

ANDOVER TOWNSHIP COMMITTEE MEETING MINUTES

MICHAEL LENSAK, MAYOR
ELLSWORTH BENSLEY, DEPUTY MAYOR
JOHN CARAFELLO
JANIS MCGOVERN
THOMAS D. WALSH, JR.

November 5, 2020

EXECUTIVE SESSION 6:30PM
REGULAR MEETING 7:30PM

CALL TO ORDER: The meeting of the Andover Township Committee was called to order at 6:30PM at the Municipal Building, 134 Newton Sparta Road, Andover Township, by Mayor Lensak, followed by the Salute to the Flag.

ROLL CALL: Present were Mr. Bensley, Ms. McGovern, Mr. Carafello and Mr. Walsh. Mayor Lensak was not present.

Also present were Robert Rossmeissl, Township Attorney and Patricia Bussow, Administrator/Municipal Clerk.

OPEN PUBLIC MEETING STATEMENT: This meeting was held in compliance with the provisions of the Open Public Meetings Act, Public Laws of 1975, Chapter 231 and was properly advertised and certified by the Municipal Clerk.

EXECUTIVE SESSION: At 6:30PM, Deputy Mayor Bensley moved to enter Executive Session by Resolution, seconded by Mr. Walsh. The motion carried with all in favor.

RESOLUTION FOR EXECUTIVE SESSION

BE IT RESOLVED by the Township Committee of the Township of Andover on the 5th day of NOVEMBER 2020, that:

1. **PRIOR to the commencement of the Regular Meeting, the Township Council shall meet in Executive Session, from which the public shall be excluded, to discuss matters as permitted pursuant to N.J.S.A. 10:4-26, sub-section(s):**

- () a. Confidential or excluded matters, by Express provision of Federal law or State statute or rule of court.
- () b. A matter in which the release of information would impair a right to receive funds from the Government of the United States.
- () c. Material the disclosure of which constitutes an unwarranted invasion of individual privacy.
- (x) d. A collective bargaining agreement including negotiations.
- () e. Purchase, lease or acquisition of real property, setting of banking rates or investment of public funds, where it could adversely affect the public interest if disclosed.
- () f. Tactics and techniques utilized in protecting the safety and property of the public, if disclosure could impair such protection. Investigation of violations of the law.
- (x) g. Pending or anticipated litigation or contract negotiations other than in subsection b. (4) herein or matters falling within the attorney-client privilege.
- (x) h. Personnel matters.
- () i. Deliberations after a public hearing that may result in penalties.

1. The time when the matter(s) discussed pursuant to Paragraph 1 hereof can be disclosed to the public is as soon as practicable after final resolution of the aforesaid matter(s).

EXECUTIVE SESSION:

- **COLLECTIVE BARGAINING AGREEMENT:** IUE-CWA Local 81134 (DPW)
- **CONTRACT NEGOTIATIONS:** Emergency Medical Services
- **PERSONNEL:** Scheduling

The Regular Meeting resumed at 7:30PM by motion of Ms. McGovern, seconded by Mr. Walsh. The motion carried with all in favor.

Deputy Mayor Bensley called for a motion to authorize the Township Attorney and Subcommittee to commence contract negotiations with Atlantic Ambulance for EMS services. Mr. Walsh made that motion, seconded by Ms. McGovern. The motion carried by unanimous roll call vote (Mr. Bensley, yes; Mr. Carafello, yes; Ms. McGovern, yes; Mr. Walsh, yes).

APPROVAL OF THE GENERAL AGENDA:

Mr. Walsh moved to approve the General Agenda, seconded by Ms. McGovern. The motion carried with all in favor.

APPROVAL OF CONSENT AGENDA:

Deputy Mayor Bensley opened to the public for comment on the Consent Agenda.

Hearing none, Deputy Mayor Bensley closed to public comment.

Mr. Carafello asked to pull PO #25526 for discussion. He asked if there was an itemization of this payment of nearly one million dollars to the County of Sussex. The Administrator commented that the payments to the County are made quarterly, and are appropriated for in the County and local budgets, but if he would like any specific numbers, we can speak to the CFO for clarification.

A motion was made by Ms. McGovern to approve the Consent Agenda, with a second by Mr. Carafello. The motion carried by unanimous roll call vote. Mr. Walsh abstained from PO #25501.

CONSENT AGENDA

OTHER BUSINESS:

1. Approval of Vouchers for Payment
2. Acceptance of the Tax Collector's Report for the Month of October 2020

MINUTES:

- October 15, 2020: Regular and Executive Session Minutes

RESOLUTIONS:

RESOLUTION #R2020-120

RESOLUTION OF THE TOWNSHIP OF ANDOVER, IN THE COUNTY OF SUSSEX AND STATE OF NEW JERSEY, TO ESTABLISH REMOTE MEETING PROCEDURES APPLICABLE DURING A DECLARED STATE OF EMERGENCY

RESOLUTION #R2020-121

LOCAL GOVERNMENT EMERGENCY FUND (CRF) GRANT

RESOLUTION #R2020-122

RESOLUTION FOR RENEWAL OF MEMBERSHIP IN THE MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND

RESOLUTION #R2020-123

CONSIDERING THE AWARD OF BIDS FOR SURPLUS MUNICIPAL EQUIPMENT

PUBLIC PORTION:

Resident Joe Ordile commented that later in the meeting, Remote Meetings are on for discussion under new business. He asked if he would be able to comment then, or should he make his comments now. He had the opportunity to read through the NJ Administrative Code regarding emergency remote meetings protocol and asked if we are planning on acting on the resolution. Mr. Ordile stated that he has issues with what the State has presented. It is confusing, and is a poorly written protocol. Discussion ensued.

Mr. Ordile commented on the Curb Appeal Project, and that he and Ms. Gillespie feel as though the timeline is at risk. They are learning the purchasing protocol process, and have stumbled a bit.

Resident Diane Gillespie stated that it appears that they will need to scale back on the project this year, after speaking with the CFO as to the procedure for purchasing. Discussion ensued as to what could be done this year.

Resident Matt Dunbar commented that he just wanted to make sure that in this Town, there is an equal playing field between the Police, Fire Department, DPW and any other department that requires services. Mr. Dunbar asked the Committee if we have that in place. Discussion ensued. Deputy Mayor Bensley stated that the Township Committee evaluates everything and do the best they can on behalf of the taxpayer, and he thanked Mr. Dunbar for standing up and commenting on the matter.

There being no further comments from the public, Deputy Mayor Bensley closed to the public portion of the meeting.

NEW BUSINESS:

- **Award of Contract – Solid Waste and Recycling Collection**

RESOLUTION #R2020-119

**A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ANDOVER,
COUNTY OF SUSSEX AND STATE OF NEW JERSEY AUTHORIZING THE AWARD OF A
CONTRACT FOR SOLID WASTE AND RECYCLING COLLECTION TO
BLUE DIAMOND DISPOSAL INC.**

Mr. Walsh moved to adopt Resolution #R2020-119, with a second by Mr. Carafello. The motion carried by unanimous roll call vote. (Mr. Bensley, yes; Mr. Carafello, yes; Ms. McGovern, yes; Mr. Walsh, yes).

- **Outdoor Dining Ordinance – Discussion Only**

This matter will be carried to a future meeting.

- **Remote Meetings**

Attorney Rossmeyssl commented on the requirements and procedures should we go in the direction of holding direction of remote meetings.

