



TOWN OF DOVER

MAYOR & TOWN COUNCIL

REGULAR MEETING AGENDA AT 7:00 PM **December 19, 2023**

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 of Meeting Date and Time change was sent to the Daily Record and Star Ledger on November 21, 2023. Notice was also posted on the Bulletin Board of the Municipal Building.” These notices were sent within 48 hours prior to this meeting and were sent in sufficient time for the publications to publish them.

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
Council Member Cruz			
Council Member Estacio			
Council Member Rugg			
Council Member Ruiz			
Council Member Santana			
Council Member Scarneo			
Council Member Tapia			
Council Member Wittner			
Mayor Blackman			

D) APPROVAL OF MINUTES

E) REPORT OF COMMITTEES

F) PRESENTATIONS, MUNICIPAL CORRESPONDENCE

- a) Proclamation Honoring Joan Bocchino
- b) Proclamation Honoring Irma McKenna
- c) Proclamation Honoring Maria Amanda Angarita
- d) Proclamation Honoring Donald Costanzo

G) ORDINANCES FOR FIRST READING

H) ORDINANCES FOR SECOND READING, PUBLIC HEARING AND ADOPTION

I) APPROVAL OF BILLS

- a) Resolution 339-2023 - Approval of Bills List

J) APPROVAL OF RESOLUTIONS

1) CONSENT AGENDA RESOLUTIONS

- a) Resolution 340-2023 Authorizing Grant Agreement – 2023 NJUCF Stewardship Grant – Canopy Resiliency

2) RESOLUTIONS FOR DISCUSSION AND CONSIDERATION

- a) Resolution 342-2023 Rejecting the bid of Ranco Mechanical, LLC as non-compliant and awarding the Bid to TNS Construction, Inc. for Health Department Renovation Project
- b) Resolution 343-2023 Honoring and thanking Mayor Carolyn Blackman and supporting the adding of a blade sign to Salem Village to Honor “Mayor Carolyn Blackman”
- c) Resolution 344-2023 Approving Volunteer Fire Department Member – Felipe Halaby
- d) Resolution 345-2023 Authorizing the Settlement Agreement and mutual release in the matter regarding Town of Dover Construction Office Notice of Violation Number 20230073/0 dated August 31, 2023, issued to Zhou J. Yeung and Jennie Lam for the subject property known and designated as Block 2311, Lot 1 on the Town of Dover Tax Map(s) and located at 6 Palm Street, Dover, New Jersey
- e) Resolution 346-2023 Authorizing end of year Budget Transfers

K) OLD BUSINESS

L) NEW BUSINESS

- 1. New Business Item
- 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 Council Meetings. To ensure that all of our residents have the opportunity to offer a comment, each statement/comment shall be held to a time of three (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 Town Council. The Mayor and Council 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 Town Council meetings must treat each other and the Mayor and Council 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) CLOSED/EXECUTIVE SESSION

- a. Resolution 341-2023 Newton OPRA Settlement Proposal

O) ACTIONS CONSIDERED FOLLOWING CLOSED SESSION

P) ADJOURNMENT

PROCLAMATION HONORING JOAN BOCCHINO

WHEREAS, Joan Bocchino has served as a volunteer commissioner on five boards in Dover for 25 years, The Planning Board, Board of Adjustment, two separate Recreation Commissions and served as President for the Dover Shade Tree Commission; and

WHEREAS, also has been active in two 501(C)3 organizations – Dover Renaissance and the Dover Area Historical Society; and

WHEREAS, although not a native of Dover, Joan Bocchino has tried to make a difference, her motto has been “Don’t move-improve”; and

WHEREAS, some of her proudest achievements were the Gazebo at JFK Commons, the Town Clock and the Historical Society Museum; and

WHEREAS, worked diligently to reinstate Tree City Designation for Dover, NJ and has continued to work for the betterment of Dover.

