

**Instructions for How to Attend the September 8, 2020  
Regular Meeting of the Mayor and Board of Aldermen of  
the Town of Dover**

**TO JOIN MEETING VIA PHONE**

**PHONE NUMBER: 929-205-6099**

**Meeting ID: 921 4083 4639**

**Passcode: 486357**

**TO JOIN MEETING VIA COMPUTER**

**[https://zoom.us/j/92140834639?pwd=YUxvMEtvZUFyVHpN  
N3FESDgyZHpjQT09](https://zoom.us/j/92140834639?pwd=YUxvMEtvZUFyVHpN<br/>N3FESDgyZHpjQT09)**

**Meeting ID: 921 4083 4639**

**Passcode: 8XGQEv**



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

## REGULAR MEETING AGENDA ELECTRONIC MEETING September 8, 2020 7:00 P.M.

*This Agenda is in Accordance with Town Code §2-6 F (3)*

**A) CALL MEETING TO ORDER / SUNSHINE STATEMENT** – Mayor Carolyn Blackman to call meeting to order and read the Sunshine Statement:

“This meeting is being held in accordance with the Open Public Meetings Act, also known as the Sunshine Law, N.J.S.A. 10:4-6. Notice of the meeting was sent to the Daily Record and Star Ledger on August 20, 2020 and published in the Record and Ledger on August 26, 2020. Notice was also posted on the Bulletin Board in Town Hall.”

**B) PLEDGE OF ALLEGIANCE** – Mayor Carolyn Blackman to lead those in attendance in the Pledge of Allegiance to the Flag

**C) ROLL CALL** – Acting Municipal Clerk to Conduct Roll Call:

| Name                 | Present | Absent | Excused |
|----------------------|---------|--------|---------|
| Alderman Correa      |         |        |         |
| Alderman Tapia       |         |        |         |
| Alderman Ballesteros |         |        |         |
| Alderwoman Rugg      |         |        |         |
| Alderwoman Cruz      |         |        |         |
| Alderman Valencia    |         |        |         |
| Alderman Quinones    |         |        |         |
| Alderwoman Wittner   |         |        |         |
| Mayor Blackman       |         |        |         |

**D) APPROVAL OF MINUTES**

1) July 21, 2020 Regular Meeting

### July 21, 2020 Regular Meeting Minutes

|                | A.M. Correa | A.M. Tapia | A.M. Ballesteros | A.M. Rugg | A.M. Cruz | A.M. Valencia | A.M. Quinones | A.M. Wittner | Mayor Blackman |
|----------------|-------------|------------|------------------|-----------|-----------|---------------|---------------|--------------|----------------|
| <b>Motion</b>  |             |            |                  |           |           |               |               |              |                |
| <b>Second</b>  |             |            |                  |           |           |               |               |              |                |
| <b>Yes</b>     |             |            |                  |           |           |               |               |              |                |
| <b>No</b>      |             |            |                  |           |           |               |               |              |                |
| <b>Abstain</b> |             |            |                  |           |           |               |               |              |                |

**E) REPORT OF COMMITTEES**

**F) PRESENTATIONS, MUNICIPAL CORRESPONDENCE**

- 1) Correspondence from Roxbury Township Regarding Investigation of JCP&L
- 2) Correspondence from Pequannock Township Regarding Support of In-Person Voting
- 3) Correspondence from CME about the Reservoir Rd. Water Main Improvements
- 4) Presentation by Mayor Blackman of John O. Bennett III – candidate / nominee for the position of Interim Town Administrator.

**Res. 209-2020 Appointing Interim Town (Municipal) Administrator**

|                | A.M.<br>Correa | A.M.<br>Tapia | A.M.<br>Ballesteros | A.M.<br>Rugg | A.M.<br>Cruz | A.M.<br>Valencia | A.M.<br>Quinones | A.M.<br>Wittner | Mayor<br>Blackman |
|----------------|----------------|---------------|---------------------|--------------|--------------|------------------|------------------|-----------------|-------------------|
| <b>Motion</b>  |                |               |                     |              |              |                  |                  |                 |                   |
| <b>Second</b>  |                |               |                     |              |              |                  |                  |                 |                   |
| <b>Yes</b>     |                |               |                     |              |              |                  |                  |                 |                   |
| <b>No</b>      |                |               |                     |              |              |                  |                  |                 |                   |
| <b>Abstain</b> |                |               |                     |              |              |                  |                  |                 |                   |

