



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

## REGULAR MEETING AGENDA

September 27, 2022

**A) CALL MEETING TO ORDER / SUNSHINE STATEMENT** – Mayor Carolyn Blackman to call meeting to order and read the Sunshine Statement:

“This meeting is being held in accordance with the Open Public Meetings Act, also known as the Sunshine Law, N.J.S.A. 10:4-6. Notice of the meeting was sent to the Daily Record and Star Ledger on January 10, 2022 and published in the Record and Ledger on January 13, 2022. Notice of the change from Zoom to In-Person meetings was published on April 14, 2022. Notice was also posted on the Bulletin Board of the Municipal Building.”

**B) PLEDGE OF ALLEGIANCE** – Mayor Carolyn Blackman to lead those in attendance in the Pledge of Allegiance to the Flag

**C) ROLL CALL** – Clerk to Conduct Roll Call:

Name	Present	Absent	Excused
Alderman Santana			
Alderman Correa			
Alderman Ballesteros			
Alderwoman Rugg			
Alderwoman Cruz			
Alderman Valencia			
Alderman Quinones			
Alderwoman Wittner			
Mayor Blackman			

**D) APPROVAL OF MINUTES**

**E) REPORT OF COMMITTEES**

**F) PRESENTATIONS, MUNICIPAL CORRESPONDENCE**

**G) ORDINANCES FOR FIRST READING**

- a) Ordinance 31-2022 Providing handicapped parking space at 59 Richards Avenue

**H) ORDINANCES FOR SECOND READING, PUBLIC HEARING AND ADOPTION**

- a) Ordinance 28-2022 Amending and Modifying a Zone Boundary Line on King Street
- b) Ordinance 29-2022 Authorizing the purchase of certain real property located at 24-28 E. McFarlan Street and 68 N. Morris Street described as Lots 1, 3, and 4 in Block 1313 by the Town of Dover, County of Morris, State of New Jersey from MDT Associates, LLC, a New Jersey Limited Liability Company

- c) Ordinance 30-2022 Amending and supplementing Chapter 72, Salaries and Compensation

#### **I) APPROVAL OF BILLS**

- a) Resolution 262-2022 - Approval of Bills List

#### **J) APPROVAL OF RESOLUTIONS**

##### **1) CONSENT AGENDA RESOLUTIONS**

- a) Resolution 263-2022 Authorizing disposal of Vehicles – Fire Dept.
- b) Resolution 266-2022 Authorizing a waiver of certain sewer fees – 39 Penn Avenue

##### **2) RESOLUTIONS FOR DISCUSSION AND CONSIDERATION**

- a) Resolution 267-2022 Amending Resolution 75-2022 authorizing the procurement of furnishings for the Library Renovations
- b) Resolution 269-2022 Authorizing a contract with Property Registration Champions, LLC dba Prochamps (PRC)
- c) Resolution 270-2022 Identifying Cannabis Liaison and Deputy to facilitate regulations and licensing requirements for local cannabis establishments for the Town of Dover
- d) Resolution 275-2022 Authorizing the Dover Water Commission to enter into an agreement with Sourcewell Cooperative Pricing Council for the purchase of Kubota Mini Excavator and Feeling Trailer
- e) Resolution 276-2022 Authorizing the execution of a contract to CMS Construction, Inc. for the Mount Fern Tank Replacement Project
- f) Resolution 277-2022 Authorizing the Mayor to approve and sign an agreement to donate Municipally owned property from the Town of Dover to Morris Habitat for Humanity, Inc.
- g) Resolution 271-2022 Executive Session – Personnel Matters

#### **K) OLD BUSINESS**

#### **L) NEW BUSINESS**

##### **1) NEW BUSINESS ITEMS**

##### **2) ITEMS REQUESTED FOR DISCUSSION BY INDIVIDUAL ALDERMEN**

#### **M) PUBLIC COMMENT:**

The Town of Dover highly values the input of residents in making important decisions that affect the residents of our community. We also believe in the rights of residents to observe Governing Body Meetings. To ensure that all of our residents have the opportunity to offer comment, each statement/comment shall be held to a time period of five (5) minutes. Public comment has been solicited via the following manners:

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

- 1) **hand delivery** - Comments may be submitted by hand delivery at Town Hall, located at 37 N. Sussex Street, Dover, NJ 07801 addressed to the Deputy Municipal Clerk. Comments may be dropped off during normal business hours, which are 8:30 a.m. to 4:30 p.m. up until 1:00 p.m. the day of the meeting.
- 2) **By mail** - Comments may be submitted by mail to Town Hall, 37 N. Sussex Street, Dover, NJ 07801 addressed to Deputy Municipal Clerk. Comments must be received by 1:00 p.m., on the day of the meeting.
- 3) **By email** – Comments may be submitted by email until 1:00 p.m. on the day of the meeting via email to [publiccomment@doover.nj.us](mailto:publiccomment@doover.nj.us). The subject of the email should be as follows “Public Meeting Comment” followed by the date of the meeting and Name. Example: **Public Comment 9/27/2022 John Public**.