NOW, THEREFORE, LET IT BE RESOLVED, that Mayor Carolyn Blackman and Council Members of the Town of Dover by virtue of the authority vested in me by the constitution and laws of the United States present this proclamation in honor of Joan Bocchino of the Town of Dover, Morris County New Jersey

ATTEST: November 21, 2023

Mayor Carolyn Blackman



PROCLAMATION

HONORING IRMA MCKENNA

WHEREAS, Irma McKenna shared her wealth of experience as a Public Health Nurse in Town of Dover; and

WHEREAS, To spread her passion, Irma McKenna served on the Zufall Board of Directors for 20 years; and

WHEREAS, Served as Representative to Quality Assurance Committee; and

WHEREAS, Irma McKenna has wholeheartedly supported Zufall Health's mission to provide access to affordable, high quality health services for all; and

WHEREAS, The Mayor and Town Council of the Town of Dover, Board of Health, and Zufall Health express their gratitude for Irma McKenna's hard work and dedication throughout the years of her career, and encourage others to follow her work values.

NOW, THEREFORE, LET IT BE RESOLVED, that Mayor Carolyn Blackman and Town Council of the Town of Dover by virtue of the authority vested in me by the constitution and laws of the United States present this proclamation to Irma McKenna, in sincere appreciation for her devotion, dedication and services.

ATTEST: December 12, 2023



Mayor Carolyn Blackman

PROCLAMATION

HONORING MARIA AMANDA ANGARITA

WHEREAS, Maria Amanda Angarita shared her wealth of experience as a representative of Public Housing Residents; and

WHEREAS, To spread her passion, Maria Amanda Angarita served on the Zufall Board of Directors for 11 years; and

WHEREAS, Maria Amanda Angarita represented the needs of senior residents of her hometown of Town of Dover; and

WHEREAS, Maria Amanda Angarita has wholeheartedly supported Zufall Health's mission to provide access to affordable, high quality health services for all; and

WHEREAS, The Mayor and Town Council of the Town of Dover, Board of Health, and Zufall Health express their gratitude for Maria Amanda Angarita's hard work and dedication throughout the years of her career, and encourage others to follow her work values.

NOW, THEREFORE, LET IT BE RESOLVED, that Mayor Carolyn Blackman and Town Council of the Town of Dover by virtue of the authority vested in me by the constitution and laws of the United States present this proclamation to Maria Amanda Angarita, in sincere appreciation for her devotion, dedication and services.

ATTEST: December 12, 2023



Mayor Carolyn Blackman

PROCLAMATION

HONORING DONALD COSTANZO

WHEREAS, Donald Costanzo began his career as a Health Officer for 35 years in Town of Dover; and

WHEREAS, To spread his passion, Donald Costanzo served on the Zuffall Board of Directors for 20 years; and

WHEREAS, Served as Vice Chair, Treasurer and Secretary and also served as Treasurer for the Morris County Health Officer Partnership; and

WHEREAS, Donald Costanzo has wholeheartedly supported Zuffall Health's mission to provide access to affordable, high quality health services for all; and

WHEREAS, The Mayor and Town Council of the Town of Dover, Board of Health, and Zuffall Health express their gratitude for Donald Costanzo's hard work and dedication throughout the years of his career, and encourage others to follow his work values.

NOW, THEREFORE, LET IT BE RESOLVED, that Mayor Carolyn Blackman and Town Council of the Town of Dover by virtue of the authority vested in me by the constitution and laws of the United States present this proclamation to Donald Costanzo, in sincere appreciation for his devotion, dedication and services.

ATTEST: December 12, 2023



Mayor Carolyn Blackman



TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION NO. 339-2023 BILL LIST RESOLUTION

WHEREAS, the Mayor and Town Council 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 Town Council 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:	\$3,083.00
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$948,084.68
GENERAL CAPITAL ACCT claims in the amount of:	\$757,437.57
WATER UTILITY RESERVE ACCT claims in the amount of:	\$0.00
WATER UTILITY ACCT claims in the amount of:	\$89,562.57
WATER CAPITAL ACCT claims in the amount of:	\$95,665.99
PARKING UTILITY RESERVE ACCT claims in the amount of:	\$0.00
PARKING UTILITY ACCT claims in the amount of:	\$2,465.50
PARKING CAPITAL ACCT claims in the amount of:	\$28,767.14
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:	\$1,212.33
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	\$1,926,278.78

