

**MEETING TO ORDER**

The regular meeting of the Kinnelon Borough Governing Body was called to order by Mayor Robert W. Collins at 8:00 p.m., on Thursday, December 18, 2014 in the Kinnelon Municipal Building.

There was a Salute to the Flag, after which the Acting Borough Clerk Karen Iuele stated this meeting is being held pursuant to the New Jersey Open Public Meeting Act. Adequate notice of this meeting was given by advertising in the January 8, 2014 edition of the Trends and was provided to the Star Ledger, Daily Record and the North Jersey Herald News. Adequate notice was also posted on the municipal building bulletin board, filed with the Acting Borough Clerk and provided to those persons or entities requesting notification.

**ROLL CALL:**

The roll was called and present and answering were Councilpersons James Freda, Daniel O'Dougherty, Gary Moleta, Stephen Cobell, Carol Sventy and Clifford Giantonio.

**TREASURER'S REPORT**

The Treasurer's Report for December 2014 indicated we started out with cash on hand as of October 31, 2014, in the amount of \$2,359,905.46. Receipts for the month of November 2014 totaled \$9,640,857.83 with disbursements amounting to \$5,013,808.44. The balance on hand as of November 30, 2014 was \$6,986,954.85.

Upon motion by Councilwoman C. Sventy and seconded by Councilman C. Giantonio with the affirmative voice vote of all council members present, the Treasurer's Report was accepted as read.

Roll Call:	J. Freda, Yes;	S. Cobell, Yes;
	D. O'Dougherty, Yes;	C. Sventy, Yes;
	G. Moleta	C. Giantonio, Yes.

Councilman Gary Moleta presented former Councilman Ronald Modella with a proclamation.

**MAYOR'S REPORT:**

Mayor Collins stated that we have a very generous community. But we in fact know that there are residents in the borough that are in need, please reach out and offer some assistance. We are going through some difficult times.

Tri-Boro Patch recently reported that Kinnelon has been rated 29<sup>th</sup> out of 474 municipalities for lowest in reported crimes in a recent 2013 crime survey. This speaks well about our police department and speaks well about our community as a whole.

**December 18, 2014**

The Corrective Action Plan, was delayed last month. Councilman Cobell reported on this issue. Mayor Collins thanked Donna our C.M.F.O. for going back and reviewing were the focus needed to be. The borough did better in 2014 than in 2013.

Mayor Collins reminded the council that he needed input on our professional and committee appointments before our re-organization meeting on January 5<sup>th</sup>. He would like to have this information for discussion.

Mayor Collins wished the borough Merry Christmas and a Happy Hanukkah.

## **RECREATION**

Chairman James Freda stated that basketball started earlier this year, right before Christmas. Kinnelon Recreation has now started NCAA (National Collegiate Athletic Associates) teams this year. All of the youth teams will be representing a college or a university. We are now using all three schools in the borough which is great because we needed their courts. The numbers for the winter program are ahead of last year's numbers. We have over 500 kids registered for the winter program.

Mayor Collins created a new committee call the Technology Committee, Councilman Freda thinks this is a great idea and very exciting, and will create new ideas for recreation. This past week all the recreation fields were aerated, seeded and fertilized. We are hoping to rent practice/game time on turf fields through the county's facilities. The recreation director is getting together with the library to form new adult and children programs. Melanie and Councilman Giantonio are continuing their working on the Code of Conduct Ordinance.

Councilman Freda stated that he is looking forward to the year 2015 and wishes everyone a Merry Christmas and a Happy Hanukkah.

## **PUBLIC WORKS & UTILITY**

Chairman Daniel O'Dougherty reported that the DPW went out 4 times in December for Snow and ice removal. Maintenance was done on all the vehicles after snow and ice removal. Clearing all the run off ditches of debris and fallen trees has begun. Currently the DPW is patching pot holes around town and picking up all broken berms around town. They have also started replacing street signs that were missing around town with new ones. There was discussion at the December workshop session on updating the fuel tanks by replacing the current tanks with a key system and hoses so we can better monitor how fuel is dispensed. Our DPW Superintendent advised that we look into a State Contract, stating that it would be less expensive to upgrade our system and would very likely save the Borough money in the long run.

Councilman O'Dougherty wished everyone a Merry Christmas and Happy Hanukkah.

## **PUBLIC SAFETY**

Chairman Gary Moleta stated that four years ago was elected to serve this community, as part of the governing body and the Mayor. He stated that although we disagreed on some things, we did so with sincerity for the people we represented. The borough staff and the volunteers are amazing, he is going to miss working with both staff and council to a great extent. I do congratulate those that have been elected to office, Councilman Giantonio and Adam Barish, and most of all Mayor Collins who is a tremendous asset to this community. Councilman Moleta again thanked everyone.

**FINANCE**

Chairman Stephen Cobell wished everyone a Happy Holiday. Councilman Cobell reported on the corrective action plan and that it has been corrected, he also reported that we had to transfer of funds from on line item to another in the amount of \$14,000.00 to cover the cost of bills for that department. The Budget worksheets have been returned, we should have a handle now on the 2015 budget process. The finance committee will be looking over these requests from the department heads. Finally, he reported that the tax sale we had \$289,000.00 in premium.

**COORDINATING& OPEN SPACE**

Chairwoman Carol Sventy reported that the Turf info meeting will be rescheduled after the Holidays-perhaps January or February of 2015. Board of Education is still awaiting results of 2<sup>nd</sup> engineer study that will determine the Wetland Transition Area and results from permits.

L'Ecole Museum's Phase I restoration is finishing up, and they will be submitting a application for Phase II in March of 2015. There annual garage sale will be in June of 2015. The Environmental Commission would like to recommend that the Mayor and Council appoint two residents to their commission, James Lorkowski and Scot Skimpter.

**PERSONNEL& ORDINANCE**

Chairman Clifford Giantonio spoke on the Code of Conduct Ordinance, it is still being worked on and hope to have a final draft next week for the Recreation Commission to review before having the Ordinance committee review. On the Variance Application Ordinance, we are working on a way for the process to be made easier for the residents. The Sign Ordinance, he is setting up a meeting with the ordinance committee and a member of the Planning Board for next week. Also the sign in front of Stonybrook School is being addressed so that the brightness can be toned down. A lot of the residents are complaining that it is too bright. Councilman Giantonio wish everyone a Happy Holiday.

**HEARINGFROMTHEPUBLIC**

Mayor Collins asked if anyone from the public wished to be heard, to please step forward.

Robert Lewis, 37 Gravel Hill Road asked if the Borough has ever considered a Borough Administrator and would like to have the council follow up on this. A Borough Administrator is responsible for the day to day management of the operations and coordination of department activities, and would be a liaison between the Mayor and the Council. Comment from the council was that this would be considered in 2015 to see if there is money in the budget.



Range of Checking Accts: First to Last Range of Check Dates: 11/21/14 to 12/18/14  
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
GENERAL		General Account Payab			
13140	11/24/14	FOR04 FORD MOTOR CREDIT COMPANY	1,495.85		4537
13141	12/05/14	DUN03 DUNKIN DONUTS	215.84		4538
13142	12/05/14	STI03 JENNIFER STILLMAN - TREASURER	11.30		4538
13143	12/05/14	STI03 JENNIFER STILLMAN - TREASURER	177.13		4539
13144	12/18/14	AC A.C. DAUGHTRY INC.	263.10		4540
13145	12/18/14	ACC04 ACC BUSINESS	340.74		4540
13146	12/18/14	ACT04 ACTION DATA SERVICES	1,055.15		4540
13147	12/18/14	AHR01 RICHARD H. AHRENS	40.70		4540
13148	12/18/14	ALL04 ALLIED OIL COMPANY	4,650.08		4540
13149	12/18/14	ALL10 WILLIAM ALLEN	599.00		4540
13150	12/18/14	ALU01 MARK ALUZZO	51.96		4540
13151	12/18/14	AMS01 AMSTERDAM PRINTING	96.55		4540
13152	12/18/14	BAC01 BERNARD BACCETTA ESQ.	2,250.00		4540
13153	12/18/14	BAR09 ADAM BARISH	389.00		4540
13154	12/18/14	BER04 JOHN BERTHIAUME	449.00		4540
13155	12/18/14	BOR01 BOROUGH OF BUTLER ELECTRIC	7,767.83		4540
13156	12/18/14	BOR04 BOROUGH OF BUTLER SEWER	7,186.41		4540
13157	12/18/14	BOR11 BOROUGH OF BLOOMINGDALE	30,336.99		4540
13158	12/18/14	BOR14 BOROUGH OF KINNELON	79,984.00		4540
13159	12/18/14	BOS01 JAMES BOSCH	581.00		4540
13160	12/18/14	BOT02 DAVE BOTT	599.00		4540
13161	12/18/14	BRE01 GAIL L. BRESETT	599.00		4540
13162	12/18/14	BRE03 ALAN BRESETT	599.00		4540
13163	12/18/14	BRE08 JEFFREY BRESETT	479.00		4540
13164	12/18/14	BTM01 BTML WRESTLING, INC.	400.00		4540
13165	12/18/14	BUL02 BULB DEPOT	907.74		4540
13166	12/18/14	BUS01 BUSINESS GRAPHICS	137.00		4540
13167	12/18/14	BUS03 PHILLIP BUSSEY	359.00		4540
13168	12/18/14	CAB01 CABLEVISION	1,276.58		4540
13169	12/18/14	CER01 CERTIFIED SPEEDOMETER SERVICE	259.00		4540
13170	12/18/14	CHE06 CHEMUNG SUPPLY CORPORATION	444.07		4540
13171	12/18/14	CIR01 CIRCLE AUTO PARTS INC.	189.94		4540
13172	12/18/14	COB03 ANTHONY COBELL	437.00		4540
13173	12/18/14	COO03 COOPERATIVE COMMUNICATIONS INC	4,690.21		4540
13174	12/18/14	CRA02 JEFFREY CRANE	509.00		4540
13175	12/18/14	DAR01 DARMOFALSKI ENGINEERING ASSOC.	1,870.00		4540
13176	12/18/14	DEB03 DE BLOCK ENVIRONMENTAL SERVICE	1,817.70		4540
13177	12/18/14	DEL08 DELTA DENTAL OF NEW JERSEY INC	4,262.39		4540
13178	12/18/14	DMC01 DMC ASSOCIATES INC.	5,900.00		4540
13179	12/18/14	DON04 JOSEPH DONNELLY	160.00		4540
13180	12/18/14	DOT01 NORMAN DOTTI	599.00		4540
13181	12/18/14	EAS04 EASTERN STATES ENVIROMENTAL	743.75		4540
13182	12/18/14	EDM01 EDMUNDS AND ASSOCIATES	1,167.30		4540
13183	12/18/14	EJG01 EJG SPORTS	586.03		4540
13184	12/18/14	ENF01 ENFORSYS FIRE SYSTEMS, INC.	500.00		4540
13185	12/18/14	ETD01 ETD DISCOUNT TIRE CENTERS, INC	3,150.00		4540
13186	12/18/14	FAL03 FALCON AUTO PARTS INC	224.98		4540
13187	12/18/14	FAY01 FAYSON LAKES WATER COMPANY	132.32		4540
13188	12/18/14	FAY02 FAYSON LAKES ASSOCIATION	50.00		4540

