

Millburn Township Committee Meeting Minutes

Minutes of the Regular Meeting of the Township Committee of the Township of Millburn, in Essex County, New Jersey, held in Town Hall starting at 7:30 PM on the above date.

Mayor Bourke opened the meeting and read the following statement:

In accordance with Section 5 of the Open Meetings Act, Chapter 231, Public Laws, 1975, be advised that notice of this meeting was made by posting on the Bulletin Board, Town Hall, and serving the officially designated newspapers, a notice stating that this meeting would take place at the Town Hall at 7:30 PM on May 17, 2016.

Mayor Bourke asked all those present to stand for the Salute to the Flag.

Upon roll call, the following Committee members were recorded present: W. Theodore Bourke, Cheryl H. Burstein, Ian Mount, and Jodi L. Rosenberg. Robert Tillotson was absent.

Also present were Business Administrator Timothy Gordon, Township Attorney Christopher Falcon, Assistant Administrator Alexander McDonald and Township Clerk Christine Gatti.

Approval of Agenda

Mayor Bourke asked for a motion to approve the agenda, which was offered by Ms. Rosenberg and seconded by Ms. Burstein.

Vote: All Ayes

Proclamation

Mr. Mount presented a Proclamation recognizing "Click It or Ticket".

Minutes

Mayor Bourke brought forth the minutes of February 16, 2016. Ms. Burstein made a motion to approve the minutes, which was seconded by Ms. Rosenberg.

Vote: All Ayes

Reports

Rob Walton, representative from JCP&L, stated there is not a power outage planned for tomorrow. He spoke about the rate hike of 6%. He hopes it is in place by January 2017.

Mrs. Gatti provided an update regarding the upcoming election.

Ms. Rosenberg updated the township on the dispatch center.

Mayor Bourke spoke about the Stop & Shop Hearing noting that the matter has been moved to May 25, 2016 Essex County Freeholder agenda.

Mr. Gordon announced his retirement, effective July 1, 2016. He noted that it would be his 42nd anniversary serving in municipal government.

Mayor Bourke announced that Assistant Administrator, Alexander McDonald, would be replacing Mr. Gordon and a search will be conducted for a new Assistant Business Administrator.

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Public Discussion

Mayor Bourke asked if there were any comments or questions regarding items on the Consent Agenda. No comments were presented.

Consent Agenda

Mayor Bourke asked for a motion to approve the items on the consent agenda. Ms. Rosenberg made a motion to approve the consent agenda, which was seconded by Mr. Mount.

Roll call vote: All ayes

RESOLUTION 16-127

RESOLUTION TO APPROVE BILLS PAYABLE

RESOLVED that the Township Treasurer be and hereby is authorized to accept for payment and pay bills or items as they appear on Schedule dated May 17, 2016, in the following accounts:

General	\$ 745,885.82
Capital Fund	100,785.48
Parking Utility Operating Fund	3,344.26
Dog Fund Trust	2,022.81
Donation Trust Fund	9,302.96
Escrow Trust Fund	5,519.00
Forfeiture Funds Trust	486.00
Police Off Duty Trust Fund	79,287.00
SUI Trust	8,398.00
Waste Recycling Trust Fund	995.00

RESOLUTION 16-128

AUTHORIZE THE REFUND OF SEWER OVERPAYMENTS

NOW, THEREFORE BE IT RESOLVED that the Treasurer of the Township of Millburn be and he is hereby authorized and directed to draw warrants to pay the payees listed below in the specified amounts;

<u>Make check payable to:</u>	<u>Type</u>	<u>Amount</u>
Anish Khanna 7 East Hartshorn Dr Short Hills, NJ 07078 Block 1503 Lot 19 6 Delwick Lane	Sewer overpayment 2015 year (sewer overcollection)	\$20.86

BE IT FURTHER RESOLVED, that the following parcels inadvertently paid double the sewer fee due to a computer error with the online payment program;

<u>Make check payable to:</u>	<u>Type</u>	<u>Amount</u>
Paul & Amy Talbert 181 Hartshorn Drive Short Hills, NJ 07078 Block 2901 Lot 11 181 Hartshorn Dr	Sewer Refund 2016 Sewer Sewer overcollection	\$160.11

