

**MINUTES  
TOWNSHIP COMMITTEE  
WORKSHOP MEETING  
FEBRUARY 21, 2023**

Mayor Felice called the Regular Meeting of the Township Committee of the Township of Chatham to order at 6:33 P.M.

**Adequate Notice** of this meeting of the Township Committee was given as required by the Open Public Meetings Act as follows: Notice was given to both *The Chatham Courier* and the *Morris County Daily Record* on January 4, 2023; notice was posted on the bulletin board in the main hallway of the Municipal Building on January 4, 2023; and notice was filed with the Township Clerk on January 4, 2023.

**Roll Call**

Answering present to the roll call were Committeewoman Ewald, Committeeman Lois, Deputy Mayor Hamilton and Mayor Felice. Committeeman Choi was absent.

**Executive Session**

**RESOLUTION 2023-P-05  
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP  
OF CHATHAM IN THE COUNTY OF MORRIS, STATE OF NEW JERSEY, AUTHORIZING  
CONFERENCE OF THE TOWNSHIP COMMITTEE WITH THE PUBLIC EXCLUDED**

**WHEREAS**, N.J.S.A. 10:4-12 of the Open Public Meetings Act permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, the Township Committee of the Township of Chatham is of the opinion that such circumstances presently exist.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the specified subject matter.
2. The general nature of the subject matter to be discussed is as follows:
  - a. Contract negotiations: Shared Service Agreements
3. It is anticipated that the minutes on the subject matter of the Executive Session will be made public upon conclusion of the matter under discussion; and in any event, when appropriate pursuant to N.J.S.A. 10:4-7 and 4-13.
4. The Committee will come back into Regular Session and may take further action.
5. This Resolution shall take effect immediately.

Committeewoman Ewald moved to adopt Resolution 2023-P-05 to enter Executive Session at 6:34 PM. Deputy Mayor Hamilton seconded the motion.

**Roll call:** Committeeman Choi, Absent; Committeewoman Ewald, Aye; Committeeman Lois, Aye; Deputy Mayor Hamilton, Aye; Mayor Felice, Aye.

The Township Committee returned to Public Session at 7:30 PM.

Mayor Felice led the Flag Salute.

**Moment of Silence**

A moment of silence was held in honor of the recent passing of former Township Firefighters Dave Wheelock and Paul Carlson.

**Approval of Agenda**

Committeewoman Ewald asked that Resolution 2023-066 regarding Colony Pool Fees be pulled from the Consent Agenda.

Committeeman Lois asked that Resolution 2023-059 Payment of Bills and Resolution 2023-062 Appointing Administrative Assistant be pulled from the Consent Agenda.

Committeewoman Ewald moved to approve the agenda as amended. Committeeman Lois seconded the motion which carried unanimously.

### **Reports**

Committeewoman Ewald reported that the Chatham Township Historical Society met, and she noted the upcoming programs. The Historical Society has entered into a grant agreement with the NJ Historic Trust. The Environmental Commission has an EV Expo scheduled on April 19<sup>th</sup>, and will be in conjunction with Chatham Borough and Madison. The Spring Yard Sale will be on April 29<sup>th</sup>, and there will be a tree seedling giveaway on April 22<sup>nd</sup>. The EV charging stations are installed and have generated some revenue. The Senior Center will be holding a Civil War lecture in honor of founding member and longtime Board member Gordon Granger who passed away recently. Committeewoman Ewald noted other upcoming programs. The Shredding Event and Sneaker Drive will be held on April 22<sup>nd</sup> at Chatham Middle School and the Garden Tour will be held on June 3<sup>rd</sup>.

Committeeman Lois reported that the NJ American Water Grant information has been forwarded to the Township Administrator and will be discussed at the next workshop meeting.

Deputy Mayor Hamilton reported that the Friends of the Library recently made a \$40,000 contribution for furnishings for the Teen Center. The Annual Book Sale will start on March 11<sup>th</sup>.

### **Hearing of Citizens**

Mayor Felice asked if there were any written comments submitted.

1. Daniel Nealis, Yarmouth Road, asked if there was any clarification about setback concerns he previously raised about homes on Yarmouth. He noted that the matter had been referred to the Planning Board and asked if they are going to discuss the issue.