**G) ORDINANCES FOR FIRST READING**

- 1) Ord. 21-2020 – Bond Ordinance of the Town of Dover, County of Morris, State of New Jersey Reappropriating \$2,500,000 Proceeds of Obligations Not Needed for their Original Purpose in Order to Provide for Various Capital Projects in and By the Town of Dover, In the County of Morris, State of New Jersey

**Introduction of Ord. 21-2020**

|                | A.M.<br>Correa | A.M.<br>Tapia | A.M.<br>Ballesteros | A.M.<br>Rugg | A.M.<br>Cruz | A.M.<br>Valencia | A.M.<br>Quinones | A.M.<br>Wittner | Mayor<br>Blackman |
|----------------|----------------|---------------|---------------------|--------------|--------------|------------------|------------------|-----------------|-------------------|
| <b>Motion</b>  |                |               |                     |              |              |                  |                  |                 |                   |
| <b>Second</b>  |                |               |                     |              |              |                  |                  |                 |                   |
| <b>Yes</b>     |                |               |                     |              |              |                  |                  |                 |                   |
| <b>No</b>      |                |               |                     |              |              |                  |                  |                 |                   |
| <b>Abstain</b> |                |               |                     |              |              |                  |                  |                 |                   |

**H) ORDINANCES FOR SECOND READING, PUBLIC HEARING AND ADOPTION**

**I) APPROVAL OF BILLS**

- 1) Approval of Bills List (Res. 210-2020)

|                | A.M.<br>Correa | A.M.<br>Tapia | A.M.<br>Ballesteros | A.M.<br>Rugg | A.M.<br>Cruz | A.M.<br>Valencia | A.M.<br>Quinones | A.M.<br>Wittner | Mayor<br>Blackman |
|----------------|----------------|---------------|---------------------|--------------|--------------|------------------|------------------|-----------------|-------------------|
| <b>Motion</b>  |                |               |                     |              |              |                  |                  |                 |                   |
| <b>Second</b>  |                |               |                     |              |              |                  |                  |                 |                   |
| <b>Yes</b>     |                |               |                     |              |              |                  |                  |                 |                   |
| <b>No</b>      |                |               |                     |              |              |                  |                  |                 |                   |
| <b>Abstain</b> |                |               |                     |              |              |                  |                  |                 |                   |

**J) APPROVAL OF RESOLUTIONS**

**1) CONSENT AGENDA RESOLUTIONS**

- 1) Res. 211-2020 – Resolution Regarding Chapter 159 Clean Communities 2020
- 2) Res. 212-2020 – Resolution Regarding Chapter 159 Asst. to Firefighters
- 3) Res. 213-2020 – Resolution Approving the Submission of a Grant Application and to Execute a Grant Contract with the New Jersey Dept. of Community Affairs for Bowlby Street Area Infrastructure Improvements
- 4) Res. 214-2020 - Resolution for Grant Management Plan for the Small Cities Programs Public Facilities Fund – Bowlby Street Area Infrastructure Improvements
- 5) Res. 215-2020 - Resolution Concerning the Citizen Participation Plan for the Small Cities Grants
- 6) Res. 216-2020 – Resolution Committing to the Competitive Contracting Procurement Process Pursuant to N.J.S.A. 40A:11-4.1 Through 40A:11-4.5 for Certain Professional Services, Contingent Upon an FY2021 Small Cities Grant Award from the New Jersey Department of Community Affairs to Carry out Bowlby Street Area Infrastructure Improvements
- 7) Res. 217-2020 – Resolution Identifying CDBG Fair Housing Officer for FY2021 Public Facilities Programs
- 8) Res. 218-2020 – Resolution for Lien of Redemption
- 9) Res. 219-2020 - Resolution Appointing Public Agency Compliance Officer
- 10) Res. 220-2020 - Resolution Appointing Fund Commissioners for the North Jersey Municipal Benefits Fund
- 11) Res. 221-2020 - Resolution Appointing Fund Commissioners for the Morris County Joint Insurance Fund
- 12) Res. 222-2020 – Resolution Increasing the BID Threshold and Appointing a Qualified Purchasing Agent
- 13) Res. 223-2020 – Resolution Authorizing a Contract for Interim CFO/Treasurer Services
- 14) Res. 224-2020 – Resolution Authorizing Individuals to Sign Documents Relating to 457 Savings Plans
- 15) Res. 225-2020 - Resolution Appointing Tax Searcher
- 16) Res. 226-2020 – Resolution Approving the Renewal of Alcoholic Beverage Licenses for 2020-2021
- 17) Res. 227-2020 – Resolution Approving the Renewal of Alcoholic Beverage License #1409-33-002-009 for 2018-2019 Term