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Ellis & Lynn Fribush 76A Lakeside Drive Millburn, NJ 07041 Block 906 Lot 27 C776A 206 Main St	Sewer Refund 2016 Sewer Sewer overcollection	\$160.11
Ronald & Eve Lynn Eisenberg 9 Fenton Dr Short Hills, NJ 07078 Block 4202 Lot 3 9 Fenton Drive	Sewer Refund 2016 Sewer Sewer overcollection	\$160.11
Robert Berezin/Sharyn Stein 22 Taylor Rd North Short Hills, NJ 07078 Block 2103 Lot 11 22 Taylor Rd North	Sewer Refund 2016 Sewer Sewer overcollection	\$160.11
Mr. Anthony Melchiorre 150 Western Dr Short Hills, NJ 07078 Block 3301 Lot 4 150 Western Dr	Sewer Refund 2016 Sewer Sewer overcollection	\$160.11
Jun Huang/Hong Mei 409 Old Short Hills Rd Short Hills, NJ 07078 Block 4101 Lot 11 409 Old Short Hills Rd	Sewer Refund 2016 Sewer Sewer overcollection	\$160.11
Robert & Hillary Messinger 20 Rolling Hill Rd Short Hills, NJ 07078 Block 4605 Lot 3 20 Rolling Hill Rd	Sewer Refund 2016 Sewer Sewer overcollection	\$160.11
Ms. Mary Ellen Viola 79 Minnisink Rd Short Hills, NJ 07078 Block 3103 Lot 28 79 Minnisink Rd	Sewer Refund 2016 Sewer Sewer overcollection	\$160.11
Mark Moshier/Krista McCue 29 Cambridge Dr Short Hills, NJ 07078 Block 3301 Lot 11 29 Cambridge Dr	Sewer Refund 2016 Sewer Sewer overcollection	\$160.11
Jeffrey & Susan Guzman 29 Winthrop Rd Short Hills, NJ 07078 Block 4303 Lot 6 29 Winthrop Rd	Sewer Refund 2016 Sewer Sewer overcollection	\$160.11
Jaime Martinez/Liliana Valez	Sewer Refund	\$160.11

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7 Undercliff Rd Millburn, NJ 07041 Block 810 Lot 17 7 Undercliff Rd	2016 Sewer Sewer overcollection	
Tomasz Sablinski/Maria Balcewitz 25 Burnside Dr Short Hills, NJ 07078 Block 1402 Lot 17 25 Burnside Dr	Sewer Refund 2016 Sewer Sewer overcollection	\$160.11
David & Amy Cooper 740 Ridgewood Rd Millburn, NJ 07041 Block 402 Lot 42 740 Ridgewood Rd	Sewer Refund 2016 Sewer Sewer Overcollection	\$160.00
Sukirti Mukheja 6 Meadowbrook Rd Short Hills, NJ 07078 Block 1801 Lot 64 6 Meadowbrook Rd	Sewer Refund 2016 Sewer Sewer Overcollection	\$160.00
Nina & Vishal Talreja 22 Andover Drive Short Hills, NJ 07078 Block 4403 Lot 3	Sewer Refund 2016 Sewer/Int Sewer Overcollection	\$160.68

RESOLUTION 16-129

AUTHORIZING THE MILLBURN TOWNSHIP TAX COLLECTOR TO PREPARE AND MAIL ESTIMATED TAX BILLS IN ACCORDANCE WITH P.L. 1994, c.72

WHEREAS, the Township of Millburn introduced the budget on April 5, 2016 and the Essex County Board of Taxation is unable to certify Millburn’s tax rate at this time and the Millburn Township Tax Collector will be unable to mail the Township’s final 2016 tax bills on a timely basis; and