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

If you have a question that we are unable to answer at the meeting, feel free to submit your questions to the Business Administrator or the Office of the Municipal Clerk, in writing, and include your name, address and telephone number where you can be contacted. The email address of the Clerk’s Office is [dooverclerk@doover.nj.us](mailto:dooverclerk@doover.nj.us). Questions will be answered within a reasonable time.

Please be courteous and mindful of the rights of others when providing comments. Comments may not be abusive, obscene or threatening. All members of the public attending Mayor and Board of Aldermen meetings must treat each other and the Mayor and Board of Aldermen with respect. Individuals offering comments are not permitted to make personal attacks on any Town Employees, the Mayor or any Member of Town Government, other testifiers or members of the public.

## **N) ADJOURNMENT**



# **TOWN OF DOVER MAYOR & BOARD OF ALDERMEN**

**ORDINANCE No. 31-2022**

**AN ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF  
DOVER, COUNTY OF MORRIS PROVIDING HANDICAPPED PARKING SPACE AT  
59 RICHARDS AVENUE**

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

**SECTION 1.** Description for handicap parking space to be located at 2 James Street:

Said handicap parking space shall be located along the northerly curb line of Richards Avenue beginning at a point located 80' west of the northwesterly curb line intersection of Union Street and Richards Avenue, thence continuing in a westerly direction for a distance of 20'. End Description

Note: 59 Richards Avenue has a driveway and a single car garage and can accommodate 4-5 cars.

**SECTION 2.** All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistencies.

**SECTION 3.** If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

**SECTION 4.** The Ordinance shall take effect upon passage and publication in the matter required by New Jersey law.

Attest:

\_\_\_\_\_  
Reynaldo Julve, Deputy Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**INTRODUCTION:** \_\_\_\_\_

**ADOPTED:** \_\_\_\_\_



# **TOWN OF DOVER MAYOR & BOARD OF ALDERMEN**

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## **ORDINANCE NO. 28-2022**

### **AN ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS AND THE STATE OF NEW JERSEY AMENDING AND MODIFYING A ZONE BOUNDARY LINE ON KING STREET**

**WHEREAS**, the governing body of a municipality may make, amend, repeal, and enforce ordinances to adopt policies and procedures for the benefit of the municipality; and

**WHEREAS**, the Mayor and Aldermen recognize that there is need to make reasonable changes to the Code of the Town of Dover to support and promote the reasonable and appropriate development of properties; and

**WHEREAS**, the Mayor and Board of Aldermen acknowledge the need for the adaptive use of land and the need for appropriate and varied housing stock within the Town; and

**WHEREAS**, the Mayor and Board of Aldermen recognize the difficult economic climate in our community, county state and country; and

**WHEREAS**, Alfa Investments, LLC (“Alfa”) is the owner of an oversized (8,333 SF) single tax lot, located at 137 King Street, Block 2017, Lot 17 (“Property”); and

**WHEREAS**, Alfa appeared before the Mayor and Board of Aldermen, making a presentation on August 28, 2022, describing the zone boundary line issues impacting the Property, as noted in detail herein; and

**WHEREAS**, the Property is developed with a single-family residential structure and accessory improvements; and

**WHEREAS**, the Property, albeit a single lot with a single use and purpose, is split-zoned, located in both the R-3 and C-2 zoning districts, with the zone boundary line bisecting the Property from the front / streetside lot line to the rear lot line; and

**WHEREAS**, based upon the historic evidence available, the split-zone line was not intentionally created to further restrict or impact the Property and, as existing, the split-zone serves to render a significant portion of the Property undevelopable for further residential use, namely a use consistent with the R-3 zone and which exists on the street, presently; and

**WHEREAS**, the split-zone impact to the Property is significant and serves to preclude the lawful and as-of-right continued development of the Property for residential uses, which are both permitted in the R-3 zone portion of the Property and which exist in the area; and

**WHEREAS**, there is no reasonable zoning merit, under the New Jersey Municipal Land Use Law, Town Regulation, or otherwise, to support the continued designation of the Property as a split-zoned lot; and

**WHEREAS**, the Town of Dover Planning Board has reviewed this matter at a duly constituted public meeting of the Planning Board, on September 28, 2022, and has recommended a zone boundary adjustment in comport with Alfa's request; and

**WHEREAS**, the Mayor and Board of Alderman have determined that it is in the best interest of the Town to modify the zone boundary line to cause the Property to be wholly located within the R-3 zoning district; and

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Aldermen of the Town of Dover, County of Morris, State of New Jersey, take action as follows:

**SECTION 1.** The Town of Dover Zoning Map, zone boundary line and all relevant records and regulations related thereto shall hereby be amended as necessary to cause the Property located at 137 King Street, Block 2017, Lot 17, to be wholly located within the R-3 zoning district, with the existing zone boundary line adjusted and relocated to the northwest, at such point and to match the side yard lot line where the Property abuts adjacent Lot 16.

