

**Instructions for How to Attend the August 11, 2020 Meeting  
of the Mayor and Board of Aldermen of the Town of Dover**

**TO JOIN MEETING VIA PHONE**

**PHONE NUMBER: 929-205-6099**

**Meeting ID: 939 8321 8273**

**Passcode: 103711**

**TO JOIN MEETING VIA COMPUTER**

**<https://zoom.us/j/93983218273?pwd=bmQrUUQvdWJHQV>**

**[pZK3VjMnFBdXIydz09](https://zoom.us/j/93983218273?pwd=bmQrUUQvdWJHQV)**

**Meeting ID: 939 8321 8273**

**Passcode: 2G8F1N**



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

## REGULAR MEETING AGENDA ELECTRONIC MEETING August 11, 2020 7:00 P.M.

*This Agenda is in Accordance with Town Code §2-6 F (3)*

**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 August 5, 2020 and published in the Record on August 7, 2020 and in the Ledger on August 8, 2020. Notice was also posted on the Bulletin Board in Town Hall.”

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

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

Name	Present	Absent	Excused
Alderman Correa			
Alderman Tapia			
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**

1) Presentation by Diego LaFuente – C.A.M.P.O Program

**G) ORDINANCES FOR FIRST READING**

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

1) Ord. 18-2020 – Ordinance of the Town of Dover, County of Morris, State of New Jersey Amending Chapter 236, Section 38 of the Code of the Town of Dover To Permit Certain Signs in the Commercial Zoning Districts Along Route 46

**Open the Public Hearing for Ord. 18-2020**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>									
<b>Second</b>									
<b>Yes</b>									
<b>No</b>									
<b>Abstain</b>									

**Close the Public Hearing for Ord. 18-2020**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>									
<b>Second</b>									
<b>Yes</b>									
<b>No</b>									
<b>Abstain</b>									

**Adoption of Ord. 18-2020**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>									
<b>Second</b>									
<b>Yes</b>									
<b>No</b>									
<b>Abstain</b>									

**I) APPROVAL OF BILLS**

1) Approval of Bills List (Res. 199-2020)

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>									
<b>Second</b>									
<b>Yes</b>									
<b>No</b>									
<b>Abstain</b>									

**J) APPROVAL OF RESOLUTIONS**

1) **CONSENT AGENDA RESOLUTIONS**

- 1) Res. 200-2020 – Resolution Accepting the Federal Emergency Management Agency Assistance to Firefighters Grant (Training)
- 2) Res. 201-2020 – Resolution Approving Volunteer Fire Department Member
- 3) Res. 202-2020 – Resolution Approving Refund of Overpayment of Taxes for Block 2107 Lot 6 in the Town of Dover.

- 4) Res. 203-2020 - Resolution Accepting the Federal Emergency Management Agency Assistance to Firefighters Grant (COVID-19)
- 5) Res. 204-2020 - Resolution Authorizing a Contract with Benchmark Analytics

**Resolutions – 200 to 204 2020**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>									
<b>Second</b>									
<b>Yes</b>									
<b>No</b>									
<b>Abstain</b>									

**2) RESOLUTIONS FOR DISCUSSION AND CONSIDERATION**

- 1) Res. 205-2020 – Resolution Authorizing the Posting of Certain Documents to the Website of the Town of Dover

**Resolution – 205-2020**

	A.M. Correa	A.M. Tapia	A.M. Ballesteros	A.M. Rugg	A.M. Cruz	A.M. Valencia	A.M. Quinones	A.M. Wittner	Mayor Blackman
<b>Motion</b>									
<b>Second</b>									
<b>Yes</b>									
<b>No</b>									
<b>Abstain</b>									

**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 attend our Meetings and offer comment, and to ensure that the Governing Body can conduct the important business of the Town, we ask that speakers follow these guidelines for making public comments.

**Please respect the following procedures:**

1. The Mayor will recognize those individuals in the audience who wish to make comment.
2. 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.
3. State your full name and address for the record.

4. Please limit your comments to five (5) minutes.
5. If you have a question that we are unable to answer at the Meeting, feel free to submit your questions to the Town Clerk and/or Town Administrator, in writing, and include your name, address and telephone number where you can be contacted. The email address of the Clerk is [jschmidt@dover.nj.us](mailto:jschmidt@dover.nj.us) and the email of the Administrator is [cnsanchez@dover.nj.us](mailto:cnsanchez@dover.nj.us). Your questions will be answered within a reasonable time.
6. 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.