Committeewoman Ewald asked if the Planning Board is going to address the topic. Mayor Felice said she does not know if the Planning Board will discuss the issue. Mr. Shehady said that a memorandum was sent to the Planning Board for consideration. Mr. King said that the Township Committee could solicit Board input before taking any action. The Township Clerk noted that any ordinance would be referred to the Planning Board for a consistency review. Committeeman Lois asked that the topic be placed on the next workshop agenda.

Mayor Felice opened the Hearing of Citizens.

Seeing no further public comment, Mayor Felice closed the Hearing of Citizens

### **Introduction of Ordinances**

#### **Ordinance 2023-01**

#### **ORDINANCE 2023-01**

#### **ORDINANCE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, 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 Committee of the Township of Chatham in the County of Morris finds it advisable and necessary to increase its CY 2023 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 Township Committee hereby determines that a 1.0% increase in the budget for said year, amounting to \$122,928.55 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

**WHEREAS** the Township Committee 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 Township Committee of the Township of Chatham, in the County of Morris, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2023 budget year, the final appropriations of the Township of Chatham shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$430,249.93, and that the CY 2023 municipal budget for the Township of Chatham be approved and adopted in accordance with this ordinance; and,

**BE IT FURTHER ORDAINED**, 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.

Committeewoman Ewald moved to introduce Ordinance 2023-01. Mayor Felice seconded the motion.

Committeeman Lois said that the Cap Bank is a tool giving the flexibility to increase spending, and he opined that will lead to an increase in taxation or debt. He said he does not think it is prudent to have that extra flexibility.

Committeewoman Ewald said that the ordinance allows for flexibility in case of unforeseen extra costs, and she noted some known substantial increases in 2023. Committeewoman Ewald also noted that the Township Committee would retain control over spending.

Deputy Mayor Hamilton said he has concerns and questions pertaining to this ordinance, however he is open minded about introducing it.

Mayor Felice said that the Finance Committee has not yet met this year, and she is open minded about the introduction. She noted the potential for increasing public safety costs. She noted concerns about increasing spending, however there is a value to the flexibility that the cap bank ordinance would afford.

**Roll call:** Committeeman Choi, Absent; Committeewoman Ewald, Aye; Committeeman Lois, Nay; Deputy Mayor Hamilton, Aye; Mayor Felice, Aye.

Public Hearing on Ordinance 2023-01 will be scheduled for March 21, 2023.

#### Ordinance 2023-02

#### **ORDINANCE 2023-02**

#### **AN ORDINANCE OF THE TOWNSHIP OF CHATHAM PROHIBITING THE TRESPASS UPON PRIVATE OR PUBLIC PROPERTY FOR THE PURPOSE OF TAMPERING WITH OR COMMITTING THE THEFT OR UNLAWFUL TAKING OF A MOTOR VEHICLE AND PRESCRIBING THE PENALTIES THEREFOR**

**WHEREAS**, throughout the State of New Jersey,] communities have been victimized by car theft rings resulting in the damage and loss of private property and threatening the quality of life enjoyed by many; and

**WHEREAS**, in light of the state-wide increase in car thefts, programs to stem the theft of vehicles have been introduced in Chatham Township, including public information campaigns, adjustments in the tactics and methods of community policing, participation in regional law enforcement initiatives, installation of public situational awareness cameras and license plate readers and various strategies of information sharing; and

**WHEREAS**, the actions and efforts of the Chatham Township Police Department to meet this challenge are recognized, commended, and appreciated by the community; and

**WHEREAS**, the sum total of actions taken have resulted in a reduction in the number of cars stolen in our community; and

**WHEREAS**, further action is required to prevent criminals from pursuing car thefts in Chatham Township and to deter the organized criminal enterprise of bad actors regularly targeting our community; and

**WHEREAS**, the increase in key fob car access, the demand for luxury cars in other countries, and the change in state laws which lead to criminal “catch and release” remain unaddressed by state law makers and are encouraging lawless behavior in our community.

**NOW, THEREFORE, BE IT ORDAINED**, by the Township Committee of the Township of Chatham, that Section 3-7, of the Code of the Township of Chatham, be amended by the revision of Section 3-7.11, as follows:

**“§ 3-7.11 Intent to Steal.**

No person shall hide or be in or near any public or private place with intent to steal any goods or chattels nor intentionally enter upon or trespass upon the land nor property of any person without permission for the purpose of tampering with or committing the theft, or unlawful taking, of a motor vehicle.