**SECTION 2.** If any Chapter, Article, Section or Subsection, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid by any court of competent jurisdiction such decision shall not affect the remaining portions of this Ordinance.

**SECTION 3.** All ordinance, rules, or regulations of the Town of Dover, which are inconsistent with the provisions of this ordinance, are hereby repealed to the extent of such inconsistency.

**SECTION 4.** This ordinance shall take effect upon the passage and publication according to law.

ATTEST:

\_\_\_\_\_  
Reynaldo Julve, Deputy Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

ADOPTED: \_\_\_\_\_

### **CERTIFICATION**

I, Reynaldo Julve, Deputy Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby Certify that the foregoing Ordinance is a true copy of the Original Ordinance 28-2022 duly passed and adopted by the Mayor and Board of Aldermen of the Town of Dover at its meeting on \_\_\_\_\_, 2022.

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Reynaldo Julve  
Deputy Municipal Clerk





# **TOWN OF DOVER MAYOR & BOARD OF ALDERMEN**

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## **ORDINANCE NO. 29-2022**

**AN ORDINANCE AUTHORIZING THE PURCHASE OF CERTAIN REAL PROPERTY LOCATED AT 24-28 E. MCFARLAN STREET AND 68 N. MORRIS STREET DESCRIBED AS LOTS 1, 3 AND 4 IN BLOCK 1313 BY THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY FROM MDT ASSOCIATES, L.L.C., A NEW JERSEY LIMITED LIABILITY COMPANY**

**WHEREAS**, certain real property has been offered for sale by MDT Associates, L.L.C., a New Jersey Limited Liability Company to the Town of Dover, which property is known as 24-28 E. McFarlan Street and 68 N. Morris Street and designated as Lots 1, 3, and 4 in Block 1313 on the Tax Maps of the Town of Dover (the “Property”); and

**WHEREAS**, the Property consists of approximately one acre more or less in area; and

**WHEREAS**, the Mayor and Board of Aldermen of the Town of Dover have determined that the Property is suitable for use as a Community Center by the Town of Dover; and

**WHEREAS**, this Board of Aldermen, by virtue of the passage of Resolution No. 255-2022 dated September 13, 2022, will authorize the Mayor and the Administrator and/or Municipal Attorney to negotiate and enter into a contract for the purchase of the Property subject to the approval of the Board of Aldermen; and

**WHEREAS**, the Board of Aldermen, shall finance the purchase of the property by virtue of a bond ordinance, which shall further authorize the Mayor and Town Clerk to sign such documents as are necessary, advisable and proper to acquire said Property; and

**WHEREAS**, on or about August 25, 2022, the Mayor, on behalf of the Town of Dover, entered into a Letter of Intent with MDT Associates, L.L.C., for the purchase of the Property for the sum of One Million Five Hundred Thousand Dollars (\$1,500,000.00) and

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Board of Alderman of Town of Dover, County of Morris, and State of New Jersey as follows:

**Section 1.** The Town of Dover is authorized to acquire the Property in accordance with the provisions of the Local Lands and Buildings Law Pursuant to N.J.S.A. 40A:12-1 et. seq.

**Section 2.** The Mayor, Town Administrator, Town Clerk, Municipal Attorney, and/or Chief Financial Officer (collectively, the “Authorized Persons”) are hereby authorized and directed to take, or cause to be taken, any and all actions necessary to initiate and complete the acquisition of the Property, including but not limited to executing any and all documents on behalf of the Town regarding this matter, obtaining any studies, surveys, tests, title searches and



title reports, as reasonably necessary to determine the value, boundary, ownership, interests or environmental condition of the Property.

**Section 3.** Any and all actions previously taken by the Authorized Persons or their designees in connection with the acquisition of the Property are hereby ratified and confirmed.

**Section 4.** The Town Chief Financial Officer is hereby authorized to issue all payments required to acquire title to the Property.

**Section 5.** All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

**Section 6.** This Ordinance shall take effect immediately upon final passage and publication according to law.

**ATTEST:**

**TOWN OF DOVER, COUNTY OF MORRIS**

\_\_\_\_\_  
Reynaldo Julve, Deputy Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

Introduced: September 13, 2022

Published: September 16, 2022

Adopted: \_\_\_\_\_

**CERTIFICATION**

I, Reynaldo Julve, Deputy Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby Certify that the foregoing Ordinance 29-2022 is a true copy of the Original Ordinance duly passed and adopted by the Mayor and Board of Aldermen of the Town of Dover at its meeting on \_\_\_\_\_.