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
GENERAL		General Account Account Payab	Continued	
13189	12/18/14	FOR04 FORD MOTOR CREDIT COMPANY	1,673.01	4540
13190	12/18/14	FRA12 Franciszek Cyrułik	250.00	4540
13191	12/18/14	GAM01 GAME DAY SPORTS	4,158.00	4540
13192	12/18/14	GIL03 GILBY'S SCREEN PRINTING	45.00	4540
13193	12/18/14	GRA15 GRASS ROOTS TURF PRODUCTS	922.90	4540
13194	12/18/14	HEI03 ANDREW HEILMANN	599.00	4540
13195	12/18/14	HIC01 HARRY HICKS	599.00	4540
13196	12/18/14	HOL04 HOLIDAY INN EXPRESS	428.00	4540
13197	12/18/14	HOM02 HOME DEPOT CREDIT SERVICE	2,627.11	4540
13198	12/18/14	HOR04 Horizon Office Equipment	55.00	4540
13199	12/18/14	INS02 INSTITUTE FOR PROF. DEVELOPM'T	99.00	4540
13200	12/18/14	INT03 INTERNATIONAL AUTO BODY	1,000.00	4540
13201	12/18/14	JEN01 JENSON & MITCHELL INC.	1,539.22	4540
13202	12/18/14	JER03 JERSEY PAPER PLUS	741.50	4540
13203	12/18/14	JIM01 JIMMY THE SHOE DOCTOR	552.19	4540
13204	12/18/14	JKB JKB Construction Corp.	1,000.00	4540
13205	12/18/14	JUN01 BRYAN JUNCOSA	587.00	4540
13206	12/18/14	KIE02 JAMES KIELAR	359.00	4540
13207	12/18/14	KIN08 KINNELON VOLUNTEER FIRE CO.	2,000.00	4540
13208	12/18/14	KIN09 KINNELON BOARD OF EDUCATION	2,889,532.17	4540
13209	12/18/14	KIN31 KINNELON JR FOOTBALL	875.30	4540
13210	12/18/14	LAK04 Lakeland Septic Co., Inc.	960.00	4540
13211	12/18/14	LAK10 LAKESIDE BAGELS & DELI	160.19	4540
13212	12/18/14	LAW01 LAWREN SUPPLY COMPANY	899.00	4540
13213	12/18/14	LER02 MARK LERNER	443.00	4540
13214	12/18/14	LIF02 LIFESAVERS, INC.	314.48	4540
13215	12/18/14	LOE01 LOEFFELS WASTE OIL SERVICE	157.00	4540
13216	12/18/14	LOW01 KEVIN LOWRY	599.00	4540
13217	12/18/14	LUM RICHARD F. LUMMER	599.00	4540
13218	12/18/14	MAD03 LAW OFFICE OF MARK D. MADAIO	4,878.22	4540
13219	12/18/14	MAI09 LOUIS C. MAI CPA & ASSOCIATES	41,500.00	4540
13220	12/18/14	MAR06 MIKE MARZULLO	479.00	4540
13221	12/18/14	MAS06 IMAN MASRI	155.42	4540
13222	12/18/14	MCI01 MCI EASTERN SECURITY	445.00	4540
13223	12/18/14	MCI02 MCI COMM SERVICE	25.67	4540
13224	12/18/14	MER07 ALEXANDER MERLUCCI	599.00	4540
13225	12/18/14	MER08 MATTHEW MERLUCCI	599.00	4540
13226	12/18/14	MER10 JULIE MORELLI	1,612.85	4540
13227	12/18/14	MOD03 MODERN HANDLING EQUIP. NJ	480.28	4540
13228	12/18/14	MOM01 MOMAR INCORPORATED	413.01	4540
13229	12/18/14	MOR14 MORRIS CTY POLICE CHIEFS ASSOC	250.00	4540
13230	12/18/14	MSK01 MS KOPAS & ASSOCIATES, LLC	250.00	4540
13231	12/18/14	MUN09 MUNICIPAL EQUIPMENT ENTERPRISE	2,027.68	4540
13232	12/18/14	NEE03 WILLIAM NEELY	599.00	4540
13233	12/18/14	NES01 NESTLE PURE LIFE DIRECT	87.33	4540
13234	12/18/14	NJD07 NJ DEPT HEALTH & SENIOR SERV	401.40	4540
13235	12/18/14	NOR02 NORTH JERSEY NEWSPAPER	127.20	4540
13236	12/18/14	NOR18 NORTHEAST COMMUNICATIONS, INC.	8,112.90	4540
13237	12/18/14	NOR20 Northeastern Arborist Supply	211.01	4540
13238	12/18/14	ODB02 ODB	167.96	4540
13239	12/18/14	ONE02 One Call Concepts, INC.	52.46	4540
13240	12/18/14	ORI01 ORIENTAL TRADING COMPANY	387.96	4540

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
GENERAL		General Account	Account Payab	Continued	
13241	12/18/14	PAG02 P & A GROUP	250.00		4540
13242	12/18/14	PAP04 PAPER MILL PLAYHOUSE	736.40		4540
13243	12/18/14	PAV KIETH PAVLAK	599.00		4540
13244	12/18/14	PIR01 FRANK PIROG	539.00		4540
13245	12/18/14	PRI06 PRIME UNIFORM SUPPLY, INC	450.25		4540
13246	12/18/14	PRO17 HEATHER PROKOP	233.80		4540
13247	12/18/14	PSE01 P.S.E. & G.	617.19		4540
13248	12/18/14	RAC02 RACHLES/MICHELE'S OIL CO.,INC	2,590.72		4540
13249	12/18/14	RIV06 Riverdale Environmental	900.00		4540
13250	12/18/14	ROD02 MARK RODE	26.00		4540
13251	12/18/14	ROU01 ROUTE 23 AUTO MALL	67.32		4540
13252	12/18/14	SAN03 Tony Sanchez, LTD	483.84		4540
13253	12/18/14	SAR05 ANTHONY C. SARTORI	483.33		4540
13254	12/18/14	SAR06 DAVID & MICHELLE SARKISIAN	3,032.46		4540
13255	12/18/14	SCH29 MELISSA SCHMIDT	79.98		4540
13256	12/18/14	SER02 SERVICE SUPPLY LLC	2.57		4540
13257	12/18/14	SHE03 SHERWIN WILLIAMS CO.	735.00		4540
13258	12/18/14	SHE09 SHERWIN WILLIAMS	746.40		4540
13259	12/18/14	SHO01 SHOTMEYER BROS. FUEL CORP.	305.03		4540
13260	12/18/14	SIN03 JOHN SINKE	563.00		4540
13261	12/18/14	SIS02 GLENN L. SISCO	599.00		4540
13262	12/18/14	SMIALEK JOHN SMIALEK	599.00		4540
13263	12/18/14	SMO01 SMOKE RISE CLUB	88,904.76		4540
13264	12/18/14	SPI04 ROBERT SPINK	485.00		4540
13265	12/18/14	SPR02 STACY SPRING	66.98		4540
13266	12/18/14	STA STAPLES ADVANTAGE, DEPT NY	140.18		4540
13267	12/18/14	STA26 BRIAN STACK	527.00		4540
13268	12/18/14	STE15 THOMAS STEARN	599.00		4540
13269	12/18/14	SUB03 SUBURBAN DISPOSAL	71,000.02		4540
13270	12/18/14	TJS01 TJ'S SPORTWIDE TROPHY & AWARDS	470.25		4540
13271	12/18/14	TLO01 TLO, LLC	300.00		4540
13272	12/18/14	TRI16 PATRICK J. TRIANO	120.00		4540
13273	12/18/14	TSI01 JOHN TSINKELIS	461.00		4540
13274	12/18/14	TUR01 TURN-OUT FIRE AND SAFETY	463.83		4540
13275	12/18/14	TWI01 TCJWL	650.00		4540
13276	12/18/14	USI05 JOSEPH USINOWICZ	54.24		4540
13277	12/18/14	VAN13 DOUGLAS VANWAGENIGEN	425.00		4540
13278	12/18/14	VER01 VERIZON	86.55		4540
13279	12/18/14	VER06 VERIZON WIRELESS	225.42		4540
13280	12/18/14	VER11 VERIZON WIRELESS - KPD	195.04		4540
13281	12/18/14	VER12 V.E. RALPH & SON, INC.	146.88		4540
13282	12/18/14	WAT01 WATER WORKS SUPPLY COMPANY	121.20		4540
13283	12/18/14	WBM01 W.B. MASON COMPANY INC.	441.51		4540
13284	12/18/14	WES09 BOB WESTYDK	564.04		4540
13285	12/18/14	WHI03 JOHN WHITEHEAD, JR.	42.28		4540
13286	12/18/14	WIR01 ROBERT WIRTHS	1,198.00		4540
13287	12/18/14	XTR01 XTREME GRAPHICS LLC	652.00		4540
13288	12/18/14	ZAP01 ZAPHYR LLC	1,500.00		4540

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
<b>GENERAL</b>					
General Account Payab Continued					
Checking Account Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u> <u>Amount Void</u>
	Checks:		149	0	3,333,106.53      0.00
	Direct Deposit:		0	0	0.00      0.00
	Total:		<u>149</u>	<u>0</u>	<u>3,333,106.53</u> <u>0.00</u>
<b>PLANNING 2</b>					
Columbia Bank					
1655	12/18/14	DAR01	DARMOFALSKI ENGINEERING ASSOC.	0.00	12/18/14 VOID      0
1656	12/18/14	DAR01	DARMOFALSKI ENGINEERING ASSOC.	7,840.00	4541
1657	12/18/14	DMC01	DMC ASSOCIATES INC.	150.00	4541
1658	12/18/14	PIO02	LOUIS PIOMBINO	520.00	4541
Checking Account Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u> <u>Amount Void</u>
	Checks:		3	1	8,510.00      0.00
	Direct Deposit:		0	0	0.00      0.00
	Total:		<u>3</u>	<u>1</u>	<u>8,510.00</u> <u>0.00</u>
Report Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u> <u>Amount Void</u>
	Checks:		152	1	3,341,616.53      0.00
	Direct Deposit:		0	0	0.00      0.00
	Total:		<u>152</u>	<u>1</u>	<u>3,341,616.53</u> <u>0.00</u>

Fund Description	Fund	Budget Total	Revenue Total
CURRENT FUND APPROPRIATIONS	3-01	30,756.00	0.00
WATER FUND	3-05	<u>8,500.00</u>	<u>0.00</u>
Year Total:		39,256.00	0.00
CURRENT FUND APPROPRIATIONS	4-01	3,255,176.25	0.00
WATER FUND	4-05	2,360.86	0.00
SEWER FUND	4-07	<u>7,320.13</u>	<u>0.00</u>
Year Total:		3,264,857.24	0.00
	C-04	7,673.75	0.00
DOG TAX	D-13	3,442.10	0.00
STATE AND FEDERAL GRANTS	G-02	987.96	0.00
HISTORICAL TRUST FUND	H-14	250.00	0.00
RECREATION SPECIAL	R-16	12,886.14	0.00
	S-20	1,250.00	0.00
RECYCLE FUND	Y-21	2,503.34	0.00
Total of All Funds:		<u><u>3,333,106.53</u></u>	<u><u>0.00</u></u>

Project Description	Project No.	Project Total
16 HEARTHSTONE DR	1405	360.00
9 ANDREW LN STAMLER #1410	1410	480.00
235 Kinneon Rd #1419	1419	480.00
90 CHAPEL HILL TERRACE	1523	480.00
9 Hillside Road	321	520.00
147 KIEL AVE	34168	120.00
22 BIRCH ROAD	34455	120.00
60 DANIEL LANE/MESERLIAN/34460	34460	150.00
19 Peach Tree Moratto	56904110	120.00
84 BOONTON AVENUE- HMR	790	5,080.00
MASTERSON, SUMMIT TERR, 793	793	240.00
22 Peachtree Lane	89107203	360.00
Total of All Projects:		<u>8,510.00</u>

December 18, 2014

RESOLVED that the bills as listed and presented by the Treasurer, approved by the Finance Committee and shown on pages of these minutes, be authorized for payment:

Roll Call:	J. Freda, Yes;	S. Cobell, Yes;
	D. O'Dougherty, Yes;	C. Sventy, Yes;
	G. Moleta	C. Giantonio, Yes.

**CONSENTAGENDA:**

A motion was offered by Councilman S. Cobell and seconded by Councilwoman C. Sventy, the following motions and resolutions were offered for approval.

Proclamation: Ronald Mondello

- a. Resolution: 12.01.14 Transfer of Funds for December 2014(Moralized December 11, 2014)
- b. Resolution: 12.02.14 Unpaid sick leave Steven Whitehead until December 23, 2014
- c. Resolution: 12.03.14 Corrective Action Plan 2013
- d. Resolution: 12.04.14 Authorizing the Hire of Temporary Part Time Reference Librarian – Patricia Slezak
- e. Resolution: 12.05.14 Overpayment of 4<sup>th</sup>Qtr 2014 property taxes – Block 10201.01 Lot 20 – 20 Breckenridge Terrace
- f. Resolution: 12.06.14 Overpayment of 4<sup>th</sup>Qtr 2014 property taxes – Block 11203 Lot 116 – 20 Cherry Tree Lane
- g. Resolution: 12.07.14 Overpayment of Water Utility – Block 133 Lot 16, \$71 Garden Place - \$155.42
- h. Resolution: 12.08.14 Authorizes Exempt Status for Peter Alessandra, 200 Boonton Ave, Kinnelon NJ 07405
- i. Resolution: 12.09.14 Chapter 159- PSE&G Grant - \$55,529.10
- j. Resolution: 12.10.14 Authorization to Renew Contract with Action Data Services for Payroll Services
- k. Resolution 12.11.14 Authorization for the Borough of Kinnelon to Participate in the Tulip Program
- l. Resolution 12.12.14 Awarding Anello Fence to replace fence on Field #2 at the Boonton Ave Recreation Field
- m. Resolution 12.13.14 Soil Disturbance Permit – 58 Green Hill Road
- n. Resolution 12.14.14 Soil Disturbance Permit – 6 Nicholas Drive





**THE SENATE AND GENERAL ASSEMBLY**  
STATE HOUSE, TRENTON, N.J.

**JOINT LEGISLATIVE RESOLUTION**

By Senator PENNACCHIO, Assemblyman WEBBER and Assemblywoman DECROCE

WHEREAS, The Honorable Ronald Mondello, a highly esteemed resident of the Garden State, is being saluted upon the conclusion of his distinguished tenure of service to the citizens of the Borough of Kinnelon that has exemplified the true meaning of selfless public service; and,

WHEREAS, His extensive record of inspired and effective civic leadership has earned for Ronald Mondello the deepest respect and admiration of the citizens of his community; and,

WHEREAS, Ronald Mondello's exemplary dedication and steadfast commitment to the people of Kinnelon, Morris County, include his service to the Kinnelon Borough Council from January 1, 2009 through March 21, 2014, as Council President in 2013, as Chair of the Personnel and Ordinances Committees, and as a member of the Finance and Recreation Committees, and he previously served on the Kinnelon Zoning Board of Adjustment; and,

WHEREAS, Ronald Mondello was instrumental in the efforts to update the Borough's Personnel Manual, as well as seeking requests for quotations for professional services, which have saved the Borough thousands of dollars; and,

WHEREAS, The strength and success of the State of New Jersey, the vitality of its communities, and the effectiveness of our American society depend, in great measure, upon dynamic and selfless individuals, as exemplified by Ronald Mondello; and,

WHEREAS, Ronald Mondello has continually demonstrated an uncommon measure of public-spiritedness and, in so doing, has provided a standard of excellence in public service toward which others might strive; now, therefore,

*Be It Resolved by the Senate and General Assembly of the State of New Jersey:*

That this Legislature hereby honors Ronald Mondello, pays tribute to his meritorious history of service and commitment to the citizens of Kinnelon and this State, and extends its sincere best wishes for his continued happiness and success; and,

*Be It Further Resolved,* That a duly authenticated copy of this resolution, signed by the Senate President and the Assembly Speaker and attested by the Senate Secretary and the Assembly Clerk, be transmitted to the Honorable Ronald Mondello.