Intent shall include entering or remaining on any driveway, paved surface, or location within 20 feet of a stationary motor vehicle, knowing that he or she is not licensed or privileged to enter or remain in said location, and committing any of the following acts:

Peering into a window or a motor vehicle that the person does not own or have license or privilege to possess; and

Pulling a door handle or taking an action in an attempt to open or unlock a motor vehicle that the person does not own or have license or privilege to possess; and/or

Possessing an electronic device, tool or machine that is capable of determining if an electronic key is located inside a motor vehicle or able to repeat, duplicate or capture the signal from an electronic key, or obtain illegal access to the vehicle.”

**BE IT FURTHER ORDAINED**, that Section 3-7.12, of the Code of the Township of Chatham, shall be amended to read as follows:

**“§3-7.12 Violations and Penalties.**

Any person who violates any of the provisions of § 3-7 of this chapter shall upon conviction be liable to the penalty stated in Chapter 1, § 1-5. The continuation of such violation on each successive day shall constitute a separate offense. In addition to any other penalty prescribed by this section or Chapter 1, § 1-5, the minimum fine for a violation of § 3-7.11 shall be \$1,000 for the first offense and \$2,000 for each second or subsequent offense. Each property trespassed upon, or vehicle tampered or targeted for theft or unlawful removal, shall constitute a separate and distinct offense.”

**BE IT FURTHER ORDAINED**, that this ordinance shall take effect following adoption and approval in a time and manner prescribed by law.

Committeewoman Ewald moved to introduce Ordinance 2023-02. Deputy Mayor Hamilton seconded the motion.

Committeewoman Ewald addressed the leading causes of car thefts and expressed a preference to remove the language about “catch and release” laws.

Committeeman Lois noted that the ordinance would take time to be in effect. Committeewoman Ewald said that the penalties in the ordinance are already in effect, and this ordinance serves to clarify that the penalties are supposed to be per incident.

Committeewoman Ewald moved to amend the ordinance with replacement language for the sixth WHEREAS clause. The motion was not seconded.

Deputy Mayor Hamilton noted that the WHEREAS clauses are not codified, and he also advocated for keeping in the language about catch and release laws.

Deputy Mayor Hamilton moved to amend Ordinance 2023-02 by adding language proposed by Committeewoman Ewald to the sixth WHEREAS clause while keeping the current language about catch and release laws. Committeeman Lois seconded the motion.

**Roll call:** Committeeman Choi, Absent; Committeewoman Ewald, Aye; Committeeman Lois, Aye; Deputy Mayor Hamilton, Aye; Mayor Felice, Aye.

Mayor Felice called for a vote on the motion to introduce Ordinance 2023-02 as amended.

**Roll call:** Committeeman Choi, Absent; Committeewoman Ewald, Aye; Committeeman Lois, Aye; Deputy Mayor Hamilton, Aye; Mayor Felice, Aye.

Public Hearing on Ordinance 2023-01 will be scheduled for March 21, 2023.

Ordinance 2023-03

**ORDINANCE 2023-03**

**AN ORDINANCE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, AND STATE OF NEW JERSEY, AMENDING CHAPTER 7, TRAFFIC, OF THE TOWNSHIP CODE, PART I, ON-STREET TRAFFIC REGULATIONS § 7-13, PARKING PROHIBITED AT ALL TIMES ON CERTAIN STREETS.**

**WHEREAS**, pursuant to *N.J.S.A. 40:48-2*, New Jersey municipalities may make, amend, and enforce ordinances they deem necessary and proper for the order and protection of persons and public health, safety and welfare of the municipality and its citizens; and

**WHEREAS**, concerns have been raised regarding parking on Southern Boulevard in the Township of Chatham and the negative impact it has as it relates to emergency vehicles entering and exiting the municipal police department and public works buildings; and

**WHEREAS**, specifically, pursuant to *N.J.S.A. 40:67-1*, the Township of Chatham’s governing body is authorized to amend and enforce ordinances to prevent and remove all encroachments, obstructions, and encumbrances in and/or upon all streets.