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Reynaldo Julve  
Deputy Municipal Clerk



# **TOWN OF DOVER MAYOR & BOARD OF ALDERMEN**

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## **ORDINANCE No. 30-2022**

### **AN ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS AND STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 72, SALARIES AND COMPENSATION**

**BE IT ORDAINED** by the Mayor and Board of Aldermen, Town of Dover, County of Morris, NJ as follows:

A. CHAPTER C. "Salaries and Compensation for Certain Employees" is hereby amended and supplemented by the following:

#### **CHAPTER C. SALARIES & COMPENSATION FOR CERTAIN EMPLOYEES**

I. Effective January 1, 2022 as indicated below, salaries, compensation or fees are hereby established for the following named officers, employees or positions in the Town of Dover at the rate of or within the salary ranges listed.

B. All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistencies.

C. All collective bargaining agreements in effect as of the adoption of this ordinance are included by reference.

D. This ordinance shall take effect immediately upon final passage and publication. The Board of Aldermen shall adopt resolutions, from time to time as needed, to establish individual salaries for employees impacted by this ordinance.

Title	Minimum	Maximum	Period
Accounting Assistant	\$45,000	\$67,000	Annually
Alderman	\$100	\$15,000	Annually
Alderwoman	\$100	\$15,000	Annually
Analyst Trainee	\$40,000	\$85,050	Annually
Assistant/Deputy DPW Superintendent	\$75,000	\$118,000	Annually
Asst Municipal Treasurer	\$65,000	\$90,000	Annually
Building Sub Code Official PT	\$25	\$61	Hourly
Carpenter	\$65,000	\$80,000	Annually
Carpenters Helper	\$50,000	\$65,000	Annually

Title	Minimum	Maximum	Period
Chief Financial Officer/Treasurer	\$75,000	\$150,000	Annually
Chief Financial Officer/Treasurer PT	\$41	\$100	Hourly
Clerk Typist	\$42,000	\$64,000	Annually
Clerk Typist, Sr.	\$45,00	\$70,000	Annually
Code Enforcement Officer I	\$42,000	\$65,000	Annually
Code Enforcement Officer I - PT	\$20	\$41	Hourly
Confidential Aide Non Union	\$40,000	\$87,000	Annually
Confidential Assistant	\$45,000	\$62,000	Annually
Confidential Assistant PT	\$20	\$31	Hourly
Constituent Affairs Coordinator	\$45,000	\$75,000	Annually
Construction Off/ Building SC Off/ Code Enf. Off	\$55,000	\$102,000	Annually
Deputy Municipal Clerk	\$50,000	\$82,000	Annually
Deputy Municipal Department Head	\$65,000	\$125,000	Annually
Director of Public Works	\$110,000	\$150,000	Annually
Fire Inspector PT	\$25	\$51	Hourly
Fire Sub-code Official PT	\$25	\$61	Hourly
Health Educator	\$25	\$40	Hourly
Health Officer	\$75,000	\$120,000	Annually
Inspector	\$25	\$51	Hourly
Laborer Non Union I PT	\$15	\$16	Hourly
Laborer Non Union II PT	\$16	\$20	Hourly
Laborer Non Union III PT	\$20	\$26	Hourly
Librarian	\$35,000	\$72,000	Annually
Library Director	\$60,000	\$110,000	Annually
Library Page	\$11	\$13	Hourly
License Inspector	\$55,000	\$95,000	Annually
License Inspector PT	\$15	\$51	Hourly
Mayor	\$100	\$32,000	Annually
Motor Vehicle Operator PT	\$15	\$26	Hourly
Municipal Clerk	\$35,000	\$130,000	Annually
Municipal Clerk PT	\$19	\$73	Annually
Municipal Court Admin	\$72,000	\$97,000	Annually
Municipal Court Attendant PT	\$15	\$36	Hourly
Municipal Court Judge	\$20,000	\$55,000	Annually
Municipal Court Presiding Judge	\$20,000	\$55,000	Annually
Municipal Engineer	\$110,000	\$200,000	Annually

Title	Minimum	Maximum	Period
Municipal Prosecutor	\$40,000	\$50,000	Annually
Municipal Recycling Coordinator	\$95,000	\$150,000	Annually
Payroll Clerk	\$33,000	\$72,000	Annually
Plumbing Sub Code Official	\$35	\$51	Hourly
Police Chief	\$150,000	\$199,000	Annually
Principal Account Clerk	\$33,000	\$72,000	Annually
Public Safety Director	\$110,000	\$150,000	Annually
Public Works Superintendent	\$85,000	\$138,000	Annually
Recreation Director	\$25	\$31	Hourly
Registered Environmental Health Specialist Public Health	\$65,000	\$85,000	Annually
Registered Environmental Health Specialist Trainee Public Health	\$45,000	\$70,000	Annually
Sanitation Enforcement Officer PT	\$17	\$31	Hourly
School Crossing Guard II PT	\$18	\$26	Hourly
Seasonal Employees (will change as needed for compliance with minimum wage law)	\$13	\$20	Hourly
Sec. PB/BOA/& HP	\$40,000	\$85,000	Annually
Security Guard (seasonal)	\$15	\$26	Hourly
Special Police Officers	\$45,000	\$55,000	Annually
Special Police Officers PT	\$21	\$35	Hourly
Stipends for Additional Responsibilities	\$1,000	\$6,000	Annually
Superintendent	\$95,000	\$135,000	Annually
Supervising Library Assistant	\$35,000	\$62,000	Annually
Supervising Library Assistant PT	\$16	\$26	Hourly
Supervisor/Foreman (working)	\$60,000	\$97,000	Annually
Tax Assessor	\$25,000	\$67,000	Annually
Tax Collector	\$50,000	\$97,000	Annually
Town/Municipal Business Administrator	\$125,000	\$225,000	Annually