Attest:



Jennifer A. McQuaid  
Secretary of the Senate



Dana M. Burley  
Clerk of the General Assembly

*Stephen M. Sweeney*  
President of the Senate

*Walter D. Clain*  
Speaker of the General Assembly

RESOLUTION 12. 01 .14

TRANSFER OF FUNDS

WHEREAS, there appears to be insufficient funds in the following accounts (accepting appropriation for Contingent Expenses or Deferred Charges, to meet the demand thereon for balance of the Current Year):

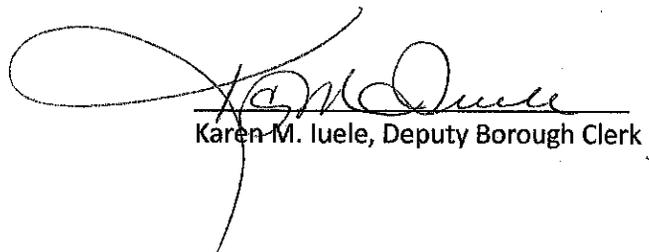
NOW, THEREFORE, BE IT RESOLVED, not less than two-third of all the members thereof affirmatively concurring that in accordance with the provisions of R.S. 40A:4-58, part of the surplus in the accounts heretofore mentioned be and same hereby transferred to the account being insufficient to meet the current demands: and

BE IT FURTHER RESOLVED that the Treasurer be herby authorized and directed to make the following transfers:

From:	
Solid Waste O/E	\$3,000.00
Health O/E	\$2,000.00
Clerk S&W	\$7,000.00
Landfill Tipping Fees	\$2,000.00
Total	\$14,000.00

To:	
DPW S&W	\$14,000.00
Total	\$14,000.00

Dated: 12/11/14

  
Karen M. Luele, Deputy Borough Clerk

RESOLUTION 12.02 .14

GRANTING UNPAID SICK LEAVE TO  
KINNELON BOROUGH EMPLOYEE  
STEVEN WHITEHEAD

WHEREAS, the Governing Body of the Borough of Kinnelon finds and declares that Steven Whitehead is an employee of the Borough of Kinnelon; and

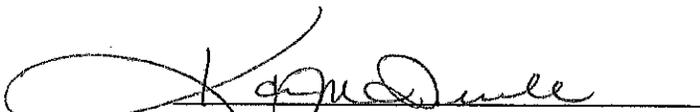
WHEREAS, the Governing Body further finds and declares that the Employee will be out of work on extended unpaid sick leave as of until December 23, 2014; and

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Kinnelon does hereby grant unpaid sick leave to Borough Employee Steven Whitehead; and

BE IT FURTHER RESOLVED that the Chief Financial Officer, Donna Mollineaux is and is hereby directed to formally notify the State Public Employees Retirement System of said status and to cause the same to be included in the records maintained for said employee.

I, Karen M. Iuele, Acting Borough Clerk hereby certify this to be a true copy of a resolution which was adopted at the regular meeting of the Kinnelon Mayor and Council held on December 18, 2014.

Dated: December 18, 2014

  
Karen M. Iuele,  
Acting Borough Clerk



Garrick Cox, MD, Faisal Mahmood, MD, Robert M Masella, MD, Ryan Dowling, MD, Ellen Dean, M.D., Robin Gehrmann, M.D., Kristin C. Riley, PA-C, Michael Gerne, PA-C  
246 Hamburg Turnpike, Suite 301/302, Wayne, NJ 07470  
Office 973-689-6266 Fax 973-689-6264 [www.njog.com](http://www.njog.com)

Date: 11-26-14

To whom it may concern:

This letter is to certify that Steven Whitehead  
is under my care for hip pain

He/she was treated in my office on 11-24-14

Please excuse him/her from work/school on til 12.23.14

Please allow him/her to return to work/school on \_\_\_\_\_

Comments \_\_\_\_\_

Sincerely,

Ryan Dowling  
RYAN DOWLING, M.D.

12.3.14

**RESOLUTION #2014  
OF THE GOVERNING BODY  
OF THE BOROUGH OF KINNELON**

**CORRECTIVE ACTION PLAN 2013  
Borough of Kinnelon  
Morris County, NJ**

**1. RECOMMENDATION**-The General Ledger should be reconciled to the subsidiary records monthly.

**CORRECTIVE ACTION**-The CFO and Treasurer continues to improve upon the general ledger and will prove subsidiary records to the general ledger each month.

**RESPONSIBILITY OF THE CFO AND TREASURER**

**2. RECOMMENDATION**-The Finance Department should recount, date and sign for receipts turned over from other departments.

**CORRECTIVE ACTION**-A new procedure will be implemented with regard to receiving money from other departments. Deposit delivered to the finance department will be accompanied by a receipt which will be signed by a finance department employee and counter signed by the employee submitting the deposit. A copy of the signed receipt will be maintained in the respective departments. ~~whereas they submit a form with their deposits.~~

**RESPONSIBILITY OF THE TREASURER DEPARTMENT**

**3. RECOMMENDATION**-Bank reconciliations should be reviewed monthly and that review documented.

**CORRECTIVE ACTION**-The bank reconciliations are reviewed monthly however in the electronic format, there is no record of this. CFO and Treasurer will implement a procedure for documentation of the CFO's review.

**RESPONSIBILITY OF THE FINANCE DEPARTMENT CFO**

**4. RECOMMENDATION**-Bank reconciling items should be cleared by the collecting department and recorded in the general ledger.

**CORRECTIVE ACTION**-The Treasurer will work more closely with the other departments to ensure that these items are cleared on a monthly basis.

**RESPONSIBILITY OF THE TREASURER**

5. **RECOMMENDATION**-Procedures should be implemented to avoid overexpenditures.

**CORRECTIVE ACTION**-Changes were made to the electronic accounting system to avoid this.

**RESPONSIBILITY OF THE CFO AND TREASURER**

6. **RECOMMENDATION**-Acquisitions and disposals of fixed assets should be recorded/tracked as they occur.

**CORRECTIVE ACTION**-A system will be implemented to track fixed assets more timely.

**RESPONSIBILITY OF CFO AND TREASURER IN CONJUNCTION WITH THE CLERK'S OFFICE**

7. **RECOMMENDATION**-Tax Title Liens that are foreclosed should be recorded as foreclosed property.

**CORRECTIVE ACTION**-The Tax Collector will ensure that this is done.

**RESPONSIBILITY OF THE TAX COLLECTOR AND THE TAX DEPARTMENT**

8. **RECOMMENDATION**-Registration lists provided to the respective coach should only include those that have paid the fee.

**CORRECTIVE ACTION**-The new Recreation Director will ensure that this is done provide coaches with the required lists of paid participants.

**RESPONSIBILITY OF THE RECREATION DIRECTOR**

9. **RECOMMENDATION**-A formal policy or criteria for waiver of recreation fees should be established.

**CORRECTIVE ACTION**- The new Recreation Director has already discussed this with the Recreation Commission and is formulating policies and procedures moving forward.

**RESPONSIBILITY OF THE RECREATION DIRECTOR**

10. **RECOMMENDATION**-All collections should be turned over to Finance within 48 hours of receipt.

*alw*

**CORRECTIVE ACTION**-All departments ~~will be reminded~~ instructed to turn in deliver all cash receipts to the finance department within 48 hours of initial receipt. ~~no later than 48 hours after receiving revenue for their respective departments.~~

**RESPONSIBILITY OF ALL DEPARTMENTS HEADS**

RESOLUTION 12.04.14

AUTHORIZING HIRE OF  
TEMPORARY PART TIME  
SUBSTITUTE LIBRARIAN -  
KINNELON PUBLIC LIBRARY

WHEREAS, the Kinnelon Public Library wishes to hire Patricia Slezak a  
Temporary Part Time Substitute Librarian; and

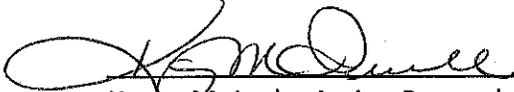
WHEREAS, Patricia Slezak will be paid at the rate of \$20.00 per hour.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough  
Of Kinnelon authorize the hire of Patricia Slezak, as a Temporary Part Time Substitute  
Librarian for the Kinnelon Library with the rate of \$20.00 per hour.

CERTIFICATION

I, Karen M. luele, Acting Borough Clerk, do hereby certify this to be a true copy  
of a resolution duly adopted at the regular meeting of the Kinnelon Mayor and Council  
held on December 18, 2014.

Dated: 12/18/14

  
Karen M. luele, Acting Borough Clerk

December 18, 2014

# Kinnelon Public Library

132 Kinnelon Road, Kinnelon, New Jersey 07405  
(Phone) 973-838-1321 • (Fax) 973-838-0741 • [www.kinnelonlibrary.org](http://www.kinnelonlibrary.org)



December 10, 2014

Rehire, effective immediately

Name: Patricia Slezak

Title: Substitute Librarian

Rate of Pay: \$20.00/hour

Authorized by:

A handwritten signature in black ink, appearing to read "James M. Hecht". The signature is written in a cursive style and is positioned above a horizontal line.

James M. Hecht  
Interim Library Director

RES. # 19.05.14

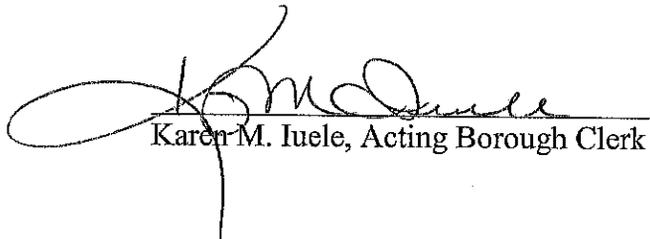
BE IT RESOLVED, by the Mayor and Council of the Borough of Kinnelon, Kinnelon, New Jersey, that a warrant be drawn to Julie Morelli in the amount of \$1,612.85 representing refund for overpayment of 4th Qtr 2014 property taxes for Block 10201.01 Lot 20, also known as 20 Breckenridge Terrace, Kinnelon, New Jersey.

ROLL CALL:

December 18, 2014  
Lisa A. Kimkowski, C.T.C.  
Tax Collector  
BOROUGH OF KINNELON

I, Karen M. Iuele, Acting Borough Clerk, Borough of Kinnelon, hereby certify this to be a true copy of the resolution which was duly passed at the regular meeting of the Borough of Kinnelon Mayor and Council on December 18, 2014.

DATE: 12/18/14

  
Karen M. Iuele, Acting Borough Clerk

RES. # 12.06.14

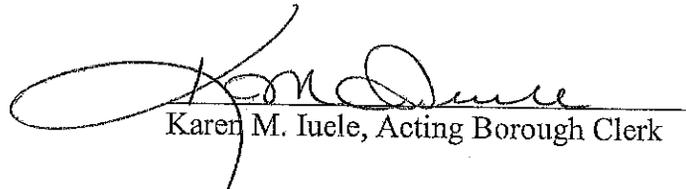
BE IT RESOLVED, by the Mayor and Council of the Borough of Kinnelon, Kinnelon, New Jersey, that a warrant be drawn to David and Michelle Sarkisian in the amount of \$3,032.46 representing refund for overpayment of 4th Qtr 2014 property taxes for Block 11203 Lot 116, also known as 20 Cherry Tree Lane, Kinnelon, New Jersey.

ROLL CALL:

December 18, 2014  
Lisa A. Kimkowski, C.T.C.  
Tax Collector  
BOROUGH OF KINNELON

I, Karen M. Iuele, Acting Borough Clerk, Borough of Kinnelon, hereby certify this to be a true copy of the resolution which was duly passed at the regular meeting of the Borough of Kinnelon Mayor and Council on December 18, 2014.

DATE: 12/18/14

  
Karen M. Iuele, Acting Borough Clerk

RES. # 12.07.14

BE IT RESOLVED, by the Mayor and Council of the Borough of Kinnelon that a warrant be drawn to Iman Masri in the amount of \$155.42 representing refund for overpayment of water utility for Block 133, Lot 16 also known as 71 Garden Place.

ROLL CALL:

December 18, 2014  
Lisa A. Kimkowski, C.T.C.  
Tax Collector  
Borough of Kinnelon

I, Karen M. Iuele, Acting Borough Clerk, Borough of Kinnelon, hereby certify this to be a true copy of the resolution which was duly passed at the regular meeting of the Borough of Kinnelon Mayor and Council on December 18, 2014.

DATE: 12/18/14

  
Karen M. Iuele, Acting Borough Clerk

RESOLUTION 12.08.14

AUTHORIZES EXEMPT STATUS  
FOR PETER ALESSANDRA  
200 BOONTON AVE  
KINNELON, NEW JERSEY

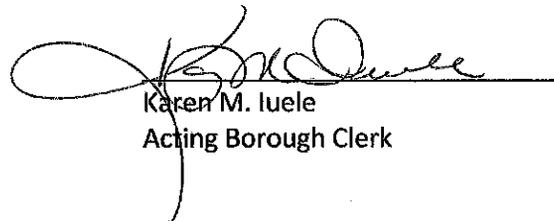
WHEREAS, on October 24, 2014 the Tax Assessor of the Borough of Kinnelon approved an application from Mr. Peter Alesandra, 200 Boonton Ave, and declared Mr. Alessandra exempt status as a totally disabled veteran effective September 12, 2014.