**NOW, THEREFORE, BE IT ORDAINED**, by the Township Committee of the Township of Chatham, in the County of Morris, and State of New Jersey, that Chapter 7 Traffic, shall be amended as follows:

**SECTION 1.** Part I., On-Street Traffic Regulations, § 7-13. Parking Prohibited At All Times On Certain Streets, be amended to include the following street and location:

| <u>“Name of Street</u> | <u>Side</u> | <u>Location</u>   |
|------------------------|-------------|---|
| Southern Boulevard     | Both        | Beginning from the entrance and exit of the Police Station 1,000 feet South and 1,000 feet North” |

**SECTION 2.** The Police Department is required to obtain approval from the County of Morris to regulate said parking inasmuch as Southern Boulevard is a County road, and the Township will place appropriate “No Parking” signage.

**SECTION 3.** If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason found to be unconstitutional or unenforceable, such decision shall not affect the remaining portions of this ordinance.

**SECTION 4.** All ordinances of the Township of Chatham which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

**SECTION 5.** This ordinance shall take effect immediately upon passage and publication.

Committeewoman Ewald moved to introduce Ordinance 2023-03. Deputy Mayor Hamilton seconded the motion.

**Roll call:** Committeeman Choi, Absent; Committeewoman Ewald, Aye; Committeeman Lois, Aye; Deputy Mayor Hamilton, Aye; Mayor Felice, Aye.

Public Hearing on Ordinance 2023-01 will be scheduled for March 21, 2023.

**Consent Agenda**

**RESOLUTION 2023-060  
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM  
APPROVING MINUTES OF MEETINGS**

**BE IT RESOLVED** that the Township Committee of the Township of Chatham acknowledges receipt of and approves the minutes of the Township Committee meetings held on January 24, 2023 and February 7, 2023.

**RESOLUTION 2023-061  
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM  
APPROVING EXECUTIVE SESSION MINUTES**

**BE IT RESOLVED** that the Township Committee of the Township of Chatham acknowledges receipt of and approves Executive Session minutes of the Township Committee meetings held on January 24, 2022 and February 7, 2023.

**RESOLUTION 2023-063  
RESOLUTION AUTHORIZING THE SOLICITATION OF PROPOSALS AND  
PROCUREMENT OF A CONCESSION STAND OPERATOR FOR THE COLONY POOL  
CONCESSION STAND IN ACCORDANCE WITH THE LOCAL PUBLIC CONTRACTS LAW  
THROUGH THE USE OF COMPETITIVE CONTRACTING PURSUANT TO N.J.S.A. 40A:11-  
4.1(j)**

**WHEREAS**, the Mayor and Township Committee of the Township of Chatham have determined that its residents and visitors would benefit from the professional operation and management of the concession stand located in the Colony Pool property owned by the Township of Chatham as part of its recreation facilities; and

**WHEREAS**, the Township of Chatham has a need to acquire an outside contractor to operate a food concession at the Colony Pool during the 2023 and 2024 pool season utilizing the competitive contracting process pursuant to the provisions of *N.J.S.A. 40A:11-4.1, et seq.*; and

**WHEREAS**, the Township has determined to procure the services of a concession after considering the benefits and risks to include having a qualified food vendor who has experience and knowledge in the food industry, food safety handling, availability to food products and goods, and trained employees, compared to hiring seasonal employees who could have no experience, not be dependable, and lack the proper health and safety training that a qualified food vendor has; and

**WHEREAS**, due to a lack of historical data and cost of inflation as it relates to food products, the total annual value of the contract for the services is unknown, making a determination by the Chief Financial Officer to certify in writing the value of the contract impossible at this time; and

**WHEREAS**, the Township intends to prepare and issue a Request for Proposal and utilize competitive contracting proposals and potentially award a concession contract to a vendor who can successfully provide the operation and management services of the Colony Pool concession stand for the Township of Chatham based upon the most advantageous price and other factors, or the lowest responsible bidder; and

**WHEREAS**, the total amount of any revenue or services to be received by the Township is unknown; and

**WHEREAS**, it is estimated that any costs to be incurred by the Township as part of the concession will be nominal; and

**WHEREAS**, the Township will allow the successful vendor to utilize a snack bar building with professional food equipment including ice cream freezer, four upright freezers, a refrigerator, ice making machine, grill, deep fryer, ventilation hood, three side by side sinks, pretzel machine, hot dog star grill, dual heat lamp, dual oven for pizza, cash register, a 6-head soda dispenser, and fire suppression system; and

**WHEREAS**, the anticipated term of this contract is two (2) years; and

**WHEREAS**, in accordance with *N.J.S.A. 40A:11-4.1, et seq.*, the Township is permitted to use the competitive contracting process in developing a Request for Proposal (“RFP”) for the services containing the elements required by *N.J.A.C. 5:34-4.2*, and advertising the RFP for a minimum of twenty (20) days; and

