



TOWN OF DOVER

MAYOR AND BOARD OF ALDERMEN

CAUCUS MEETING MINUTES
SEPTEMBER 11, 2018 7:00 PM

The Caucus Meeting of the Mayor and Board of Aldermen was held in council chambers, 37 N. Sussex Street, Dover, New Jersey.

Mayor Dodd called the meeting to order at 7:00 PM

ROLL CALL:

Present: Aldermen Visioli, Picciallo, Blackman, MacDonald, Toth, O'Connor, Camacho and Mayor Dodd
Absent: Alderwoman Romaine

Also present were Administrator Donald Travisano, Town Attorney Jarrid Kantor and Municipal Clerk Tara Pettoni.

Municipal Clerk Tara Pettoni stated adequate notice was given to the official newspaper.

SUNSHINE LAW STATEMENT

In accordance with the provisions set forth in the Open Public Meeting Law, notification of this meeting has been sent to all officially designated Town newspapers and notice is posted in the Town Hall.

FIRE DEPARTMENT PRESENTATION BY PUBLIC SAFETY DIRECTOR, DANIEL DEGROOT

MUNICIPAL CORRESPONDENCE:

1. Received from NJ League of Municipalities—Weekly Update—August 31, 2018
2. Received from NJ League of Municipalities—Weekly Update—September 7, 2018
3. Received from the NJDEP—Weekly Update
4. Received from the NJDEP—Bear Management Directive

CONSENT AGENDA

1. Resolution Approving a Tax Redemption – 14 Oak Street

RESOLUTIONS

1. Resolution Approving Bills List
2. Resolution Approving the Minutes for the July 10, 2018 Caucus and Regular
3. Resolution Approving the Minutes for the July 24, 2018 Caucus and Regular
4. Resolution Approving the Minutes for the August 14, 2018 Caucus and Regular
5. Resolution Approving the Minutes for the August 28, 2018 Caucus and Regular
6. Resolution Approving Personnel Action
7. Resolution Authorizing a Donation of Packer Truck to Rockaway Township
8. Resolution Authorizing the Award of a Contract by Sealed Bid to ZC Utility Services LLC for Tapping Valves, Insert Valves and Line Stops
9. Resolution to Enter into Executive Session – Pending Litigation
10. Resolution Authorizing QBE Specialty Insurance Company to Settle the Matter—Young V. Town of Dover

WHEREAS, redemption fees for Certificate No.17-00010 were received in full.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen, Town of Dover, County of Morris, State of New Jersey that the Treasurer is authorized to issue a check in the amount of \$16,658.87 for redemption payment and premium made at time of sale, payable to SLS 1 LLC, 21 Robert Pitt Drive, Suite 207, Monsey, New York 10952.

BE IT FURTHER RESOLVED that two certified copies of this resolution be returned to the Tax Collector.

Alderman Picciallo has moved the foregoing resolution be adopted and duly seconded by Alderman O'Connor passed by the following roll call vote.

Ayes: Aldermen Visioli, Picciallo, Blackman, MacDonald, Toth, O'Connor, Camacho & Mayor Dodd
Nays: None Absent: Alderwoman Romaine Abstained: None

RESOLUTIONS:

BILLS LIST RESOLUTION

WHEREAS, the Mayor and Board of Aldermen of the Town of Dover have examined all bills presented for payment; and

WHEREAS, the Chief Financial Officer has certified that there are sufficient funds in the account(s) to which respective bills have been charged.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Board of Aldermen of the Town of Dover do hereby approve the bills as listed; and

BE IT FURTHER RESOLVED that the proper officials are hereby authorized to sign the checks for payment of same.

CURRENT APPROPRIATIONS RESERVE ACCT claims in the amount of:	\$0.00
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$620,478.05
GENERAL CAPITAL ACCT claims in the amount of:	\$251,110.38
WATER UTILITY RESERVE ACCT claims in the amount of:	\$0.00
WATER UTILITY ACCT claims in the amount of:	\$51,424.76
WATER CAPITAL ACCT claims in the amount of:	\$0.00
PARKING UTILITY RESERVE ACCT claims in the amount of:	\$0.00
PARKING UTILITY ACCT claims in the amount of:	\$6,947.98
PARKING CAPITAL ACCT claims in the amount of:	\$0.00
ANIMAL CONTROL TRUST ACCT claims in the amount of:	\$0.00
EVIDENCE TRUST ACCT claims in the amount of:	\$40.00
RECYCLING TRUST ACCT claims in the amount of:	\$0.00
COUNTY FORFEITED ASSETS TRUST ACCT claims in the amount of:	\$0.00
FEDERAL FORFEITED ASSETS ACCT claims in the amount of:	\$0.00
TRUST/OTHER ACCT claims in the amount of:	\$64,183.55
COAH TRUST ACCT claims in the amount of:	\$0.00

Ayes: Aldermen Visioli, Picciallo, MacDonald, Toth, O'Connor, Camacho & Mayor Dodd
Nays: None **Absent: Alderwoman Romaine** **Abstained: Alderwoman Blackman**

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER FOR APPROVAL OF MINUTES

WHEREAS, in accordance with the provisions set forth in the Open Public Meeting Law, annual notice has been provided for all Mayor and Board of Aldermen meetings; and

WHEREAS, the Mayor and Board of Aldermen of the Town of Dover held their Public Meetings, and minutes of those meetings were transcribed.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover, County of Morris and State of New Jersey for approval the minutes for the following meetings:

August 14, 2018 – Caucus & Regular

Alderman Visioli has moved the foregoing resolution be adopted and duly seconded by Alderman Picciallo by the following roll call vote.