**Resolutions – 211 to 227 2020**

|                | A.M. Correa | A.M. Tapia | A.M. Ballesteros | A.M. Rugg | A.M. Cruz | A.M. Valencia | A.M. Quinones | A.M. Wittner | Mayor Blackman |
|----------------|-------------|------------|------------------|-----------|-----------|---------------|---------------|--------------|----------------|
| <b>Motion</b>  |             |            |                  |           |           |               |               |              |                |
| <b>Second</b>  |             |            |                  |           |           |               |               |              |                |
| <b>Yes</b>     |             |            |                  |           |           |               |               |              |                |
| <b>No</b>      |             |            |                  |           |           |               |               |              |                |
| <b>Abstain</b> |             |            |                  |           |           |               |               |              |                |

## **2) RESOLUTIONS FOR DISCUSSION AND CONSIDERATION**

### **K) OLD BUSINESS**

### **L) NEW BUSINESS**

#### **1) NEW BUSINESS ITEMS**

#### **2) ITEMS REQUESTED FOR DISCUSSION BY INDIVIDUAL ALDERMEN**

### **M) PUBLIC COMMENT:**

The Town of Dover highly values the input of residents in making important decisions that affect the residents of our community. We also believe in the rights of residents to observe Governing Body Meetings. To ensure that all of our residents have the opportunity to attend our Meetings and offer comment, and to ensure that the Governing Body can conduct the important business of the Town, we ask that speakers follow these guidelines for making public comments.

#### **Please respect the following procedures:**

1. The Mayor will recognize members of the public who wish to comment.
2. All members of the public attending Mayor and Board of Aldermen Meetings must treat each other and the Mayor and Board of Aldermen with respect.
3. State your full name and address for the record.
4. Please limit your comments to five (5) minutes. Each member of the public after being recognized by the Mayor can speak once for up to five (5) consecutive minutes. No member of the public can yield their time to another member of the public.
5. If you have a question that we are unable to answer at the Meeting, feel free to submit your questions to the Office of the Municipal Clerk, in writing, and include your name, address and telephone number where you can be contacted. The email address of the Clerks Office is [dooverclerk@doover.nj.us](mailto:dooverclerk@doover.nj.us). Questions will be answered within a reasonable time.
6. Individuals offering comments are not permitted to make personal attacks on any Town Employees, the Mayor or any Member of Town Government, other testifiers or members of the public.

### **ADJOURNMENT**



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

## RESOLUTION NO. 209-2020

### RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY APPOINTING INTERIM TOWN ADMINISTRATOR

**WHEREAS**, the position of Town (Municipal) Administrator and Deputy Town Administrator are currently vacant; and

**WHEREAS**, the position of Town (Municipal) Administrator was created by Town Code as allowed by N.J.S.A. 40A:9-136 et. seq.; and

**WHEREAS**, the Mayor and Board of Aldermen wish to fill this position; and

**WHEREAS**, the Mayor and Personnel Committee of the Board of Aldermen believes that John O. Bennett III is well qualified and possesses the necessary experience to fill the role and responsibilities of Interim Town Administrator and is recommending that the Board of Aldermen engage Mr. Bennett as the Interim Town Administrator; and

**WHEREAS**, John O. Bennett III has extensive experience working for and with municipal governments as a Municipal Administrator in three municipalities, a Public Works Superintendent, Municipal Attorney, State Legislator as a member of the New Jersey General Assembly and Senate including President of the Senate, Acting Governor of the State of New Jersey, and possesses a Juris Doctorate and the following state certifications: C.P.M., R.M.C, C.M.R., and Q.P.A; and

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey that John O. Bennett III is appointed as the Interim Town (Municipal) Administrator for a term of one year effective upon the passage of this resolution; and

**BE IT FURTHER RESOLVED** that the Mayor and Acting Municipal Clerk are authorized to enter into a contract with John O. Bennett III for a term of one year with a total compensation package not to exceed \$175,000.00 as Interim Town Administrator and Qualified Purchasing Agent.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

ADOPTED:\_\_\_\_\_



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

ORDINANCE No. 21-2020

## BOND ORDINANCE REAPPROPRIATING \$2,500,000 PROCEEDS OF OBLIGATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSE IN ORDER TO PROVIDE FOR VARIOUS CAPITAL PROJECTS IN AND BY THE TOWN OF DOVER, IN THE COUNTY OF MORRIS, NEW JERSEY

BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, IN THE COUNTY OF MORRIS, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. Pursuant to N.J.S.A. 40A:2-39, it is hereby determined that \$2,500,000 of the proceeds of obligations originally made available pursuant to Section 3(b) of Bond Ordinance #01-2008 of the Town of Dover, in the County of Morris, New Jersey (the "Town"), finally adopted February 27, 2018, are no longer necessary for the acquisition, by purchase, and improvements of the Berkeley College building and improvement of the adjacent property in and by the Town, for which the obligations previously were authorized.