UNFINISHED BUSINESS:

- **Request from contiguous property owner Lawrence Mendez to purchase Township owned parcel at 5 Arthur Avenue, Block 136/Lot 12**

Mr. Walsh moved to authorize the Township Attorney to pursue a public land sale for the Township owned parcel at 5 Arthur Avenue, Block 136/Lot 12, with a second by Ms. McGovern. The motion carried by unanimous roll call vote. (Mr. Bensley, yes; Mr. Carafello, yes; Ms. McGovern, yes; Mr. Walsh, yes).

COMMITTEE REPORTS:

Mr. Carafello reported that Andover Township has been rated the 69th safest town in the United States. This was an unsolicited ranking, and we were advised by a company that does this type of analysis. Additionally, the Police Department has received two letters from residents expressing gratitude. Mr. Carafello read the letters into the record and will become part of these official minutes.

Mr. Walsh commented on the Finance Committee and that working with our CFO has been fantastic. He reiterated that she does run a tight ship. Mr. Walsh was intending to share the Mayor's report, who is currently away, but his phone lost power.

Ms. McGovern reported that she spoke with Cory Stoner regarding the walking trail at Hillside Park. He can give us an Engineering review and report, which would include a cost estimate, conceptual plan and set us up for a capital plan for about \$5,000. She is asking the Committee to authorize \$5,000 from the Open Space Fund to cover the cost. Discussion ensued.

Mr. Walsh moved to authorize \$5,000 from the Open Space Trust fund for the Township Engineer to complete a review and report for a walking trail at Hillside Park, subject to Certification of Funds by the CFO. Ms. McGovern seconded the motion. The motion carried by unanimous roll call vote. (Mr. Bensley, yes; Mr. Carafello, yes; Ms. McGovern, yes; Mr. Walsh, yes).

Ms. McGovern reported that the Land Use Board could not accommodate the number of attendees at The Barn at their last meeting, therefore, the BHT portion of the meeting needed to be postponed. The next Land Use Board meeting is November 10, but that is not the meeting BHT will be heard. The Land Use Board Administrator is currently looking for an alternate site to accommodate the public wanting to attend the next regular meeting of the Board, which should be November 17th.

Ms. McGovern reported that the Senior Citizen Group is having a Thanksgiving Dinner takeout on Thursday at Sheridan's.

The Environmental Commission will be meeting virtually via Zoom for their November 12th meeting.

Deputy Mayor Bensley reported that he attended the Fire Department meeting and discussed closing out the year, and the new truck.

REPORT FROM THE CLERK/ADMINISTRATOR:

The Administrator just wanted to publicly thank the Department of Public Works for their help and assistance with the Election. It was a major undertaking, and they took care of everything from setting up the polls, to making sure all safety measures were in place.

The Administrator decided to move forward with a Township Free Rabies Clinic. She did not want to take away a free service from the residents after what's been a very difficult year, with many struggling. The clinic will be drive-up, with minimal contact and will be held on January 8, 2021.

REPORT FROM THE MUNICIPAL ATTORNEY:


The Attorney did not have a report.

NEXT SCHEDULED MEETINGS:

**NOVEMBER 19, 2020 6:30PM EXECUTIVE SESSION, 7:30 PM REGULAR SESSION
DECEMBER 3, 2020 6:30PM EXECUTIVE SESSION, 7:30 PM REGULAR SESSION**

ADJOURNMENT: There being no further business, Mr. Walsh moved to adjourn, with a second by Ms. McGovern. The motion carried with all in favor.

Submitted:


Patricia L. Bussow, RMC
Municipal Clerk/Administrator

List of Bills - (1210101000000) DOG CASH

DOG TRUST

Meeting Date: 11/05/2020 For bills from 10/16/2020 to 11/02/2020

Check#	Vendor	Description	Account	PO Payment	Check Total
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535	332 - MGL PRINTING SOLUTIONS, LLC	PO 11248 Brass Dog Tags	490.00	490.00	490.00
	12-286-56-000-000	RES DOG FUND EXPENDITURES			
536	392 - NJ STATE DEPT OF HEALTH/SR SVS	PO 11664 OCTOBER 2020 - DOG LICENSING FEES	18.60	18.60	18.60
	12-290-56-000-000	DUE TO THE STATE - DOG LICENSE FEES			
537	509 - TOWNSHIP OF SPARTA	PO 11656 07/14/2020 - 09/24/2020 - ANIMAL CONTROL	2,926.56	2,926.56	2,926.56
	12-286-56-000-000	RES DOG FUND EXPENDITURES			

TOTAL

3,435.16

Total to be paid from Fund 12 DOG TRUST

3,435.16

3,435.16

List of Bills - (1810101000000) CASH - OPEN SPACE

Open Space Trust

Meeting Date: 11/03/2020 For bills from 10/16/2020 to 11/02/2020

Check#	Vendor	Description	Account	PO Payment	Check Total
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260	1163 - FARMSIDE LANDSCAPE, INC.				
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		PO 11055 2020 BLANKET - TURF CARE		1,365.00	
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	18-260-05-900-000	OPEN SPACE - RESERVE FOR EXPENSES	1,365.00		1,365.00
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TOTAL

1,365.00

Total to be paid from Fund 18 Open Space Trust

1,365.00

1,365.00

**List of Bills - (1310101000004) OTHER TRUST - FIRST HOPE - OTHER TRUST
OTHER TRUST**

Meeting Date: 11/05/2020 For bills from 10/16/2020 to 11/02/2020

Check#	Vendor	Description	Account	PO Payment	Check Total
4188	2650 - ARIELLE SELTZER	PO 11638 REFUND SECURITY DEPOSIT	100.00	100.00	100.00
	13-260-58-200-000 RECREATION TRUST				
4189	2652 - BRITNEY GOLDSTEIN	PO 11648 REFUND SECURITY DEPOSIT	300.00	300.00	300.00
	13-260-58-200-000 RECREATION TRUST				
4190	2648 - DAKOTA PITTMAN	PO 11607 REFUND SECURITY DEPOSIT	300.00	300.00	300.00
	13-260-58-200-000 RECREATION TRUST				
4191	245 - HAROLD E. FELLOW & ASSOC. INC.	PO 11595 ENGINEERING SERVICES	104.69	104.69	
	13-260-56-900-000 SOIL EROSION - SEDIMENT CONTROL				
	13-260-56-900-000 SOIL EROSION - SEDIMENT CONTROL	PO 11596 ENGINEERING SERVICES	209.38	209.38	
	13-260-56-900-000 SOIL EROSION - SEDIMENT CONTROL	PO 11597 ENGINEERING SERVICES	41.88	41.88	355.95
4192	1887 - JACK DOHENY COMPANIES, INC.	PO 11620 JETVAC PARTS - BALANCE DUE	816.70	816.70	816.70
	13-260-58-100-000 MUNICIPAL TRUST ACCOUNTS				
4193	2594 - MARGARET GROHSKOPF	PO 10821 REFUNDING ESCROW ACCOUNT BALANCE	1,600.18	1,600.18	1,600.18
	13-286-56-700-000 VARIOUS ESCROWS				
4194	1511 - WEINER LESNIAK LLP	PO 11646 PROFESSIONAL SERVICES	640.00	640.00	640.00
	13-286-56-700-000 VARIOUS ESCROWS				

