



TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

REGULAR MEETING AGENDA
ELECTRONIC MEETING
April 27, 2021 7:00 P.M.

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

**Please Be Advised That This Meeting Will Be Simulcasted on the Town of Dover's
YouTube Channel found online here:**

https://www.youtube.com/channel/UC7DBVyMoQEXu1U0Z_BkaBHA

Zoom Information – Phone
Phone: 929-205-6099
Meeting ID: 983 0727 4157
Passcode: 588134

Zoom Information - Computer
Meeting ID: 983 0727 4157
Passcode: SN202e

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 January 10, 2021 and published in the Record and Ledger on January 13, 2021. Notice was also posted on the Bulletin Board, in the Lobby and Entrance Doors of the Municipal Building and on the Town of Dover website.”

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) Approval of March 9, 2021 Regular Meeting Minutes

March 9, 2021 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
Motion									
Second									
Yes									
No									
Abstain									

E) REPORT OF COMMITTEES

F) PRESENTATIONS, MUNICIPAL CORRESPONDENCE

1) Correspondence from Acting Municipal Clerk – FDS Status Update

G) ORDINANCES FOR FIRST READING

1) Ord. No. 9-2021 – Ordinance Amending Chapter 373 of the Code of the Town of Dover – Adding a Section Titled Resident Parking, Insignia Required

Introduction of Ord. 9-2021

	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
Motion									
Second									
Yes									
No									
Abstain									

H) ORDINANCES FOR SECOND READING, PUBLIC HEARING AND ADOPTION

I) APPROVAL OF BILLS

1) Approval of Bills List (Res. 112-2021)

Resolution 112-2021

	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
Motion									
Second									
Yes									
No									
Abstain									

J) APPROVAL OF RESOLUTIONS

1) CONSENT AGENDA RESOLUTIONS

- 1) Res. 113-2021– Res. Authorizing an Agreement with the Morris County Cooperative Pricing Council to Renew Membership for the Period October 1, 2021 through September 30, 2026.
- 2) Res. 114-2021 – Res. Authorizing Engineering Work to Update the Town of Dover’s Stormwater Pollution Prevention Plan and Municipal Stormwater Management Plan

Resolutions 113 and 114 2021

	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
Motion									
Second									
Yes									
No									
Abstain									

2) RESOLUTIONS FOR DISCUSSION AND CONSIDERATION

- 1) Res. 115 -2021 – Res. Authorizing Professional Service Contract for IT Services

Resolution 115-2021

	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
Motion									
Second									
Yes									
No									
Abstain									

K) OLD BUSINESS

L) NEW BUSINESS

1) NEW BUSINESS ITEMS

- a) Administration Report – Administrator John O. Bennett III

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 offer comment, each statement/comment shall be held to a time period of five (5) minutes. Public comment has been solicited via the following manners:

All comments must include your name and residential address at the beginning of your comment.

- 1) By hand delivery - Comments may be submitted by hand deliver at Town Hall, located at 37 N. Sussex Street, Dover, NJ 07801 addressed to Acting Municipal Clerk John P. Schmidt. Comments may be dropped off during normal business hours, which are 8:30a.m. to 4:30p.m. up until 1:00 p.m. the day of the meeting.
- 2) By mail - Comments may be submitted by mail to Town Hall, 37 N. Sussex Street, Dover, NJ 07801 addressed to Acting Municipal Clerk John P. Schmidt. Comments must be received by 1:00 p.m., on the day of the meeting.
- 3) By email – Comments may be submitted until 1:00p.m. on the day of the meeting via email to publiccomment@dover.nj.us. The Subject of the Email Should be as follows “Public Meeting Comment” followed by the date of the meeting and Name. Example: **Public Comment 4/27/2021 John Public.**
- 4) All comments submitted in writing must include your name and residential address at the beginning of your comment.
- 5) Members of the public may also comment during the public comment portion by raising their hands via the Zoom platform, or if participating via phone by dialing *9 on your telephonic device. After commenting, please dial *9 again to lower your hand. All members of the public who wish to comment must state their name and residential address after being recognized to speak.

Public comment portions of our agenda are not structured as question and answer sessions, but rather they are offered as opportunities to share your thoughts with the Mayor and Board of Aldermen. The Mayor and Board will attempt to engage in dialogue but may not be able to respond to all public comments. However, all comments are considered and will be investigated and addressed as appropriate.