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 RESERVE ACCT claims in the amount of:	\$0.00
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$1,413,183.90
PARKING UTILITY ACCT claims in the amount of:	\$0.00
WATER UTILITY OPERATING claims in the amount of:	\$0.00
PARKING UTILITY CAPITAL claims in the amount of:	\$0.00
TOTAL CLAIMS PAID	\$1,413,183.90
TOTAL BILL LIST RESOLUTION	\$3,339,462.68

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

Reynaldo Julve, Acting Municipal Clerk

Carolyn Blackman, Mayor

ADOPTED 12/19/2023

Res. 340-2023

**GRANT AGREEMENT
BETWEEN
TOWN OF DOVER
(Name of Grantee)
AND
THE STATE OF NEW JERSEY
BY AND FOR
THE DEPARTMENT OF ENVIRONMENTAL PROTECTION**

GRANT IDENTIFIER: UCF-2023-011

GOVERNING BODY RESOLUTION

The governing body of TOWN OF DOVER
(print Grantee's name)

desires to further the public interest by obtaining a grant from the State of New Jersey in the amount of approximately \$ 15,000.00
to fund the following project:

2023 NJUCE Stewardship Grant-Canopy Resiliency

Therefore, the governing body resolves that Betty Lou DeCroke or the successor to the office of
(print name)

Municipal Administrator is authorized (a) to make application for such a grant, (b) if awarded, to execute
(print title of authorized official)
a grant agreement with the State for a grant in an amount not less than \$ 0.00 and not more than \$ 15,000.00,
and (c) to execute ☒ any amendments thereto ☐ any amendments thereto which do not increase the Grantee's obligations.

*The Town of Dover Council authorizes and hereby agrees to
(print name of Grantee's governing body, e.g., board of chosen freeholders)
match 20 % of the Total Project Amount, in compliance with the match requirements of the agreement. The availability of the
match for such purposes, whether cash, services, or property, is hereby certified. Up to 100% of the match will be made up of in-
kind services (if allowed by grant program requirements and the agreement).*

The Grantee agrees to comply with all applicable Federal, State, and municipal laws, rules, and regulations in its performance pursuant
to the agreement.

Introduced and passed _____, _____.

Ayes: _____

Noes: _____

Absent: _____



* The portion of this form between the asterisks should only be completed if matching funds are required under the terms of the agreement. Where in-kind services are allowed and are stipulated by the Grantee, an attachment must be provided and appended hereto, breaking out the in-kind services.

Meeting the Matching Requirement NJUCF Stewardship Grant – Canopy Resiliency

Match or cost-share is the portion of the project cost that is not reimbursed by the New Jersey Urban and Community Forestry Program (NJUCF) Stewardship Grant. All activities and expenses for the match must take place and be earned within the work period of the grant agreement and must be documented thoroughly.

Volunteer Match

To establish a value for the average hourly rate of volunteer time in New Jersey, please refer to the website of the Independent Sector <https://independentsector.org/resource/value-of-volunteer-time/>. Here are some activities that could count toward your match:

- Time spent selecting the project contractor
- Telephone calls, email exchanges, and meetings with the contractor about the project
- Member attendance at Shade Tree Commission, Environmental Commission, or Green Team meetings where the project would be discussed during the work period of the grant agreement
- Development of outreach and educational materials about the NJUCF grant project
- Creating social media posts about the project
- Organizing a meeting to inform the community about the NJUCF project: what the purpose is; why it is taking place; where and when it will take place; and how it is being conducted
- Promoting the organization's efforts to manage the community's trees and forests on Arbor Day or at local fairs and festivals
- Tracking contributions of volunteer time for the grant matching requirement
- Preparing grant progress reports to submit to NJUCF

Cash Match

The employee's standard hourly rate of compensation should be used to establish the value. Fringe benefits can be counted but should be calculated separately. Here are some examples of employee time that could count toward your match:

- Managing the grant: record keeping, reporting, communicating with NJUCF, and preparing financial documents for payment
- Selecting, hiring, and paying the project contractor
- Meeting with the contractor and assisting the contractor on the project
- Preparing annual grant progress reports to NJUCF
- Reviewing drafts and approving the final grant project report

Expenditures

- Cash payments for the project made to the contractor that were over and above the grant award could count toward the match.