List of Bills - (1310101000004) OTHER TRUST - FIRST HOPE - OTHER TRUST
OTHER TRUST

Meeting Date: 11/05/2020 For bills from 10/16/2020 to 11/02/2020

Check#	Vendor	Description	Account	FO Payment	Check Total
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TOTAL

Total to be paid from Fund 13 OTHER TRUST

4,112.83

4,112.83

4,112.83

List of Bills - (0410101000000) CAPITAL CASH

CAPITAL

Meeting Date: 11/05/2020 For bills from 10/16/2020 to 11/02/2020

Check#	Vendor	Description	Account	PO Payment	Check Total
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745	966 - DANFORTH'S TRAILER & AUTO, INC.	PO 11610 NEW TRUCK 3 - PLOW	4,895.00	4,895.00	4,895.00
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	04-226-55-000-000	IMP AUTHORIZATIONS - FUNDED	4,895.00		
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746	609 - WELDON QUARRY CO., INC.	PO 11151 2020 BLANKET - ASPHALT	9,684.80	9,684.80	9,684.80
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	04-226-55-000-000	IMP AUTHORIZATIONS - FUNDED	9,684.80		
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TOTAL

Total to be paid from Fund 04 CAPITAL					14,579.80

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List of Bills - (0110101000002) CASH CHECKING FIRST HOPE

Current Fund

Meeting Date: 11/05/2020 For bills from 10/16/2020 to 11/02/2020

Check#	Vendor	Description	Account	PO Payment	Check Total
25484	1347 - ADVANCE AUTO PARTS	PO 10733 2020 BLANKET - DPW PARTS	50.71	50.71	50.71
25485	01-201-26-290-020 PUBLIC WORKS OTHER EXPENSE	PO 11602 10/02/2020 - GASOLINE DELIVERY - 471.30	695.17	695.17	
	2468 - ALLIED OIL	PO 11613 10/07/2020 - GASOLINE DELIVERY - 200.00	312.20	312.20	1,007.37
25486	91 - ANDOVER BOARD OF EDUCATION	PO 11101 2020 SCHOOL TAX PAYMENTS	1,058,709.50	1,058,709.50	1,058,709.50
25487	1402 - BRIAN KITHCART	PO 11577 safety seat CEU course	55.00	55.00	55.00
25488	01-201-25-240-020 POLICE OTHER EXPENSE	PO 11604 REPAIRS TO TRUCK 6	2,387.06	2,387.06	
	1443 - CAMPBELL SUPPLY COMPANY	PO 11622 TRUCK 11 & TRUCK 6 PARTS	398.40	398.40	2,785.46
25489	01-201-26-290-020 PUBLIC WORKS OTHER EXPENSE	PO 11640 OCTOBER 2020 - LONG DISTANCE	186.82	186.82	186.82
	1498 - CENTURY LINK (1) COMMUNICATIONS				
	01-201-31-460-020 UTILITY OTHER EXPENSE				
25490	1619 - CLEARY, GIACOBBE, ALFIERI	PO 11600 LEGAL SERVICES RENDERED THRU 09/21/2020	105.00	105.00	105.00
	01-201-20-155-020 LEGAL OTHER EXPENSE				

List of Bills - (0110101000002) CASH CHECKING FIRST HOPE

Current Fund

Meeting Date: 11/05/2020 For bills from 10/16/2020 to 11/02/2020

Check#	Vendor	Description	Account	PO Payment	Check Total
25491	537 - COUNTY OF SUSSEX	PO 11617 2020 PRIMARY ELECTION PROGRAMMING OF VOT	369.95	369.95	369.95
	01-201-20-120-020	CLERK OTHER EXPENSE			
25492	942 - DARYN CASHIN	PO 11603 PRESCRIPTION REIMBURSEMENT	191.66	191.66	191.66
	01-201-23-220-020	GROUP INSURANCE OTHER EXPENSE			
25493	990 - DORSEY & SEMRAU	PO 11601 SEPTEMBER 2020 - PROFESSIONAL SERVICES	7,026.40	7,026.40	7,026.40
	01-201-20-155-020	LEGAL OTHER EXPENSE			
25494	202 - DOVER BRAKE & CLUTCH CO., INC.	PO 10729 2020 BLANKET - DPW PARTS	808.38	808.38	808.38
	01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE			
25495	1546 - EDWARD DIKLICH	PO 11625 2020 PRESCRIPTION REIMBURSEMENT	202.95	202.95	202.95
	01-201-23-220-020	GROUP INSURANCE OTHER EXPENSE			
25496	213 - ELIZABETHTOWN GAS	PO 11614 SEPTEMBER 2020 - HEATING GAS	57.18	57.18	57.18
	01-201-31-460-020	UTILITY OTHER EXPENSE			
25497	1130 - FAMILY FORD, INC.	PO 10731 2020 BLANKET - DPW PARTS	597.60	597.60	597.60
	01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE			
	01-201-25-240-020	POLICE OTHER EXPENSE	26.36	26.36	26.36
		PO 11653 PARTS FOR POLICE CAR	43.15	43.15	43.15

List of Bills - (0110101000002) CASH CHECKING FIRST HOPE

Current Fund

Meeting Date: 11/05/2020 For bills from 10/16/2020 to 11/02/2020

Check#	Vendor	Description	Account	PO Payment	Check Total
01-201-25-240-020	POLICE OTHER EXPENSE		43.15		667.11
25498	1388 - FASTENAL COMPANY CORP.	PO 11609 LAWN MOWER PARTS		45.19	
01-201-28-375-020	PARK MAINT OTHER EXPENSE		45.19		45.19
25499	1042 - G.T.B.M., INC./INFO-COP	PO 11615 JULY-SEPT 2020 - E-TICKETING		938.40	
01-201-25-240-020	POLICE OTHER EXPENSE		938.40		938.40
25500	232 - GALLS, LLC	PO 11519 medical supplies		110.90	
01-201-25-240-020	POLICE OTHER EXPENSE		110.90		110.90
25501	245 - HAROLD E. FELLOW & ASSOC. INC.	PO 11598 ENGINEERING SERVICES		202.40	
01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE	PO 11599 AUGUST 2020 MUNICIPAL ENGINEERING SERVIC		260.00	
01-201-20-165-020	ENGINEERING OTHER EXPENSE		260.00		462.40
25502	693 - HOME DEPOT CREDIT SERVICES	PO 10741 2020 BLANKET - BUILDING & GROUNDS SUPPLI		40.34	
01-201-26-310-020	BUILD & GRNDS OTHER EXPENSE		40.34		40.34
25503	1162 - JAMES SLOAN, ESQ.	PO 11636 10/21/2020 - ACTING JUDGE		1,000.00	
01-201-42-490-020	SHARED SERVICE - JOINT COURT C/E		1,000.00		1,000.00
25504	288 - JCP&L	PO 11612 OCTOBER 2020 - MASTER BILL		1,167.35	
01-201-31-460-020	UTILITY OTHER EXPENSE		1,167.35		1,167.35

