



TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

REGULAR MEETING AGENDA

March 7, 2023

7:00 PM

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 4, 2023 and published in the Record and Ledger on January 7, 2023. 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
Alderwoman Cruz			
Alderman Estacio			
Alderwoman Rugg			
Alderwoman Ruiz			
Alderman Santana			
Aldermen Scarneo			
Alderman Tapia			
Alderwoman Wittner			
Mayor Blackman			

D) APPROVAL OF MINUTES

E) REPORT OF COMMITTEES

- a) Economic Redevelopment Committee Report

F) PRESENTATIONS, MUNICIPAL CORRESPONDENCE

- a) Elected Officials – Risk Management Seminar

G) ORDINANCES FOR FIRST READING

H) ORDINANCES FOR SECOND READING, PUBLIC HEARING AND ADOPTION

- a) Ordinance 003-2023 Authorizing the Mayor and Town Clerk to execute a Financial Agreement by and between the Town of Dover and IOPD Dover QOZB Urban Renewal LLC Pursuant to N.J.S.A. 40A:20-1 ET SEQ. for property located at Block 1902, Lots 19, 20, 21, 22, 23, 24, 25, 26, 27 & 28, as shown on the official tax

map of the Town of Dover, also known as 200-228 East Blackwell Street located in the Scattered Site Redevelopment Area **(TO BE TABLED)**

I) APPROVAL OF BILLS

- a) Resolution 93-2023 - Approval of Bills List

J) APPROVAL OF RESOLUTIONS

1) CONSENT AGENDA RESOLUTIONS

- a) Resolution 97-2023 Approving Taxis/Limos to be licensed in the Town of Dover

2) RESOLUTIONS FOR DISCUSSION AND CONSIDERATION

- a) Resolution 31-2023 Approving a Person-to-Person Liquor License Transfer
- b) Resolution 94-2023 Lien Redemption – 90 West Clinton Street
- c) Resolution 95-2023 Lien Redemption – 130 King Street
- d) Resolution 96-2023 Amending Resolution 89-2023 as an Emergency Resolution pursuant to N.J.S.A. 40A:4-48 for the Key Fab Door Security Contract
- e) Resolution 98-2023 Amending Resolution 292-2022 (Change Order) to include Email and Antivirus monthly Licensing Fees

K) OLD/NEW BUSINESS

L) 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 of five (5) minutes.

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

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 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 doverclerk@dover.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.

M) ADJOURNMENT



2022-2023 ELECTED OFFICIALS RISK MANAGEMENT SEMINAR



This course details ways to control workers' compensation and liability insurance costs. Municipal elected officials, authority commissioners and a member's CEO (i.e. municipal manager / administrator or executive director) who completes this course by May 2023 may qualify for a \$250 credit (capped at approx. 5% of MEL assessment) in their local unit 2023 assessment.

1. Click the MEL Safety Institute's **Learning Management System (LMS)** link:
www.firstnetcampus.com/meljif
2. **Login to LMS**
 - If you have previously taken MSI classes, enter your username and password.
 - If you do not know your username/password, check with your Training Administrator or call the MSI Help Line at (866) 661-5120
 - If you are new, click **New User Registration**, complete the fields and you will receive an email with your username and password.
3. Click **MSI NOW** on the bottom right.
4. Click the course: **2022-2023 Elected Officials Risk Management Seminar**
5. Click **Enroll**.
6. Click **My Training** tab on the top blue tool bar.
7. Click the **Program Name** to launch the course.
8. Upon completion of the course and questions navigate to the **Student Center** tab to **print your Certificate of Completion**. Learning transcripts are automatically updated in the MEL Safety Institute's Learning Management System.

IMPORTANT: You must **complete the entire program and the affidavit** at the end of the program to receive credit.

If you have questions or need assistance contact the **MSI Help Line (866) 661-5120**, during business hours. The MEL Safety Institute can also be accessed anytime by going to www.melsafetyinstitute.org.



TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 93-2023 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; and

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; and

CURRENT APPROPRIATIONS RESERVE ACCT claims in the amount of:	\$10,610.90
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$2,120,150.71
GENERAL CAPITAL ACCT claims in the amount of:	\$6,170.02
WATER UTILITY RESERVE ACCT claims in the amount of:	\$9,781.20
WATER UTILITY ACCT claims in the amount of:	\$57,750.96
WATER CAPITAL ACCT claims in the amount of:	\$11,310.00
PARKING UTILITY RESERVE ACCT claims in the amount of:	\$0.00
PARKING UTILITY ACCT claims in the amount of:	\$3,979.52
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:	\$676.50
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:	\$46.00
COAH TRUST ACCT claims in the amount of:	\$0.00
UNEMPLOYMENT TRUST ACCT claims in the amount of:	\$0.00
TOTAL CLAIMS TO BE PAID	\$2,220,475.81