TOWN OF DOVER MAYOR & TOWN COUNCIL

RESOLUTION NO. 342-2023

RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY REJECTING THE BID OF RANCO MECHANICAL, LLC AS NONCOMPLIANT AND ACCEPTING THE BID OF TNS CONSTRUCTION, INC. AND AWARDING TNS CONSTRUCTION, INC. THE CONTRACT FOR HEALTH DEPARTMENT RENOVATION PROJECT

WHEREAS, the Town of Dover advertised for bids for the Town of Dover Health Department renovation (the “Bid[s]” or “bid[s]”) in accordance with plans and specifications prepared by Nader House Design Architects and Engineers (the “Nader House of Design”); and

WHEREAS, Bids were received from various bidders for the Town of Dover Health Department renovations (the “Work”); and

WHEREAS, the designated review professional at Nader House of Design issued a report dated December 13, 2023 (the “Nader House of Design Report” or the “Nader Report”), which is attached hereto and fully incorporated herein by reference, reviewing the three lowest apparent bidders and concluding and opining that the Bid of Ranco Mechanical, LLC must be rejected because it did not comply with the Bid specifications and did not include all required documentation, including but not limited to the signed bidder's questionnaire including information regarding job references, general reference, bank reference and a signature; and

WHEREAS, the Town of Dover Mayor and Council find that the next lowest bid of TNS Construction, Inc., is in compliance with the Bid specifications and that any inconsistencies, where minor, can be waived as recommended by Nader House of Design and as set forth in the Nader House of Design Report; and

WHEREAS, the Town of Dover Mayor and Council hereby accept the findings and opinion of Nader House of Design as set forth in the Nader Report and hereby reject the Bid of Ranco Mechanical, LLC as noncompliant with Bid specifications and Bid document requirements; and

WHEREAS, the Town of Dover Mayor and Council hereby further find and conclude that the Bid of TNS Construction, Inc. is the lowest Bid, that TNS Construction, Inc. is the lowest qualified bidder for the Work, and that the Contract for the Work should be awarded to TNS Construction, Inc.



TOWN OF DOVER

MAYOR & TOWN COUNCIL

NOW, THEREFORE, BE IT RESOLVED, by the Town of Dover Mayor and Council, County of Morris, State of New Jersey, that the Bid of Ranco Mechanical, LLC, is hereby rejected as noncompliant with the Bid specifications and Bid document requirements.

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Town of Dover Mayor and Council, County of Morris, State of New Jersey, that the Contract for the Work is awarded to TNS Construction, Inc., and the Town of Dover Mayor and Council and/or Business Administrator is hereby authorized to execute a Contract and any and all other required documents with TNS Construction, Inc., in accordance with the requirements of the Bid specifications for the Work.

ATTEST:

Rey Julve, Acting Municipal Clerk

Carolyn Blackman, Mayor

ADOPTED:



TOWN OF DOVER

MAYOR & TOWN COUNCIL

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 is a true copy of the Original Resolution duly passed and adopted by the Mayor and Council of the Town of Dover at its meeting on _____.

Reynaldo Julve
Acting Municipal Clerk, Town of Dover



architecture / engineering / survey / interior design

December 13, 2023

Ms. Sarah Perramant
Town of Dover
37 North Sussex Street
Dover, NJ 07801

Re: Review of Responses to Bid for Health Department Renovation
Nader Project No.: 23.TNG027

Dear Ms. Perramant,

We are in receipt of the bids that the Town of Dover received for the renovation of the Health Department. We reviewed the lowest three bids in their entirety and offer the following comments.