ATTEST:

\_\_\_\_\_  
Reynaldo Julve, Deputy Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

ADOPTED: \_\_\_\_\_



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

## RESOLUTION NO. 262-2022 BILL LIST RESOLUTION

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

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

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

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

CURRENT APPROPRIATIONS RESERVE ACCT claims in the amount of:	\$0.00
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$374,947.63
GENERAL CAPITAL ACCT claims in the amount of:	\$334,421.05
WATER UTILITY RESERVE ACCT claims in the amount of:	\$950.00
WATER UTILITY ACCT claims in the amount of:	\$31,131.06
WATER CAPITAL ACCT claims in the amount of:	\$35,318.17
PARKING UTILITY RESERVE ACCT claims in the amount of:	\$0.00
PARKING UTILITY ACCT claims in the amount of:	\$290.57
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:	\$4,667.18
COAH TRUST ACCT claims in the amount of:	\$0.00
<b>TOTAL CLAIMS TO BE PAID</b>	<b>\$781,725.66</b>

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:	\$35,816.80
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$1,500.00
PARKING UTILITY ACCT claims in the amount of:	\$0.00
WATER UTILITY OPERATING claims in the amount of:	\$0.00
<b>TOTAL CLAIMS PAID</b>	<b>\$37,316.80</b>
<b>TOTAL BILL LIST RESOLUTION</b>	<b>\$819,042.46</b>

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

Reynaldo Julve, Deputy Municipal Clerk

Carolyn Blackman, Mayor

ADOPTED 9/27/2022



# **TOWN OF DOVER MAYOR & BOARD OF ALDERMEN**

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## **RESOLUTION NO. 263-2022**

### **RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING DISPOSAL OF VEHICLES PURSUANT TO N.J.S.A. 40A:11-36**

**WHEREAS**, the below listed vehicle(s) are no longer useful for the day-to-day operations;  
and

**WHEREAS**, the Town of Dover desires to dispose of these vehicles, which is permitted pursuant to N.J.S.A. 40A:11-36 within the Local Public Contracts Law, which permits the disposition of personal property no longer needed for public use; and

**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, that it does hereby authorize and direct the disposal of said vehicle(s) in such a manner as is reasonably necessary, consistent with the authority granted pursuant to N.J.S.A. 40A:11-36 to dispose of personal property no longer needed for public use. All necessary Town personnel are hereby directed to do all things necessary to effectuate the disposition of the vehicle as aforesaid, including the execution of all documents, including title to the vehicle, as may be necessary to effectuate the foregoing.

#### **Fire Dept. Vehicle(s)**

2007 Dodge Wagon – white VIN #1D8HB38P37F539527

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
Reynaldo Julve, Deputy Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_



**CERTIFICATION**

I, Reynaldo Julve Deputy Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby Certify that the foregoing Resolution 263-2022 is a true copy of the Original Resolution duly passed and adopted by the Mayor and Board of Aldermen of the Town of Dover at its meeting on September 27, 2022.

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Reynaldo Julve  
Deputy Municipal Clerk



# **TOWN OF DOVER MAYOR & BOARD OF ALDERMEN**

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## **RESOLUTION NO. 266-2022**

### **RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING A WAIVER OF CERTAIN SEWER FEES**

**WHEREAS**, the owner of 39 Penn Avenue has contacted Dover Water Commission seeking a waiver for certain Sewer Charges due to a water leak and

**WHEREAS**, the owner has corrected the leak and it was verified that the loss of water had not entered the sewer system; and

**WHEREAS**, he is requested an adjustment on the sewer portion of his utility bill; and

**WHEREAS**, the Dover Water Board Commissioners recommend that the owner of account 310110-0 be credited \$248.97; and

**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 that a sewer credit be issued in the amount of \$248.97.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
Reynaldo Julve, Deputy Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_

**CERTIFICATION**

I, Reynaldo Julve Deputy Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby Certify that the foregoing Resolution 266-2022 is a true copy of the Original Resolution duly passed and adopted by the Mayor and Board of Aldermen of the Town of Dover at its meeting on September 27, 2022.