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
GENERAL CAPITAL ACCT claims in the amount of:	\$0.00
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$35,362.63
PARKING UTILITY ACCT claims in the amount of:	\$728.48
WATER UTILITY OPERATING claims in the amount of:	\$685.92
TOTAL CLAIMS PAID	\$36,777.03
TOTAL BILL LIST RESOLUTION	\$2,257,252.84

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

Reynaldo Julve, Acting Municipal Clerk

Carolyn Blackman, Mayor



TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 97-2023

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER APPROVING TAXIS/LIMOS TO BE LICENSED IN THE TOWN OF DOVER

WHEREAS, the following companies, have applied for a license to operate the vehicle(s) listed below on Schedule A hereto and made a part hereof as taxicab(s)/limo(s) in the Town of Dover; and

WHEREAS, the appropriate municipal departments have reviewed the application(s) as required and have no objections to same being licensed as taxicab(s)/limo(s); 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 taxicab(s)/limo(s) listed below are hereby approved for taxi/limo license(s) in the Town of Dover.

BE IT FURTHER RESOLVED, that a copy of this Resolution to be given to the Acting Municipal Clerk.

FIRST CLASS TAXI CORP.

2016 TOYOTA CAMRY	OT364H	4T1BF1FK4GU261099	TAXI #68
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ATTEST: _____
Reynaldo Julve, Acting Municipal Clerk

Carolyn Blackman, Mayor

ADOPTED: _____



TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 31-2023

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY APPROVING A PERSON-TO-PERSON LIQUOR LICENSE TRANSFER

WHEREAS, an application has been filed for a Person-to-Person transfer of Plenary Retail Consumption License Number 1409-33-019-007, heretofore issued to Tequilas 55 Investment L.L.C. with the mailing address of 55 East Blackwell Street, Dover, NJ 07801; and

WHEREAS, the submitted application form is complete in all respects, the transfer fees have been paid, and the license has been properly renewed for the current license term; and

WHEREAS, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, as well as pertinent local ordinances and conditions consistent with Title 33; and

WHEREAS, the applicant has disclosed, and the issuing authority reviewed the source of all funds used in the purchase of the license and the licensed business and all additional financing obtained in connection with the licensed business; and

WHEREAS, proper advertisement has been made and no objections have been filed with the Town Clerk; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Board of Aldermen of the Town of Dover does hereby approve, the person-to-person transfer, of the aforesaid Plenary Retail Consumption License premises to Tequilas 55 Investment L.L.C., with the mailing address of 55 East Blackwell Street, Dover, New Jersey 07801.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that a copy of this Resolution e sent to the Office of the Clerk, Division of Alcoholic Beverage Control, and Ludovico Aprigliano, Esq. Attorney for Tequilas 55 Investment L.L.C.

ATTEST: _____
Reynaldo Julve, Acting Municipal Clerk

Carolyn Blackman, Mayor

ADOPTED: _____

CERTIFICATION

I, Reynaldo Julve, Acting Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby certify that the foregoing Resolution 31-2023 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 March 7, 2023.

Reynaldo Julve
Acting Municipal Clerk



TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 94-2023

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY FOR LIEN REDEMPTION

WHEREAS, at the Municipal Tax Sale held on December 2, 2021, a lien was sold on Block 606 Lot 17, also known as 90 West Clinton Street, Dover, New Jersey for delinquent 2020 taxes; and,

WHEREAS, this lien, known as Tax Sale Certificate 20-00002 was sold to Another Lien LLC; and,

WHEREAS, redemption fees for Certificate No.20-00002 have been received in full.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen, Town of Dover, County of Morris, State of New Jersey that the Treasurer is authorized to issue a check in the amount of \$56,042.12 for redemption payment and premium made at time of sale, payable to Another Lien LLC, 1 Vista Drive, Sparta, NJ 07871.

BE IT FURTHER RESOLVED that two certified copies of this resolution be returned to the Tax Collector.

ATTEST: _____
Reynaldo Julve, Acting Municipal Clerk

Carolyn Blackman, Mayor

ADOPTED: _____



TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 95-2023

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY FOR LIEN REDEMPTION

WHEREAS, at the Municipal Tax Sale held on December 30, 2020 a lien was sold on Block 2020 Lot 9, also known as 130 King Street, Dover, New Jersey for delinquent 2019 taxes; and,

WHEREAS, this lien, known as Tax Sale Certificate No. 19-00010 was sold to Pro Cap 8 LLC/US Bank Cust; and;

WHEREAS, redemption fees for Certificate 19-00010 were received in full.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey as follows that the Treasurer is authorized to issue a check in the amount of \$31,967.17 for redemption and Premium paid at time of sale payable to Pro Cap 8 LLC/US Bank, 50 South 16th Street, Suite 2050, Philadelphia, PA 19102.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