List of Bills - (0110101000002) CASH CHECKING FIRST HOPE

Current Fund

Meeting Date: 11/05/2020 For bills from 10/16/2020 to 11/02/2020

Check#	Vendor	Description	Account	PO Payment	Check Total
01-201-31-000	EXPENDITURE CAFR TOTAL	PO 11626 OCTOBER 2020 - STREET LIGHTING	581.31	581.31	1,748.66
25505	1813 - JEAN PERLEE	PO 11635 WEBSITE REDESIGN	1,250.00	1,250.00	1,250.00
01-201-20-140-020	INFORMATION TECH - OTHER EXPENSE	PO 11618 REIMBURSEMENT - MUNICIPAL COURT CERTIFIC	25.00	25.00	25.00
25506	2649 - KATHRYN MCLAREN	PO 10730 2020 BLANKET - DPW PARTS	532.19	532.19	532.19
01-201-43-490-020	MUNICIPAL COURT OTHER EXPENSE	PO 11668 training reimbursement	55.00	55.00	55.00
25507	1188 - KOCH AUTO PARTS, INC.	PO 11606 2020 ANNUAL FLOW TEST	1,173.00	1,516.86	1,516.86
01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE	PO 11586 2020 LEAGUE CONFERENCE - P. BUSSOW & C.	55.00	110.00	110.00
25508	2137 - MICHAEL HAGGERTY	PO 11611 LEAGUE VIRTUAL CONFERENCE - T. MARTIN	55.00	55.00	55.00
01-201-25-240-020	POLICE OTHER EXPENSE		55.00		
25509	2547 - NEW JERSEY FIRE EQUIPMENT, CO.				
01-201-39-000	EXPENDITURE CAFR TOTAL		1,173.00		
01-201-39-000	EXPENDITURE CAFR TOTAL		343.86		
25510	2242 - NJLM				
01-201-20-100-020	ADMIN OTHER EXPENSE		55.00		
01-201-21-186-020	ZONING OFFICER OTHER EXPENSE		55.00		
01-201-20-120-020	CLERK OTHER EXPENSE		55.00		

List of Bills - (0110101000002) CASH CHECKING FIRST HOPE

Current Fund

Meeting Date: 11/05/2020 For bills from 10/16/2020 to 11/02/2020

Check#	Vendor	Description	Account	PO Payment	Check Total
25511	1230 - NORTH JERSEY MUNICIPAL,EMPLOYEE	PO 10699 2020 BLANKET - DENTAL INSURANCE PREMIUMS	3,311.00	3,311.00	3,311.00
	01-201-23-220-020	GROUP INSURANCE OTHER EXPENSE			
25512	2389 - OCA BENEFIT SERVICES	PO 10770 2020 BLANKET - FLEXIBLE SPENDING ACCOUNT	50.00	50.00	50.00
	01-201-23-220-020	GROUP INSURANCE OTHER EXPENSE			
25513	1622 - OPDYKE'S SALES & SERVICE CORP.	PO 11621 TRUCK 7 PARTS	54.40	54.40	54.40
	01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE			
25514	2645 - PATRICIA BUSSOW	PO 11654 REIMBURSEMENT FOR PURCHASE OF ZOOM SUBSC	585.16	585.16	585.16
	01-201-20-140-020	INFORMATION TECH - OTHER EXPENSE			
25515	2090 - PenTeleData	PO 10671 2020 INTERNET SERVICE	281.80	281.80	281.80
	01-201-31-460-020	UTILITY OTHER EXPENSE			
25516	1811 - R & S BUSINESS MACHINE CO.	PO 11578 Maintenance of typewriter	95.50	95.50	95.50
	01-201-25-240-020	POLICE OTHER EXPENSE			
25517	424 - READYREFRESH BY NESTLE	PO 11641 SEPTEMBER 2020 - BOTTLED WATER SERVICE	154.60	252.29	252.29
	01-201-43-490-020	MUNICIPAL COURT OTHER EXPENSE	97.69		97.69
	01-201-26-310-020	BUILD & GRNDS OTHER EXPENSE			
25518	2207 - RICOH USA, INC.	PO 10773 2020 BLANKET - COPIER CONTRACT		410.00	410.00

List of Bills - (0110101000002) CASH CHECKING FIRST HOPE

Current Fund

Meeting Date: 11/05/2020 For bills from 10/16/2020 to 11/02/2020

Check #	Vendor	Description	Account	PO Payment	Check Total
01-201-26-310-020	BUILD & GRNDS OTHER EXPENSE		410.00		410.00
25519	2075 - SERVICE ELECTRIC CABLE TV INC.	PO 10690 2020 BLANKET - CABLE SERVICES	63.70	63.70	63.70
01-201-31-460-020	UTILITY OTHER EXPENSE				
25520	490 - SERVICE TIRE TRUCK CENTER, INC.	PO 11647 TIRES FOR FIRETRUCK	694.02	694.02	694.02
01-201-25-000	EXPENDITURE CAPR TOTAL				
25521	516 - STAPLES	PO 11283 OFFICE SUPPLIES	1,385.57	1,385.57	
01-201-25-240-020	POLICE OTHER EXPENSE	PO 11381 VARIOUS OFFICE AND CLEANING SUPPLIES		159.20	
01-201-26-310-020	BUILD & GRNDS OTHER EXPENSE		87.80		
01-201-20-120-020	CLERK OTHER EXPENSE		47.81		
01-201-20-100-020	ADMIN OTHER EXPENSE		23.59		
01-201-26-310-020	BUILD & GRNDS OTHER EXPENSE	PO 11415 VARIOUS SUPPLIES		26.36	
01-201-20-130-020	FINANCE OTHER EXPENSE		7.17		
01-201-20-130-020	FINANCE OTHER EXPENSE	PO 11508 VARIOUS OFFICE SUPPLIES	19.19		503.18
01-201-20-130-020	FINANCE OTHER EXPENSE		47.17		
01-201-42-490-020	SHARED SERVICE - JOINT COURT O/E		94.95		
01-201-26-310-020	BUILD & GRNDS OTHER EXPENSE		11.52		
01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE		14.97		
01-201-20-145-020	TAX COLLECTOR OTHER EXPENSE		4.99		
01-201-20-100-020	ADMIN OTHER EXPENSE		209.93		
01-201-20-120-020	CLERK OTHER EXPENSE		74.74		
01-201-25-240-020	POLICE OTHER EXPENSE		39.92		
01-201-21-186-020	ZONING OFFICER OTHER EXPENSE		4.99		
01-201-21-180-020	PLANNING BRD OTHER EXPENSE	PO 11510 NAME PLATES - NEW BOARD MEMBERS	70.77	70.77	
01-201-25-240-020	POLICE OTHER EXPENSE	PO 11518 Office Supplies		411.67	
		PO 11547 VARIOUS OFFICE SUPPLIES	411.67		351.74

List of Bills - (0110101000002) CASH CHECKING FIRST HOPE

Current Fund

Meeting Date: 11/05/2020 For bills from 10/16/2020 to 11/02/2020

Check#	Vendor	Description	Account	PO Payment	Check Total
		PO 11639 TONER FOR TAX COLLECTOR	164.58	164.58	3,073.07
25522	2262 - SYNCB/AMAZON	PO 11505 WEBCAMS FOR ONLINE CONFERENCES/TRAINING	102.87	172.15	
		01-201-26-310-020 BUILD & GRNDS OTHER EXPENSE	24.88		
		01-201-26-310-020 BUILD & GRNDS OTHER EXPENSE	235.98		
		01-201-20-100-020 ADMIN OTHER EXPENSE	48.53		
		01-201-20-130-020 FINANCE OTHER EXPENSE	42.35		
		01-201-20-145-020 TAX COLLECTOR OTHER EXPENSE	164.58		
		PO 11527 trail cameras for detective bureau surve	178.08	178.08	
		PO 11540 Replacement WiFi router	169.99	169.99	
		PO 11542 VEHICLE REPAIRS	60.51	60.51	
		PO 11545 digital touchless thermometer	39.74	39.74	
		PO 11559 VARIOUS SUPPLIES	160.88	160.88	
		PO 11565 batteries	18.98	18.98	
		PO 11583 FLEXI GLASS FOR MUNICIPAL COURT	500.46	500.46	1,300.79
		PO 10755 2020 BLANKET - LONG TERM INSURANCE DISAB	1,421.15	1,421.15	1,421.15
25523	2262 - SYNCB/AMAZON	PO 11623 TP LINK DECO MESH WIFI SYSTEM	169.99	169.99	169.99
25524	1291 - THE STANDARD INSURANCE CO.	PO 10755 2020 BLANKET - LONG TERM INSURANCE DISAB	1,421.15	1,421.15	1,421.15
		PO 10755 2020 BLANKET - LONG TERM INSURANCE DISAB	1,421.15	1,421.15	1,421.15
		01-201-23-220-020 GROUP INSURANCE OTHER EXPENSE			