WHEREAS, the governing body of the Borough of Kinnelon wishes to cancel Mr. Alessandra 2014 taxes as of September 12, 2014 and to refund any 2014 taxes which have already been paid.

NOW, THEREFORE, BE IT RESOLVED by the Kinnelon Mayor and Council that Peter Alessandra be declared tax exempt as a totally disabled veteran.

BE IT FURTHER RESOLVED that any 2014 taxes after October 24, 2014 already paid be hereby refunded.

Dated: December 18, 2014



Karen M. Iuele  
Acting Borough Clerk

December 18, 2014



BOROUGH OF  
*Kinnelon*

130 Kinnelon Road  
Kinnelon, New Jersey 07405

Phone: 973-838-5401  
Extension 3  
Fax: 973-838-1862  
www.kinnelonboro.org

OFFICE OF THE ASSESSOR

October 24, 2014

Mayor & Council  
Borough of Kinnelon  
130 Kinnelon Road  
Kinnelon, NJ 07405

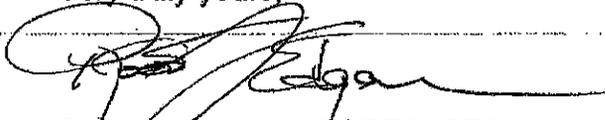
Re: Mr. Peter Alessandra  
200 Boonton Avenue, Kinnelon, NJ 07405  
Block 56101, Lot 123

Dear Mayor Collins,

The above referenced taxpayer applied for exempt status as a totally disabled veteran. A 100% permanent and total evaluation was assigned effective September 12, 2014. I approved the application on October 24, 2014. Therefore, would you please take the necessary action to refund the prorated amount of 2014 taxes that have already been paid since the effective date.

Thank you for your attention to this matter.

Very truly yours,



Robert J. Edgar, SCGRE, CTA  
Assessor Borough of Kinnelon

RJE:gb  
cc: Mr. Alessandra

79  
2.01

**FORM OF RESOLUTION REQUESTING APPROVAL OF  
ITEMS OF REVENUE AND APPROPRIATION  
NJS 40A:4-87**

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county of municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Kinnelon in the County of Morris, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2014 in the sum of \$55,529.10, which is now available from \_\_\_\_\_ in the amount of \$55,529.10.

BE IT FURTHER RESOLVED, that the like sum of \$55,529.10 is hereby appropriated under the caption \_\_\_\_\_ ; and

BE IT FURTHER RESOLVED, that the above is the result of funds from \_\_\_\_\_ in the amount of \$55,529.10.

Resolution No. \_\_\_\_\_ 12.09.14 \_\_\_\_\_

Offered by \_\_\_\_\_ Seconded by \_\_\_\_\_

Adopted December 18, 2014

Acting Borough Clerk, Karen M. Iuele

I, Karen M. Iuele, Acting Borough Clerk of the Borough of Kinnelon in the County of Morris in the State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Mayor and Council of the Borough of Kinnelon in the County of Morris in the State of New Jersey.

RESOLUTION 12. /0 .14

AUTHORIZATION TO RENEW CONTRACT  
WITH ACTION DATA SERVICES FOR  
PAYROLL SERVICES

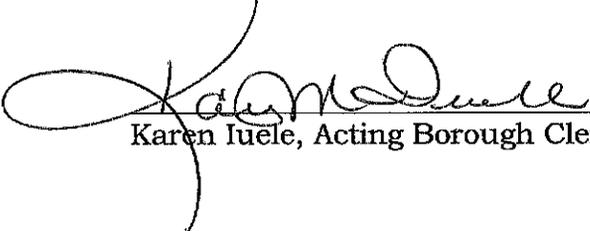
WHEREAS, the Borough of Kinnelon desires to continue the payroll services of Action Data Services; and

WHEREAS, the current contract ended on 10/31/14; and

WHEREAS, it is desired to continue our contract with Action Data Services for a twelve month period from 11/01/14 to 10/31/15 with a one year extension to 10/31/16.

NOW, THEREFORE, BE IT RESOLVED the Borough of Kinnelon governing body hereby authorizes the mayor to execute the one year contract with Action Data Services.

December 18, 2014



Karen Iuele, Acting Borough Clerk

**ACTION  
DATA  
SERVICES**

---

17 Sherwood Lane  
Fairfield, NJ 07004  
Phone: (973) 244-8989  
Fax: (973) 244-1330

October 31, 2014

Borough of Kinnelon  
130 Kinnelon Road  
Kinnelon, NJ 07405  
Attn: Donna Mollineaux

Dear Donna,

I appreciate the opportunity to submit this proposal to continue to provide Payroll and Accounting services to your Town. Your current contract expired on October 31, 2014. Please allow this letter to amortize the agreement between Action Data Services, Inc. and the Borough of Kinnelon to our providing these services to you. Included herewith is our price schedule.

ADS is a payroll/tax specialist, with over 33 years of experience in the Municipal, Educational and Utility payroll fields. Our staff is dedicated to servicing our customers, providing them with prompt, accurate answers to payroll and tax questions. Our software is state of the art with the most recent tax and pension requirements issued from Trenton. We give you services that many of our competitors, including the larger ones, are unable to offer.

We furnish payroll services for approximately 35,000 employees, of which 20,000 are PERS, P&F or TPAF employees. ADS also offers an unlimited number of payroll reports designed for payroll reporting.

We propose a one year contract with a commencement date of November 1, 2014, ending on October 31, 2015. We further propose a one (1) year extension to the contract beginning on November 1, 2015 ending on October 31, 2016. We will maintain your current pricing structure on all services for the two (2) year contract period.

ADS handles all correspondence or discrepancies, which may arise as well. We are not just your payroll service; we are your employees. We work for YOU! Our staff wants to make the business of processing your payroll and handling your Accounting needs as easy as possible for you. Service is as important to us as it is to our customers!

We at Action Data are looking forward to continue to provide your organization with as complete a payroll, as you require. Please do not hesitate to contact me if there is anything you wish to discuss further.

Very truly yours,

Nicholas A. DeScetto  
Sales Manager  
Action Data Services

**Price Menu****PAY PERIOD CHARGES:****Payroll**

Base Charge	32.76	each per pay date
Check Charge	0.82	per check
Check Signing	n/c	
Check Stuffing	0.14	
Payroll Pre-test	0.11	per employee
New Hires	1.15	
Report New Hires to State	3.29	
Access Database	0.16	per employee
Direct Deposit	16.40	per pay
Labor Cost Analysis	16.40	
Custom Reports [1st 6 free]	16.40	
Group Life Update	7.65	per pay date
Tax Service	54.20	per pay
Delivery	10.92	normal pkg. size; larger pkgs. additional

**Agency**

Pension Service	21.00	per pay date
Agency Service	26.25	per pay date
Verification of Deferred Comp	17.32	
Postage	0.49	per employee
Postage (Client Copies)	2.32	per pay
Agency Checks	3.00	each

**MONTHLY CHARGES:**

Access Database	164.00	per month
Trial Balance Sheet	327.60	

**QUARTERLY CHARGES:**

State Wage Report	52.50	
Taxable Report	63.00	
Tax Filing	36.75	one State
GIT Transmission	105.00	
Payment History	120.00	
Pension Filing	600.00	per quarter
Trial Balance	327.60	per quarter

**ANNUAL CHARGES:**

Taxable Report	105.00	
Tax Filing	315.00	
Payment History	210.00	
GTL Program Update	131.00	

**YEAR END CHARGES:**

W2 Base Charge	105.00	
W2 Pension Update	73.00	
W2 Employee Code Changes	105.00	
W2 File Maintenance	313.00	
W-2 Proof Report	126.00	
W-2's On CD	75.00	
Price per Form	5.89	
Optional Data on W-2's	1.04	per employee
Stuffing W-2's	0.72	per employee + envelopes

Please allow this letter to amortize the agreement between Action Data Services, Inc., and the Borough of Kinnelon to our providing services to you.

Because Action Data Services (ADS), as a service, transmits a file to the client's depository containing the direct deposit information of the client's employees, ADS must maintain compliancy to Section 2.2.1.2 of the NACHA Rule. Prior to ADS transmitting the above mentioned direct deposit NACHA file to the client's depository, a "ACH Initiation Agreement" between the ADS and the client must be signed and on file with ADS. Additionally, any client that will utilize the direct debit service as a means of paying any payroll related obligation must sign a "Direct Debit Authorization Agreement", granting Action Data Services debit access to the appropriate client account(s).

By signing this contract, you the client warrant to ADS that you will comply with and be bound by the rules of the National Automated Clearing House Association (NACHA). You agree not to originate entries that violate the laws of the United States. ***Ex. knowingly and willfully entering falsified payroll data into ADS's data entry system.*** You offer the right of the ODFI/TPS to audit the Originator's compliance with the Origination Agreement and the NACHA Rules.

Contract Term: The term of this Contract shall be for (1) year commencing on November 1, 2014 and ending on October 31, 2015 with a one year extension beginning November 1, 2015, ending on October 31, 2016. We will maintain your current pricing structure on all services for the two (2) year contract period.

If the information contained in this proposal is acceptable, please sign and return a copy for our files along with a copy of the approved resolution.

Borough of Kinnelon

Action Data Services

\_\_\_\_\_  
Officer's Name

\_\_\_\_\_  
Officer's Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

### Why Choose ADS?

- As a tax specialist we literally sign your returns as your accountant. ADS staff in our Fairfield office prepares your taxes. Our competitors either assign this responsibility to a third party, or have the work performed out of state.
- ADS is the only service bureau in New Jersey recognized by the State to physically perform a pension filing and payment service.
- Our Third Party Agency Service truly identifies us as the only Payroll/Accounting service in the market today! We have offered this service to Municipalities, Boards and Utilities for more than fifteen years. We are constantly revising and introducing new ideas to keep abreast of your auditor's requirements. To conclude, we enter all payments into our EXCLUSIVE Trial Balance Sheet allowing an automatic audit trail of all activities in an easy to read format.
- As accountants, we perform a complete Bank Reconciliation, which includes a review of the complexity of what is required regarding the accomplishment of full reconciliation of all pertinent bank records. We reconcile the payroll against the actual payroll records, and then compare the results to your bank statements.

### Here are several other good reasons to choose ADS.

- The government payroll market (Municipalities, Boards and Utilities) makes up our mainstream clientele. Unlike any of our competitors, these clients represent over 85% of our total.
- We offer the flexibility in developing solutions to your problems. You will not have to settle to be the square peg that must fit into the round hole!
- We truly offer "old fashioned" Customer Service. All aspects of interfacing with our customers are accomplished on a personalized level. If there is a problem, we will be there to help!

When all is totaled, Payroll, Pensions, Taxes, Agency, and Customer Service, we believe that it becomes abundantly clear why we call ourselves **SPECIALISTS**.

The true value of who Action Data is and what we can do is generally best recognized by those Administrators and CFO's who have the experience and knowledge to challenge their objectives and demand more from what they are currently receiving. If you are looking for just another Payroll Company, we can mimic what our competitors do, but you would be missing out in discovering why we have no equals in our market. When we deal with intelligent people who have the ability to recognize who we are and what we can do, we end up with a new client, as well as a new friend.

RESOLUTION: 12. // .14

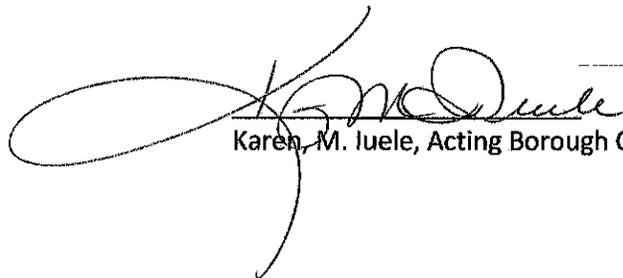
AUTHORIZATION THE BOROUGH OF  
KINNELON TO PARTICIPATE IN  
TENANT AND USERS LIABILITY  
INSURANCE PROGRAM (TULIP)

WHEREAS, the Mayor and Council of the Borough of Kinnelon wishes to participate in the Tenant and Users Liability Insurance Program (TULIP); and

WHEREAS, the TULIP program is for an event being held on member entity owned premises that may warrant a separate limit of coverage

NOW, THEREFOR BE IT RESOLVED BY the Mayor and Council of the Borough of Kinnelon do hereby authorize the Borough of Kinnelon to participate in the Tenant and Users Liability Insurance Program.

Dated: 12/18/2014

  
Karen, M. Juele, Acting Borough Clerk

**MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND**

9 Campus Drive  
 Parsippany, NJ 07054  
 Telephone (973) 659-6577

**BULLETIN MEL 14-21**

**Date:** February 17, 2014  
**To:** Fund Commissioners of Member Joint Insurance Funds  
**From:** Underwriting Manager  
 Conner Strong & Buckelew Companies, Inc.  
**Re:** Tenant and Users Liability Insurance Program (TULIP)

Use of member entity facilities is a concern to member JIFs especially when the tenant or user carries little or no insurance even though each member JIF has adopted a policy for use of member entity owned facilities that provides insurance guidelines.