## **ADJOURNMENT**



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

## ORDINANCE NO. 18-2020

### AN ORDINANCE OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS AND THE STATE OF NEW JERSEY AMENDING CHAPTER 236 OF THE CODE OF THE TOWN OF DOVER TO PERMIT CERTAIN SIGNS IN THE COMMERCIAL ZONING DISTRICTS ALONG ROUTE 46 IN THE TOWN OF DOVER

**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 Board of Aldermen recognize that there is a need to make reasonable changes to the Code of the Town of Dover to submit local and perspective business owners; and

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

**WHEREAS**, the current code of the Town of Dover only allows signs which are 30 square foot in nature along Route 46; and

**WHEREAS**, the Mayor and Board of Aldermen believe it is in the best interests of the Town, to amend the code to allow for greater flexibility to attract businesses and to create economic opportunities for its residents; and

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and the Board of Aldermen of the Town of Dover, County of Morris, State of New Jersey, that Chapter 236 of the Town Code is hereby amended:

#### **SECTION 1.**

§236-38 C. (1)(a) shall be revised to read in its entirety as follows:

Flashing, spelling or movement of all or part of the sign, except time, temperature or barbershop poles; pylon signs/billboards or roof signs; signs which compete for attention with or may be mistaken for a traffic sign or signal, except that a digital sign may be permitted, subject to the following conditions:

1. Digital signs shall only be permitted on commercial properties within the C-2 Zone District with a lot size of 0.5 acres or more;
2. Digital signs shall only be permitted on single tenanted/occupied commercial properties;
3. Digital signs shall be considered freestanding signs and shall be located on pylons only, and shall not be located on buildings or in windows;
4. The top of the freestanding digital sign or any part of a freestanding sign shall not exceed the height of the commercial building or twenty (20) feet maximum;

5. Digital signs shall not exceed sixty (60) square feet per side and no freestanding sign shall exceed a total of seventy-five (75) square feet per side;
6. Digital signs shall be required to have at least two settings to regulate brightness;

**SECTION 2.**

§236-38 J. (3)(a) shall be revised to read in its entirety as follows:

One sign may be attached to the wall at each main public entrance of a building and shall conform to requirements for wall signs. Such sign shall not exceed two percent (2.0%) of the façade area of the front wall or more than forty (40) square feet in area. On lots with frontage on more than one street, each wall facing a street shall be deemed a front wall for purposes of this section.

**SECTION 3.**

§236-38(K) shall be revised to read in its entirety as follows:

(1) Projection. No part of any freestanding sign shall be placed within four (4) feet of the property line.

(2) Height and area. No freestanding sign shall exceed seventy-five (75) square feet per side. No digital portion of any freestanding sign shall exceed sixty (60) square feet per side. The top of any freestanding sign or any part of a freestanding sign shall not exceed the height of the commercial building or twenty (20) feet maximum.

**SECTION 4.** 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 decisions shall not effect the remaining portions of this Ordinance.

**SECTION 5:** All ordinances or 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 6:** This ordinance shall take effect upon passage and publication according to law.

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

Attest:

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

**INTRODUCED:** \_\_\_\_\_

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



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

## RESOLUTION NO. 199-2020

### BILL LIST RESOLUTION

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:	\$215.97
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$262,185.74
GENERAL CAPITAL ACCT claims in the amount of:	\$22,312.18
WATER UTILITY RESERVE ACCT claims in the amount of:	\$346.38
WATER UTILITY ACCT claims in the amount of:	\$18,755.77
WATER CAPITAL ACCT claims in the amount of:	\$180,645.95
PARKING UTILITY RESERVE ACCT claims in the amount of:	\$0.00
PARKING UTILITY ACCT claims in the amount of:	\$248.95
PARKING CAPITAL ACCT claims in the amount of:	\$0.00
ANIMAL CONTROL TRUST ACCT claims in the amount of:	\$27.60
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:	\$612.50
COAH TRUST ACCT claims in the amount of:	\$0.00
<b>TOTAL CLAIMS TO BE PAID</b>	<b>\$485,351.04</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:	\$1,000.00
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$1,050.00
GENERAL CAPITAL ACCT claims in the amount of:	\$0.00
WATER UTILITY OPERATING claims in the amount of:	\$615.60
<b>TOTAL CLAIMS PAID</b>	<b>\$2,665.60</b>

**TOTAL BILL LIST RESOLUTION** **\$488,016.64**

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

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

ADOPTED: 8/11/2020



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 200-2020

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY ACCEPTING THE FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT**

**WHEREAS**, the Town of Dover Fire Department has applied for a grant from the U.S. Department of Homeland Security, Federal Emergency Management Agency for an Assistance to Firefighters Grant program for the purpose of obtaining Fire Inspector training for fire personnel; and

**WHEREAS**, the Town of Dover received a letter of approval from the Federal Emergency Management Agency for the project for the amount of \$47,185.71 to cover the cost incurred; and

**WHEREAS**, the Town of Dover will be required to provide a 5% match in funds at a cost of \$2,359.29;

**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 accept the Assistance to Firefighters Grant in accordance to the agreement with the Federal Emergency Management Agency.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

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

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



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

**RESOLUTION NO. 201-2020**

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

**WHEREAS**, the Town of Dover Fire Department has received application for memberships to the Dover Volunteer Fire Department from Anthony Sorisi; and

**WHEREAS**, the applicant has met all the requirements as stated in Chapter 20-4; Volunteer Fire Department and have been recommended by Fire Chief Filosa;

