent of this Chapter is to safeguard public records that may contain confidential information or may be exempt from disclosure under the Open Public Records Act, other Township assets, and personal belongings, and ensure a safe workplace, by restricting access to work stations and work areas where such records, assets and personal belongings are maintained.

§3-113 -2. Restricted areas. Municipal office areas in Town Hall including DPW offices, located at 134 Newton-Sparta Road and the Police Department located at 145 Lake Iliff Road, Newton, NJ 07860, have been secured and are closed to the public for the purposes set forth in this section, including protecting documents, digital data and other written, copied or printed materials that may contain confidential information that is protected by the federal, State or local laws. These area include, but are not limited to, the following departments:

1. Administration Office
2. Deputy Clerk/Registrar Office
3. Assistant Clerk I and II Office
4. Construction Department
5. Zoning Department
6. Land Use Department
7. Mail & Supply Rooms
8. Server Room
9. Employee Restrooms and Kitchen
10. CFO Office
11. Deputy Treasurer Office
12. Tax Assessor Office
13. Tax Collector Office
14. Conference Room
15. Court Offices and Judges Chambers
16. Vault and Storage Areas
17. Utility Closets
18. Atlantic Ambulance Quarters
19. DPW (except for the main office entrance)
20. Police Department (except for lobby area)

§3-113 -3. Signage. The Township of Andover shall post signs outside of restricted offices and work areas that read, "Stop, Restricted Area, Authorized Employees Only".

§3-113 -4. Violations. Any unauthorized person who violates any provision of this chapter shall be subject to either an ordinance violation up to the maximum penalties provided in Part 1, General Legislation, Chapter 1, General Provisions, Article II, General Penalty, of this Code at the discretion of the municipal court judge, or criminal prosecution under N.J.S.A. 2C-18-3.

SECTION 2. If any portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent portion, and such holding shall not affect the validity of the remaining portions hereof.

SECTION 3. All ordinances or parts of ordinances inconsistent herewith are repealed as to such inconsistencies.

SECTION 4. This Ordinance shall take effect immediately upon final passage and publication in the manner according to law.

NOTICE OF PENDING ORDINANCE

PUBLIC NOTICE is hereby given that the foregoing Ordinance was introduced and passed at first reading at a Regular Meeting of the Township Committee of the Township of Andover held on January 5, 2023. A public hearing regarding same will be held at a hybrid meeting scheduled for February 2, 2023, beginning at 7:00PM, to be held both in person and virtually via Zoom, which details for accessing the meeting are as follows:

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Passcode: 100240

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All persons interested both for and against said ordinance shall be given an opportunity to be heard concerning same.

Patricia L. Bussow, RMC
Administrator/Municipal Clerk

**TOWNSHIP OF ANDOVER
COUNTY OF SUSSEX, STATE OF NEW JERSEY**

ORDINANCE #2023-03

**AN ORDINANCE OF THE TOWNSHIP OF ANDOVER, COUNTY OF
SUSSEX, STATE OF NEW JERSEY AMENDING CHAPTER 167,
“TOWING AND STORAGE,” SECTION 16, “TOWING AND STORAGE
FEE SCHEDULE,” OF THE TOWNSHIP CODE**

WHEREAS, pursuant to N.J.S.A. 40:48-2.49, the Township Committee of the Township of Andover regulates towing services in the Township; and

WHEREAS, the Township’s towing and storage fee schedule was last updated in 2009 and is in need of updating; and

WHEREAS, the Township Committee has reviewed the most recent ‘Maximum N.J. State Police Rates’ for towing and storage, consulting these rates as a guideline in determining its revisions to the Township’s towing and storage fee schedule.

NOW THEREFORE, BE IT ORDAINED, by the Township Committee of the Township of Andover that the Code of the Township of Andover shall be amended as follows:

SECTION 1.

§ 167-16 Towing and storage fee schedule.

The following fees are established as being the usual, customary, and reasonable rates which shall be charged for towing and storage of automobiles defined as basic towing service:

A. Class 1 and Class 2 vehicles.

1. Road service.

- a. Days (between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday): \$150 per hour, no mileage fee.
- b. Nights (between the hours of 5:01 p.m. and 7:59 a.m., Monday through Friday; weekends; or on New Jersey state holidays): \$180 per hour, no mileage fee.