Section 2. The \$2,500,000 described in Section 1 and made available pursuant to N.J.S.A. 40A:2-39, is hereby reappropriated to provide for the following capital improvements:

| <u>Purpose</u>   | <u>Reappropriation Amount</u> |
|--|-------------------------------|
| a) Acquisition of Police Department Sport Utility Vehicles.  | \$ 190,000                    |
| b) Acquisition of Christmas Decorations.   | \$ 289,000                    |
| c) Acquisition of Communications Equipment and Radios.   | \$ 50,000                     |
| d) Various Fire Department Improvements.   | \$ 90,000                     |
| e) Acquisition of Public Works Vehicles and Equipment.   | \$ 265,000                    |
| f) Acquisition and installation of a Police Department Security Door.  | \$ 10,000                     |
| g) Renovation of Waterworks Bathrooms.   | \$ 55,000                     |
| h) Various improvements to Public Facilities, including but not limited to, Municipal Building roof repairs/replacement, repairs/replacement of gazebo and park lighting, furnace upgrade in Municipal Building and fire department floor drain. | \$ 656,000                    |
| i) Various roadway and infrastructure improvements, including but not limited to, removal of Cantilevered Walkway; White Street Drainage Study; Brook Lane   | \$ 860,000                    |

| <u>Purpose</u>  | <u>Reappropriation<br/>Amount</u> |
|---|-----------------------------------|
| Bridge Evaluation; Dana-Poly Drainage Study and<br>Traffic Signal Improvements. |                                   |
| j) Centers of Place Designation.  | \$ <u>35,000</u>                  |
| TOTALS  | \$ <u>2,500,000</u>               |

Section 3. The Town hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Town is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

4. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

\_\_\_\_\_  
Carolyn Blackman, Mayor

Attest:

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

**INTRODUCED:** \_\_\_\_\_

**ADOPTED:** \_\_\_\_\_



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

## RESOLUTION NO. 210-2020

### BILL 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: | \$4,007.36            |
| CURRENT APPROPRIATIONS ACCT claims in the amount of:         | \$2,314,902.57        |
| GENERAL CAPITAL ACCT claims in the amount of:                | \$60,865.33           |
| WATER UTILITY RESERVE ACCT claims in the amount of:          | \$5,190.00            |
| WATER UTILITY ACCT claims in the amount of:                  | \$101,684.89          |
| WATER CAPITAL ACCT claims in the amount of:                  | \$79,320.12           |
| PARKING UTILITY RESERVE ACCT claims in the amount of:        | \$12,547.20           |
| PARKING UTILITY ACCT claims in the amount of:                | \$8,372.19            |
| 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:                 | \$0.00                |
| RECYCLING TRUST ACCT claims in the amount of:                | \$3,056.70            |
| 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:                    | \$9,699.17            |
| COAH TRUST ACCT claims in the amount of:                     | \$2,386.70            |
| <b>TOTAL CLAIMS TO BE PAID</b>                               | <b>\$2,602,032.23</b> |

**BE IT FURTHER RESOLVED** that the following claims have been paid prior to the Bill List Resolution in the following amounts:

|  |                       |
|--|-----------------------|
| EVIDENCE TRUST ACCT claims in the amount of:         | \$57.00               |
| CURRENT APPROPRIATIONS ACCT claims in the amount of: | \$178,145.55          |
| PARKING UTILITY ACCT claims in the amount of:        | \$2,757.50            |
| WATER UTILITY OPERATING claims in the amount of:     | \$41,598.50           |
| <b>TOTAL CLAIMS PAID</b>                             | <b>\$222,558.55</b>   |
| <b>TOTAL BILL LIST RESOLUTION</b>                    | <b>\$2,824,590.78</b> |

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

ADOPTED: 9/8/2020



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 211-2020

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE  
TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY CHAPTER 159**

**WHEREAS**, N.J.S. 40A: 4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made by law and the amount thereof was not determined at the time of adoption of the budget, and

**WHEREAS**, said Director may also approve the insertion of any item of appropriation for equal amount,

**NOW, THEREFORE, BE IT RESOLVED** that the Town of Dover hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2020 in the sum of \$25,302.19; which item is now available as revenue from the State of New Jersey, Solid Waste Administration, Clean Communities Grant pursuant to the provisions of statute, and