Ranco Mechanical, LLC

Ranco Mechanical, LLC submitted a bid to complete the health department renovations in the amount of \$270,000.00. There were multiple items missing or incomplete from their bid package, which is concerning. The list of missing items is below:

- Bid Guarantee – no seals were on the document
- Consent of Surety – missing bid price breakdown
- Bidder Questionnaire – did not provide the following
 - Job References
 - General References
 - Bank Reference
 - No signature on form
- Prevailing Wage Certification – did not provide required documentation
- Mandatory Affirmative Action – did not provide EEO
- Ranco listed only one subcontractor, indicating Ranco would do the remainder of the work
- No equipment list

Considering the number of missing items required by the bid documents, it is our opinion that Ranco's bid is substantially incomplete. Due to the lack of documented experience and references provided by Ranco, we do not have confidence in Ranco's ability to perform the required work. For these reasons, we do not recommend award to Ranco despite being the lowest bidder.

TNS Construction, Inc.

TNS Construction, Inc. submitted a bid to complete the health department renovations in the amount of \$289,000.00. There were a few items missing from their bid package, however if the Town feels they can be addressed, these items would not be of major concern to completing the work. They provided multiple job references of similar size and scope, as well as listed multiple subcontractors and provided

111 Mill Street, Hackensack, NJ 07640 / 60 Park Place, Suite 202, Newark, NJ 07102
600 Park Boulevard, West Cape May, NJ 08204 / tel: 908.850.3500 / fax: 908.441.5803
www.naderhouseofdesign.com

the subcontractors business information and certifications. They also provided an equipment list. We feel comfortable recommending this bidder as the winner, given the items listed below are addressed:

- Bid Guarantee – no seals on document
- Mandatory Affirmative Action – did not provide required documentation

Molba Construction

Molba Construction submitted a bid to complete the health department renovations in the amount of \$313,800.00. There were not any items missing from their bid package. They provided multiple job references of similar size and scope, as well as listed multiple subcontractors and provided the subcontractors business information and certifications. They did not provide an equipment list.

In summary, due to the overwhelming lack of information provided by Ranco Mechanical, LLC, the lowest bidder, we are not confident that Ranco Mechanical, LLC could adequately complete this sized job on time and on budget. Therefore, we do not recommend Ranco Mechanical, LLC to be awarded this contract.

We do feel that the second lowest bidder TNS provided adequate information as listed above to give confidence in their ability to complete the health department renovations as required for this contract.

We have not called the references for any of these bidders. Please feel free to reach out to me with any questions or concerns.

Best regards,



Karen Wenschhof, RA, AIA, CID, CFM
Executive Vice President



TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION No. 343-2023

RESOLUTION OF THE COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY HONORING AND THANKING MAYOR CAROLYN BLACKMAN AND SUPPORTING THE ADDING OF A BLADE SIGN TO SALEM VILLAGE TO HONOR “MAYOR CAROLYN BLACKMAN”

WHEREAS, Mayor Carolyn Blackman has been a resident of the Town of Dover for over 55 years; and

WHEREAS, Mayor Blackman represented Dover’s Third Ward as Alderwoman for 11 years; and

WHEREAS, Mayor Blackman served as Mayor of the Town of Dover for the 4 years of 2020 to 2023; and

WHEREAS, Mayor Blackman is a proud homeowner in Salem Village and has been the organizer and host of the Salem Village Block Party for over 37 years; and

WHEREAS, Mayor Blackman is the mother of a Dover High School graduate; and

WHEREAS, Mayor Blackman has been a community-wide volunteer for over 20 years and a Dover Recreation volunteer for 15 years; and

WHEREAS, Mayor Blackman has served as a Third Ward Alderwoman Liaison to the Board of Education, Board of Health, the Recreation Commission, the Senior Advisory Committee, the Fire Department, the Downtown Business Community and the Annual Senior Citizen Picnic; and

WHEREAS, Mayor Blackman was the founder and organizer of the Summer Family Movie Nights at JFK Park; and