Ayes: Aldermen Visioli, Picciallo, Blackman, MacDonald, Toth, O'Connor, Camacho & Mayor Dodd
Nays: None **Absent: Alderwoman Romaine** **Abstained: None**

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER FOR APPROVAL OF MINUTES

WHEREAS, in accordance with the provisions set forth in the Open Public Meeting Law, annual notice has been provided for all Mayor and Board of Aldermen meetings; and

WHEREAS, the Mayor and Board of Aldermen of the Town of Dover held their Public Meetings, and minutes of those meetings were transcribed.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover, County of Morris and State of New Jersey for approval the minutes for the following meetings:

August 28, 2018 – Caucus & Regular

Alderman O'Connor has moved the foregoing resolution be adopted and duly seconded by Alderman Picciallo by the following roll call vote.

Ayes: Aldermen Visioli, Picciallo, Blackman, Toth, O'Connor, Camacho & Mayor Dodd
Nays: None **Absent: Alderwoman Romaine** **Abstained: Alderman MacDonald**

PERSONNEL ACTION RESOLUTION

BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover, County of Morris, and State of New Jersey as follows:

1. That the annual, hourly salaries and wages as set forth hereunder be and hereby are established for the officials and listed employees of the Town of Dover at the respective sums shown following their names and or position designation following their name listed below.
2. This resolution directs the Treasurer of the Town of Dover to withhold such monies from individual salaries and wages so there is no advance payment of salaries and wages and annual sums may be adjusted through December 31, 2018.

NEW HIRES:

Catherine Cameron, Confidential Aide

\$54,000

9/17/2018

Alderman Visioli has moved the foregoing resolution be adopted and duly seconded by Alderman Camacho by the following roll call vote.

**Ayes: Aldermen Visioli, Picciallo, Blackman, MacDonald, Toth, O'Connor, Camacho & Mayor Dodd
Nays: None Absent: Alderwoman Romaine Abstained: None**

RESOLUTION OF THE MAYOR & BOARD OF ALDERMEN OF THE TOWN OF DOVER AUTHORIZING THE DONATION OF A 2004 INTERNATIONAL PACKER (GARBAGE) TRUCK (VIN #1HTVGA0T24J018700) NO LONGER NEEDED FOR PUBLIC USE TO ROCKAWAY TOWNSHIP PURSUANT TO N.J.S.A. 40A:11-36

WHEREAS, the Town of Dover is in possession of a 2004 International Packer (Garbage) Truck (VIN# 1HTVGA24J018700) that is no longer needed for public use; and

WHEREAS, Rockaway Township has expressed an interest in purchasing the truck for \$2,200.00, which is the mechanic's estimate for the value of the vehicle; and

WHEREAS, N.J.S.A. 40A:11-36 provides for the sale or disposition of personal property to another municipality without advertising for bids; now, therefore, be it

NOW THEREFORE BE IT RESOLVED, by the Mayor and the Board of Aldermen of the Town of Dover, Morris County, New Jersey as follows:

1. That the Town of Dover accepts Rockaway Township's offer of \$2,200.00 for the 2004 International Packer (Garbage) Truck (VIN# 1HTVGA24J018700) and
2. The Town Administrator and Clerk are hereby authorized to execute any and all necessary documentation to effectuate the transfer of title.

Alderman Picciallo has moved the foregoing resolution be adopted and duly seconded by Alderman O'Connor by the following roll call vote.

**Ayes: Aldermen Visioli, Picciallo, Blackman, MacDonald, Toth, O'Connor, Camacho & Mayor Dodd
Nays: None Absent: Alderwoman Romaine Abstained: None**

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN RESOLUTION AWARDED AN OPEN-ENDED CONTRACT TO ZC UTILITY SERVICES, LLC. D/B/A CARNER BROTHERS FOR TAPPING VALVES, INSERT VALVES AND LINE STOPS PURSUANT TO SEALED BID FOR WATER INFRASTRUCTURE AND UTILITY WORK

WHEREAS, the Town of Dover advertised for a sealed bid for on-call tapping valves, insert valves and line stops in conjunction with necessary water utility and infrastructure work; and

WHEREAS, one (1) bid was received on August 21, 2018, from ZC Utility Services, LLC d/b/a Carner Brothers, in the amounts as shown in its sealed bid form on file in the Municipal Clerk's Office; and

WHEREAS, ZC Utility Services, LLC d/b/a Carner Brothers was the lowest responsive and responsible bidder; and

WHEREAS, the bid has been reviewed by the Dover Water Commission, its engineer and the Town Administrator/Qualified Purchasing Agent and found to be reasonable and responsive. Accordingly, the Dover Water Commission recommended the award of this contract at its meeting of August 28, 2018; and

WHEREAS, as an open-ended contract pursuant to N.J.A.C. 5:30-5.4, et seq., the Chief Financial Officer will certify funds prior to the encumbrance of funds and the issuance of each purchase order; now, therefore, be it

RESOLVED by the Mayor and Board of Aldermen of the Town of Dover that an open-ended contract, pursuant to advertised sealed bid, is hereby awarded to ZC Utility Services LLC d/b/a Carner Brothers for on-call tapping valves, insert valves and line stops in conjunction with necessary water utility and infrastructure work for the period and in the amount shown in its sealed bid form on file in the Municipal Clerk's Office.