**WHEREAS**, pursuant to *N.J.S.A. 40A:11-1, et seq.*, the contract shall be awarded based upon a determination of the most advantageous price and other factors to be set forth in the RFP and the Chief Financial Officer has determined that funds will be available for this purpose; and

**WHEREAS**, the Local Public Contracts Law (*N.J.S.A. 40A:11-1, et seq.*) requires that the resolution authorizing the award of a contract and the contract itself must be available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Township Committee of the Township of Chatham, County of Morris, State of New Jersey, as follows:

1. The Township Committee hereby authorizes the procurement of the operation and management of the Colony Pool Concession Stand Services Contract as a concession pursuant to *N.J.S.A. 40A:11-1, et. seq.* and *N.J.A.C. 5:34-9.4*.
2. The Township Committee hereby authorizes the use of competitive contracting pursuant to *N.J.S.A. 40A:11-4.1(j)* to solicit proposals for the provision of operation and management of the Colony Pool Concession Stand.
3. The Township Committee hereby authorizes and directs the Township Administrator to prepare all documents and take all action pursuant to law necessary to engage in the competitive contacting process, including, but not limited to, the issuance of a Request for Proposal to identify and recommend an award of contact for the provisions of operation and management of the Colony Pool Concession Stand Services.
4. The Township Committee hereby authorizes that a copy of the Resolution shall be filed with the Clerk of the Township of Chatham.
5. This Resolution shall take effect immediately after final passage and publication in the manner provided by law.

**RESOLUTION 2023-064**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING THE ISSUANCE AND ADVERTISEMENT OF A REQUEST FOR QUALIFICATIONS FOR AFFORDABLE HOUSING PLANNER SERVICES**

**WHEREAS**, the Township of Chatham (the “Township”) requires a qualified contractor to perform professional services in connection with the Township’s affordable housing matters; and

**WHEREAS**, the Township desires to employ a “fair and open” process in accordance with *N.J.S.A. 19:44A-20.5 et seq.*, for the solicitation of proposals by qualified contractors to perform professional services in connection with the Township’s affordable housing matters;

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey that the Qualified Purchasing Agent (QPA), or their designee, shall cause to be published and advertised according to law the Request for Qualifications (RFQ) for professional services for the Township’s affordable housing planning matters.

**RESOLUTION 2023-065**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM ACCEPTING THE RETIREMENT OF GREGORY IMPINK**

**NOW, THEREFORE, BE IT RESOLVED**, by the Township of Chatham Committee, in the County of Morris, that the Committee does hereby formally accepts the retirement of Gregory Impink effective April 1, 2023.

**RESOLUTION 2023-067**

**A RESOLUTION RATIFYING AND CONFIRMING THE APPOINTMENT OF A PUBLIC WORKS MECHANIC**

**WHEREAS**, the Township of Chatham desires to fill a vacancy in the position of Public Works Mechanic; and

**WHEREAS**, the Township of Chatham has advertised the vacancy and received resumes that have been reviewed by the Superintendent of Public Works; and

**WHEREAS**, the Superintendent of Works has recommended that it would be in the best interests of the Township to appoint Andres Faisca as Public Works Mechanic; and

**WHEREAS**, the Township Administrator appoints Andres Faisca as full-time Public Works Mechanic, Step 9.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chatham that they do hereby ratify and confirm the Township Administrator’s appointment of Andres Faisca as full-time Public Works Mechanic effective March 1, 2023 at a starting annual salary of \$58,410.00 (Step 9), pending satisfactory completion of a criminal background investigation, physical examination and drug screen, and subject to satisfactory completion of a probationary period of 180 days.