**BE IT FURTHER RESOLVED** that a like sum of \$25,302.19 be and the same is hereby appropriated under the caption of:

Public and Private Programs Offset by Revenues:  
Clean Communities Grant

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

## RESOLUTION NO. 212-2020

### RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY CHAPTER 159

**WHEREAS**, N.J.S. 40A: 4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made by law and the amount thereof was not determined at the time of adoption of the budget, and

**WHEREAS**, said Director may also approve the insertion of any item of appropriation for equal amount,

**NOW, THEREFORE, BE IT RESOLVED** that the Town of Dover hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2020 in the sum of \$47,185.71; which item is now available as revenue from the FEMA Assistance to Firefighters Grant, and

**BE IT FURTHER RESOLVED** that a like sum of \$47,185.71 be and the same is hereby appropriated under the caption of:

Public and Private Programs Offset by Revenues:

**BE IT FURTHER RESOLVED** that the sum of \$2,359.29 representing the amount required for the municipality's share of the aforementioned undertaking appears in the 2020 budget appropriated under the caption of:

Fire Department OE

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 213-2020

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS GRANTING APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FOR BOWLBY STREET AREA INFRASTRUCTURE IMPROVEMENTS**

**SCHEDULE I: RESOLUTION**

**WHEREAS**, the Town of Dover desires to apply for and obtain a grant from the New Jersey Department of Community Affairs, Small Cities Public Facilities Fund for an amount not to exceed \$400,000, for Bowlby Street Area Infrastructure Improvements;

**BE IT THEREFORE, RESOLVED,**

- 1) that the Town of Dover does hereby authorize the application for such a grant; and,
- 2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Town of Dover and the New Jersey Department of Community Affairs.

**BE IT FURTHER RESOLVED**, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

|                  |                        |
|------------------|------------------------|
| _____            | _____                  |
| (signature)      | (signature)            |
| _____            | _____                  |
| Carolyn Blackman | John P. Schmidt        |
| _____            | _____                  |
| Mayor            | Acting Municipal Clerk |

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 214-2020

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS CONCERNING THE GRANT MANAGEMENT PLAN FOR THE FY 2021 SMALL CITIES PROGRAMS – PUBLIC FACILITIES FUND: BOWLBY STREET AREA INFRASTRUCTURE IMPROVEMENTS**

**WHEREAS**, the Town of Dover is applying for a Small Cities grant from the Public Facilities Fund and if awarded funding will enter into a Grant Agreement with the New Jersey Department of Community Affairs; and

**WHEREAS**, the Town is required to submit a Grant Management Plan as part of the Small Cities application;

**NOW, THEREFORE, BE IT RESOLVED** by the Town of Dover, County of Morris and State of New Jersey, that: The Grant Management Plan prepared by the Town and submitted to DCA Small Cities with the application for Bowlby Street Area Infrastructure Improvements is hereby adopted to identify Tammy Wetzel of Triad Associates as the Project Coordinator and the Town of Dover Administrator as the Program Director and Official Contact Person.

This is to certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Town of Dover Board of Aldermen which was held on September 8, 2020.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 215-2020

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS CONCERNING THE CITIZEN PARTICIPATION PLAN FY2020**

**WHEREAS**, the Town of Dover is applying for FY2021 Small Cities Grants from the Public Facilities Fund with the New Jersey Department of Community Affairs; and

**WHEREAS**, a Grant Agreement requires the Town of Dover to comply with all federal regulations with respect to citizen participation; and

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

The Citizen Participation Plan 2020 developed by the New Jersey Department of Community Affairs, Small Cities CDBG Program, is adopted by the Town of Dover; and  
The Town of Dover will follow all regulations set forth in that document throughout the term of the Grant Agreement cited above.

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Carolyn Blackman, Mayor

Adopted by the Mayor and Board of Aldermen of the Town of Dover on this 8<sup>th</sup> day of September, 2020.