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Reynaldo Julve  
Deputy Municipal Clerk



# **TOWN OF DOVER MAYOR & BOARD OF ALDERMEN**

## **RESOLUTION NO. 267-2022**

### **RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY AMENDING RESOLUTION 75-2022 AUTHORIZING THE PROCUREMENT OF FURNISHINGS FOR THE LIBRARY RENOVATION.**

**WHEREAS**, upon the request of the Project Manager for the Dover Free Public Library Renovations, the Mayor and the Board of Aldermen have been requested to amend Resolution 75-2022 which authorized the procurement of Furnishings for the Library.

**WHEREAS** the amount of the purchase \$207,946.93 in compliance with the state of New Jersey Public Contract Law using state contract #20/21-01 is different than the previous contract.

**WHEREAS**, there is a need to update the vendor name; and

**WHEREAS**, The Town of Dover Chief Financial Officer has determined that funds are available to pay the item(s) being procured; and

**WHEREAS**, The Town of Dover Qualified Purchasing Agent has determined that this procurement, as specified herein is in Compliance with State Law; and

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

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey authorizes the amendment of the vendor to Creative Library Concepts, PO Box 313, Manalapan, NJ 07726.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
Reynaldo Julve, Deputy Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_

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

\_\_\_\_\_  
**John O. Gross, M.P.A., C.M.F.O.**

\_\_\_\_\_  
**Amount**

\_\_\_\_\_  
**Account #**

**CERTIFICATION**

I, Reynaldo Julve, Deputy Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby Certify that the foregoing Resolution 267-2022 is a true copy of the Original Resolution duly passed and adopted by the Mayor and Board of Aldermen of the Town of Dover at its meeting on September 27, 2022.

\_\_\_\_\_  
Reynaldo Julve  
Deputy Municipal Clerk



# **TOWN OF DOVER MAYOR & BOARD OF ALDERMEN**

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## **RESOLUTION NO. 269-2022**

### **RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING A CONTRACT WITH PROPERTY REGISTRATION CHAMPIONS, LLC D/B/A PROCHAMPS (PRC)**

**WHEREAS**, the Town of dover currently has a contract with Property Registration Champions, LLC dba PROCHAMPS (PRC); and

**WHEREAS**, because of an overwhelming number of mortgage foreclosures on residential and commercial properties that are in violation of Property Registration Ordinance 25-2014 and as amended by 06-2016, (the "Ordinance") the care of neglected lawns and exterior maintenance of structures is becoming a health and welfare issue in the Town of Dover; and

**WHEREAS**, in order to promptly and efficiently address the issues related to the maintenance of foreclosed residential and commercial properties, the Town of Dover adopted the Ordinance; and

**WHEREAS**, pursuant to the Ordinance the Town of Dover desires to enter into this Agreement with PRC in order to provide services authorized pursuant to the Ordinance, to register vacant, abandoned, and foreclosed properties (the "Properties"), so that the Town of Dover can properly address violations of the Town of Dover's property maintenance codes; and

**WHEREAS**, PRC will also provide an electronic registration process that is cost-free and revenue neutral for the Town of Dover; and

**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 that the Mayor and appropriate Town Officials are authorized to execute a contract with PRC for a term of two years from the effective date and in accordance with the terms and conditions of the contract.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

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Reynaldo Julve, Deputy Municipal Clerk

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Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_

**CERTIFICATION**

I, Reynaldo Julve Deputy Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby Certify that the foregoing Resolution 269-2022 is a true copy of the Original Resolution duly passed and adopted by the Mayor and Board of Aldermen of the Town of Dover at its meeting on September 27, 2022.

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Reynaldo Julve  
Deputy Municipal Clerk





# **TOWN OF DOVER MAYOR & BOARD OF ALDERMEN**

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## **RESOLUTION 270-2022**

### **RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS IDENTIFYING CANNABIS LIAISON AND DEPUTY TO FACILITATE REGULATIONS AND LICENSING REQUIREMENTS FOR LOCAL CANNABIS ESTABLISHMENTS FOR THE TOWN OF DOVER**

**WHEREAS**, on February 22, 2021 Governor Murphy signed into law P.L. 2021, c.16, known as the “New Jersey Cannabis Regulatory, Enforcement Assistance and Marketplace Modernization Act” (the “Act”) which legalizes the recreational use of marijuana by adults 21 years of age or older, and establishes a comprehensive regulatory and licensing scheme for commercial recreational (adult use) cannabis operations, use and possession; and

**WHEREAS**, section 31a of the Act authorizes municipalities by ordinance to adopt regulations governing the number of cannabis establishments (defined in section 3 of the act as a “cannabis cultivator, a cannabis manufacturer, a cannabis wholesaler, or a cannabis retailer”) cannabis distributors or cannabis delivery services allowed to operate within their boundaries, as well as the location manner and times of operation of such establishments, distributors or delivery services and establishing civil penalties for the violation of any such regulations; and