2. Impound tows (written Police Department release required).

- a. Days (between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday): \$180 per hour and \$7 per mile (portal to portal).
 - b. Nights (between the hours of 5:01 p.m. and 7:59 a.m., Monday through Friday); weekends; or on New Jersey state holidays: \$205 per hour and \$7 per mile (portal to portal).
3. Disabled tow to duty vendor.
- a. Days (between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday): \$180 per hour, no mileage fee.
 - b. Nights (between the hours of 5:01 p.m. and 7:59 a.m., Monday through Friday); weekends; or on New Jersey state holidays: \$205 per hour, no mileage fee.
4. Accident tows.
- a. Days (between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday): \$180 per hour and \$7 per mile (portal to portal).
 - b. Nights (between the hours of 5:01 p.m. and 7:59 a.m., Monday through Friday); weekends; or on New Jersey state holidays: \$205 per hour and \$7 per mile (portal to portal).
5. Winching/cleanup/recovery: \$350 per hour.
6. Storage: \$50 per day.
- a. There shall be a twelve-hour mandatory DWI hold for which the daily storage fee shall be waived unless the vehicle is not picked up after the waiting period
 - b. For disabled vehicles, the storage fee shall be waived when the vehicle is serviced or repaired by duty vendor.
 - c. The storage fee shall also be waived if the vehicle is picked up the same day it comes in
7. Additional charges.
- a. Speedy dry: \$35 per container.
 - b. No-key charge: \$40.

B. Class 3 to Class 8 vehicles.

1. Road service.
 - a. Days (between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday): \$150 per hour.
 - b. Nights (between the hours of 5:01 p.m. and 7:59 a.m., Monday through Friday; weekends; or on New Jersey state holidays): \$180 per hour, with a two-hour minimum.
2. Disabled or impound tows (written Police Department release required).
 - a. Days (between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday): \$180 per hour and \$7 per mile (portal to portal).
 - b. Nights (between the hours of 5:01 p.m. and 7:59 a.m., Monday through Friday); weekends; or on New Jersey state holidays: \$205 per hour and \$7 per mile (portal to portal).
3. Class 3 and Class 4 portal to portal.
 - a. Days (between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday): \$230 per hour.
 - b. Nights (between the hours of 5:01 p.m. and 7:59 a.m., Monday through Friday; weekends; or on New Jersey state holidays): \$275 per hour.
4. Class 5 and Class 6 portal to portal.
 - a. Days (between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday): \$305 per hour.
 - b. Nights (between the hours of 5:01 p.m. and 7:59 a.m., Monday through Friday; weekends; or on New Jersey state holidays): \$355 per hour.
5. Class 7 and Class 8 portal to portal.
 - a. Days (between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday): \$405 per hour.

- b. Nights (between the hours of 5:01 p.m. and 7:59 a.m., Monday through Friday; weekends; or on New Jersey state holidays: \$430 per hour.
6. Accident recovery rates for Class 3 through Class 8 vehicles, minimum weights apply.

15,000 lbs.: RV/Motor homes
30,000 lbs.: Bus/straight trucks
60,000 lbs.: Tractor/trailers weights apply.

- a. Normal recovery on or near roadway: 1% of declared value of recovered cargo plus:

[1] Contained recovery/winning: \$0.42 per pound.

[2] Salvage and debris recovery: \$0.54 per pound.

[3] Inclement weather: \$0.18 per pound.

[4] Nights/holidays/weekends: \$0.18 per pound.

[5] Travel to location: \$0.30 per pound.

[6] Wheels higher than roof: \$0.12 per pound.

[7] Embankments or inclines: \$0.12 per pound.

[8] Back door frame open: \$0.12 per pound.

[9] Tractor from under trailer: \$0.12 per pound

[10] Major suspension damage: \$0.60 per pound.

[11] Handle complete clean up: \$0.60 per pound.

[12] 30 M.P.H. Speed Zone: \$0.24 per pound.

[13] 50 M.P.H. Speed Zone: \$0.36 per pound.

- b. Additional surcharges shall apply to HAZMAT incidents.

SECTION 2. This Ordinance shall take effect upon final passage and publication according to law.

SECTION 3. All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

SECTION 4. If any section, subsection, paragraph, sentence or any part of this Ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this Ordinance not directly involved in the controversy in which such judgment shall have been rendered.

SECTION 5. This Ordinance shall take effect immediately upon final passage, approval, and publication as required by law.

SECTION 6. This Ordinance may be renumbered for codification purposes.

NOTICE OF PENDING ORDINANCE

PUBLIC NOTICE is hereby given that the foregoing Ordinance was introduced and passed at first reading at a Regular Meeting of the Township Committee of the Township of Andover held on January 19, 2023. A public hearing regarding same will be held at a hybrid meeting scheduled for February 2, 2023, beginning at 7:00PM, to be held both in person and virtually via Zoom, which details for accessing the meeting are as follows:

Webinar ID: 832 6104 1515

Passcode: 100240

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