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John P. Schmidt, Acting Municipal Clerk



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

## RESOLUTION NO. 216-2020

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS COMMITTING TO THE COMPETITIVE CONTRACTING PROCUREMENT PROCESS PURSUANT TO NJSA 40A:11-4.1 THROUGH 40A:11-4.5 FOR CERTAIN PROFESSIONAL SERVICES, CONTINGENT UPON AN FY2021 SMALL CITIES GRANT AWARD FROM THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS TO CARRY OUT BOWLBY STREET AREA INFRASTRUCTURE IMPROVEMENTS**

**WHEREAS**, the Town of Dover intends to submit in September 2020 an application to the New Jersey Department of Community Affairs, Small Cities Public Facilities Fund for Bowlby Street Area Infrastructure Improvements; and,

**WHEREAS**, the Small Cities Program requires, in certain instances, that professional services associated with the implementation of a Small Cities award be procured through a Competitive Contracting process;

**BE IT THEREFORE, RESOLVED**, that the Town of Dover does hereby commit to authorize the issuance of Requests for Proposals (RFP), under the aforementioned State Competitive Contracting guidelines, for Professional Engineering Services and Grant Administration Services, contingent upon award of said Small Cities grant; and,

**BE IT FURTHER RESOLVED**, that the Municipal Clerk will be directed to advertise these RFPs for a period of not less than 20 days in the Town's official newspaper of record; that the Town will strive to obtain three or more proposals; and the Town will proceed with the RFP evaluation process if at least two proposals are received.

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
Carolyn Blackman

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
John P. Schmidt

\_\_\_\_\_  
Acting Municipal Clerk

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

ADOPTED: \_\_\_\_\_



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 217-2020

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS IDENTIFYING CDBG FAIR HOUSING OFFICER FOR FY2021 PUBLIC FACILITIES PROGRAMS**

**WHEREAS**, the Town of Dover is applying for Small Cities Community Development Block Grants from the New Jersey Department of Community Affairs (hereafter NJDCA) for Bowlby Street Area Infrastructure Improvements, and

**WHEREAS**, the Town of Dover must make efforts to affirmatively further fair housing; and

**WHEREAS**, the Town of Dover has reviewed various actions that would be acceptable to the New Jersey State Department of Community Affairs and the U.S. Department of Housing and Urban Development; and

**WHEREAS**, the Town of Dover has made assurances in the grant agreement that:

1. It will comply with the Housing and Community Development Act of 1974, as amended, and regulations issued thereto; and
2. It will comply with the Civil Rights Act of 1964, and the regulations issued thereto it; and
3. It will comply with the Fair Housing Act of 1968 and will affirmatively further fair housing; and
4. It will comply with the Age Discrimination Act of 1975 and with the Rehabilitation Act of 1973.

**NOW, THEREFORE, BE IT RESOLVED** that John Bennett shall be designated as the Fair Housing Officer for the Town of Dover; and

**BE IT FURTHER RESOLVED** that the Fair Housing Officer shall contact USHUD Regional Office of Housing and Equal Opportunity and the NJ Division on Civil Rights, inform those agencies of his/her appointment as Fair Housing Officer, and request Fair Housing Information, and

**BE IT FURTHER RESOLVED** that the Fair Housing Officer shall provide fair housing advisory services and assistance and referral advice to persons requesting such assistance from the Town of Dover; and

**BE IT FURTHER RESOLVED** that the Town of Dover will publish in the local newspaper of record and post at the municipal building a public notice announcing the appointment of the Fair Housing Officer and the availability of local fair housing services.

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Carolyn Blackman, Mayor

Adopted by the Mayor and Board of Aldermen of the Town of Dover this the 8<sup>th</sup> day of September, 2020.

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John P. Schmidt, Acting Municipal Clerk

DRAFT



# **TOWN OF DOVER MAYOR & BOARD OF ALDERMEN**

**RESOLUTION NO. 218-2020**

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF  
DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY FOR A LIEN  
REDEMPTION**

**WHEREAS**, at the Municipal Tax Sale held on May 24, 2018, a lien was sold on Block 811 Lot 2, also known as 303 West Clinton Street, Dover, New Jersey for delinquent 2017 taxes; and,

**WHEREAS**, this lien, known as Tax Sale Certificate 17-00002 was sold to SLS 1LLC; and,

**WHEREAS**, redemption fees for Certificate No 17-00002 were received in full.

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey that the Treasurer is authorized to issue a check in the amount of \$39,540.75 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.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:**\_\_\_\_\_



# **TOWN OF DOVER MAYOR & BOARD OF ALDERMEN**

**RESOLUTION NO. 219-2020**

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF  
DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY APPOINTING PUBLIC  
AGENCY COMPLIANCE OFFICER**

**WHEREAS**, N.J.A.C. 17:27-3.5 requires that each public agency designate annually an individual to serve as its Public Agency Compliance Officer (P.A.C.O.); and

**WHEREAS**, the position is currently vacant; and

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey that John O. Bennett III is hereby designated **PUBLIC AGENCY COMPLIANCE OFFICER** for the remainder of the year 2020.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 220-2020