If you have a question that we are unable to answer at the Meeting, feel free to submit your questions to the Interim Town Administrator or 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 Interim Town Administrator is jbennett@dover.nj.us and the email address of the Clerk’s Office is doverclerk@dover.nj.us. Questions will be answered within a reasonable time.

Please be courteous and mindful of the rights of others when providing comments. Comments may not be abusive, obscene or threatening. 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. 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

ORDINANCE No. 9-2021

AN ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS AND STATE OF NEW JERSEY AMENDING CHAPTER 373 OF THE CODE OF THE TOWN OF DOVER ADDING A SECTION TITLED RESIDENT PARKING; INSIGNIA REQUIRED

SECTION 1.

§ 373-___ Resident Parking; insignia required.

A.

Parking shall be limited to Residents with valid Permits located along the following street(s). No person shall park a vehicle at any time upon the following street(s) except as set forth in the following subsections.

(1)

Depew Avenue. Parking shall be limited to residents with valid permits along the southerly curb line of Depew Avenue beginning at a point 33 feet west of the southwesterly curb line intersection of Depew Avenue and Wayne Street, thence continuing in a westerly direction for a distance of 118 feet.

B.

Resident Permits. Where the Chief of Police shall be satisfied that a resident making application for the permission provided for in this and the following subsection has no driveway, garage or other legal off-street parking space available at the resident's premises and no publicly owned facility on which overnight parking is permitted is located within one block of such resident's premises, the Chief of Police shall issue to such resident an insignia / placard authorizing such resident to park a motor vehicle owned by him or her on the streets set forth in subsection A.

C.

Such insignia/placard shall be displayed at all times upon the inside the vehicle from the rear view mirror or dash board being parked as permitted herein. Failure to exhibit such insignia / placard as required may result in the issuance of a summons.

D.

Number of permits.

(1)

Residences with no off-street parking shall be eligible for up to two (2) permits per household.

(2)

Residences with a driveway that cannot fit more than one (1) vehicle are eligible for one (1) permit per household.

(3)

All vehicles for which permits are issued must be registered to the Dover address. Insignia / placards may only be used for parking the vehicles designated in the approved application and shall not be transferred to any other vehicle.

E.

Permits will be valid for a period of up to one (1) year and all permits shall expire on December 31st of the calendar year issued.

F.

All insignia/placards issued under this section shall be color-coded to indicate the period of validation.

G.

Fee

If the application is approved a fee shall be provided to the Town of Dover in the amount of \$10.00 or for the amount authorized in annual fee resolution for each insignia/placard issued, including replacements.

SECTION 2. Any article, chapter, section, paragraph, subsection, clause, or other provision of the Code inconsistent with the provisions of this ordinance is hereby repealed to the extent of such inconsistency.

SECTION 3. In case, for any reason, any portion or provision of this Ordinance shall be held to be unconstitutional or invalid, the same shall not affect any other portion or provision of this Ordinance, except so far as the portion or provision so declared unconstitutional or invalid shall be severed from the remainder or any portion thereof.

SECTION 4. This Ordinance shall take effect in accordance with the law.

Carolyn Blackman, Mayor

Attest:

John P. Schmidt, Acting Municipal Clerk

INTRODUCED: _____

ADOPTED: _____



TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 112-2021 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:	\$39,335.42
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$319,382.74
GENERAL CAPITAL ACCT claims in the amount of:	\$98,917.07
WATER UTILITY RESERVE ACCT claims in the amount of:	\$1,956.05
WATER UTILITY ACCT claims in the amount of:	\$15,031.21
WATER CAPITAL ACCT claims in the amount of:	\$172,644.63
PARKING UTILITY RESERVE ACCT claims in the amount of:	\$0.00
PARKING UTILITY ACCT claims in the amount of:	\$2,463.23
PARKING CAPITAL ACCT claims in the amount of:	\$0.00
ANIMAL CONTROL TRUST ACCT claims in the amount of:	\$60.00
EVIDENCE TRUST ACCT claims in the amount of:	\$0.00
RECYCLING TRUST ACCT claims in the amount of:	\$502.20
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:	\$0.00
COAH TRUST ACCT claims in the amount of:	\$0.00
TOTAL CLAIMS TO BE PAID	\$650,292.55