Arthur J. Gallagher Risk Management Services has developed a program (TULIP) where a general liability policy can be written in the name of the "tenants" and "users" of member entity owned facilities and naming the member entity as additional insured. This program can be useful to our member entities in cases where the user of a facility may have inadequate coverage, no coverage at all, or where there is an event being held on member entity owned premises that may warrant a separate limit of coverage. The program cost for most events is negligible and is paid directly by the tenant or user of the facility. The process allows the member entity or member entity's RMC to direct tenant/users to a web-based application that takes less than five minutes to complete. The tenant/user receives a quote and simply pays for the coverage by credit card or electronic check. The member entity is notified by e-mail that the policy has been purchased and is automatically added as an additional insured. This type of coverage is not readily available in the commercial market and where coverage is available it is usually subject to costly minimum premiums.

The JIF and MEL will not be involved in administering this program. The JIF member entity must register for the program through Arthur J. Gallagher's Denver office. There is no cost to the member entity. An Arthur J. Gallagher Representative will assist the member entity in setting up its TULIP Program. Once the Member entity has registered and the Program is set up, the Member entity will be issued a **Venue ID** along with a TULIP Brochure. The TULIP Brochure can be given to anyone who needs insurance coverage to meet your insurance requirements. The balance of the program parameters including the cost, are outlined in the attached overview.

The **Arthur J. Gallagher Representatives** to contact for subscription to the program are:

- Tracy Paladino at [Tracy\\_Paladino@ajg.com](mailto:Tracy_Paladino@ajg.com)
- Anita Bruner at [Anita\\_Bruner@ajg.com](mailto:Anita_Bruner@ajg.com)

**Arthur J. Gallagher Risk Management Services, Inc.**  
 Gallagher Public Entity and Scholastic Division  
 6399 S. Fiddler's Green Circle, Ste 200  
 Greenwood Village, CO 80111  
 800.333.3231 (Tel) 303.773.9776 (Fax)

Page Two  
Bulletin MEL 14-21

The attached overview of the program and applicable application can also be found on the MEL website at [www.njmeh.org](http://www.njmeh.org). Just click on 'Coverage' and you will find the TULIP program documents at the bottom of the screen.

Member entities of four MEL member JIFs are already utilizing this program successfully. They are members of the Atlantic, Trico, Burlco and PMM JIFs. This program was also sanctioned by the MEL.

If you have any questions concerning this bulletin, please contact your Risk Management Consultant, your JIF Executive Director or Joe Hrubash at Conner Strong & Buckelew (973-659-6577).

CC: Risk Management Consultants  
Fund Professionals  
Fund Executive Directors

**This bulletin is for information purposes only. It is not intended to be all-inclusive, but merely an overview. It does not alter, amend or change your coverage. Please refer to specific policies for limits, terms, conditions and exclusions.**

# Gallagher Public Entity & Scholastic Division National Tenant User Liability Program

## Tenant Users Liability Insurance Policy (TULIP)

### Master General Liability Policy for Facilities/Venues Covering Special Events

The TULIP is an open reporting General Liability Policy written in the name of the tenants and users of your public facilities or venue. Venue can include public parks or other outside venues.

The Master Policy is delivered to you, and your Municipality is automatically added as an Additional Insured at no cost.

The TULIP Program offers the following **Advantages:**

- The ability for the Municipality to manage their liability risk. The Municipality will have prior knowledge of the coverage terms and conditions without depending on the user.
- TULIP is a promotional tool for the venue to attract users by having insurance readily available.
- The user (tenant) is relieved of the responsibility of obtaining insurance acceptable to the municipality.
- The cost is low to the User, eliminating high minimum premium requirements.

This is NOT a JIF program and will not replace or participate with the JIF Coverage. It has been designed to make it easy for outside organizations or persons who use your facilities to obtain insurance coverage, obtain a certificate of insurance, name you as an Additional Insured, and meet your insurance requirements.

## Tenant Users Liability Insurance Policy (TULIP) How Does it Work?

- This is a web-based program.
- The JIF Member Municipality must subscribe to the program through Gallagher's Denver Office. This is free of charge.
- The Key Gallagher Representative will assist the Municipality in setting up its TULIP Program.
- Once the Member Municipality has subscribed and the Program is set up, the Municipality's Main Contact will be issued a **Program Name and Passcode along with a TULIP Brochure. The TULIP Brochure can be given to anyone who needs insurance coverage to meet your insurance requirements.**
  - Your Municipality should only give the Program Name and Passcode to the Tenant User as part of your special event application process.
- Costs are based upon the risk of the activity, days of the activity, the number of participants, and if there are any special requirements including liquor liability, participant coverage, etc. *Note, the only form of payment is by credit card.* The Tenant User (third parties with no relation to the municipality) who needs insurance will be directed to the TULIP Website by your staff.
- The Tenant User will need to log in, complete an application form and pay by credit card for coverage. *The Facility/Venue can use its credit card, if desired, to assist its Tenant User in obtaining coverage if the Tenant User does not have a credit card.*
- Upon completion of the transaction, the Tenant User will receive via e-mail a copy of the application and a binder of coverage (certificate of coverage).
- The Municipality and Gallagher will receive via e-mail a copy of the application (describes the event) and a Certificate of Insurance.
- **The Municipality is responsible for checking the application against the facilities use to verify that the correct information was provided. If the is not the case, you should immediately contact one of the Key Gallagher Representatives listed at the bottom of these instructions.**
- For all events, the Municipality will be named as an Additional Insured.
- Low risk events/activities will be automatically underwritten, and Tenant User should be able to complete the transaction in one web session, if they pay by credit card.
- **High Risk activities** (those not listed in the drop down boxes on the web-site) must have a long-form application completed. The web-based program will notify the Tenant User if this is the case.
  - These High Risk activities/events will be individually underwritten. The Key Gallagher Representative will assist the Tenant User through the application process if needed. The Municipality must allow at least 10 days from the date of completion the application is received for a quote. If the online or hard copy application is not complete, there may be additional delays.



## Tenant Users Liability Insurance Policy (TULIP)

### TULIP General Liability Rating Schedule

All Rates are based on the following limits each event:

General Aggregate Limit	None
Products & Completed Operations Aggregate Limit	\$1,000,000
Each Occurrence Limit	\$1,000,000
Personal & Advertising Injury Limit	\$1,000,000
Fire Damage Limit	\$50,000 any one fire
Medical Payments Limit	Excluded
Liquor Liability Aggregate Limit	\$1,000,000
Each Common Cause Limit	\$1,000,000

For questions, please contact one of the **Key Gallagher Representatives** listed below:

Tracy Paladino  
[Tracy\\_Paladino@ajg.com](mailto:Tracy_Paladino@ajg.com)

or

Anita Bruner  
[Anita\\_Bruner@ajg.com](mailto:Anita_Bruner@ajg.com)

**Arthur J. Gallagher Risk Management Services, Inc.**  
Gallagher Public Entity and Scholastic Division  
6399 S. Fiddler's Green Circle, Ste 200  
Greenwood Village, CO 80111  
800.333.3231  
303.773.9776 (Fax)



## Tenant Users Liability Insurance Policy (TULIP) List of Hazards by Class Codes

### TULIP Class One

These risks are considered Low Hazard:

- Anniversary Parties
- Antique Shows
- Art Festivals
- Art Shows
- Auctions
- Auto Shows
- Award Presentations
- Ballets or other Classical Dance Shows
- Banquets
- Bazaars
- Beauty Pageants
- Body Building Contests
- Business Meetings
- Business Shows
- Birthday Parties
- Charity Benefits, Auctions, or Sales
- Church Services or Meetings
- Civic Club Meetings
- Classical Music Concerts - Indoors
- Consumer Shows
- Conventions in Buildings
- Craft Shows
- Debuts
- Debutante Balls
- Drill Team Exhibitions
- Educational Exhibitions
- Electronics Conventions
- Fashion Shows

- Fishing Events
- Flower Shows
- Garden Shows
- Graduations
- Harvest Festivals - No farm implements or equipment.
- Home Shows
- Jam and Jazz Concerts - Indoors
- Job Fair - Indoors
- Ladies Club Events
- Lectures
- Luncheons
- Meetings - Indoors
- Pageants
- Professional and Amateur Association Meetings
- Reunions - Indoors
- Séances
- Scouting Jamborees - no overnight camping
- Seminars
- Social Receptions
- Speaking Engagements
- Symphony Concerts
- Teleconferences
- Telethons
- Trade Shows - Indoors
- Vacation Shows
- Voter Registration
- Wedding Receptions

### TULIP Class Two

These risks are considered Medium Hazard:

- Bingo Games
- Classical Music Concerts - Outdoors
- Festivals and Cultural Events - Indoors
- Jam and Jazz Concerts - Outdoors
- Job Fairs - Outdoors

- Political Rallies
- Reunions - Outdoors
- School Band Competitions or Events
- Soap Box Derbies
- Social Gathering - Outdoor



## Tenant Users Liability Insurance Policy (TULIP)

### List of Hazards by Class Codes

#### TULIP Class Three

These risks are considered Moderate Hazard:

Aerobics and Jazzercise Classes or Events	Junior Athletic Games
Baseball	Karate Meets
Basketball	Livestock Shows
Bicycle Rallies (Not Including Races)	Nightclub Shows
Casino and Lounge Shows	Parades - Under 500 Spectators
Country Western Events - No rodeos or rides	Proms
County Festivals and Fairs - No rides	Softball Events
Festivals and Cultural Events - Outdoors	Sporting Events in Buildings - Non-professional
Film Showings	Theatrical Stage Performances
Heads of State Events	Volleyball Events
Ice Skating Shows	

#### TULIP Class Four

These risks are considered High Hazard, must be referred to the Underwriter

Aircraft and Balloon Events	Mechanical Amusement Devices
Animal Acts and Shows	Mobile Home Shows
<b>Any event with daily attendance over 5,000</b>	Motorized Sporting Events
Any risk with Prior Losses	Overnight Camping
Anything not otherwise classified in the guide	Professional Sporting Activities
Armed private security used at an event	Promoters
Block Parties/Street Closures/Street Fairs	Pyrotechnics
Boat Shows	Rap and/or Heavy Metal
Boxing, Wrestling, Hockey and Football Games	Rodeos and Roping Events
Carnivals	Rummage Sales
Circus and Carnivals - Non Domesticated Animals	RV Shows
Concerts - Not Otherwise Classified	Sidewalk Sales
Evangelistic Meetings	Ski Events
Exhibitions	Swap Meets
Film Production	Swimming, Swimming Pool Facilities
Gun and Knife Shows	Water Activities or Events
Gymnastic Competitions	Tractor Trailer Pulls
Instructional Classes	

Marathon (Walking, Running, etc.)

# Tenant User Liability Program

## Tenant Users Liability Insurance Policy (TULIP) Application

Name of JIF:	
Name of Applicant (Municipality):	
Mailing Address:	
City, State, Zip:	
Main Contact:	
Main Contact Phone Number:	
Main Contact Fax Number:	
Main Contact e-mail address:	
Alternate E-mail Address (if any):	

Schedule of Facilities/Venues:	<ul style="list-style-type: none"> <li>Provide name and address of facilities, parks, or open recreation areas owned by the municipality where events may be held. <i>(Use sheet on following page)</i></li> </ul>
Facility/Venue <u>E-mail</u> address:	<ul style="list-style-type: none"> <li>Provide contact e-mail address for each facility/venue for certificates of insurance if different from "Main Contact" listed above.</li> </ul>

Comments or Special Instructions:	
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Once this form and Schedule of Facilities/Venues is received, the application process begins. It will take approximately 7 to 10 working days to set up the TULIP Program.

Confirmation of Program Activation Code and further instructions will be provided to the "Main Contact" by a Gallagher Representative from our Denver office.

**PLEASE ADVISE "MAIN CONTACT" TO EXPECT RECEIPT OF PROGRAM ACTIVATION CODE AND FURTHER INSTRUCTIONS AS THIS IS THE ONLY NOTIFICATION YOU WILL RECEIVE.**

Thank you for your interest in the Gallagher PESD National Tenant User Liability Program.



## **TULIP – SPECIAL EVENT INSURANCE**

Tenant Users Liability Insurance Policy, or TULIP, is an easy to use, fast method of insuring most types of events and activities taking place at various facilities and venues throughout the United States.

### **What is a TULIP Program?**

The TULIP Program provides low cost general liability insurance to “third party” users of various venues and facilities for events. It protects both the user and the facility against claims by guests who may be injured as a result of attending an event.

Events may range from seminars, receptions and weddings, to sporting events and concerts. Your premium quote is based upon the risk associated with the given event or activity, the number of days coverage is needed, the number of attendees and if there are any special requirements, such as alcohol liability, food service, etc.

### **How does TULIP work?**

1. When you decide on a participating venue or facility for your event, the facility management will direct you to our website. Your facility should provide you a seven-digit Venue ID code that identifies the facility within our system.
2. Follow our online process to enter this ID code and answer a few basic questions about your event to receive an online quote.
3. If you decide to purchase coverage through the program, you can simply enter your credit card information and secure the coverage online. We will even take care of forwarding you a Certificate of Insurance.