WHEREAS, Mayor Blackman is a retired nurse who utilized her nursing experience in guiding Dover through the COVID-19 pandemic and continuously works as a public servant resolving challenges of the community advocating for the needs of Dover; and

WHEREAS, Mayor Blackman made history when she became the first woman and first Black person elected to the position of mayor of the Town of Dover; and

WHEREAS, the Council of the Town of Dover hereby adopts this Resolution to honor and thank Mayor Blackman and to authorize the addition of a blade sign stating “Mayor Carolyn Blackman” to the Salem Village Street sign to honor and thank her for her service to the Town of Dover.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Dover, County of Morris and State of New Jersey that a blade sign shall be added to the street sign of Salem Village Street in

honor of “Mayor Carolyn Blackman” and Council Member Rugg is authorized to sign this resolution instead of Mayor Blackman.

ATTEST:

Reynaldo Julve, Acting Clerk

Carolyn Blackman, Mayor

ADOPTED: _____



TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION No. 344-2023

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF
DOVER, COUNTY OF MORRIS, STATE OF NEW APPROVING VOLUNTEER FIRE
DEPARTMENT MEMBER – FELIPE HALABY**

WHEREAS, the Town of Dover Fire Department has received application for membership in the Dover Volunteer Fire Department from Felipe Halaby; and

WHEREAS, the applicants have met all the requirements as stated in Chapter 20-4 of the Code of the Town of Dover Volunteer Fire Department; and

WHEREAS, the applicants have been recommended by Fire Chief Paul McDougall; 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 to approve the membership of Felipe Halaby to the Volunteer Fire Department; and

NOW FURTHER BE IT RESOLVED, that a copy of this Resolution be sent to the Fire Chief.

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 344-2023 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 _____, 2023.

Reynaldo Julve
Acting Municipal Clerk



TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION No. 345-2023

RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY APPROVING AND AUTHORIZING THE SETTLEMENT AGREEMENT AND MUTUAL RELEASE IN THE MATTER REGARDING TOWN OF DOVER CONSTRUCTION OFFICE NOTICE OF VIOLATION NUMBER 20230073/0 DATED AUGUST 31, 2023 ISSUED TO ZHOU J. YEUNG AND JENNIE LAM FOR THE SUBJECT PROPERTY KNOWN AND DESIGNATED AS BLOCK 2311, LOT 1 ON THE TOWN OF DOVER TAX MAP(S) AND LOCATED AT 6 PALM STREET, DOVER, NEW JERSEY

WHEREAS, the Town of Dover (the “Town” or “Dover”), via its Construction Office, issued and served a Notice of Violation Number 20230073/0 dated August 31, 2023 (the “NOV”) on Zhou J. Yeung and Jennie Law (collectively, the “Appellants”)¹; and

WHEREAS, Dover, as set forth in the NOV, alleges that Appellants constructed improvements and performed work without required construction and/or construction subcode permits at the subject property located at 6 Palm Street in Dover, New Jersey 07801, known and designated on the Dover Tax Map(s) as Block 2311, Lot 1 (the “Property”); and

WHEREAS, the NOV furthermore and specifically alleges that Appellants installed two (2) gas lines to service the residence at the Property without any and all required permits, whereby resulting in the Violation; and

WHEREAS, on or about September 14, 2023, Appellants appealed the NOV to the Morris County Construction Board of Appeals (the “Board”); and

WHEREAS, the Board accepted and filed Appellants’ appeal of the NOV, assigning it Board Reference Number MC-2023-12 (the “Board Appeal”) and scheduling an initial hearing date for October 2023, which was adjourned to December 21, 2023 (the “Board Hearing”); and

WHEREAS, the Town and Appellants have engaged in settlement discussions, and in an effort to avoid the costs associated with the Board Appeal, Board Hearing, and potential further litigation, the Parties desire to settle all claims and disputes regarding this matter, and accordingly release each other from any further liability with prejudice, in accordance with the terms set forth in the Settlement Agreement and Mutual Release (the “Settlement Agreement”), a copy of which is attached hereto and fully incorporated herein by reference; and

WHEREAS, it is in the best interests of the Town to approve and authorize the execution of the Settlement Agreement in order to conclude the Board Appeal and avoid further costs associated with the Board Appeal, Board Hearing, and potential further litigation.