Reynaldo Julve, Acting Municipal Clerk

Carolyn Blackman, Mayor

ADOPTED: _____



TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 96-2023

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY AMENDING RESOLUTION 89-2023 AS AN EMERGENCY RESOLUTION PURSUANT TO N.J.S.A. 40A:4-48 FOR THE KEY FAB DOOR SECURITY CONTRACT

WHEREAS, an emergency has arisen with respect to the Town of Dover Key Fab Door Security, no adequate provision was made in the 2023 budget for the aforesaid purpose, and NJS 40A:4-46 provides for the creation on an emergency appropriation for the purpose mentioned above, and

WHEREAS, the total amount of the emergency appropriations created, including the appropriation to be created by this resolution is not to exceed \$60,000.00; and

WHEREAS, the foregoing appropriation together with prior appropriations does not exceed three (3) percent of the total operating appropriations (including utility operation appropriations) in the budget for 2023, and

WHEREAS, access to Town Hall, Police and Fire Departments must stay secure and controlled; and

WHEREAS, modern building access includes tracking software/hardware and restricted access to different locations; and

WHEREAS, The Town of Dover must operate the municipality for the safety of its employees, and to the operational benefit of its residents; and

WHEREAS, the following company has submitted the low bid on the work of the project, Aptimized – should be awarded the project in an amount not to exceed \$60,000.00 for the Key Fab Door Security Contract; and

NOW IT BE RESOLVED, by the Mayor and Board of Aldermen of the Town of Dover that the company named herein be compensated for services approved by the Town of Dover Administration; and

BE IT ALSO RESOLVED, that the Purchasing Agent will arrange to pay said companies with funds certified by the Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED, (by not less than 2/3 of all governing body members affirmatively concurring) that in accordance with N.J.S.A. 40A:4-48:

1. An emergency appropriation is hereby made for to Other Expenses for Emergent Replacement of the Town of Dover's Key Fab Door Security Contract not to exceed \$60,000.00
2. That said emergency appropriation shall be provided for in full in the 2023 budget, and is requested to be excluded from CAPS, pursuant to NJS 40A:4-53.3c (1)

3. That two (2) certified copies of this resolution be filed with the Director of the Division of Local Government Services.

ATTEST:

Reynaldo Julve, Acting Municipal Clerk

Carolyn Blackman, Mayor

ADOPTED: _____

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

		C-21-14-301-024
		Not to exceed \$60,000.00
		without authorization
<hr/>	<hr/>	<hr/>
John O. Gross, M.P.A., C.M.F.O.	Amount	Account #

CERTIFICATION

I, Reynaldo Julve, Acting Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby Certify that the foregoing Resolution 96-2023 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 March 7, 2023.

Reynaldo Julve
Acting Municipal Clerk



TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 98-2023

RESOLUTION OF THE BOARD OF ALDERMAN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY, AMENDING RESOLUTION 292- 2022 (CHANGE ORDER) TO INCLUDE EMAIL AND ANTIVIRUS MONTHLY LICENSING FEES

WHEREAS, the Town of Dover has a need to secure the services of E-mail and Antivirus software; and

WHEREAS, the Items being procured is/are required in order to maintain the cybersecurity of the Town of Dover Computers and E-mails; and

WHEREAS, the amended cost(s) of the items being procured from Aptimized (Change Order) Resolution 292-2022 dated October 25, 2022 is not to exceed \$42,720.00 per year, the monthly breakdown is as follows:

- E-mail License Fees - \$1500.00
- Antivirus License Fees - \$810.00
- Off-Hour's Support (10 Hours) – \$125.00 per hour

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 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 and State of New Jersey authorizes the procurement identified and described herein.

ATTEST:

Reynaldo Julve, Acting Municipal Clerk

Carolyn Blackman, Mayor

ADOPTED: _____

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

3-01-20-100-028
(Not to exceed \$42,720.00)

John O. Gross, M.P.A., C.M.F.O.

Amount

Account #

CERTIFICATION

I, Reynaldo Julve, Acting Municipal Clerk of the Town of Dover in the County of Morris, State of New Jersey, do hereby Certify that the foregoing Resolution 98-2023 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 _____.

Reynaldo Julve
Acting Municipal Clerk

Memo

To: Governing Body
From: Tricia Mashig
cc: Rey Julve
Date: March 6, 2023
Re: Optimized Webroot Antivirus Software Licenses and Office 365 Software Licenses

Dear Mayor and Board,

Optimized has purchased both email and anti-virus licensing software on behalf of the Town of Dover. The breakdown is as follows: email license fees for Office 365 are \$1,500 a month for 60 users and anti-virus license fees for Bitdefender are \$810 a month for 77 Desktops and 4 Servers.

Thank you for your time and attention in this matter.

Sincerely,

Tricia Mashig
Finance Department