**WHEREAS**, the Mayor and Board of Aldermen of the Town of Dover created land use regulations and licensing requirements for regulated cannabis establishments per Ordinance 25-2021 on November 23, 2021, which updated the zoning provisions of the Town of Dover to incorporate the legal operation of licensed cannabis entities, including the establishment of local licensing requirements in addition to the imposition of a local cannabis transfer and use tax; and

**WHEREAS**, the incorporation of the above ordinance has facilitated a new and uncharted niche of employee attention and review of prospective applicants, the creation of application/checklist, projected follow up with application process and eventually review of quarterly financial reports and community benefit status to the Town of Dover; and

**WHEREAS**, there has developed a need for a Cannabis Liaison and Deputy Cannabis Liaison to oversee the process of regulations set forth in Ordinance 25-2021, and all of the many facets of establishing this new business in the Town of Dover; and

**NOW, THEREFORE BE IT RESOLVED**, that Tamara E. Bross be designated as the Cannabis Liaison for the Town of Dover and Reynaldo Julve be designated as Deputy Cannabis Liaison; and

**BE IT FURTHER RESOLVED**, that together the above shall provide assistance in navigating the zoning and clerical responsibilities of local Cannabis establishments, facilitate regulations and licensing requirements, maintain records for all applicants and community benefits /

payments to the Town; stipend will be set up with retail licensee and positions shall be at no cost to the Town of Dover.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
Reynaldo Julve, Deputy Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_

**CERTIFICATION**

I, Reynaldo Julve, Deputy Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby Certify that the foregoing Resolution 270-2022 is a true copy of the Original Resolution duly passed and adopted by the Mayor and Board of Aldermen of the Town of Dover at its meeting on September 27, 2022.

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Reynaldo Julve  
Deputy Municipal Clerk



# **TOWN OF DOVER MAYOR & BOARD OF ALDERMEN**

## **RESOLUTION NO. 275-2022**

### **RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY, AUTHORIZING THE DOVER WATER COMMISSION TO ENTER INTO AN AGREEMENT WITH SOURCEWELL COOPERATIVE PRICING COUNCIL FOR THE PURCHASE OF KUBOTA MINI EXCAVATOR AND FELLING TRAILER**

**WHEREAS**, the Dover Mayor and Board of Alderman desire to have the Town of Dover enter into Contract #121918-FTS, that PowerCo., Inc. of 12 State Route 173, Clinton, New Jersey 08809; and

**WHEREAS**, PowerCo., Inc. is a pre-approved supplier, through Sourcewell, a Cooperative Pricing Council; and

**WHEREAS**, the Water Commission is in need to purchase a Kubota mini excavator, and a felling trailer; and

**WHEREAS**, the cost(s) of the Kubota mini excavator and feeling trailer is being procured from PowerCo., Inc. for \$91,379.91; and

**WHEREAS**, The Town of Dover Chief Financial Officer has determined that funds are available to pay the item(s) being procured; and

**WHEREAS**, The Town of Dover Qualified Purchasing Agent has determined that this procurement, as specified herein and/or attached, was performed in compliance with the State of New Jersey Public Contracts law using a Cooperative purchasing; and

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

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey authorizes the procurement identified and described herein.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
Reynaldo Julve, Deputy Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_

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

\_\_\_\_\_  
**John O. Gross, M.P.A., C.M.F.O.**

\_\_\_\_\_  
**Amount**

\_\_\_\_\_  
**Account #**

**CERTIFICATION**

I, Reynaldo Julve, Deputy Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby Certify that the foregoing Resolution 275-2022 is a true copy of the Original Resolution duly passed and adopted by the Mayor and Board of Aldermen of the Town of Dover at its meeting on September 27, 2022.

\_\_\_\_\_  
Reynaldo Julve  
Deputy Municipal Clerk



# **TOWN OF DOVER MAYOR & BOARD OF ALDERMEN**

## **RESOLUTION NO. 276-2022**

### **RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A CONTRACT TO CMS CONSTRUCTION, INC. FOR THE MOUNT FERN TANK REPLACEMENT PROJECT**

**WHEREAS**, by way of Resolution No. 2022- 19, which is attached hereto and made a part hereof, the Dover Water Commissioners recommended and awarded a contract to CMS Construction, Inc., of 521 North Avenue, Plainfield, New Jersey, to provide services to the Town of Dover Water Commissioners regarding the Mount Fern Tank Replacement Project as outlined in their bid proposal dated September 7, 2022; and

**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 based upon the recommendation of the Dover Water Commissioners, and pending the final review by the Town Attorney, we hereby authorize the Mayor and Town Clerk to enter into and execute a contract with CMS Construction, Inc., of 521 North Avenue, Plainfield, New Jersey, to provide services for the Town of Dover Water Commissioners regarding the Mount Fern Tank Replacement Project as set forth in its September 7, 2022 bid proposal on file with the Dover Water Commissioners, and referenced in the Dover Water Commission Resolution No. 2022-19, which is attached hereto and made a part of this Resolution.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
Reynaldo Julve, Deputy Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_

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

\_\_\_\_\_  
**John O. Gross, M.P.A., C.M.F.O.**

\_\_\_\_\_  
**Amount**

\_\_\_\_\_  
**Account #**

**CERTIFICATION**

I, Reynaldo Julve, Deputy Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby Certify that the foregoing Resolution 276-2022 is a true copy of the Original Resolution duly passed and adopted by the Mayor and Board of Aldermen of the Town of Dover at its meeting on September 27, 2022.