List of Bills - (0110101000002) CASH CHECKING FIRST HOPE

Current Fund

Meeting Date: 11/05/2020 For bills from 10/16/2020 to 11/02/2020

Check#	Vendor	Description	Account	PO Payment	Check Total
25525	2579 - TIMES HERALD RECORD	PO 11628 SEPTEMBER 2020 - LEGAL ADVERTISING		307.50	
	01-201-21-180-020	PLANNING BRD OTHER EXPENSE	47.70		
	01-201-20-120-020	CLERK OTHER EXPENSE	259.80		307.50
25526	569 - TREASURER, COUNTY OF SUSSEX	PO 11665 4TH QTR 2020 - COUNTY PURPOSE TAX		974,719.33	
	01-208-55-000-000	COUNTY TAXES PAYABLE -ALL	974,719.33		974,719.33
25527	569 - TREASURER, COUNTY OF SUSSEX	PO 11666 4TH QTR 2020 - COUNTY LIBRARY TAX		72,860.12	
	01-208-55-000-000	COUNTY TAXES PAYABLE -ALL	72,860.12		72,860.12
25528	569 - TREASURER, COUNTY OF SUSSEX	PO 11667 4TH QTR 2020 - COUNTY OPEN SPACE TAX		3,903.54	
	01-208-55-000-000	COUNTY TAXES PAYABLE -ALL	3,903.54		3,903.54
25529	2368 - TRIPLE CROWN PRODUCTS, INC.	PO 11541 DPW UNIFORM ALLOWANCE PER CONTRACT - SWE		419.45	
	01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE	419.45		419.45
25530	586 - VERIZON WIRELESS	PO 11643 OCTOBER 2020 MOBILE PHONE SERVICE		734.69	
	01-201-25-240-020	POLICE OTHER EXPENSE	468.38		
	01-201-31-460-020	UTILITY OTHER EXPENSE	160.98		
	01-201-25-000	EXPENDITURE CAFR TOTAL	38.01		
	01-201-42-490-020	SHARED SERVICE - JOINT COURT O/E	67.32		734.69
25531	2647 - WATCH GUARD VIDEO, INC	PO 11584 MICROPHONES		366.50	
	01-201-25-240-020	POLICE OTHER EXPENSE	366.50		366.50

List of Bills - (0110101000002) CASH CHECKING FIRST HOPE

Current Fund

Meeting Date: 11/05/2020 For bills from 10/16/2020 to 11/02/2020

Check#	Vendor	Description	Account	PO Payment	Check Total
25532	609 - WELDON QUARRY CO., INC.	FO 11151 2020 BLANKET - ASPHALT	4,706.27	4,706.27	4,706.27
	01-201-26-290-020	PUBLIC WORKS OTHER EXPENSE			
TOTAL					2,149,893.70
Total to be paid from Fund 01 Current Fund					<u>2,149,893.70</u>
					2,149,893.70

ANDOVER TOWNSHIP

TAX DEPARTMENT

INTER-OFFICE MEMORANDUM

DATE: November 3, 2020
TO: Mayor, Committee & Administrator
FROM: Daryn Cashin, Tax Collector
SUBJECT: Monthly Report for October, 2020

October tax collections: \$1,708,033.54 (see attached)

Below is a comparative chart of collections in the tax office, from 2019 to 2020.

	<u>2019</u>	<u>2020</u>
January	\$ 874,545.88	\$ 1,745,342.91
February	4,901,081.03	4,053,575.92
March	172,375.53	180,319.95
April	3,104,302.64	1,213,571.37
May	2,504,480.25	4,418,604.32
June	74,968.84	188,103.45
July	1,654,295.99	1,693,372.64
August	4,523,608.18	4,477,750.78
September	133,874.46	155,941.64
October	1,803,784.84	1,708,033.54
<i>Year to date</i>	<i>\$19,747,317.64</i>	<i>\$19,834,616.52</i>

Delinquent prior years	\$ 541.09 (1 account, in bankruptcy)
Delinquent current year	263,347.85 (98 accounts)
<i>Total delinquent</i>	<i>\$ 263,888.94</i>

Forest Lakes Dam Assessment (year 5 of 10)

May	\$ 7,852.50
June	3,839.00
<i>Year to date</i>	<i>\$11,691.50 (all paid for 2020)</i>

Lake Lenape Dam Assessment (year 2 of 10)

January	\$ 9,879.67
February	10,273.21
March	24,425.68
April	15,641.56
May	7,791.85
June	23,118.49
July	19,314.46
August	18,621.98
September	116,657.78
October	224,817.26

Year to date \$ 470,541.94
(40 accounts delinquent)



Range of Block: First to Last
 Lot:
 Qual:
 Range of Codes: First to Last
 Range of Batch Ids: First to Last
 Range of Spec Tax Codes: First to Last
 Payment Type Includes: Tax: Y Sp Charges: Y Lien: Y Sp Assmnt: N
 Misc: Y
 Payment Method Includes: Cash: Y Check: Y Credit: Y Range of Installment Due Dates: First to Last
 Print Miscellaneous w/Block/Lot/Qual: N Print Ref Num: N
 Range of Years: First to 2021 Range of Periods: 1 to 12
 Range of Dates: 10/01/20 to 10/30/20
 Print Only Miscellaneous w/Block/Lot/Qual: N

Code Description	Count	Arrears/Other	Principal			Interest	Total
			2019	2020	2021		
001 TAX PAYMENT	851	0.00	22,085.93	1,533,383.45	57,621.78	4,367.47	1,617,458.63
026 TAX SUB PAYMENTS	9	0.00	0.00	25,473.15	0.00	2,050.35	27,523.50
901 TAX - TAX SALE	4	0.00	1,382.54	0.00	0.00	111.69	1,494.23
Tax Payments	864	0.00	23,468.47	1,558,856.60	57,621.78	6,529.51	1,646,476.36
009 RETURNED CK FEE	1	20.00	0.00	0.00	0.00	0.00	20.00
021 TAX SALE AD/MAIL FEE	7	1,003.45	0.00	0.00	0.00	0.00	1,003.45
906 TAX SALE PREMIUM	1	60,100.00	0.00	0.00	0.00	0.00	60,100.00
908 TAX SALE COST	4	0.00	0.00	0.00	0.00	433.73	433.73
Misc Payments	13	61,123.45	0.00	0.00	0.00	433.73	61,557.18
Payments Total:	877	61,123.45	23,468.47	1,558,856.60	57,621.78	6,963.24	1,708,033.54
Cash O/S Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
NSF Reversals Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
Total:	877	61,123.45	23,468.47	1,558,856.60	57,621.78	6,963.24	1,708,033.54