**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 to approve the membership of Anthony Sorisi to the Volunteer Fire Department.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John Schmidt, Acting Municipal Clerk

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

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



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 202-2020

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY APPROVING A REFUND OF OVERPAYMENT OF TAXES**

**WHEREAS**, there has been a duplicate payment of the second quarter taxes of 2020 for Block 2107 Lot 6, known as 134 Oram Drive, Dover, NJ by the owner and the bank; and

**WHEREAS**, the owner, Xiomara Marulanda has requested a refund of the overpayment, and

**WHEREAS**, the amount to be refunded to Xiomara Marulanda is \$1,465.80.

**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 be authorized to issue a check in the amount of \$1,465.08 payable to Xiomara Marulanda, 134 Oram Drive, Dover, NJ 07801

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

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

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



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 203-2020

**RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY ACCEPTING THE FEDERAL EMERGENCY MANAGEMENT AGENCY ASSISTANCE TO FIREFIGHTERS GRANT**

**WHEREAS**, the Town of Dover Fire Department has applied for a grant from the U.S. Department of Homeland Security, Federal Emergency Management Assistance to Firefighters Grant Program - COVID-19 Supplemental (AFGS) program for the purpose of obtaining reimbursement for PPE expenses due to the pandemic.

**WHEREAS**, the Town of Dover received a letter of approval from the Federal Emergency Management Agency for reimbursement for the amount of \$10,243.49 to cover the cost incurred; and

**WHEREAS**, the Town of Dover will be required to provide a 5% match in funds at a cost of \$512.17;

**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 accept the Assistance to Firefighters Grant Program - COVID-19 Supplemental (AFGS) in accordance to the agreement with the Federal Emergency Management Agency.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

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

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



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

RESOLUTION NO. 204-2020

**A RESOLUTION OF THE MAYOR AND BOARD OF ALDERMAN OF THE TOWN OF DOVER AUTHORIZING A CONTRACT WITH BENCHMARK ANALYTICS FOR USE BY THE POLICE DEPARTMENT OF THE TOWN OF DOVER**

**WHEREAS**, the Police Department of the Town of Dover currently uses Benchmark Analytics for Use of Force Reports; and

**WHEREAS**, the Police Department currently uses multiple program platforms for policies, training certificates, police reports and CAD reports; and

**WHEREAS**, upon review and recommendation of Deputy Police Chief Delaney and Police Consultant Richard Rivera it is in the best interest of the Department to have a single source program for Use of Force, Internal Affairs, Early Warning system, Performance evaluations, Officer profiles, Training, Community Engagement and Field Training Reports; and

**WHEREAS**, it is the Best Interest of the Police Department to utilize Benchmark Analytics which would create a single source program;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Aldermen of the Town of Dover, Morris County, New Jersey as follows that the Mayor and Acting Municipal Clerk are hereby authorized to execute a contract with Benchmark Analytics for a term of three years in an amount not to exceed \$5,000 in Year 1, \$5,200 in Year 2 and \$5,408 in Year 3.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

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

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



# TOWN OF DOVER MAYOR & BOARD OF ALDERMEN

## RESOLUTION NO. 205-2020

### A RESOLUTION OF THE MAYOR AND BOARD OF ALDERMAN OF THE TOWN OF DOVER AUTHORIZING CERTAIN DOCUMENTS TO BE POSTED ON THE WEBSITE OF THE TOWN OF DOVER

**WHEREAS**, the Mayor and Board of Aldermen of the Town of Dover has a strong commitment to open government and transparency; and

**WHEREAS**, the Administration Department, Municipal Clerk's Office and the Mayor and Board of Aldermen are currently drafting and finalizing a comprehensive Open Government Ordinance of the Town of Dover; and

**WHEREAS**, currently draft documents, which have not been approved by the Mayor and Board of Aldermen are exempt from public disclosure as inter-agency, or intra-agency, consultative or deliberative materials under existing laws, including N.J.S.A. 47:1A-1.1; and

**WHEREAS**, the Mayor and Board of Aldermen, without waiving any privilege wish to make public backup agenda documents, specifically proposed resolutions and Ordinances for First and Second reading along with the normal meeting agendas which are posted online;

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

1. Absent extenuating circumstances the Municipal Clerk is hereby authorized and directed to post along with the agenda for any Regular or Special meeting of the Board of Aldermen all resolutions and ordinances on the website of the Town of Dover, at least 48 hours prior to a Regular or Special meeting of the Mayor and Board of Aldermen.
2. The resolutions and ordinances shall be marked "DRAFT" as shown in "Attachment A" of this resolution.
3. Any additional agenda items, added within 48 hours of a meeting, as allowed by statute or law shall not be required to be posted online, but if possible should be.

ATTEST:

\_\_\_\_\_  
John P. Schmidt, Acting Municipal Clerk

TOWN OF DOVER, COUNTY OF MORRIS

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

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