WHEREAS, the Millburn Township Tax Collector in consultation with the Millburn Township Chief Financial Officer has computed an estimated tax levy in accordance with N.J.S.A. 54: 4-66.3, and they have both signed a certification showing the tax levies for the previous year, the tax rates and the range of permitted estimated tax levies;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF MILLBURN, IN THE COUNTY OF ESSEX AND STATE OF NEW JERSEY on this 17th day of May, 2016, as follows:

1. The Millburn Township Tax Collector is hereby authorized and directed to prepare and issue estimated tax bills for the Township for the third installment of 2016 taxes.
2. The entire estimated tax levy for 2016 is hereby set at **\$177,809,139.53**.
3. In accordance with law the third installment of 2016 taxes shall not be subject to interest until the later of August 7th or the twenty-fifth calendar day after the date the estimated tax bills were mailed. The estimated tax bills shall contain a notice specifying the date on which interest may begin to accrue.

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**RESOLUTION 16-130
AUTHORIZING DEDICATION-BY-RIDER FOR ANIMAL CONTROL SERVICES**

WHEREAS, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonable accurate estimates in advance; and

WHEREAS, the Township provides for services to other municipalities for Animal Control Services on an as needed basis; and

WHEREAS, the Township receives funds for services rendered based upon the cost of incurred at the time of services; and

WHEREAS, N.J.S.A 40A:4-39 provides that the dedicated revenues anticipated from the Animal Control fees are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirement;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Millburn, County of Essex, State of New Jersey as follows:

1. The Governing Body hereby requests permission of the Director of Division of Local Government Services to pay expenditures under the provisions of N.J.S.A. 40A:4-39 et seq. to establish and operate an Animal Control Trust Fund.
2. The Municipal Clerk of the Township of Millburn is hereby directed to forward two certified copies of this resolution to the Director of the Division of Local Government Services.

**RESOLUTION 16-131
AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICE CONTRACT FOR ENGINEERING SERVICES FOR THE MILLBURN POLICE HEADQUARTERS CHILLER REPLACEMENT PROJECT [AKF ENGINEERS LLP]**

WHEREAS, there exists a need in 2016 for engineering services for the Millburn Police Headquarters Chiller Replacement Project for the Township of Millburn, in the County of Essex, New Jersey; and

WHEREAS, AKF Engineers LLP, has been selected for this assistance; and

WHEREAS, funds are available for this purpose; and

WHEREAS, AKF Engineers LLP has provided the Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8 and shall be placed on file with this resolution; and

WHEREAS, the Local Public Contracts Law (NJSA 40A:11-1 et seq.) requires that a resolution authorizing the payment of such professional fees, without competitive bidding must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Milburn in the County of Essex as follows:

1. The Mayor and the Township Clerk are hereby authorized and directed to execute a professional services agreement in a form subject to the approval of the Township Attorney with AKF Engineers LLP, 700 Alexander Park, Suite 204, Princeton, NJ 08540 for this professional service.

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- 2. This contract is made without competitive bidding as a “professional service” under the provisions of the Local Public Contracts Law because of the qualitative nature of the service provided.
- 3. Fees for services are authorized as per proposal dated May 3, 2016 and are not to exceed \$18,000.00 for the base fee and \$2,350.00 for reimbursement expenses for 2016 for this service.
- 4. A copy of this resolution shall be published in The Item of Millburn Short Hills as required by law, within ten (10) days of its passage.
- 5. This Resolution shall take effect immediately.

RESOLUTION 16-132

AWARDING CONTRACT FOR PAPER MILL PLAYHOUSE – BROOKSIDE DRIVE IMPROVEMENTS PROJECT

WHEREAS, the Township of Millburn (the “Township”) advertised for the receipt of public bids for “Paper Mill Playhouse – Brookside Drive Improvements”; and

WHEREAS, the Township received three (3) bids at 11:00 A.M. on April 27, 2016 from the companies listed below at the bid price shown:

Reivax Contracting 356 Thomas Street Newark, NJ 07114	Total Base Bid: \$54,000.00
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Salmon Brothers PO Box 67 Netcong, NJ 07857	Total Base Bid: \$67,950.00
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Landtek Construction 875 River Road Piscataway, NJ 08854	Total Base Bid: \$104,335.00
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WHEREAS, the Township desires to award the Paper Mill Playhouse – Brookside Drive Improvements Project contract to Reivax Contracting as the lowest responsible bidder as per the recommendation of the Township Engineer; and