Total Cash: 3,488.90
 Total Check: 1,704,544.64
 Total Credit: 0.00

Tax

Range: Block: First to Last
 Lot:
 Qual:
 Range of Codes: First to Last
 Range of Batch Ids: First to Last
 Range of Spec Tax Codes: First to Last
 Payment Type Includes: Tax: N Sp Charges: N Lien: Y Sp Assmnt: Y
 Misc: N
 Payment Method Includes: Cash: Y Check: Y Credit: Y Range of Installment Due Dates: First to Last
 Print Miscellaneous w/Block/Lot/Qual: N Print Ref Num: N Print Only Miscellaneous w/Block/Lot/Qual: N

Code Description	Count	Arrears/Other	Principal			Interest	Total
			2019	2020	2021		
400 LAKE LENAPE DAM	260	204,935.89	0.00	0.00	0.00	2,226.63	207,162.52
903 SP ASSMNTS - TX SALE	20	15,267.82	0.00	0.00	0.00	2,386.92	17,654.74
Sp Assmnt Payments	280	220,203.71	0.00	0.00	0.00	4,613.55	224,817.26
Payments Total:	280	220,203.71	0.00	0.00	0.00	4,613.55	224,817.26
Cash O/S Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
NSF Reversals Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
Total:	280	220,203.71	0.00	0.00	0.00	4,613.55	224,817.26

Total Cash: 4,259.09
 Total Check: 220,558.17
 Total Credit: 0.00

Lenape

Tax Year Range: 2019/1 to 2019/3

Calculated As Of: 10/30/19

Tax Levy

Net Taxes:

Original:	17,584,070.22	
Preliminary Adjustments:	267,324.55	
Added:	16,860.17	
Omitted:	0.00	
Omit/Add:	0.00	
Rollback:	0.00	
Total Net Tax		17,868,254.94

Original Deductions (Src, Vet, SSp, Dis, Wid)	44,500.00	
Total Gross Tax Levy		17,912,754.94

Collections

Prior Year - Cash Receipts	148,050.21	
Current Year - Cash Receipts	17,348,942.20	
Original Deductions (Src, Vet, SSp, Dis, Wid)	44,500.00	
Deductions Allowed (051, 053, 055, 057, 059)	750.00	
Disallowed (052, 050, 054, 056, 156, 058, 060)	0.00	
Transfer Overpayment (063)	5,452.90	
HOMESTEAD REBATE (HB)	100,874.56	
CB Tax Appeals - C/Y (094)	6,245.16	
STATE APPEAL C/Y (095)	0.00	
Cancel - Tax Reso (069)	2,362.90	
Total Collections		17,657,177.93

Adjustments to Collections

NSF Reversals	0.00	
Refund By Res. (064)	7,085.90	
Total Adjustments to Collections		(7,085.90)

Total Adjusted Collections		17,650,092.03
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*** Percentage of Collections: (Total Adjusted Collections/Total Tax Levy * 100) 98.53 % ***

(NOTE: Transactions posted after the last day of the selected Tax Year are NOT included in the Percentage Calculation!)

2019

Tax Year Range: 2020/1 to 2020/3

Calculated As of: 10/30/20

Tax Levy

Net Taxes:

Original:	18,157,766.95	
Preliminary Adjustments:	6,245.16-	
Added:	11,893.56	
Omitted:	0.00	
Omit/Add:	0.00	
Rollback:	0.00	
Total Net Tax		18,163,415.35

Original Deductions (Src, Vet, SSp, Dis, Wid)	41,750.00	
Total Gross Tax Levy		18,205,165.35

Collections

Prior Year - Cash Receipts	183,892.57	
Current Year - Cash Receipts	17,693,448.39	
Original Deductions (Src, Vet, SSp, Dis, Wid)	41,750.00	
Deductions Allowed (051, 053, 055, 057, 059)	750.00	
Disallowed (052, 050, 054, 056, 156, 058, 060)	250.00-	
Transfer Overpayment (063)	16,885.90	
HOMESTEAD REBATE (HB)	0.00	
CB Tax Appeals - C/Y (094)	0.00	
STATE APPEAL C/Y (095)	0.00	
Cancel - Tax Reso (069)	15,462.99	
Total Collections		17,951,939.85

Adjustments to Collections

NSF Reversals	3,421.88	
Refund By Res. (064)	9,387.84	
Total Adjustments to Collections		(12,809.72)

Total Adjusted Collections		17,939,130.13
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*** Percentage of Collections: (Total Adjusted Collections/Total Tax Levy * 100)

98.54 % ***

(NOTE: Transactions posted after the last day of the selected Tax Year are NOT included in the Percentage Calculation)

2020

**TOWNSHIP OF ANDOVER
COUNTY OF SUSSEX, STATE OF NEW JERSEY**

RESOLUTION #R2020-119

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY AUTHORIZING THE AWARD OF A CONTRACT FOR SOLID WASTE AND RECYCLING COLLECTION TO BLUE DIAMOND DISPOSAL INC.

WHEREAS, pursuant to authorization by the Mayor and Township Committee of the Township of Andover, the Township received sealed competitive bids for solid waste and recycling collection; and

WHEREAS, one (1) sealed bid was received and opened on September 16, 2020, in accordance with the bid specifications:

Option 1(A) – three (3) year term	\$2,160,000.00
Option 1(B) – five (5) year term	\$3,510,000.00
Option 2(A) – three (3) year term	\$2,340,000.00
Option 2(B) – five (5) year term	\$3,810,000.00
Option 3(A) – three-year term	\$2,214,000.00
Option 3(B) – five (5) year term	\$3,600,000.00
Option 4(A) – three (3) year term	\$2,394,000.00
Option 4(B) – five (5) year term	\$3,900,000.00

; and

WHEREAS, said bid has been duly reviewed and analyzed by the Andover Township Attorney and Township DPW Director; and

WHEREAS, the Local Public Contracts Law requires that competitive bidding contracts be awarded to the lowest, responsible, responsive bidder; and

WHEREAS, the bid received from Blue Diamond Disposal Inc., for Option 1(B) – five (5) year term:

Type 10 materials shall be collected one (1) day per week year-round from all residents including Rolling Hills Condominiums, Ascot Apartments, and Municipal Facilities.

Recyclable materials - weekly pickup/alternating commodities. Fiber (magazines, newspapers, cardboard and junkmail) twice per month; commingled (plastic, tin, aluminum, glass) shall be collected twice per month year-round from all residences.

Recyclable materials including office paper and junk mail shall be collected once per week year-round from Rolling Hills Condominiums, Ascot Apartments and Municipal Facilities.

Bulky waste Type 13, other than building materials, tires and hazardous materials, shall be collected weekly (as generated) with regular trash pickup with a weight limit of 350 pounds.

Freon which has been removed from refrigerators, freezers, air conditioners (any appliance with Freon) will be pickup once per month by appointment through the town.

has been found to be in proper form and in compliance with the provisions of N.J.S.A. §40A:11-23.5 and the specifications as written; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available for this service.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Andover, in the County of Sussex, and State of New Jersey as follows:

1. The Township Committee hereby awards a contract to Blue Diamond Disposal Inc., 5 Brandywine Court, PO Box 267, Succasunna, New Jersey 07876 for solid waste and recycling collection in accordance with the bid specifications for Option 1(B) in the amount of \$3,510,000 per year for five (5) years.