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

TRUST/OTHER ACCT claims in the amount of:	\$0.00
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$566.98
PARKING UTILITY ACCT claims in the amount of:	\$0.00
WATER UTILITY OPERATING claims in the amount of:	\$0.00
TOTAL CLAIMS PAID	\$566.98

TOTAL BILL LIST RESOLUTION

\$650,859.53

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

John P. Schmidt, Acting Municipal Clerk

Carolyn Blackman, Mayor

ADOPTED: 4/27/2021



TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 113-2021

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING EXECUTION OF AN AGREEMENT WITH THE MORRIS COUNTY COOPERATIVE PRICING COUNCIL TO RENEW MEMBERSHIP THEREIN FOR THE PERIOD OF OCTOBER 1, 2021 THROUGH SEPTEMBER 30, 2026

WHEREAS, the Morris County Cooperative Pricing Council (“MCCPC”) was created in 1974 to conduct a voluntary cooperative pricing system with municipalities, boards of education, and other public bodies located in the County of Morris and adjoining counties; and **WHEREAS**, the purpose of the MCCPC is to provide substantial savings on various goods and services to its members through the cooperative public bidding process; and

WHEREAS, the Town of Dover desires to enter into an Agreement with the MCCPC, which is administered by Randolph Township as Lead Agency, to renew its membership in the MCCPC for the period of October 1, 2021 through September 30, 2026; and

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

1. The Mayor and Board of Aldermen of the Town of Dover hereby authorizes the execution of an Agreement with the Morris County Cooperative Pricing Council by the Township of Randolph as Lead Agency dated October 1, 2021, pursuant to N.J.S.A. 40A:11-11(5). Said Agreement is for renewal of membership in the MCCPC for a five (5) year period from October 1, 2021, through September 30, 2026.
2. The Town of Dover Municipal Clerk is hereby directed to submit a copy of this adopted Resolution, along with an executed Agreement, to Randolph Township as Lead Agency of the MCCPC. Morris County Cooperative Pricing Council 502 Millbrook Avenue, Randolph, NJ 07869-3799 Tel: (973) 989.7059 • Fax: (973) 989.7076
3. This Resolution shall take effect immediately upon final passage according to law.
4. All appropriate Town of Dover officials are authorized and directed to perform all required acts to affect the purpose of this Resolution.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

John P. Schmidt, Acting Municipal Clerk

Carolyn Blackman, Mayor

ADOPTED: _____

CERTIFICATION

I, John P. Schmidt, Acting Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby Certify that the foregoing Resolution is a true copy of the Original Resolution duly passed and adopted by the Mayor and Board of Aldermen of the Town of Dover at its meeting on April 13, 2021.



TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 114-2021

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING ENGINEERING WORK TO UPDATE THE TOWN OF DOVER'S STORMWATER POLLUTION PREVENTION PLAN AND MUNICIPAL STORMWATER MANAGEMENT PLAN

WHEREAS, the Department Head of Engineering Department has determined that there is a need to update the Town of Dover's Stormwater Pollution Prevention Plan and Municipal Stormwater Management Plan as required by the NJDEP; and

WHEREAS, the estimated Engineering cost to update the Stormwater Pollution Prevention Plan (SPPP), to update the Town's Municipal Stormwater Management Plan and to file an annual Stormwater Report to the NJDEP is \$14,986.00; and

WHEREAS, the Town of Dover Chief Financial Officer has determined that monies are available in existing bonds for this work; and

WHEREAS, there is a need to move forward with this project, specifically authorizing CME Engineers to begin work on this project; and

WHEREAS, the Town of Dover Business Administrator has determined that this procurement provides an effective and efficient use of taxpayer dollars;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey authorizes the work described above to commence and that CME Engineers can begin the Engineering work for this project.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

John P. Schmidt, Acting Municipal Clerk

Carolyn Blackman, Mayor

ADOPTED: _____

I, as the Town of Dover Interim Chief Financial Officer, do hereby certify that funds are available to meet the Town of Dover's obligation specified by this resolution.

John O. Gross, M.P.A., C.M.F.O.

Amount

Account #

CERTIFICATION

I, John P. Schmidt, Acting Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby Certify that the foregoing Resolution is a true copy of the Original Resolution duly passed and adopted by the Mayor and Board of Aldermen of the Town of Dover at its meeting on [Meeting Date, Year].

John P. Schmidt
Acting Municipal Clerk