



TOWN OF DOVER
MAYOR AND BOARD OF ALDERMEN
SPECIAL MEETING MINUTES
DECEMBER 28, 2017 9:00 AM

The Special Meeting of the Mayor and Board of Aldermen was held in council chambers, 37 N. Sussex Street, Dover, New Jersey.

Mayor Dodd called the meeting to order at 9:00 AM

ROLL CALL:

Present: Aldermen Visioli, Romaine, MacDonald, Toth, O'Connor and Mayor Dodd

Absent: Aldermen Picciallo, Blackman, Camacho

Also present were Administrator Donald Travisano, and Deputy Municipal Clerk Tara Pettoni.

Deputy Municipal Clerk Tara Pettoni stated adequate notice was given to the official newspaper.

SUNSHINE LAW STATEMENT

In accordance with the provisions set forth in the Open Public Meeting Law, notification of this meeting has been sent to all officially designated Town newspapers and notice is posted in the Town Hall.

MUNICIPAL CORRESPONDENCE:

1. Received from the Freeholders—Invitation for the January 5th Swearing in Ceremony

CONSENT AGENDA

1. Resolution Approving the Minutes for the December 12, 2017 Caucus and Regular
2. Resolution Approving a Transfer Resolution

RESOLUTIONS

1. Resolution Approving Bills List
2. Resolution Cancelling Appropriation for Parking Utility
3. Resolution Authorizing the Establishment of New Court Accounts
4. Resolution Approving a Salary Resolution
5. Resolution Approving a Change Order for the Blackwell Streetscape Project

CONSENT AGENDA: RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN
OF THE TOWN OF DOVER FOR APPROVAL OF MINUTES

WHEREAS, in accordance with the provisions set forth in the Open Public Meeting Law, annual notice has been provided for all Mayor and Board of Aldermen meetings; and

WHEREAS, the Mayor and Board of Aldermen of the Town of Dover held their Public Meetings, and minutes of those meetings were transcribed.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover, County of Morris and State of New Jersey for approval the minutes for the following meetings:

December 12, 2017 – Caucus & Regular

TRANSFER RESOLUTION

WHEREAS, there appears to be insufficient funds in the following accounts (excepting the Appropriation of Contingent Expenses or Deferred Charges) to meet the demands thereon for the balance of the year, viz: 2017

Social Security/Medicare OE
Health S & W

Code Enforcement OE
Recreation S & W

Police OE

WHEREAS, there appears to be a surplus in the following accounts (excepting the Appropriation for Contingent Expenses, Down Payments and Capital Improvement Fund) over and above the demand necessary for the balance of the year, viz: 2017

Streets & Roads S & W

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the Town of Dover (not less than two thirds of all members thereof affirmatively concurring) that in accordance with the provision of R.S. 40A:4-58, part of the surplus in the accounts heretofore mentioned be and the same are hereby transferred to the account (excepting the Appropriation for Contingent Expenses or Deferred Charges) mentioned as being sufficient to meet the current demands; and

BE IT FURTHER RESOLVED that the Treasurer be and she is hereby authorized to make the following transfers:

FROM		TO	
Streets & Roads S & W	32,500.00	Social Security/Medicare OE	7,000.00
		Code Enforcement OE	1,000.00
		Police OE	19,000.00
		Health S & W	3,500.00
		Recreation S & W	2,000.00
Total	32,500.00	Total	32,500.00

Alderwoman Romaine has moved the foregoing resolution be adopted and duly seconded by Alderman Visioli passed by the following roll call vote.

Ayes: Aldermen Visioli, Romaine, MacDonald, Toth, O'Connor & Mayor Dodd

Nays: None

Absent: Aldermen Picciallo, Blackman & Camacho

Abstained: None

BILLS LIST RESOLUTION

WHEREAS, the Mayor and Board of Aldermen of the Town of Dover have examined all bills presented for payment; and

WHEREAS, the Chief Financial Officer has certified that there are sufficient funds in the account(s) to which respective bills have been charged.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Board of Aldermen of the Town of Dover do hereby approve the bills as listed; and

BE IT FURTHER RESOLVED that the proper officials are hereby authorized to sign the checks for payment of same.

CURRENT APPROPRIATIONS RESERVE ACCT claims in the amount of:	\$74.89
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$117,092.56
GENERAL CAPITAL ACCT claims in the amount of:	\$10,979.33
WATER UTILITY RESERVE ACCT claims in the amount of:	\$660.00
WATER UTILITY ACCT claims in the amount of:	\$44,467.46
WATER CAPITAL ACCT claims in the amount of:	\$8,268.00
PARKING UTILITY RESERVE ACCT claims in the amount of:	\$0.00
PARKING UTILITY ACCT claims in the amount of:	\$182.18
PARKING CAPITAL ACCT claims in the amount of:	\$0.00
ANIMAL CONTROL TRUST ACCT claims in the amount of:	\$0.00
EVIDENCE TRUST ACCT claims in the amount of:	\$0.00
RECYCLING TRUST ACCT claims in the amount of:	\$0.00
COUNTY FORFEITED ASSETS TRUST ACCT claims in the amount of:	\$0.00
FEDERAL FORFEITED ASSETS ACCT claims in the amount of:	\$0.00
TRUST/OTHER ACCT claims in the amount of:	\$27,777.00
COAH TRUST ACCT claims in the amount of:	\$0.00

TOTAL CLAIMS TO BE PAID \$209,501.42

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

TRUST/OTHER ACCT claims in the amount of:	\$0.00
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$1,945.71
GENERAL CAPITAL ACCT claims in the amount of:	\$0.00
WATER UTILITY OPERATING claims in the amount of:	\$0.00
TOTAL CLAIMS PAID	\$1,945.71

TOTAL BILL LIST RESOLUTION **\$211,447.13**

Alderman Romaine has moved the foregoing resolution be adopted and duly seconded by Alderman Visioli passed by the following roll call vote.