¹ The Town and Appellants may be collectively referred to herein as the “Parties,” and individually as a “Party.”

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Dover, County of Morris and State of New Jersey that the Settlement Agreement settling the NOV, the Board Appeal and Board Hearing is hereby approved and the Mayor or Town Administrator are hereby authorized to execute the Settlement Agreement on behalf of the Town.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Mayor and Council of the Town of Dover further authorizes the Mayor or Town Administrator to execute any and all other documents required by the Board in order to effectuate dismissal of the Appeal.

ATTEST:

Acting Municipal Clerk

Town of Dover Mayor

Reynaldo Julve

Carolyn Blackman

ADOPTED: _____



TOWN OF DOVER

MAYOR & TOWN COUNCIL

RESOLUTION NO. 346-2023

RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING APPROPRIATIONS TRANSFER PURSUANT TO N.J.S.A. 40A:4-58

BE IT RESOLVED, that the Town of Dover Town Council hereby approved the following 2023 Budget Transfers:

<u>DEPARTMENT</u>	<u>FROM</u>	<u>TO</u>
CURRENT BUDGET:		
TOWN CLERK – OTHER EXPENSES		\$19,200.00
FINANCE – SALARIES & WAGES		\$13,250.00
FINANCE – OTHER EXPENSES		\$5,510.00
PROPERTY TAX ASSESSMENT -SALARIES & WAGES		\$2,400.00
ENGINEERING – SALARIES & WAGES		\$1,000.00
ENGINEERING – OTHER EXPENSES		\$6,002.00
UNIFORM CONSTRUCTION CODE – OTHER EXPENSES		\$5,210.00
CODE ENFORCEMENT – SALARIES & WAGES		\$41,920.00
GROUP INSURANCE		\$472,023.00
POLICE – SALARIES & WAGES		\$337,735.00
FIRE – SALARIES & WAGES		\$113,365.00
FIRE – OTHER EXPENSES		\$7,500.00
MUNICIPAL PROSECUTOR – SALARIES & WAGES		\$2,935.00
STREETS & ROADS – SALARIES & WAGES		\$141,500.00
SNOW & ICE REMOVAL – OTHER EXPENSES		\$790.00
SOLID WASTE & RECYCLING – OTHER EXPENSES		\$235,630.00
SEWER – SALARIES & WAGES		\$38,170.00
PUBLIC BUILDINGS & GROUNDS – SALARIES & WAGES		\$75,185.00
PUBLIC BUILDINGS & GROUNDS – OTHER EXPENSES		\$1,818.00
HEALTH DEPARTMENT – OTHER EXPENSES		\$471.00
SENIOR SERVICES – SALARIES & WAGES		\$2,335.00
RECREATION – SALARIES & WAGES		\$58,265.00
UTILITIES & BULK PURCHASES		\$54,800.00
SOCIAL SECURITY		\$42,000.00
MUNICIPAL COURT – OTHER EXPENSES		\$2,400.00
MAYOR AND TOWN COUNCIL – SALARIES & WAGES	\$10,000.00	
TOWN CLERK – SALARIES & WAGES	\$50,000.00	
TAX COLLECTION – SALARIES & WAGES	\$8,000.00	
PROPERTY TAX ASSESSMENT – OTHER EXPENSES	\$2,290.00	
LEGAL – OTHER EXPENSES	\$100,000.00	
HISTORIC PRESERVATION – OTHER EXPENSES	\$2,000.00	