**RESOLUTION 2023-068**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, IN THE COUNTY OF MORRIS, STATE OF NEW JERSEY, RELEASING DEVELOPER ESCROW ACCOUNT AND/OR PERFORMANCE BOND BALANCES**

**WHEREAS**, developers are required to deposit monies with the Township for the purposes of offsetting Township professional costs to review plans or to inspect approved development and for the purpose of ensuring the satisfactory completion of public or private improvements; and

**WHEREAS**, these deposited monies, following all necessary withdrawals to cover Township expenses or costs, may be released upon satisfactory completion of work, receipt of review board

decisions, or completion of guaranteed work, upon passage of a Township resolution authorizing such release.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Chatham that the following guarantee amount or account balances, with interest adjustments as prescribed by state and local laws, may be released to the depositor of record:

| NAME   | Project   | AMOUNT                              |
|--|---|-------------------------------------|
| NJ American Water Company, Inc.<br>Attn: Melissa A. Hazelton<br>One Water Street<br>Camden, NJ 08102 | River Road Watermain<br>Extension- Fairmount<br>Avenue to Club Road | Bond No. K.40276142<br>\$240,000.00 |

Committeewoman Ewald moved to adopt the Consent Agenda. Committeeman Lois seconded the motion.

**Roll call:** Committeeman Choi, Absent; Committeewoman Ewald, Aye; Committeeman Lois, Aye; Deputy Mayor Hamilton, Aye; Mayor Felice, Aye.

**RESOLUTION 2023-059**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM AUTHORIZING PAYMENT OF BILLS, PAYROLLS, SCHOOL TAXES AND COUNTY TAXES**

**BE IT RESOLVED** that bills in the total amount of \$833,893.78 and the prior month’s payroll of \$469,408.12 Current Fund, \$72,222.94 Sewer Utility, \$4,749.37 Open Space and \$7,355.65 Police Private Employment be paid.

**BE IT FURTHER RESOLVED** that taxes due to the School District of the Chathams, for the month of February 2023, in the amount of \$3,414,532.00 be paid.

**BE IT FURTHER RESOLVED** that taxes due to the County of Morris, for the 1st Quarter of 2023, in the amount of \$2,435,667.08 be paid.

Committeewoman Ewald moved to adopt Resolution 2023-059. Mayor Felice seconded the motion.

Committeeman Lois said that he asked that this resolution be pulled for further discussion because the bill list was not received until Friday. He said he thought the bill list was to be discussed at the workshop meeting.

Mayor Felice said that she does not see a problem with getting the bill list on the Friday before the meeting.

Deputy Mayor Hamilton said he thought there was a solution reached for Committeeman Lois’s concerns. Mr. Shehady said that the resolution is to approve the amounts and the vendors, and the accounts can be changed at a later time. He also said that the Township Committee received information on how to access the Township’s financial software platform.

**Roll call:** Committeeman Choi, Absent; Committeewoman Ewald, Aye; Committeeman Lois, Aye; Deputy Mayor Hamilton, Aye; Mayor Felice, Aye.

**RESOLUTION 2023-062**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM RATIFYING AND CONFIRMING THE APPOINTMENT OF AN ADMINISTRATIVE ASSISTANT**

**WHEREAS**, the Township of Chatham desires to fill a vacancy in the position of Administrative Assistant; and

**WHEREAS**, the Township of Chatham has advertised the vacancy and received resumes that have been reviewed by the Township Administrator; and

**WHEREAS**, the Township Administrator has recommended that it would be in the best interests of the Township to appoint Zinnia Cheetham as an Administrative Assistant; and

**WHEREAS**, the Township Administrator appoints Zinnia Cheetham as full-time Administrative Assistant.

**BE IT RESOLVED** by the Township Committee of the Township of Chatham, County of Morris, New Jersey that Zinnia Cheetham is hereby appointed to serve as the Administrative Assistant effective February 16, 2023 at a starting annual salary of \$54,000, pending satisfactory completion of a



criminal background investigation, and subject to satisfactory completion of a probationary period of 180 days.

Committeewoman Ewald moved to adopt Resolution 2023-059. Deputy Mayor Hamilton seconded the motion.

Committeeman Lois said that the position did not exist prior to 2019. He noted that he has no issue with the person to be appointed, but thinks that the position should be a part-time position.

Mayor Felice said that the resolution fills an existing vacancy. She also said that she visits the Municipal Building often, and the staff are working hard.

**Roll call:** Committeeman Choi, Absent; Committeewoman Ewald, Aye; Committeeman Lois, Nay; Deputy Mayor Hamilton, Aye; Mayor Felice, Aye.