Ayes: Aldermen Visioli, Romaine, MacDonald, Toth, O'Connor
Nays: None **Absent: Aldermen Picciallo, Blackman & Camacho** **Abstained: Mayor Dodd**

RESOLUTION CANCELLING APPROPRIATION

WHEREAS, the following Parking Utility budget appropriation balances remain unexpended:

Parking S & W	\$10,000.00
Parking OE	\$ 8,000.00

WHEREAS, it is necessary to formally cancel said balances so that the unexpended balances may be formally credited to fund balance;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey that the Chief Financial Officer is hereby authorized to cancel the Parking Utility unexpended budget appropriation balances to Fund Balance.

Alderman Romaine has moved the foregoing resolution be adopted and duly seconded by Alderman O'Connor passed by the following roll call vote.

Ayes: Aldermen Visioli, Romaine, MacDonald, Toth, O'Connor & Mayor Dodd
Nays: None **Absent: Aldermen Picciallo, Blackman & Camacho** **Abstained: None**

RESOLUTION AUTHORIZING THE ESTABLISHMENT OF NEW COURT ACCOUNTS

WHEREAS, the current Dover Joint Municipal Court will be dissolved at the end of 2017;

WHEREAS, there will be a need to open 2 new accounts for the Dover Municipal Court;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Board of Aldermen of the Town of Dover hereby designate Rosa Santiago, Deputy Court Administrator, and Sonia Barria, Municipal Court Administrator, of the Municipal Court as an authorized signatures on the Dover Municipal Court Bail account and the Dover Municipal Court General account.

Alderman Visioli has moved the foregoing resolution be adopted and duly seconded by Alderman O'Connor passed by the following roll call vote.

Ayes: Aldermen Visioli, Romaine, MacDonald, Toth, O'Connor & Mayor Dodd
Nays: None **Absent: Aldermen Picciallo, Blackman & Camacho** **Abstained: None**

SALARY RESOLUTION

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

1. That the annual, hourly salaries and wages as set forth hereunder be and hereby are established for the officials and listed employees of the Town of Dover at the respective sums shown following their names and or position designation following their name listed below.
2. This resolution directs the Treasurer of the Town of Dover to withhold such monies from individual salaries and wages so there is no advance payment of salaries and wages and annual sums may be adjusted through December 31, 2018.

Michael Stalter, General Supervisor, Water Dept.	\$80,000	12/1/17
Thomas Caccacale, Special Law Enforcement Officer	\$21.00/hr.	12/5/17

Alderman Visioli has moved the foregoing resolution be adopted and duly seconded by Alderman O'Connor passed by the following roll call vote.

Ayes: Aldermen Visioli, Romaine, MacDonald, Toth, O'Connor & Mayor Dodd
Nays: None **Absent: Aldermen Picciallo, Blackman & Camacho** **Abstained: None**

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER APPROVING A CHANGE ORDER FOR THE BLACKWELL STREETSCAPE PROJECT

WHEREAS, the Town of Dover solicited bids for the Blackwell Streetscape Project and awarded the bid to Facility Solutions Group for \$844,886.01; and

WHEREAS, there exists a need for a change order as listed below in the amount of \$143,326.00; and

WHEREAS, the CFO has certified the funds are available; and

WHEREAS, the project will be funded from Capital Accounts #C-04-55-930-002 and C-04-55-932-002; and

NOW THEREFORE, it is hereby RESOLVED by the Mayor and the Board of Aldermen of the Town of Dover, Morris County, New Jersey as follows:

1. Change order (1) is approved in the amount of \$143,326.00 to amend/retrofit GlasWerksF lat LED 2 Bern to Glaswerks LED Symmetrical Bowl Glass on order to diffuse light pattern. There was no change in scope of project.

Alderman Visioli has moved the foregoing resolution be adopted and duly seconded by Alderman O'Connor passed by the following roll call vote.

Ayes: Aldermen Visioli, Romaine, MacDonald, Toth, O'Connor & Mayor Dodd
Nays: None **Absent: Aldermen Picciallo, Blackman & Camacho** **Abstained: None**

Mayor Dodd opened the meeting to the public.

Seeing no hands and hearing no voices, Mayor Dodd closed the meeting to the public and asked for a motion to adjourn.

Mayor Dodd made the motion to adjourn at 9:03 AM and Alderwoman Romaine the motion and duly seconded and passed it by the following voice vote.

Respectfully submitted,

Tara Pettoni, Deputy Municipal Clerk