TOWN OF DOVER

MAYOR & TOWN COUNCIL

UNIFORM CONSTRUCTION CODE – SALARIES & WAGES	\$40,000.00	
CODE ENFORCEMENT – OTHER EXPENSES	\$1,850.00	
OTHER INSURANCE	\$570,000.00	
POLICE – OTHER EXPENSES	\$123,000.00	
POLICE DISPATCH	\$5,500.00	
OEM – SALARIES AND WAGES	\$5,500.00	
OEM – OTHER EXPENSES	\$2,000.00	
FIRE PREVENTION – SALARIES & WAGES	\$5,000.00	
FIRE PREVENTIION – OTHER EXPENSES	\$2,000.00	
STREETS & ROADS – OTHER EXPENSES	\$15,000.00	
SOLID WASTE & RECYCLING – SALARIES & WAGES	\$25,000.00	
SEWER – OTHER EXPENSES	\$8,000.00	
VEHICLE & EQUIP. MAINTENANCE – OTHER EXPENSES	\$3,000.00	
SHADE TREE – SALARIES & WAGES	\$3,000.00	
RECREATION – OTHER EXPENSES	\$20,000.00	
DEPARTMENT	FROM	TO
MUNICIPAL COURT – SALARIES & WAGE	\$15,000.00	
ROCKAWAY VALLEY REG. SEWER AUTH.	\$665,274.00	
TOTAL CURRENT FUND	<u>\$1,681,414.00</u>	<u>\$1,681,414.00</u>
WATER UTILITY OPERATING BUDGET:		
WATER – SALARIES & WAGES	\$300,00.00	
WATER – OTHER EXPENSES		\$300,000.00
PARKING UTILITY OPERATING BUDGET:		
PARKING – OTHER EXPENSES		\$7,080.00
PARKING – SALARIES & WAGES	\$3,800.00	
PUBLIC EMPLOYEES' RETIREMENT SYSTEM	\$3,280.00	
TOTAL PARKING UTILITY OPERATING FUND	<u>\$7,080.00</u>	<u>\$7,080.00</u>

BE IT FURTHER RESOLVED, that a copy of this Resolution be sent to the Finance Department.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

Reynaldo Julve, Acting Municipal Clerk

Carolyn Blackman, Mayor

ADOPTED: _____

341-2023

**TOWN OF DOVER
RESOLUTION NO. 2023-314
AUTHORIZING EXECUTIVE SESSION**

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Mayor and Alderman of the Town of Dover to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend, and

WHEREAS, the Mayor and Alderman of the Town of Dover has determined that 7 (insert number) issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance shall be discussed during an Executive Session to be held on December 19, 2023 at 7 P.M, and

WHEREAS, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which **the number** of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written.

☐

"(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The legal citation to the provision(s) at issue is: _____ and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

_____;

☐

"(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

_____;

☐

"(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless

the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

_____;

☐

“(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body” The collective bargaining contract(s) discussed are between the Board and _____

_____;

☐

“(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

_____;

☐

“(6) Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

_____;

☒

“(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.” The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are

*Settlement to propose concerning Newton
OPRA litigation - Status update*

and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is _____

_____;

☐

“(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.” Subject to the balancing of the public’s interest and the employee’s privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 N.J. 478, the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality are _____

_____;

☐

“(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility.” The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

_____;

WHEREAS, the length of the Executive Session is estimated to be 30 minutes after which the public meeting of the Mayor and Alderman shall (circle one) reconvene and immediately adjourn or reconvene and proceed with business.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Alderman of the Town of Dover will go into Executive Session for **only** the above stated reasons;

BE IT FURTHER RESOLVED that the Mayor and Alderman of the Town of Dover hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the public’s interest in disclosure is greater than any privacy or governmental interest being

protected from disclosure. For each of the above items, the estimated date by which such disclosure can be made and/or the occurrence that needs to take place before disclosure can be made are listed below (attach separate sheet if necessary)

Subject of Discussion	Estimated Date	Necessary Occurrence

BE IT FURTHER RESOLVED that the Clerk, at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed.

BE IT FURTHER RESOLVED that the Clerk, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

Carolyn Blackman, Mayor

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION
APPROVED BY THE MAYOR AND ALDERMAN OF THE TOWN OF DOVER AT ITS
PUBLIC MEETING HELD ON _____ 2023.

Reynaldo Julve, Acting Municipal Clerk