NOW, THEREFORE, BE IT RESOLVED by the Millburn Township Committee, County of Essex, State of New Jersey, as follows:

- 1. The Township Committee exercises its discretion to waive all immaterial defects, if any, with respect to the bid of Reivax Contracting, received on April 27, 2016.
- 2. The Township Committee awards the Paper Mill Playhouse – Brookside Drive Improvements Contract to Reivax Contracting, having the above listed business address as the lowest responsible and responsive bidder, in the amount not to exceed the bid price of \$54,000.00 and the Mayor or such other authorized Township Official is authorized to execute said Contract.

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3. The Contract awarded herein to Reivax Contracting shall commence after the execution of the Contract, the submission of all required insurance certificates, together with all other documents required to be submitted by the Contract.
4. The Township's staff is hereby authorized and directed to execute any other necessary documentation and to take all other actions necessary or desirable to effectuate the terms and conditions of this Resolution.
5. After the award and full execution of the contract, the bid security of the remaining unsuccessful bidders shall be returned to them.
6. Funds are available for this Contract and a copy of this Resolution shall be submitted to the Township's CFO and kept on file in the offices of the Township.
7. This Resolution shall take effect immediately.

**RESOLUTION 16-133
APPROVE SIDEWALK CAFÉ LICENSES**

WHEREAS, the following have submitted applications to the Township Clerk to obtain a sidewalk café license, providing all required documentation and the appropriate fees; and

WHEREAS, the Police Department, Fire Department, Health Department and Engineering Department have conducted investigations of those establishments and have found nothing to prevent their issuance.

NOW, THEREFORE, BE IT RESOLVED that the following be approved:

- Trattoria Gian Marco
- Basilico
- Boxcar
- Coffee Mill Roasters
- Millburn Deli

**RESOLUTION 16-134
APPROVE RAFFLE LICENSES**

WHEREAS, the following have submitted applications to the Township Clerk to conduct a raffle, providing all required identification and the appropriate fees; and

WHEREAS, the Police Department has conducted an investigation of those conducting such raffles and has found nothing to prevent their issuance.

NOW, THEREFORE, BE IT RESOLVED that the following be approved:

- Oratory Preparatory School

**RESOLUTION 16-135
PERMITTING THE DISPLAY OF FIREWORKS AT CANOE BROOK
COUNTRY CLUB, SHORT HILLS, NEW JERSEY**

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BE IT RESOLVED by the Township Committee of the Township of Millburn, Essex County, New Jersey, as follows:

1. The permit submitted to the Township Fire Chief is hereby granted as per the recommendation from the Fire Marshall to Canoe Brook Country Club to conduct a display of fireworks, as part of the Fourth of July Celebration, to be held at Canoe Brook Country Club, Short Hills, New Jersey, commencing at 9:20 p.m. on Saturday, June 25, 2016, with a rain date of Sunday, June 26, 2016.
2. The applicant shall comply with all the requirements set forth in the Millburn Township Code 3-30 titled "Fireworks – Possession, Use of and Public Display".
3. The handling of the display to be authorized by the permit aforesaid shall be conducted only by Pyrotecnico, which the Chiefs of Police and Fire Departments of said Township of Millburn, approved as a competent operator thereof, and the delivery to the site will be approximately 2:00 pm – set up will take approximately 4 to 6 hours at Canoe Brook Country Club, and all displays will comply with all the requirements as set forth in NJAC 5:70-F3100 and NFPA.1123, NFPA1125 and NFPA1126.
4. This resolution shall take effect immediately, but nothing herein contained, nor the permit hereby authorized, shall relieve the applicant therefore, nor the operator of said display from any liability created by law which may arise or be incurred by the storage, handling or use of fireworks in said Township.