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY APPOINTING FUND COMMISSIONERS FOR THE NORTH JERSEY MUNICIPAL BENEFITS FUND**

**WHEREAS**, there exists a need for a Fund Commissioner and Alternate Fund Commissioner for the Town of Dover under the North Jersey Municipal Employee Benefits Fund; and

**WHEREAS**, currently both positions are vacant; and

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey that **John P. Schmidt** (Acting Municipal Clerk) be and is hereby appointed Fund Commissioner and **John O. Bennett III** (Interim Town Administrator) be and is hereby appointed Alternate Fund Commissioner for the Town of Dover under the North Jersey Municipal Employee Benefits Fund.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 221-2020

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY APPOINTING FUND COMMISSIONERS FOR THE MORRIS COUNTY JOINT INSURANCE FUND**

**WHEREAS**, there exists a need for a Fund Commissioner and Alternate Fund Commissioner for the Town of Dover under the Morris County Joint Insurance Fund; and

**WHEREAS**, the position of Fund Commissioner is vacant and the position of Alternate Fund Commissioner has been held by John P. Schmidt, Acting Municipal Clerk since January 1, 2020; and

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey that **John P. Schmidt** (Acting Municipal Clerk) be and is hereby appointed Fund Commissioner and **John O. Bennett III** (Interim Town Administrator) be and is hereby appointed Alternate Fund Commissioner for the Town of Dover under the Morris County Joint Insurance Fund.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

ADOPTED: \_\_\_\_\_



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

## RESOLUTION NO. 222-2020

### RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS INCREASING THE BID THRESHOLD AND APPOINTING A QUALIFIED PURCHASING AGENT PURSUANT TO N.J.S.A 40A:11-3(a) and N.J.A.C. 5:34-5 ET. SEQ.

**WHEREAS**, the recent changes to the Local Public Contracts Law gave local contracting units the ability to increase their bid threshold up to \$44,000; and

**WHEREAS**, N.J.S.A. 40A:11-3(a), permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

**WHEREAS**, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

**WHEREAS**, John O. Bennett III possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq; and

**WHEREAS**, the Town of Dover desires to take advantage of the increased bid threshold;

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor and Board of Aldermen of the Town of Dover, in the county of Morris, in the State of New Jersey hereby increases its bid threshold to \$44,000; and

**BE IT FURTHER RESOLVED**, that the governing body hereby appoints John O. Bennett III as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-2(30), with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit; and

**BE IT FURTHER RESOLVED**, that in accordance with N.J.A.C. 5:34-5.2 the local unit Clerk is hereby authorized and directed to forward a certified copy of this resolution and a copy of John O. Bennett III's certification to the Director of the Division of Local Government Services.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

ADOPTED: \_\_\_\_\_



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

## RESOLUTION NO. 223-2020

### RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING A CONTRACT FOR INTERIM CHIEF FINANCIAL OFFICER / TREASURER SERVICES

**WHEREAS**, the current Interim Chief Financial Officer / Treasurer Ashley Wilson has tendered her resignation to be effective on September 9, 2020; and

**WHEREAS**, the Mayor and Board of Aldermen wish to fill this position on an interim basis pending a search for a replacement; and

**WHEREAS**, the Mayor and Personnel Committee of the Board of Aldermen believes that John Barrett of PM Consultants possesses the necessary experience to fill this role on an interim basis and wish to enter into an agreement for those services; and

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey that the Mayor and Municipal Clerk are authorized to enter into a contract with PM Consultants to provide Interim Chief Financial Services / Treasurer Services at an hourly rate of \$165.00 per hour for a total contract amount not to exceed \$17,500.00, and

**BE IT FURTHER RESOLVED** that the professional(s) listed above is/are directed to prepare a written contract to be executed with the Town of Dover and that a copy of this Resolution, the contract, and the Business Entity Disclosure Certificate shall be placed on file with the Municipal Clerk.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

ADOPTED: \_\_\_\_\_



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 224-2020

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING INDIVIDUALS TO SIGN DOCUMENTS**

**WHEREAS**, certain documents are required to be signed on behalf of the Town of Dover concerning the 457 savings plans; and

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Alderman of the Town of Dover, County of Morris, State of New Jersey that the following individuals within the Town of Dover be and they are hereby authorized to sign documentation on behalf of the Town of Dover in order to process, transfer or qualified transfer requests effective upon the adoption of this resolution.