2. The Mayor and Township Clerk are hereby authorized and directed to execute a contract with Blue Diamond Disposal Inc. in accordance with its bid for performing solid waste and recycling collection for the Township of Andover.

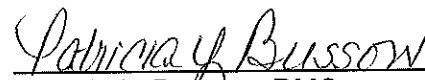
3. The Township's Chief Financial Officer has certified the availability of funds for this contract.

4. This resolution and contract shall be available for public inspection in the office of the Township Clerk.

This Resolution will take effect immediately.

Adopted:

Adopted this 5th day of November, 2020
and certified as a true copy of an
original.



Patricia L. Bussow, RMC
Administrator/Municipal Clerk

**ANDOVER TOWNSHIP
COUNTY OF SUSSEX, STATE OF NEW JERSEY**

RESOLUTION #R2020-120

**RESOLUTION OF THE TOWNSHIP OF ANDOVER, IN THE COUNTY OF
SUSSEX AND STATE OF NEW JERSEY, TO ESTABLISH REMOTE
MEETING PROCEDURES APPLICABLE DURING A DECLARED STATE
OF EMERGENCY**

WHEREAS, on March 9, 2020 in response to COVID-19, Governor Phil Murphy issued Executive Order 103, which declared a state of emergency that has been extended by the Governor and remains in full force to this day; and

WHEREAS, by way of additional Executive Orders, the Governor has established extensive social distancing protocols to protect the health, safety and welfare of New Jersey citizens; and

WHEREAS, in accordance with the Executive Orders relating to COVID-19 and the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. (“OPMA”), local government units throughout the State have held public meetings via remote platforms to ensure the continued operation of local government with participation by the public, in a way that limits public health risk; and

WHEREAS, in March 2020, the New Jersey Department of Community Affairs, Division of Local Government Services (“DLGS”) issued “Local Operational Guidance – COVID-19: Guidance for Remote Public Meetings in New Jersey,” which provided specific guidance regarding holding remote public meetings under the OPMA; and

WHEREAS, on September 24, 2020, the DLGS issued Local Finance Notice 2020-21 (“LFN 2020-21”), which provided a synopsis of newly promulgated emergency regulations N.J.A.C. 5:39-1.1 through 1.7, which establish standard protocols for remote public meetings governed by the OPMA and held during a Governor-declared state of emergency; and

WHEREAS, LFN 2020-21 additionally stated that the emergency regulations presently in effect are proposed for permanent adoption in the October 19, 2020 New Jersey Register, with comments submitted no later than November 18, 2020; and

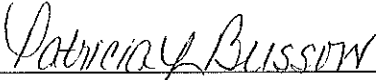
WHEREAS, under emergency regulation N.J.A.C. 5:39-1.4(h), a local government unit is required to adopt by resolution standard procedures and requirements for public comment made during remote public meetings, as well as for public comments submitted in writing ahead of the remote public meeting.

NOW THEREFORE BE IT RESOLVED that the Mayor and Township Committee of the Township of Andover, in the County of Sussex and State of New Jersey, does hereby resolve and agree to adopt the following procedures regarding public comments during remote public meetings:

1. Public comments for a remote public meeting may be made during the designated public comment section of the meeting or submitted in writing to the Township Clerk/Administrator no later than four (4) hours prior to published start time of the remote meeting. Written public comments must be emailed to the Clerk/Administrator at: pbussow@andovertwp.org or mailed to the attention of the Clerk/Administrator at: 134 Newton Sparta Road, Newton, NJ 07860. Written public comments may not be submitted via any other form of electronic communication.
2. Written public comments submitted via email or mail must include the individual's name, full address and contact information (telephone number and/or email address), as the Township reserves the right to verify the submitter's identity. If the information is incomplete and the Township is unable to verify the individual's identity, the written comment will not be read into the record.
3. There shall be a five (5) minute time limit for all public comments. Written public comments submitted in accordance with this resolution shall be read into the remote meeting record at the end of the last public comment section, subject to the five (5) minute time limit. Written public comments containing profanity or vulgarity will not be read into the record. The chair and/or presiding officer of the remote meeting reserves the right to read similar or duplicative comments into the record in a summary fashion and will do so uniformly for all similar/duplicative comments.
4. Members of the public who submit written public comments regarding a proposed ordinance for which a public hearing is scheduled to be held during the remote meeting should review the agenda and ordinance, available on the Township's website prior to the meeting, and designate the ordinance number and title to which their written public comments apply.
5. Written public comments received after the four (4) hour deadline set forth by this resolution will not be read into the record or become part of the meeting record.
6. The procedures and requirements for making public comments during a remote meeting, along with an explanation of the audio muting function of the electronic communications platform being used, shall be announced at the beginning of the remote public meeting.
7. With respect to public participation at a remote public meeting, the following procedures shall be incorporated:
 - a. A member of the public who has submitted written comments prior to the meeting in accordance with this resolution, attends the remote public meeting, and wishes to participate during the public comment portion, shall be considered as having been recognized for the purposes of public comment.
 - b. If a member of the public disrupts a remote public meeting, the chair and/or presiding officer of the remote public meeting shall facilitate a dialogue with that member of the public to the extent reasonably permitted by the electronic communications technology.

- c. The chair and/or presiding officer of the meeting shall mute or continue muting, or direct appropriate staff to mute or continue muting, the disruptive member of the public and warn them that continued disruption may result in their being prevented from speaking during the remote public meeting or removed from the remote public meeting. Disruptive conduct includes sustained inappropriate behaviors such as, but not necessarily limited to, shouting, interruption and use of profanity.
- d. A member of the public who continues to act in a disruptive manner after receiving an initial warning shall be muted while other members of the public are allowed to proceed with their questions or comments. If time permits, the disruptive individual shall be allowed to speak after all other members of the public have been given the opportunity to make comment. Should the person remain disruptive, the individual may be muted or kept on mute for the remainder of the remote public meeting, or removed from the remote public meeting.
- e. The chair and/or presiding officer of the remote meeting shall reserve the right to take necessary action to protect the rights of the public to participate in the remote public meeting

This Resolution shall take effect immediately.



Patricia L. Bussow, RMC
Administrator/Municipal Clerk

**TOWNSHIP OF ANDOVER
COUNTY OF SUSSEX, STATE OF NEW JERSEY**

RESOLUTION #R2020-121

LOCAL GOVERNMENT EMERGENCY FUND (CRF) GRANT

WHEREAS, as the public health emergency associated with the COVID-19 pandemic continues, the most significant negative financial impacts faced by county and municipal governments throughout New Jersey result from extreme economic contraction, deficits in tax and fee revenues, and extraordinary increases in public safety and health and human services expenditures; and

WHEREAS, severe fiscal stress limits the ability of counties and municipalities to maintain essential services and take the steps necessary to fight COVID-19; and

WHEREAS, without substantial federal assistance, residential taxpayers would absorb the primary impact of meeting these extraordinary needs and closing any associated operating deficits; and

WHEREAS, the Department of Community Affairs (“DCA”), through the Division of Local Government Services (“DLGS” or “Division”), has been deemed the lead agency for the distribution of the Local Government Emergency Fund (the “LGEF” or “Program”), provided through an allocation of the State of New Jersey’s CARES Act Coronavirus Relief Fund (CRF Funds); and

WHEREAS, counties and municipalities excluded from the federal government’s direct CRF allocation plan, as well as those counties and municipalities that are currently the most impacted by COVID-19 in comparison to their available resources, are eligible for LGEF funds pursuant to a maximum distribution determined by formula; and

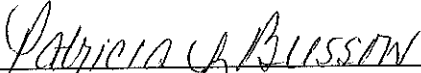
WHEREAS, a total of \$60 million is currently being made available under the Program, with a potential \$60 million more to be allocated; and

WHEREAS, LGEF Grants exist to support costs incurred as part of a local unit’s response to COVID-19.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Andover, that the Township of Andover will apply for a LGEF Grant in the amount of \$39,479.00.