ORDINANCE/SECOND READING AND CONSIDERATION OF ADOPTION

Ordinance 2456-16

Mayor Bourke brought forth and reviewed Ordinance 2456-16 for consideration of adoption. Mayor Bourke declared the public hearing open. Seeing there was no public comment, Mayor Bourke declared the public hearing closed and moved that Ordinance 2456-16 be passed on final reading; the motion was seconded by Ms. Rosenberg.

Roll call vote: All ayes

ORDINANCE NO. 2456-16

ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 0% unless authorized by ordinance to increase it to 3.5% over the previous year’s final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Township Committee of the Township of Millburn in the County of Essex finds it advisable and necessary to increase its CY 2016 budget by up to 3.5% over the previous year’s final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Township Committee hereby determines that a 3.5% increase in the budget for said year, is estimated to be \$799,968.62 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriations in either of the next two succeeding years.

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NOW THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Millburn, in the County of Essex, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2016 budget year, the final appropriations of the Township of Millburn shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased up to 3.5%, amounting to \$1,,431,046.86 and that the CY 2016 municipal budget for the Township of Millburn be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Ordinance 2458-16

Mr. Mount brought forth and reviewed Ordinance 2458-16 for consideration of adoption. Mayor Bourke declared the public hearing open. Seeing there was no public comment, Mr. Mount declared the public hearing closed and moved that Ordinance 2458-16 be passed on final reading; the motion was seconded by Ms. Rosenberg.

Roll call vote: All ayes

**ORDINANCE NO. 2458-16
ORDINANCE AMENDING CHAPTER V “ANIMAL CONTROL” OF
THE MILLBURN TOWNSHIP ORDINANCE CODE**

STATEMENT OF PURPOSE: *Ordinance to revise cat and dog license fees, delinquent fees, and dog inoculation requirements.*

BE IT ORDAINED by the Township Committee of the Township of Millburn, in the County of Essex and State of New Jersey, as follows:

Section 1. Article V “Animal Control,” Section 5-5 “Licensing and Vaccination of Cats,” Subsection 5-5.2 “Licensing Requirements,” and more particularly Paragraph g “Evidence of Inoculation with Rabies Vaccine or Certification of Exemption; Requirement for License” and Paragraph h “License Fee Schedule” of the Revised General Ordinances of the Township of Millburn are hereby revised as follows:

- g. *Evidence of Inoculation with Rabies Vaccine or Certification of Exemption; Requirement for License.* The Health Officer shall not grant any such license tag for any cat unless the owner thereof provides evidence that the cat to be licensed has been inoculated with a rabies vaccine of a type approved by and administered in accordance with the recommendations of the United States Department of Agriculture and the United States Department of Human Services, or has been certified exempt as provided by subsection 5-5.1d. The rabies inoculation shall be administered by a duly licensed veterinarian, or by such other veterinarian permitted by law to do the same, and the vaccine shall be valid until October 31st of that licensing year.
- h. *License Fee Schedule.* A license shall be issued after payment of a fee of twenty-one dollars (\$21.00) for each unneutered cat and eighteen dollars (\$18.00) for each neutered cat. Persons who fail to obtain a license as required within the time period specified in subsection 5-5.1 shall be subject to a one-time delinquent fee of ten (\$10.00) dollars after March 1st.

Section 2. Article V “Animal Control,” Section 5-6 “Dogs,” Subsection 5-6.1 “License and Tag Fees” is hereby revised as follows:

- a. *Evidence of Inoculation with Rabies Vaccine or Certification of Exemption; Requirement for License.* The Health Officer shall not grant any such license tag for any dog unless

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the owner thereof provides evidence that the dog to be licensed has been inoculated with a rabies vaccine of a type approved by and administered in accordance with the recommendations of the United States Department of Agriculture and the United States Department of Human Services, or has been certified except as provided by subsection 5-6.1e. The rabies inoculation shall be administered by a duly licensed veterinarian, or by such other veterinarian permitted by law to do the same, and the vaccine shall be valid until October 31st of that licensing year.