**RESOLUTION 2023-066**

**RESOLUTION OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS AND STATE OF NEW JERSEY, SETTING COLONY POOL FEES FOR 2023**

**BE IT RESOLVED** by the Township Committee of the Township of Chatham, in the County of Morris, New Jersey, that Colony Pool Fees for the year 2023 are hereby established as shown below.

| <b><u>Chatham Township Resident Memberships</u></b> | <b><u>2023 Season</u></b> | <b><u>Early Bird</u></b> |
|---|---------------------------|--------------------------|
| Family Membership                                   | \$577                     | \$548                    |
| Couple Membership                                   | \$417                     | \$396                    |
| Individual Membership (14 years or older)           | \$263                     | \$250                    |
| Babysitter / Parent Helper                          | \$129                     | \$122                    |
| Senior Couple Membership                            | \$134                     | \$127                    |
| Senior Individual Membership                        | \$67                      | \$64                     |

| <b><u>Non-Resident Memberships</u></b>                 | <b><u>2023 Season</u></b> | <b><u>Early Bird</u></b> |
|--|---------------------------|--------------------------|
| Non-Resident Family Membership                         | \$663                     | \$630                    |
| Non-Resident Couple Membership                         | \$480                     | \$456                    |
| Non-Resident Individual Membership (14 years or older) | \$302                     | \$287                    |
| Non-Resident Babysitter / Parent Helper                | \$148                     | \$141                    |
| Non-Resident Senior Couple Membership                  | \$154                     | \$146                    |
| Non-Resident Senior Individual Membership              | \$77                      | \$73                     |

| <b><u>Other</u></b>                                     | <b><u>2023 Season</u></b> |
|---|---------------------------|
| Single Daily Guest – Any Age - Accompanied by Member    | \$11                      |
| 20 Daily Guest Passes – Any Age - Accompanied by Member | \$198                     |

- a) No refunds will be made after opening day.
- b) *Reduced Fees for Emergency Response Organization Volunteers.* Active members of the Chatham Emergency Squad, Green Village Volunteer Fire Department, and Chatham Township Volunteer Fire Department, who are eligible for the Length of Service Award Program (LOSAP), or any active duty Chatham Township Police Officer shall be entitled to the Resident Senior Membership rate for individuals and the Resident Senior Couple Membership rate for a couple or family membership.
- c) The Early Bird Special will end on March 31, 2023.
- d) This resolution shall take effect immediately.

Committeewoman Ewald moved to adopt Resolution 2023-066. Mayor Felice seconded the motion.

Committeewoman Ewald said she asked that the resolution be pulled so that she could recommend that the fees be rounded.

Mr. Shehady said that when the memo was prepared, he wanted to be consistent with the 3% discussed at the last workshop meeting. Mr. Shehady also commented on pool expenses.

Committeeman Lois commented on the percentage increases, and noted that Chatham Borough makes up most of the non-resident memberships. Committeeman Lois further noted that most memberships are resident and non-resident family memberships. He further stated that the Patron of the Pool category does not appear on the resolution. Mayor Felice said that the Patron of the Pool membership was never implemented.

Mr. Shehady said that resident memberships were given priority. He also discussed the standardization of fees. Mr. Shehady said that there were not any Patron memberships sold last year, and the rate for this year would default to last year's rate as it is not being changed.

Mr. Shehady said that analysis needs to be done to see if the Early Bird promotion was what hurt the Township's revenue last year. He also pointed out that there was a focus on resident fees because Township taxpayers subsidize Colony Pool. Mayor Felice noted that subsidy is why she thinks Township residents should receive an additional benefit.

Mr. Shehady said that because paper applications are not used for pool memberships, it is not clear what benefit there is to the Township administration to offer an Early Bird membership. Committeeman Lois said that the objective is to promote an increase in volume of memberships. He also suggested updating the resolution to have the season rates as listed and to let the Colony Pool Liaison work with the Township Administrator to develop the Early Bird rates.

Mr. Shehady addressed the standardization of rates. He also stated that having a difference of a particular percentage between the resident and the non-resident rates are more defensible than arbitrary numbers.

Deputy Mayor Hamilton said that the rates seem reasonable.

**Roll call:** Committeeman Choi, Absent; Committeewoman Ewald, Aye; Committeeman Lois, Nay; Deputy Mayor Hamilton, Aye; Mayor Felice, Aye.

### **Hearing of Citizens**

Mayor Felice opened the Hearing of Citizens.

Seeing no public comment, Mayor Felice closed the Hearing of Citizens.

Committeewoman Ewald moved to adjourn at 8:37 PM. Deputy Mayor Hamilton seconded the motion, which carried unanimously.

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Gregory J. LaConte  
Municipal Clerk