CERTIFICATION

I, Patricia L. Bussow, Municipal Clerk of the Township of Andover, in the County of Sussex in the State of New Jersey, do hereby certify that the foregoing Resolution is a true copy of the Original Resolution duly passed and adopted by a majority of the full membership of the Andover Township Committee at its meeting on November 5, 2020.



Patricia L. Bussow, RMC
Administrator/Municipal Clerk

**TOWNSHIP OF ANDOVER
COUNTY OF SUSSEX, STATE OF NEW JERSEY**

RESOLUTION #R2020-122

**RESOLUTION FOR RENEWAL OF MEMBERSHIP IN THE
MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND**

WHEREAS, the Township of Andover is a member of the Morris County Municipal Joint Insurance Fund; and

WHEREAS, said renewed membership terminates as of December 31, 2020 unless earlier renewed by agreement between the Municipality and the Fund; and

WHEREAS, the Municipality desires to renew said membership;

NOW THEREFORE, be it resolved as follows:

1. The Township of Andover agrees to renew its membership in the Morris County Municipal Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.

2. The Governing Body shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the Morris County Municipal Joint Insurance Fund evidencing the Municipality's intention to renew its membership.

This Resolution agreed to this 5th day of November, 2020 by a vote

of: 4 Affirmative
 0 Negative

MAYOR

Patricia Y. Busson
ATTEST

DATE

11/5/20

MORRIS COUNTY MUNICIPAL
JOINT INSURANCE FUND

**TOWNSHIP OF ANDOVER
COUNTY OF SUSSEX, STATE OF NEW JERSEY**

RESOLUTION #R2020-123

**CONSIDERING THE AWARD OF BIDS FOR
SURPLUS MUNICIPAL EQUIPMENT**

WHEREAS, the Township of Andover has solicited bids for surplus municipal equipment; and

WHEREAS, listings were posted online through MUNICIBID with an end date of Friday, October 23, 2020, and

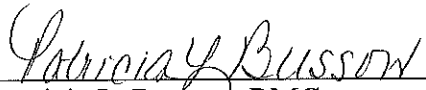
WHEREAS, at 12:00AM, Saturday, October 24, 2020 the bid deadline was completed.

NOW THEREFORE BE IT RESOLVED, the following surplus equipment is hereby awarded to the following highest bidders:

	<u>AMOUNT</u>	<u>NAME</u>
2008 Black Dodge Durango	\$1,145.00	Elvis N'din
2010 Crown Victoria	3,000.00	Dan Nguye
2007 Dodge Charger	4,000.00	Roy Thompson
2008 White Dodge Durango	2,050.00	Charles Stillwagon
2001 Ford Explorer	1,300.00	Tom Desena
2004 Ford Explorer	1,300.00	Robert Miller
2013 Ford Explorer	5,400.00	Steven Medina

CERTIFICATION

I, Patricia L. Bussow, Municipal Clerk of the Township of Andover, in the County of Sussex in the State of New Jersey, do hereby certify that the foregoing Resolution is a true copy of the Original Resolution duly passed and adopted by a majority of the full membership of the Andover Township Committee at its meeting on November 5, 2020.



Patricia L. Bussow, RMC
Municipal Clerk/Administrator

October 27, 2020
3 Bonnie Glen Ct.
Newton, NJ 07860

Mayor Mike Lensak
Andover Municipal Bldg.
134 Newton Sparta Rd.
Newton, NJ 07860

Dear Mayor Lensak,

The sole purpose of this letter is to sing the praises of a very special Andover Police Officer by the name of Mills. The short version of the story is as follows. My truck broke down last Thursday evening in the middle of rush hour on Newton Sparta Road. Despite texts and phone commitments to the contrary, AAA Roadside Assistance failed to get a tow truck to me for over two hours while I remained parked inches off the road from traffic speeding by. That it was dark and car lights were blinding was nerve wracking to say the least.

At about 8 p.m. Officer Mills pulled up behind me and asked what the problem was. I explained the situation, which included the fact that the bed and inside of the truck were filled with boxes I had just gotten out of storage. Also, that my wife was parked and waiting for me about 75' in front of the truck. Our plan was to move as many of the boxes as possible from my truck bed and into our SUV so that the truck could get towed to our repair shop in Newton. Much to my amazement, Officer Mills stopped traffic in order to make it possible for my wife to bring her SUV around so that the boxes could be offloaded from the truck bed directly into the back of her vehicle. He then assisted me in transferring the boxes into the SUV. Finally, he again stopped traffic so that we could make a U-turn and head back in the direction of our home in Andover. I can hardly find words to express how fortunate I felt at that moment that Officer Mills had come to our assistance. I later learned that a tow truck finally brought my truck to the repair shop around 9:30 p.m.

Mayor Lensak, I would be most grateful if you would convey our sincerest gratitude and appreciation to the Andover Chief of Police for the extraordinary act of kindness and caring that Officer Mills extended to me and my wife last week, particularly under such trying circumstances. It will not soon be forgotten.

Most Respectfully Yours,

Richard Streiter & Vikki Barbero
p.s. we have been homeowners in the Newton/Andover area for over 30 years.

cc: New Jersey Herald
Township Journal

From: Eric Danielson <edanielson@atpd.org>
Sent: Friday, October 23, 2020 9:17 AM
To: Patricia Bussow; John Carafello; Michael Lensak
Cc: Ed Diklich; David Northern
Subject: Fwd: Patrolman David Northern & Seargent Edward Diklich

----- Forwarded message -----

From: Lisa Lloyd <lisalloyd4561@gmail.com>
Date: Thu, Oct 22, 2020 at 7:17 PM
Subject: Patrolman David Northern & Seargent Edward Diklich
To: <edanielson@atpd.org>

Hello Chief Danielson,

I am writing this letter to express my gratitude to your department but especially to patrolman David Northern and Sergeant Edward Diklich. I recently called 911 because my 15 year old son was unresponsive. These two men showed up promptly.! If it wasn't for the persistence of officer Northern to revive him and both of them doing everything they can , I have my son today!

I come from a family of police officers and really never realized how hard they work and how important they are. I ask myself daily how do you repay someone for saving your son's life? In my mind I keep thinking , I wouldn't have him if it wasn't for these two fine men. One day I will do something more but now I figured I would write how much I appreciate the hard work and the dedication they have.

I am so happy I live in a town that I feel safe because of your department ! Please share with these men and let them know Jack is doing well. He is getting the appropriate help and doing great.

Again no words can express how grateful I am to have my son and please I thank both officers. Thank you both!

Will always be grateful,

Lisa Lloyd

--
Eric C. Danielson
Chief of Police
Andover Township Police Department
973-383-5544



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