- b. *License Required.* Any person who shall own, keep or harbor a dog of licensing age, which means a dog of seven (7) months or which possesses a set of permanent teeth, shall in the month of January, annually apply for and procure from the Health Officer a license and license tag for each such dog, so owned, kept or harbored, and shall place upon each such dog a collar with the license tag securely fastened thereto.
- c. *When to Apply.* The owner of any newly acquired dog of licensing age, as hereinbefore described, shall make application for license and tag for such dog within ten (10) days after such acquirement or age attainment.
- d. *Fees.* The Health Officer is hereby designated to license dogs and the sum to be paid annually for a dog license is fixed at twenty-one dollars (\$21.00) for each unneutered dog and eighteen dollars (\$18.00) for each neutered dog. Persons who fail to obtain a license as required within the time period specified in subsections 5-6.1a. and b. shall be subject to a one-time delinquent fee of ten (\$10.00) dollars after March 1st.
- e. *Exemption for Seeing Eye Dogs or Therapy Dogs.* Dogs used as guides for blind persons and commonly known as “seeing-eye” dogs or “therapy dogs” shall be licensed as other dogs except that the owner shall not be required to pay any fees therefore.
- f. *Inoculation Exemptions.* A dog may be exempted from the requirements of such vaccination for a specified period of time by the Animal Control Authority, upon presentation of a veterinarian’s certificate stating that because of infirmity or other physical condition, or regimen of therapy, the inoculation of such dog shall be deemed inadvisable.

Section 3. The provisions of this ordinance are severable and the invalidity of any phase, clause or part of this ordinance shall not affect the validity or effectiveness of the remainder of the ordinance.

Section 4. This ordinance shall take effect after final passage and publication as required by law.

Ordinance 2459-16

Ms. Burstein brought forth and reviewed Ordinance 2459-16 for consideration of adoption. Mayor Bourke declared the public hearing open. Seeing there was no public comment, Ms. Burstein declared the public hearing closed and moved that Ordinance 2459-16 be passed on final reading; the motion was seconded by Ms. Rosenberg.

Roll call vote: All ayes

ORDINANCE NO. 2459-16

ORDINANCE AMENDING CHAPTER IV “ADMINISTRATION” AND “RETAIL FOOD ESTABLISHMENTS” OF THE REVISED GENERAL ORDINANCE OF THE BOARD OF HEALTH OF THE TOWNSHIP OF MILLBURN

STATEMENT OF PURPOSE: *Ordinance to revise fees for plan review and fees for transcripts of death, birth, marriage or domestic partnership.*

BE IT ORDAINED by the Township Committee of the Township of Millburn, in the County of Essex and State of New Jersey, as follows:

Section 1. Chapter II “Administration,” Section 3 “Board of Health Fees,” of the Revised General Ordinance of the Board of Health of the Township of Millburn is hereby revised as follows:

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- a. *Transcripts of Death, Birth, Marriage or Domestic Partnerships.* The fee for a transcript of a death, birth, marriage or domestic partnership certificate, which the Registrar shall furnish to any applicant therefor, shall be twenty (\$20.00) dollars, other than to such officer or board as may be entitled by law to receive the same without payment of fee, or upon payment of a lower fee. The fee shall be five (\$5.00) dollars for each correction of a transcript of a birth, marriage or domestic partnership certificate or death transcript.
- b. *Burial Permits.* The fee for a burial permit shall be five (\$5.00) dollars.
- c. *Accounting for Fees.* All fees shall be accounted for and paid over as required by law.

Section 2. Chapter IV “Retail Food Establishments,” Section 3 “Plan Review” of the Revised General Ordinance of the Board of Health of the Township of Millburn is hereby revised as follows:

- a. When a retail food establishment is constructed, altered or renovated, plans and specifications pertaining to the health and sanitary aspects of the operation, such as proposed equipment layout and construction materials of food related work areas, shall be submitted to the Division of Health for review and approval before construction, renovations or conversion is begun.
- b. There shall be a seventy-five (\$75.00) dollar plan review fee payable to the Township of Millburn for any construction, alteration, renovation of a retail food establishment.
- c. This fee shall be in addition to any other fee required by the Township of Millburn or the State of New Jersey.