John Barrett of PM Consultants – Replacing Ashley Wilson effective September 10, 2020

John O. Bennett III, Interim Town Administrator

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 225-2020

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY APPOINTING TAX SEARCHER**

**WHEREAS**, Resolution 64-2020 appointed Ashley Wilson as Tax Searcher of the Town of Dover; and

**WHEREAS**, Ashley Wilson has submitted her resignation to take effect on September 9, 2020; and

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Alderman of the Town of Dover, County of Morris, State of New Jersey that John Barrett of PM Consultants be and hereby is appointed Tax Searcher for the Town of Dover for the balance of year 2020 effective September 10, 2020.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

## RESOLUTION NO. 226-2020

### RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY APPROVING THE RENEWAL OF ALCOHOLIC BEVERAGE LICENSES FOR 2020-2021.

**WHEREAS**, the herein named duly filed applications for renewal of their Alcoholic Beverage Licenses for their respective premises as shown on Schedule A for July 1, 2020 to June 30, 2021; and

**WHEREAS**, no objections have been received from the public; and

**WHEREAS**, the required fees have been paid and all premises have been inspected and approved by the Office of the Municipal Clerk, Police Department, Board of Health and the Bureau of Fire Prevention.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Board of Aldermen of the Town of Dover that said applications be approved and that the respective licenses be granted; and

**BE IT FURTHER RESOLVED** that the Acting Municipal Clerk or Director in the case of a conflict license be and hereby is authorized to issue license certificates accordingly as listed below.

### 2020/2021 LIQUOR LICENSES

|                            |  |                 |
|----------------------------|--|-----------------|
| MY PLACE LOUNGE, INC       | JAI ALAI RESTAURANT<br>73-75 W. BLACKWELL STREET       | 1409-33-001-007 |
| CAFL HOSPITALITY           | TABLE 42<br>42 N. SUSSEX STREET                        | 1409-32-010-008 |
| SU CASA COLOMBIA REST, INC | SU CASA COLOMBIA RESTAURANT<br>112 E. BLACKWELL STREET | 1409-33-012-004 |
| SHANTIVAN LIQUORS, INC.    | NEIGHBORHOOD DELI<br>263 E. BLACKWELL STREET           | 1409-44-015-006 |
| SHREE UMA LAXMI, LLC       | DOVER LIQUORS<br>10 W. BLACKWELL STREET                | 1409-44-018-007 |
| PANCHO VILLA RODEO INC.    | PANCHO VILLA RODEO<br>142 E. BLACKWELL STREET          | 1409-33-020-004 |
| SHIV LIQUOR, LLC           | SAM'S LIQUOR WINE & DELI<br>325 W. CLINTON STREET      | 1409-44-026-005 |
| NATASHA JR CORP.           | THOMAS LIQUORS<br>26 S. MORRIS STREET                  | 1409-44-027-007 |
| DLTL CORP.                 | INACTIVE<br>43 W. BLACKWELL ST.                        | 1409-33-030-006 |

WILLIAM HEDGES BAKER  
POST #27 AMER. LEGION

AMERICAN LEGION POST #27  
2 LEGION PLACE

1409-31-032-001

ONE NJ DOVER HW MGMT. LLC

HILTON HOMEWOOD SUITES  
2 COMMERCE CENTER DRIVE

1409-36-042-005

BLACKWELL STREET CAFÉ, INC.

MURRAY'S  
111 E. BLACKWELL STREET

1409-33-008-004

MARK MONT INC.

CHARLOTTE'S WEB  
39 W. CLINTON STREET

1409-33-031-003

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_

DRAFT



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

## RESOLUTION NO. 227-2020

### RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER APPROVING THE RENEWAL OF AN ALCOHOLIC BEVERAGE LICENSE

**WHEREAS**, F&GSL LLC, needed a Special Ruling to permit renewal of a license for the 2018-2019 License Term for License No. 1409-33-002-009; and

**WHEREAS**, F&GSL can hereby renew the license pursuant to the 12:39 Special Ruling by the Director of ABC in January 2020, was received and gave relief to permit renewal of the license for the 2019-2020 license term; and

**WHEREAS**, an application was filed with the Office of the Municipal Clerk for the 2018-2019 license term; and

**WHEREAS**, the required fees have been paid; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Board of Aldermen of the Town of Dover that said application be approved and that the respective license renewal be granted; and

**BE IT FURTHER RESOLVED** that the Acting Municipal Clerk or Director in the case of a conflict license be and hereby is authorized to issue license certificates accordingly as listed below.

1409-33-002-009

F&GSL LLC

2018-2019 License Term

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_