

SPARTA TOWNSHIP COUNCIL

AGENDA

September 12, 2017

PLEASE TAKE NOTICE that action will be taken on the following items at the regular Council meeting on Tuesday, September 12, 2017 in the Council Chambers, Sparta Township Municipal Building, 65 Main Street, Sparta, New Jersey.

TIME: The meeting is called to order at 6:00 p.m.

STATEMENT: Adequate notice of this meeting was provided to the public and the press on January 3, 2017 by delivering to the press and posting at the Municipal Building a copy of the Annual Notice of Meetings

1. ROLL CALL G,H,M,Q,W, MGR.,ATTY., MUN CLERK

RESOLUTION Open Public Meetings Act-Executive Session Motion _S_

SALUTE TO THE FLAG

PROCLAMATIONS

Ovarian Cancer Awareness Month

Perona Farms 100th Anniversary

Hilltop Country Day School 50th Anniversary

Sparta Girls Softball Team

2. MINUTES Motion _S_ that the regular and executive Council meeting minutes held on August 22, 2017 be approved as presented.

OPEN TO THE PUBLIC

ITEMS NOT ON THE AGENDA

3. MANAGER’S REPORT

APPROVAL OF MANAGER’S REPORT

4. OPEN TO THE PUBLIC

RESOLUTIONS

5. RESOLUTIONS

5-1

Tax Overpayment Refund

5-2

Resolution Authorizing Discharge of New Jersey Department of Community Affairs Small Cities CDBG Program Emergency Housing Repair Program Mortgage

5-3

Professional Services Resolution – Engineering Design Services For the Proposed Information/Welcome Sign at 65 Main Street

5-4

Resolution to Approve Best Practices Inventory Questionnaire

6. COUNCIL LIAISON REPORTS

7. OLD BUSINESS

8. NEW BUSINESS

9. OPEN TO THE PUBLIC

ANY ITEMS

10. EXPENDITURES

11. ADJOURNMENT

Sparta’s Website: www.spartanj.org

Agenda Is Subject To Change

5-1 Tax Overpayment Refund

BE IT RESOLVED BY THE Township Council of the Township of Sparta that the Tax Collector refunds the following tax overpayments:

BLOCK	LOT	NAME	ADDRESS	AMOUNT
3001	90	Corelogic Tax Service	10 Griffin Ct	\$3,511.90

5-2 Resolution Authorizing Discharge of New Jersey Department of Community Affairs Small Cities CDBG Program Emergency Housing Repair Program Mortgage

WHEREAS, Robert W. Comiskey and Virginia M. Comiskey, the owners of 3 Hilltop Trail, Sparta, New Jersey (“Borrowers”), obtained from the Township of Sparta an Emergency Home Repair loan through the New Jersey Department of Community Affairs Small Cities CDBG Program on or about October 4, 2006. The Mortgage was recorded in the Sussex County Clerk’s Office in Mortgage Book 7859, Page 111 on November 9, 2006 (the “Mortgage”); and

WHEREAS, the Borrowers have advised the Township of Sparta that they are under contract to sell the property and have requested that the Mortgage be discharged. Under the terms of the original mortgage loan the debt can be extinguished; and

WHEREAS, the Sparta Township Council agrees to discharge the mortgage; and

NOW, THEREFORE, BE IT RESOLVED by the Sparta Township Council as follows:

1. The Mortgage given to the Township of Sparta by the Borrowers is hereby discharged and the Mayor and Township Clerk are authorized to sign the Mortgage Discharge document, a copy of which is attached to this Resolution as Exhibit A.
2. A copy of this Resolution shall be placed on file with the Clerk of the Township.
3. If any section, subsection, sentence, clause or phrase in this resolution is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this resolution.

5-3 Professional Services Resolution – Engineering Design Services For the Proposed Information/Welcome Sign at 65 Main Street

WHEREAS, N.J.S.A. 40A:11-1 et seq the “Local Public Contracts law” permits governing bodies to contract for certain professional services without competitive bidding; and

WHEREAS, the Township of Sparta has need for professional Engineering Design Services; and

WHEREAS, the Township has already contracted for design services related to a proposed crosswalk at 65 Main Street; and

WHEREAS, funds are available for this purpose; and

WHEREAS, the Local Public Contract law (N.J.S.A. 40A:11-1 et seq) requires that the resolution authorizing the award of contracts for “Professional Services” without competitive bids must be publicly advertised; and

WHEREAS, the business disclosure entity certification and the determination of value shall be placed in a file with this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Sparta as follows:

1. The Township of Sparta hereby makes the following appointment:

Keller & Kirkpatrick, Inc.
301 Gibraltar Drive, Suite 2A
Morris Plains, NJ 07950

Total: \$9,500

2. Political Contribution Disclosure: This contract has been awarded to Keller & Kirkpatrick, Inc. based on the merits and abilities of Keller & Kirkpatrick, Inc. to provide the goods or services as described herein and in accordance with their submitted Technical Proposal. This contract was not awarded through a “fair and open process” pursuant to N.J.S.A. 19:44A-20.4 et seq. As such, the undersigned does hereby attest that Keller & Kirkpatrick, Inc., its subsidiaries, assigns, or principals controlling in excess of 10% of the company has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16 in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c. 19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party committee in the Township of Sparta, County of Sussex if a member of that political party is serving in an elective public office of the Township of Sparta, County of Sussex when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the Township of Sparta, County of Sussex when the contract is awarded.

3. Vendors performing work for and on behalf of Sparta Township must conduct business according to the highest ethical standards. The Township recognizes the right of individuals to engage in outside activities that are private in nature and unrelated to municipal business. However, business dealings can create or appear to create a conflict between the individual and the Township’s interests.

Prior to becoming a vendor for the Township, all vendors are required to disclose possible conflicts so that the municipality may assess and prevent potential conflicts. Vendors, after being engaged by the Township, shall not engage in matters that create a conflict of interest for the Township. If a potential conflict arises, a vendor is required to promptly notify the Township

Manager of the possible conflict of interest. The vendor shall not take any action that will be adverse to the Township.

4. A copy of this resolution shall be published in the New Jersey Herald as required by law within ten days of its passage.

5-4 Resolution to Approve Best Practices Inventory Questionnaire

WHEREAS, the Department of Community Affairs requires that the Township Council review an inventory questionnaire in order to comply with requirements for State aid; and

WHEREAS, the Township Council has reviewed the inventory questionnaire and is satisfied that all requirements have been met.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Sparta that permission be granted for the Chief Financial Officer and the Municipal Clerk to execute the Department of Community Affairs document.

RESOLUTION – OPEN PUBLIC MEETINGS ACT – EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Sparta, County of Sussex, State of New Jersey, as follows:

The public shall be excluded from discussion of an action upon the hereinafter specified subject matters:

The general nature of the subject matter to be discussed is as follows:

a. Litigation b. Personnel c. Contract Negotiations

It is anticipated at this time that the above stated subject matter will be made public when deemed appropriate.

This resolution shall take effect immediately.