Section 3. The provisions of this ordinance are severable and the invalidity of any phase, clause or part of this ordinance shall not affect the validity or effectiveness of the remainder of the ordinance.

Section 4. This ordinance shall take effect after final passage and publication as required by law.

2016 Budget Public Hearing / Consideration of Adoption

Mayor Bourke read aloud and called for a motion to approve Resolution 16-136 which was made by Ms. Burstein and seconded by Mr. Mount.

Roll call vote: All ayes
Absent: Mr. Tillotson

**RESOLUTION 16-136
READ 2016 MUNICIPAL BUDGET BY TITLE**

WHEREAS, pursuant to N.J.S.A. 40A:4-8, as amended by Chapter 78, P.L. 1964, the- municipal budget as advertised, may be read as its title at the public hearing, a complete copy of the approved budget, as advertised, shall be posted, in the principal municipal building, and is made available to each person requesting the same, during said week and during the public hearing; and

WHEREAS, the Township Committee of the Township of Millburn hereby determines that the above conditions have been met.

NOW, THEREFORE, BE IT RESOLVED that the municipal budget shall not be read in full, but its title only.

Mayor Bourke reviewed the budget, noting that that there is a 4.4% increase with a tax rate increase of \$0.02 cents. Mayor Bourke opened the public hearing. Barney La Greca, resident of 171 Myrtle Avenue, came forward and asked where the parking fee goes. Mayor Bourke provided an overview of the

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parking utility and reviewed the utility costs. Mr. Gordon reviewed the parking authority budget which includes parking. Since there weren't any other comments, Mayor Bourke declared the public hearing of the budget closed. Mayor Bourke called for a motion to approve Resolution 16-137, which was made by Ms. Burstein and seconded by Ms. Rosenberg.

Roll call vote: All ayes
Absent: Mr. Tillotson

**RESOLUTION 16-137
ADOPT 2016 MUNICIPAL BUDGET**

BE IT RESOLVED by the Township Committee of the Township of Millburn, County of Essex, that the budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of:

(a) \$39,523,493.59 (Item 2 below) for municipal purposes, and

SUMMARY OF REVENUES

1. General Revenues:	
Surplus Anticipated	\$ 4,450,000.00
Miscellaneous Revenues Anticipated	\$ 7,078,385.40
Receipts from Delinquent Taxes	\$ 635,000.00
2. Amount To Be Raised By Taxation	
For Municipal Purposes (Item 6, Sheet 11)	<u>\$44,502,009.37</u>
3. Total Revenues	\$56,665,394.77

SUMMARY OF APPROPRIATIONS

5. General Appropriations:	
Salaries & Wages	\$21,013,192.00
Other Expenses	\$29,537,814.65
(a) Capital Improvements	\$ 1,700,000.00
(b) Municipal Debt Service	\$ 1,895,125.00
(c) Deferred Charges – Municipal	\$ 302,090.00
(d) Reserve for Uncollected Taxes (Include Other Reserves if Any)	<u>\$ 2,217,173.12</u>
6. Total Appropriations	\$56,665,394.77

PARKING UTILITY
SUMMARY OF REVENUES

1. Surplus	\$ 286,372.00	2.
Total Miscellaneous Revenues	\$ 1,330,000.00	
Total Revenues	\$ 1,616,372.00	

GENERAL BUDGET
SUMMARY OF APPROPRIATIONS

1. General Appropriations:	
Salaries & Wages	\$ 282,540.00
Other Expenses	\$ 184,331.00
Capital Improvements	\$ 90,000.00
Debt Service	\$1,059,501.00
Total Appropriations	\$1,616,372.00

PUBLIC DISCUSSION

Mayor Bourke asked if anyone had questions or comments for the Township Committee. There were none.

ADJOURNMENT

Mayor Bourke asked if anyone had any remaining comments or questions. Receiving none, he called for a motion to adjourn the meeting which was offered by Ms. Rosenberg and seconded by Mr. Mount. The meeting was adjourned at 8:00 PM.

Christine A. Gatti, RMC
Township Clerk

Approved: August 16, 2016