### **How to get a quote or purchase insurance for your event?**

To access the TULIP program please visit the following website:  
**[www.onebeaconentertainment.com](http://www.onebeaconentertainment.com)**. And click on TULIP-Event Insurance Purchase or Quote. Please note that if you need assistance once on line there will be an (800) Number available for any questions

RESOLUTION: 12.18.14

AUTHORIZATION TO AWARD  
ANELLO FENCE TO REPLACE  
FENCE ON FIELD "2" AT THE  
BOONTON AVE RECREATION FIELD

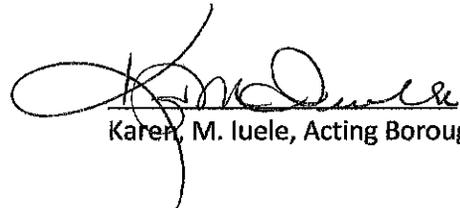
WHEREAS, the Mayor and Council authorize to replace the fence on field two at the Boonton Ave Recreation field; and

WHEREAS, the replacement of the fence on Boonton Ave Recreation Field has been awarded to Anello Fence Company; and

WHEREAS, the price for the replacement of the fence on the Boonton Ave Recreation Field will not exceed \$17,800.00.

NOW, THEREFOR BE IT RESOLVED BY the Mayor and Council of the Borough of Kinnelon do hereby authorize the replacement of the fence at the Boonton Ave Recreation Field with a price not to exceed \$17,800.00.

Dated: 12/18/2014

  
Karen, M. Luele, Acting Borough Clerk

**Anello Fence, LLC**

50 Rt 23 N  
 Pequannock, NJ 07440  
 (973) 835-4100

ADDRESS  
 Jim Freda  
 Boro of Kinnelon  
 130 Kinnelon Rd  
 Kinnelon, NJ 07405

ESTIMATE NO. 1083  
 DATE 07/14/2014  
 EXPIRATION DATE

ACTIVITY	DATE	QTY	RATE	AMOUNT
Field #2	07/14/2014			
<b>removal</b> Remove and cart away existing Chain Link fence from infield and back stop	07/14/2014	1	0.00	0.00
<b>Installation:Chain Link</b> Supply and install 2' x 6ga x 4',6' & 7' Chain Link fence and 30' arched backstop	07/14/2014	200	0.00	0.00
<b>Installation:Chain Link</b> Supply and install 12' netting on top of 8' high fence	07/14/2014	140	0.00	0.00
<b>Installation:Chain Link</b> Supply and install (2) Chain Link walk gate 4' x 4'	07/14/2014	1	0.00	0.00
<b>Installation:Chain Link</b> Supply and install (2) Chain Link gate 4' x 8'	07/14/2014	1	0.00	0.00
<b>Total</b>	07/14/2014	1	17,800.00	17,800.00
Total				

This proposal is valid for 15 days.If proposal, is accepted by the Home Office and the customer becomes a legal contract between the two parties.All proposals, where applicable, reflect a Full Section charge.Customer agrees that if more fence is erected than in this proposal, additional charges will apply and an adjustment in the price will be made at completion of project base on materials instal

TOTAL

**\$17,800.00**

Accepted By

Accepted Date

RESOLUTION 12.13.14

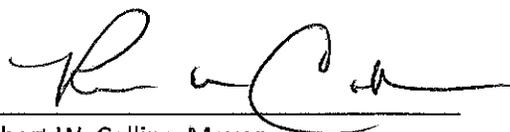
AUTHORIZING SOIL DISTURBANCE  
PERMIT FOR 58 GREEN HILL ROAD,  
BLOCK 11906, LOT 104

WHEREAS, The Mayor and Council of the Borough of Kinnelon approves the Soil Disturbance Permit for 58 Green Hill Road, Block 11906, Lot 104; and

WHEREAS, Laurence C. & Erica D. Breiterman has met all the requirements and approvals for the Kinnelon Zoning Board of Adjustments and Darmofalski Engineering Associates, Inc.; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Kinnelon does hereby approve the Soil Disturbance Permit for 58 Green Hill Road, Kinnelon, New Jersey

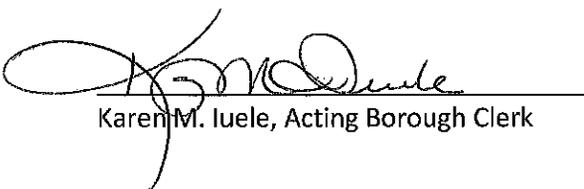
Dated: December 18, 2014



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Robert W. Collins, Mayor

Dated: December 18, 2014



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Karen M. Iuele, Acting Borough Clerk

**DARMOFALSKI ENGINEERING ASSOCIATES, INC.**

**CIVIL ENGINEERS**

**86 NEWARK POMPTON TURNPIKE**

**RIVERDALE, NJ 07457-1429**

**TEL: (973)835-8300 | FAX: (973)835-1117**

Paul P. Darmofalski, P.E., P.P.  
paul@darmofalski.com

Thomas A. Boorady, P.E., C.M.E.  
tab@darmofalski.com

December 16, 2014

Ms. Karen Iuele  
Acting Borough Clerk  
Borough of Kinnelon  
130 Kinnelon Road  
Kinnelon, NJ 07405-2336  
*Attention: Mayor & Council*

**Re: Soil Disturbance Permit**

**Owner / Applicant: Laurence C. & Erica D. Breiterman  
58 Green Hill Rd, Kinnelon, NJ 07405**

**Project Location: 58 Green Hill Road - The Smoke Rise Club  
Block: 11906, Lot: 104  
Borough of Kinnelon, Morris County, New Jersey**

Dear Ms. Iuele:

We are in receipt of the following documents in support of the above-referenced application for a soil disturbance permit:

1. Letter from The Smoke Rise Club to the homeowner, dated November 10, 2014;
2. Survey by DAB Surveying, Inc., consisting of one (1) page, dated 10/5/2014, unrevised;
3. Survey by DMC Associates, Inc., consisting of one (1) page, dated 10/17/2003, unrevised;
4. Retaining wall plan and profile by SESI Consulting Engineers, consisting of one (1) sheet, dated 10/8/2014, revised 11/20/2014; and,
5. Global stability calculations by SESI Consulting Engineers, dated 11/19/2014.

**Project Summary**

The owner wishes to remove an existing treated lumber retaining wall and replace it with a modular block retaining wall. No other improvements are proposed. In accordance with Chapter 169-2. B. of the Borough Code, grading plans involving the construction of new retaining walls or the repair/reconstruction of existing retaining walls, regardless of height, shall require prior review and approval by the Borough Engineer. In addition, grade changes exceeding two feet and the import/export of more than 50 cubic yards of soil are proposed. Therefore, the homeowner is required to obtain a Soil Disturbance Permit per Chapter 169-3.A. of the Borough Code.

DARMOFALSKI ENGINEERING ASSOCIATES, INC.

To: Mayor & Council of Kinnelon Borough  
Re: Soil Disturbance Permit - Breiterman, 58 Green Hill Rd.

December 16, 2014  
Page 2 of 4

**We recommend approval of the soil disturbance permit subject to the following conditions:**

1. The volume of soil movement is approximately 360 cubic yards. Per Chapter 169-4 of the Borough Code, the applicant is required to pay an *application fee* in the amount of \$150.00. The Borough Clerk and Finance Department shall confirm this fee has been paid.
2. The proposed cut and fill quantities are 180 cubic yards and 180 cubic yards, respectively. As required by Chapter 169-6.B. of the Borough Code, the applicant shall pay a *permit fee* in the amount of \$90.00 (360 cubic yards X \$0.25 per cubic yard) prior to being issued building permits. The applicant shall remit this fee to the Borough Clerk prior to being issued signed and sealed copies of the resolution of approval. This engineering report shall be stapled to and made part of the approving resolution.
3. Roof leaders from the dwelling shall consist of solid pipe and be redirected as necessary to have no impact on the retaining wall.
4. Retaining walls having an exposed height of 30 inches or greater will require permanent fence. Permanent fence shall be at least 42" high and openings shall meet building code requirements similar to decks.
5. Exterior stairs connected to the proposed work shall have railings.
6. The septic system is located downslope of the proposed retaining wall. Test pits shall be performed to ensure the existing septic system components and proposed retaining wall will have no conflicts, including the waste line between the dwelling and tank. Any septic system modifications shall receive prior review and approval from the Kinnelon Health Department.
7. The Smoke Rise Club has approved the plan provided landscaping is installed to "soften the appearance of the wall."
8. The area of proposed work is less than 5,000 square feet of disturbance and appears to be exempt from obtaining certification from the Morris County Soil Conservation District (MCSCD).
9. The limit of disturbance shall be adhered to by the applicant, owner and all contractors. Neither temporary nor permanent disturbances are permitted outside of the limit of disturbance/silt fence line shown on the approved grading plan.
10. There shall be no changes to the approved site plans and architectural plans. If field conditions necessitate deviations from these approved plans, then all work shall stop until revised plans can be prepared by the owner's professionals and submitted to the Borough Engineer and Building Department for review and approval prior to constructing any modifications.

DARMOFALSKI ENGINEERING ASSOCIATES, INC.

To: Mayor & Council of Kinnelon Borough  
Re: Soil Disturbance Permit - Breiterman, 58 Green Hill Rd.

December 16, 2014  
Page 3 of 4

General Conditions - continued

11. Per Chapter 169-3C of the Borough Code, the soil disturbance permit shall expire after one year from issue. In the event the soil disturbance activity for which the permit was issued is not completed within one year, the applicant may apply to the Borough Council for an extension.
12. The applicant and all contractors retained by the applicant shall agree imported fill will be from virgin sources meeting the parameters set forth under Chapter 169-13B of the Borough Code. In addition, per Chapter 169-10 of the Borough code, the removal of the top layer of arable soil is prohibited. The top layer of arable soil to a depth of six inches shall be set aside for retention and reuse onsite as permanent stabilization.
13. There shall be no changes to the site plan which would create slopes steeper than shown.
14. There shall be no field changes deviating from the approved site plan which would cause retaining wall construction beyond the limits shown on the approved plans.
15. Approvals by other agencies shall be obtained prior to any site disturbance, including a tree removal permit, driveway permit, road opening permit, soil erosion and sediment control certification, and approval by the Kinnelon Health Department for potable well and septic system, if required.
16. There shall be no changes to the site plans or architectural plans, including contours, elevations, wall locations, wall heights, driveway, foundation locations, pools, sidewalks, etc. There shall be no field changes made. The Building Department, Borough Engineer and Design Engineer shall be immediately notified and all work shall stop in the event there are any site conditions which require a deviation from the approved plans. Notification shall be made prior to constructing modifications and a revised plan may be necessary for review and approval prior to continuing construction.
17. The homeowner and all contractors are responsible for contacting the Borough Engineer for site inspections prior to and during the construction of all improvements, including but not limited to: retaining walls, seepage pits, trench drains, storm drainage and associated piping. Adequate notice of at least three business days shall be provided prior to beginning the construction of these improvements. This office will not approve construction items which have been construction and backfilled without inspections.
18. The retaining wall design engineer shall supervise the wall construction and shall provide a signed and sealed certification to the Borough of Kinnelon confirming the wall construction was completed in substantial conformance with the approved plans.
19. An as-built topographic survey, prepared by a licensed professional land surveyor and a final site inspection by the Construction Official and Borough Engineer will be necessary prior to the issuance of a certificate of occupancy to ensure all items of construction are in conformance with the approved plans. The as-built survey shall provide the location of all aboveground and below ground improvements, including septic systems, wells, drainage structures and utilities.

DARMOFALSKI ENGINEERING ASSOCIATES, INC.

To: Mayor & Council of Kinnelon Borough  
Re: Soil Disturbance Permit - Breiterman, 58 Green Hill Rd.

December 16, 2014  
Page 4 of 4

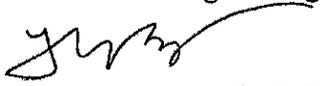
General Conditions - continued

20. The applicant's escrow account should be kept current during construction and until as-built drawings and a final site inspection are completed. Stop work orders will be issued on projects that do not maintain sufficient escrow for inspections.

Please contact me if you have any questions.

Very truly yours,

Darmofalski Engineering Associates, Inc.



Thomas A. Boorady, P.E.

cc: Mayor & Council  
Donna M. Mollineaux, C.F.O.  
Daniel Hagberg - Construction & Zoning Official - Bloomingdale Building Dept.  
Tim Zachok - Kinnelon Health Dept.  
Robert Dyer - Kinnelon Zoning Enforcement & Property Maintenance Officer  
The Smoke Rise Club  
Laurence C. & Erica D. Breiterman - Applicant/Homeowner  
Ken Quazza, P.E. - SESI



## The Smoke Rise Club

9 Perimeter Road, Kinnelon, New Jersey 07405  
973.838.7449 Fax: 973.838.2287

November 10, 2014

Mr. and Mrs. Larry and Erica Breiterman  
58 Green Hill Road  
Kinnelon, NJ 07405

**Re: Build a keystone retaining wall at the front of the house as outlined in the plans submitted by Kenneth Quazza, P.E., Engineer. Landscaping to be provided to soften the appearance of the wall.**

Dear Mr. and Mrs. Breiterman:

Thank you for your application regarding the improvements as noted above. You are granted permission to proceed by the Smoke Rise Architectural and Variance Committee in accordance with the Smoke Rise Club Declaration of Covenants and Restrictions and the Smoke Rise Club Architectural and Variance Design Guidelines.

A permit is required for this project. To receive this permit, provide a copy of this letter and your other plans to the Borough of Bloomingdale's Building Department.