\_\_\_\_\_  
Reynaldo Julve  
Deputy Municipal Clerk





# **TOWN OF DOVER MAYOR & BOARD OF ALDERMEN**

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## **RESOLUTION NO. 277-2022**

### **RESOLUTION OF MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING THE MAYOR TO APPROVE AND SIGN AN AGREEMENT TO DONATE MUNICIPALLY OWNED PROPERTY FROM THE TOWN OF DOVER TO MORRIS HABITAT FOR HUMANITY, INC.**

**WHEREAS**, the Town of Dover is the owner of lands and improvements located on Block 1706, Lot 17 and Block 1707, Lot 31; and

**WHEREAS**, the Town is desirous of conveying Block 1706, Lot 17 and a portion of Block 1707, Lot 31 as hereafter described (collectively the “Premises”) to Morris Habitat for Humanity, Inc., a not-for-profit corporation of the State of New Jersey (“Habitat”) for the purpose of having Habitat construct and sell a single family low or moderate housing unit on each of the parcels, which will partially satisfy the Town’s obligation to provide for low and moderate income housing pursuant to the principals and dictates set forth by the New Jersey Supreme Court in the matter of the adoption of N.J.A.C. 5:96 and 5:97 by the New Jersey Council on Affordable Housing, 221 N.J. 1 (2015) (the “Supreme Court COAH Case”) and is consistent with the Settlement Agreement by and between the Town of Dover and Fair Share Housing Center (FSCH) a Supreme Court-designated interested party in this matter in accordance with In re N.J.A.C.5:96 and 5:97, 221 N.J. (2015) (Mount Laurel IV) on September 30, 2016, which established that Dover voluntarily met its fair share housing requirement under Docket No. MRS-L-001696-15; and

**WHEREAS**, prior to conveying the portions of Block 1707 Lot 31 to Habitat, the Town shall subdivide Block 1707 Lot 31 to create three (3) lots, that shall front on West Munson Avenue with the rear property line of each lot to be approximately 100 feet from the front property line of that lot which shall be a part of Premises, with the remainder of Block 1707 Lot 31 to continue to be owned by the Town of Dover; and

**WHEREAS**, Habitat is desirous of accepting the conveyance of the Premises from the Town of Dover for the purpose of Habitat constructing and selling low-and moderate-income housing on the Premises, subject to the Rules and Regulations adopted by the New Jersey Council and Affordable Housing; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Board of Aldermen of the Town of Dover hereby authorizes the Mayor to sign an agreement with Habitat to convey the Premises to Habitat with such conditions as shall be necessary to fulfill the Town’s obligation pursuant to the Supreme Court COAH Case, and all other appropriate Town Professionals are hereby authorized and directed to take any and all steps necessary to effectuate the purposes of said Agreement and this Resolution; and

**BE IT FURTHER RESOLVED**, that the Town is authorized through its professionals to file an application with the appropriate land use board of the Town of Dover to effectuate a subdivisions of Block 1707 Lot 31 to create three (3) lots which front on West Munson Avenue and a fourth lot to which will remain as Town property, and to take all steps necessary to effectuate the purposes of this Resolution.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
Reynaldo Julve, Deputy Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_

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

\_\_\_\_\_  
**John O. Gross, M.P.A., C.M.F.O.**

\_\_\_\_\_  
**Amount**

\_\_\_\_\_  
**Account #**

**CERTIFICATION**

I, Reynaldo Julve, Deputy Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby Certify that the foregoing Resolution 277-2022 is a true copy of the Original Resolution duly passed and adopted by the Mayor and Board of Aldermen of the Town of Dover at its meeting on September 27, 2022.

\_\_\_\_\_  
Reynaldo Julve  
Deputy Municipal Clerk



# **TOWN OF DOVER MAYOR & BOARD OF ALDERMEN**

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## **RESOLUTION NO. 271-2022**

### **RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER ALLOWING TO ENTER INTO EXECUTIVE SESSION**

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

**WHEREAS**, this public body is of opinion that such circumstances presently exist; and

**WHEREAS**, the Governing Body wishes to discuss:

#### **Personnel Matters**

Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

**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 that the public be excluded from this meeting and enter into Executive Session.

ATTEST: \_\_\_\_\_  
Reynaldo Julve, Deputy Municipal Clerk

\_\_\_\_\_  
Carolyn Blackman, Mayor

**ADOPTED:** \_\_\_\_\_