**Please note the following Smoke Rise Club Architectural And Variance building rules and regulations:**

1. Should a variance be required for this project, you shall be required to present the construction plans to the Kinnelon Zoning Official to make a formal determination on what permits and variances are required to be obtained from the Borough of Kinnelon. No work shall commence unless prior approvals are first obtained from the Kinnelon Zoning Official, Kinnelon Building Department and, if necessary, the Kinnelon Zoning Board of Adjustment or Kinnelon Planning Board.
2. This approval is granted to you for the project as submitted and is in effect for *one year* from the date of this letter and is *non-transferable*. Once construction has started, the project must be completed in one year.
3. Please see the Smoke Rise Declaration of Covenants and Restrictions, and Use Restrictions (available to view on [www.smokerise-nj.com](http://www.smokerise-nj.com)) for all information regarding the Smoke Rise Club project length regulation.
4. It is your responsibility as the homeowner to advise contractors and other related personnel working on this project of the Architectural & Variance rules as applies to setbacks, permit posting and hours that the contractor(s) may work in Smoke Rise.

5. No contractor may work on the property nor can any equipment be delivered on the following days: Any Sunday and the following holidays: Christmas, New Year's Day, Memorial Day, Fourth of July, Labor Day and Thanksgiving.
6. Dumpsters, portable toilets and constructions materials are not to be placed on Smoke Rise Club property. No construction materials are to be piled up in the front of the property. If a dumpster is required, please ensure that it is covered to prevent items from being blown about the property.
7. The construction project should be minimally invasive to your neighborhood.
8. Any changes to the project as relates to anything external must be brought to the attention of the A&V Committee for approval. Failure to do so can result in a stop work order.
9. Your are required to provide Smoke Rise Security with the name of the Contractor and other associated construction personnel who will be accessing the Smoke Rise Club Community through our gates.

Any changes to the project as relates to anything external must be brought to the attention of the A&V Committee for approval. Failure to do so can result in a stop work order. By accepting this approval letter you acknowledge that you have read and will comply with the contents.

Should you require anything further, please do not hesitate to contact me.

Sincerely,



Cheryl Canale, Chairperson  
On behalf of the Architectural & Variance Committee

cc: Mr. Daniel Hagberg, Borough of Bloomingdale Building Department

RESOLUTION 12.14.14

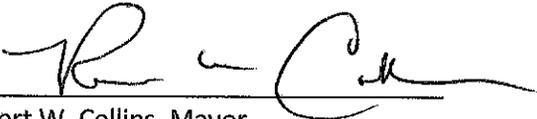
AUTHORIZING SOIL DISTURBANCE  
PERMIT FOR 6 NICHOLAS DRIVE,  
BLOCK 23201, LOT 134

WHEREAS, The Mayor and Council of the Borough of Kinnelon approves the Soil Disturbance Permit for 6 Nicholas Drive, Block 23201, Lot 134; and

WHEREAS, Nizar Tellawy has met all the requirements and approvals for the Kinnelon Zoning Board of Adjustments and Darmofalski Engineering Associates, Inc.; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Kinnelon does hereby approve the Soil Disturbance Permit for 6 Nicholas Drive, Kinnelon, New Jersey

Dated: December 18, 2014

  
Robert W. Collins, Mayor

Dated: December 18, 2014

  
Karen M. Luele, Acting Borough Clerk

**DARMOFALSKI ENGINEERING ASSOCIATES, INC.****CIVIL ENGINEERS****86 NEWARK POMPTON TURNPIKE  
RIVERDALE, NJ 07457-1429****TEL: (973)835-8300 | FAX: (973)835-1117****Paul P. Darmofalski, P.E., P.P.  
paul@darmofalski.com****Thomas A. Boorady, P.E., C.M.E.  
tab@darmofalski.com**

December 16, 2014

Ms. Karen Iuele  
Acting Borough Clerk  
Borough of Kinnelon  
130 Kinnelon Road  
Kinnelon, NJ 07405-2336  
*Attention: Mayor & Council*

**Re: Soil Disturbance Permit**

**Owner / Applicant:** Nizar Tellawy  
42 Maple Lake Rd., Kinnelon, NJ 07405

**Project Location:** 6 Nicholas Drive  
Block: 23201, Lot: 134  
Borough of Kinnelon, Morris County, New Jersey

Dear Ms. Iuele:

We are in receipt of the following documents in support of the above-referenced application for a soil disturbance permit:

1. Architectural plans, prepared by Michael Higgins, R.A., consisting of three (3) sheets, dated April 27, 2013, revised October 10, 2014; and,
2. Site plans, prepared by Keller & Kirkpatrick, Inc., consisting of four (4) sheets, dated October 8, 2014, unrevised.

**Project Summary**

The owner wishes to construct a single-family dwelling on a vacant lot created by major subdivision in 2003 which was approved by the Kinnelon Planning Board (Application #623C). Other improvements include a driveway, back deck, stormwater management facilities, swimming pool and retaining walls. All bulk zoning requirements appear to be substantially conforming.

In accordance with Chapter 169-3.F.(2) of the Borough Code, no exemption from obtaining a Soil Disturbance Permit should be given in cases where stormwater facilities are being constructed or in cases where grading will redirect runoff which could potentially adversely affect neighboring properties or public and private roads. In addition, grade changes exceeding two feet and the import/export of more than 50 cubic yards of soil are proposed. Therefore, based upon the proposed stormwater management facilities, grading, and the quantities of fill imported/exported, the homeowner is required to obtain a Soil Disturbance Permit per Chapter 169-3.A. of the Borough Code.

DARMOFALSKI ENGINEERING ASSOCIATES, INC.

To: Mayor & Council of Kinnelon Borough  
Re: Soil Disturbance Permit - Tellawy - 6 Nicholas Dr.

December 16, 2014  
Page 2 of 5

**Project Summary - continued**

The subject property is located within the Highlands Preservation Area regulated by the Highlands Water Protection and Planning Act. Based upon the proposed limit of disturbance and coverage areas, it is our understanding the subject property qualifies for Highlands exemption #2, "Construction of a single-family dwelling on a lot in existence on August 10, 2004, provided construction does not result in the ultimate disturbance of one acre or more of land or a cumulative increase in impervious surface by 1/4 acre or more."

**We recommend approval of the soil disturbance permit subject to the following conditions:**

1. Since the volume of soil movement exceeds 500 cubic yards, the applicant is required to pay an *application fee* in the amount of \$500.00 per Chapter 169-4 of the Borough Code. The Borough Clerk and Finance Department shall confirm this fee has been paid.
2. The proposed cut and fill quantities are 5,179 cubic yards and 551 cubic yards, respectively. As required by Chapter 169-6.B. of the Borough Code, the applicant shall pay a *permit fee* in the amount of \$1,432.5 (5,730 cubic yards X \$0.25 per cubic yard) prior to being issued building permits. The applicant shall remit this fee to the Borough Clerk prior to being issued signed and sealed copies of the resolution of approval. This engineering report shall be stapled to and made part of the approving resolution.
3. **Prior to being issued building permits, the applicant is required to submit to the Borough Engineer wall calculations/details, revised site plans and revised architectural plans to address the following:**
  - a. **Architectural Plans**
    - i. To avoid confusion, the site plan and zoning data table on sheet S1 shall be obliterated from the architect's cover sheet since this information is outdated and inconsistent with the site plans.
    - ii. The highest roof peak shown on the east elevation on sheet A1 is inconsistent with the other three elevation views. The distance between the first floor and highest roof peak should be 31 feet. The roof line should be redrawn to scale accordingly.
  - b. **Site Plans**
    - i. The building height calculation shown on sheet #1 should be revised to be consistent with the architectural plans. The distance between the first floor elevation and highest roof peak is 31 feet which equates to a building height of 34 feet.
    - ii. Confirm adequate cover and protection of the 3" forced septic line beneath the driveway which will receive traffic loads.
    - iii. The timber guide rail detail requires the use of splice plates to minimize the number of holes through the post. Revise and resubmit.

**Site Plans - continued**

- iv. Retaining walls having an exposed height of 30 inches or greater, and manmade slopes steeper than 3h:1v, will require permanent fence. Show the fence locations on the site plan. Where both permanent fence and guide rail are required along driveways and offset by less than four (4) feet, provide a minimum fence height of six (6) feet. Permanent fence shall be at least 42" high and openings shall meet building code requirements similar to decks.
- v. A chain link fence detail is shown. Although functional, chain link may not be aesthetically desirable to the homeowner. The engineer and architect shall confirm with the homeowner.
- vi. The proposed grading and retaining wall may create a condition requiring guide rail along Nicholas Drive. Timber guide rail is not approved for use in the Borough's right-of-way. Only guide rail meeting NJDOT standards can be used. Boulders larger than 30" in diameter can be considered if approved by both the Borough Engineer and Superintendent of Public Works. The site plans shall be revised accordingly.
- vii. The modular block retaining wall detail on Sheet #4 is not approved. Retaining wall calculations are required for sliding, overturning and global stability. No portion of the right-of-way above or underground shall be used to construct retaining walls. All work and improvements shall be located on the subject property and not in the Borough's right-of-way. Also, fence posts will require Sleeve-it system or approved equal or shall be offset a minimum three (3) from the back face of wall.
- viii. The site plans shall confirm the locations of all existing underground utilities and show where the proposed services and aboveground junction boxes and transformers will be located. All utility services shall be located within the lot frontage of the property being served. If road openings are necessary, then show the locations and provide road restoration details in conformance with Borough standards or as directed by the Borough Engineer and Superintendent of Public Works.
- ix. Road openings for curbs and utility trenches will be required. Road opening permits shall be obtained from the Superintendent of Public Works. We recommend this work is bonded.
- x. If the proposed driveway isn't aligned with the existing curb cut, then the existing curb cut shall be removed and restored with full height curb.
- xi. The plans shall be updated to include Soil Erosion & Sediment Control Plans and Notes conforming to the requirements of the Morris County Soil Conservation District.

***No building permits can be issued prior to the above listed items being satisfied by the applicant and submitted to the Borough Engineer for review and approval.***

DARMOFALSKI ENGINEERING ASSOCIATES, INC.

To: Mayor & Council of Kinnelon Borough  
Re: Soil Disturbance Permit - Tellawy - 6 Nicholas Dr.

December 16, 2014  
Page 4 of 5

### General Conditions

1. Morris County Soil Conservation District (MCSCD) Certification shall be obtained prior to issuing building permits or beginning any site work.
2. The dwelling, deck, swimming pool, pool equipment and HVAC units are shown to be conforming to the bulk requirements. There shall be no changes to the site work and improvements which would cause variance conditions.
3. The dwelling is shown with almost zero offset to the 25 foot left side yard setback line. Foundation layout shall be set by a professional land surveyor to ensure no variance conditions will be created in the field. The thicknesses of all building materials shall be considered, including but not limited to finishes such as stucco, cultured stone, etc.
4. The limit of disturbance shall be adhered to by the applicant, owner and all contractors. Neither temporary nor permanent disturbances are permitted outside of the limit of disturbance/silt fence line shown on the approved grading plan.
5. There shall be no changes to the approved site plans and architectural plans. If field conditions necessitate deviations from these approved plans, then all work shall stop until revised plans can be prepared by the owner's professionals and submitted to the Borough Engineer and Building Department for review and approval prior to constructing any modifications.
6. Per Chapter 169-3C of the Borough Code, the soil disturbance permit shall expire after one year from issue. In the event the soil disturbance activity for which the permit was issued is not completed within one year, the applicant may apply to the Borough Council for an extension.
7. The applicant and all contractors retained by the applicant shall agree imported fill will be from virgin sources meeting the parameters set forth under Chapter 169-13B of the Borough Code. In addition, per Chapter 169-10 of the Borough code, the removal of the top layer of arable soil is prohibited. The top layer of arable soil to a depth of six inches shall be set aside for retention and reuse onsite as permanent stabilization.
8. There shall be no changes to the site plan which would create slopes steeper than shown.
9. There shall be no field changes deviating from the approved site plan which would cause retaining wall construction beyond the limits shown on the approved plans.
10. Approvals by other agencies shall be obtained prior to any site disturbance, including a tree removal permit, driveway permit, road opening permit, soil erosion and sediment control certification, and approval by the Kinnelon Health Department for potable well and septic system, if required.

DARMOFALSKI ENGINEERING ASSOCIATES, INC.

To: Mayor & Council of Kinnelon Borough  
Re: Soil Disturbance Permit - Tellawy - 6 Nicholas Dr.

December 16, 2014  
Page 5 of 5

**General Conditions - continued**

11. There shall be no changes to the site plans or architectural plans, including contours, elevations, wall locations, wall heights, driveway, foundation locations, pools, sidewalks, etc. There shall be no field changes made. The Building Department, Borough Engineer and Design Engineer shall be immediately notified and all work shall stop in the event there are any site conditions which require a deviation from the approved plans. Notification shall be made prior to constructing modifications and a revised plan may be necessary for review and approval prior to continuing construction.
12. The homeowner and all contractors are responsible for contacting the Borough Engineer for site inspections prior to and during the construction of all improvements, including but not limited to: retaining walls, seepage pits, trench drains, storm drainage and associated piping. Adequate notice of at least three business days shall be provided prior to beginning the construction of these improvements. This office will not approve construction items which have been construction and backfilled without inspections.
13. An as-built topographic survey, prepared by a licensed professional land surveyor and a final site inspection by the Construction Official and Borough Engineer will be necessary prior to the issuance of a certificate of occupancy to ensure all items of construction are in conformance with the approved plans. The as-built survey shall provide the location of all aboveground and below ground improvements, including septic systems, wells, drainage structures and utilities.
14. The applicant's escrow account should be kept current during construction and until as-built drawings and a final site inspection are completed. Stop work orders will be issued on projects that do not maintain sufficient escrow for inspections.

Please contact me if you have any questions.

Very truly yours,

Darmofalski Engineering Associates, Inc.

  
Thomas A. Boorady, P.E.

cc: Mayor & Council  
Donna M. Mollineaux, C.F.O.  
John Whitehead - Superintendent, Kinnelon Dept. of Public Works  
Daniel Hagberg - Construction & Zoning Official - Bloomingdale Building Dept.  
Tim Zachok - Kinnelon Health Dept.  
Robert Dyer - Kinnelon Zoning Enforcement & Property Maintenance Officer  
Sheila Hall - MCSCD  
Nizar Tellawy - Applicant/Homeowner  
Arthur J. Elias, P.E.  
Michael Higgins, R.A.

FORM OF EMERGENCY RESOLUTION

12.15.14

WHEREAS, an emergency has arisen with respect to Lawsuit Settlement with the Borough of Butler and, no adequate provision was made in the 2014 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 \$14,000.00 and three (3) percent of the total operating appropriations in the budget for 2014 is \$290,520.10; 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 2014.

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

1. An emergency appropriation is hereby made for settlement of other expenses in the amount of \$14,000.00.
2. That said emergency appropriation shall be provided for in full in the 2014 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

December 18, 2014

  
Robert W. Collins, Mayor

RESOLUTION 12.16.14

AUTHORIZING SOIL DISTURBANCE  
PERMIT FOR 48 BRUSH HILL ROAD,  
BLOCK 11303, LOT 111

WHEREAS, The Mayor and Council of the Borough of Kinnelon approves the Soil Disturbance Permit for 48 Brush Hill Road, Block 11303 Lot 111; and

WHEREAS, Daniel Katzevich and Margarita Volsky have met all the requirements and approvals for the Kinnelon Zoning Board of Adjustments and Darmofalski Engineering Associates, Inc.; and

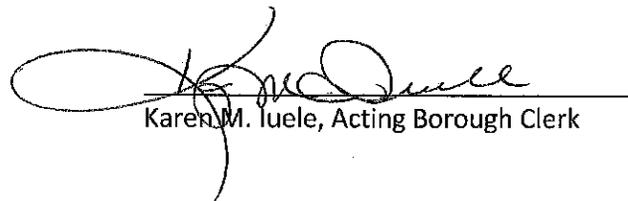
NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Kinnelon does hereby approve the Soil Disturbance Permit for 48 Brush Hill Road, Kinnelon, New Jersey

Dated: December , 2014



Robert W. Collins, Mayor

Dated: December , 2014



Karen M. Luele, Acting Borough Clerk

**DARMOFALSKI ENGINEERING ASSOCIATES, INC.****CIVIL ENGINEERS****86 NEWARK POMPTON TURNPIKE****RIVERDALE, NJ 07457-1429****TEL: (973)835-8300 | FAX: (973)835-1117**Paul P. Darmofalski, P.E., P.P.  
paul@darmofalski.comThomas A. Boorady, P.E., C.M.E.  
tab@darmofalski.com

December 17, 2014

Ms. Karen Iuele  
 Acting Borough Clerk  
 Borough of Kinnelon  
 130 Kinnelon Road  
 Kinnelon, NJ 07405-2336  
 Attention: Mayor & Council

**Re: Soil Disturbance Permit for  
 Kinnelon Planning Board Application No. 793**

**Applicant/Owner: Daniel Katzevich & Margarita Volsky  
 48 Brush Hill Road, Kinnelon NJ 07405**

**Project Location: 48 Brush Hill Road - The Smoke Rise Club  
 Block 11303, Lot 111 | Kinnelon Tax Map Sheet #13  
 Zone: Residential**

Dear Ms. Iuele:

As required by Chapter 169 of the Borough Code and per the conditions of Kinnelon Planning Board Resolution #793 memorialized on March 6, 2014, the above-referenced property owner has submitted an application to obtain a soil disturbance permit from the Mayor and Council. The proposed work includes: removal of unauthorized pavement and fill materials; sealing unauthorized storm drain pipe; regrading disturbed areas to match pre-disturbance drainage patterns; installation of permanent landscaping; and, permanent stabilization. The applicant has submitted minor subdivision and site plans jointly prepared by DAB Surveying and MAP Engineering, consisting of three (3) sheets, dated September 15, 2012, revised through December 2, 2014. The Kinnelon Planning Board has approved these plans.

**We recommend approval of the soil disturbance permit subject to the following general conditions:**

1. The approximate volume of combined soil movement is 140 cubic yards. Per Chapter 169-4 of the Borough Code, the applicant is required to pay an *application fee* in the amount of \$150.00. The Borough Clerk and Finance Department shall confirm this fee has been paid.
2. The proposed cut and fill quantities are 70 cubic yards and 70 cubic yards, respectively. As required by Chapter 169-6.B. of the Borough Code, the applicant shall pay a *permit fee* in the amount of \$35.00 (140 cubic yards X \$0.25 per cubic yard) before being issued building permits. The applicant shall remit this fee to the Borough Clerk before being issued signed and sealed copies of the resolution of approval. This engineering report shall be stapled to and made part of the approving resolution.

## DARMOFALSKI ENGINEERING ASSOCIATES, INC.

To: Kinnelon Mayor & Council  
Re: Soil Disturbance Permit - 48 Brush Hill Rd., The Smoke Rise Club

December 17, 2014  
Page 2 of 3

General Conditions - continued

3. No work can begin before the applicant establishes a performance guarantee in favor of the Borough of Kinnelon. The form and amount of bond shall be acceptable to the Borough Attorney and Borough Engineer. See an enclosed letter from this office dated November 24, 2014. Release of performance bond subject to review and approval by the Borough Engineer.
4. The permit time limits of Chapter 169-3C of the Borough Code are superseded by the resolutions of approval memorialized by the Kinnelon Planning Board that requires **all work to be completed no later than July 31, 2015.**
5. The Borough Engineer, Borough Forester and the owner of Lot 113, Block 11303 shall approve the final location and species of landscaping specimens.
6. The area of proposed work is less than 5,000 square feet of disturbance and appears to be exempt from obtaining certification from the Morris County Soil Conservation District (MCSCD).
7. The applicant, owner and all contractors shall adhere to the limit of disturbance. Neither temporary nor permanent disturbances are permitted outside the limit of disturbance/silt fence line shown on the approved grading plan.
8. There shall be no changes to the approved site plans and architectural plans. If field conditions necessitate deviations from approved plans, then all work shall stop until revised plans can be prepared by the owner's professionals and submitted to the Borough Engineer and Building Department for review and approval before constructing any modifications.
9. The applicant and all contractors retained by the applicant shall agree imported fill will be from virgin sources meeting the parameters set forth under Chapter 169-13B of the Borough Code. In addition, per Chapter 169-10 of the Borough code, the removal of the top layer of arable soil is prohibited. The top layer of arable soil to a depth of six inches shall be set aside for retention and reuse onsite as permanent stabilization.
10. There shall be no changes to the site plan which would create slopes steeper than shown.
11. There shall be no field changes deviating from the approved site plan which would cause retaining wall construction beyond the limits shown on the approved plans.
12. Approvals by other agencies shall be obtained before any site disturbance, including a tree removal permit, driveway permit, road opening permit, soil erosion and sediment control certification, and approval by the Kinnelon Health Department for potable well and septic system, if required.
13. There shall be no changes to the site plans or architectural plans, including contours, elevations, wall locations, wall heights, driveway, foundation locations, pools, sidewalks, etc. There shall be no field changes made. The Building Department, Borough Engineer and Design Engineer shall be immediately notified and all work shall stop in the event there are any site conditions which require a deviation from the approved plans. Notification shall be made prior to constructing modifications and a revised plan may be necessary for review and approval prior to continuing construction.

DARMOFALSKI ENGINEERING ASSOCIATES, INC.

To: Kinnelon Mayor & Council  
Re: Soil Disturbance Permit - 48 Brush Hill Rd., The Smoke Rise Club

December 17, 2014  
Page 3 of 3

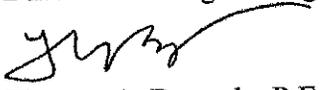
General Conditions - continued

14. The homeowner and all contractors are responsible for contacting the Borough Engineer for site inspections prior to and during the construction of all improvements, including but not limited to: retaining walls, seepage pits, trench drains, storm drainage and associated piping. Adequate notice of at least three business days shall be provided prior to beginning the construction of these improvements. This office will not approve construction items which have been construction and backfilled without inspections.
15. The retaining wall design engineer shall supervise the wall construction and shall provide a signed and sealed certification to the Borough of Kinnelon confirming the wall construction was completed in substantial conformance with the approved plans.
16. An as-built topographic survey, prepared by a licensed professional land surveyor and a final site inspection by the Construction Official and Borough Engineer will be necessary prior to the issuance of a certificate of occupancy to ensure all items of construction are in conformance with the approved plans. The as-built survey shall provide the location of all aboveground and below ground improvements, including septic systems, wells, drainage structures and utilities.
17. The applicant's escrow account should be kept current during construction and until as-built drawings and a final site inspection are completed. Stop work orders will be issued on projects that do not maintain sufficient escrow for inspections.

Please contact me if you have any questions.

Very truly yours,

Darmofalski Engineering Associates, Inc.



Thomas A. Boorady, P.E.

cc: Mayor & Council  
Kinnelon Planning Board  
Donna M. Mollineaux, C.F.O.  
Daniel Hagberg - Construction & Zoning Official - Bloomingdale Building Dept.  
Robert Dyer - Kinnelon Zoning Enforcement & Property Maintenance Officer  
The Smoke Rise Club  
Daniel Katzevich & Margarita Volsky - Applicant/Homeowner  
A. Michael Rubin, Esq.  
James LaSala, Esq.  
MAP Engineering

**DARMOFALSKI ENGINEERING ASSOCIATES, INC.****CIVIL ENGINEERS****86 NEWARK POMPTON TURNPIKE****RIVERDALE, NJ 07457-1429****TEL: (973)835-8300 | FAX: (973)835-1117**Paul P. Darmofalski, P.E., P.P.  
paul@darmofalski.comThomas A. Boorady, P.E., C.M.E.  
tab@darmofalski.com

November 24, 2014

Jennifer Highers, Secretary  
Kinnelon Planning Board  
Borough of Kinnelon  
130 Kinnelon Road  
Kinnelon, NJ 07405-2336

**Re: Kinnelon Planning Board Application No. 793**  
**Application for Minor Subdivision, Site Plan and Variances**  
**Applicant/Owner: Lisa & Steven Masterson, H/W**  
**5 Summit Terrace North, The Smoke Rise Club**  
**Block 11303, Lot 113 | Tax Map Sheet #13**  
**Owner: Daniel Katzevich & Margarita Volsky**  
**48 Brush Hill Road, The Smoke Rise Club**  
**Block 11303, Lot 111 | Tax Map Sheet #13**

Dear Chairman Powell and Members of the Board:

Subject to the Kinnelon Planning Board's approval of the extension of time to file a minor subdivision and subject to the Mayor and Council's approval of the Soil Disturbance Permit, we recommend the following Performance Bond Estimate is agreed to and accepted by the owner(s) of 48 Brush Hill Road. The Performance Bond must be in place prior to the Chairman and Secretary signing the subdivision deeds for recording. Note: Estimate based upon plans prepared by MAP Engineering, consisting of three (3) sheets, dated September 15, 2012, *revised through October 30, 2014*:

Item #	Description	Unit	Quantity	Unit Price	Total
1	Spruces, Mix of Blue and Norway, Min. 6' High	EA	54	\$350.00	\$18,900.00
2	Forsythias, #3 Containers	EA	12	\$50.00	\$600.00
3	Remove & Disposal of Existing Asphalt & Concrete Pad	LS	1	\$2,000.00	\$2,000.00
4	Fill Existing Drain Pipe with Concrete	LS	1	\$2,500.00	\$2,500.00
5	Soil Erosion Measures	LS	1	\$500.00	\$500.00
6	Earth Work, Inc. Removal & Filling of Depression	CY	100	\$50.00	\$5,000.00
7	Permanent Stabilization	CY	150	\$5.00	\$750.00
Total					\$30,250.00
Performance Guarantee @ 120%					\$36,300.00
Performance Bond @ 90%					\$32,670.00
Performance Cash @ 10%					\$3,630.00
Initial Escrow Deposit @ 5%					\$1,815.00

**DARMOFALSKI ENGINEERING ASSOCIATES, INC.**

**To: Kinnelon Planning Board**  
**Re: Application No. 793 - 5 Summit Terrace N. & 48 Brush Hill Rd.**

**November 24, 2014**  
**Page 2 of 2**

Please note, we are in receipt of a soil disturbance permit application. Our review will be under separate cover and is recommended to be placed on the December agenda of the Mayor and Council for consideration.

*I reserve the right to amend and/or supplement this report should information not known to me at this time becomes known to me during public hearings or upon receipt of additional documentation from the applicant.*

Please contact me if you have any questions.

Very truly yours,

Darmofalski Engineering Associates, Inc.



Thomas A. Boorady, P.E.

cc: Kinnelon Mayor & Council  
Karen Iuele, Acting Borough Clerk  
Donna M. Mollineaux, C.F.O.  
Anthony Sartori, Esq.  
James LaSala, Esq.  
A. Michael Rubin, Esq.  
MAP Engineering  
DAB Surveying

## RESOLUTION 12.17.14

## TRANSFER OF FUNDS

WHEREAS, there appears to be insufficient funds in the following accounts (accepting appropriation for Contingent Expenses or Deferred Charges, to meet the demand thereon for balance of the Current Year):

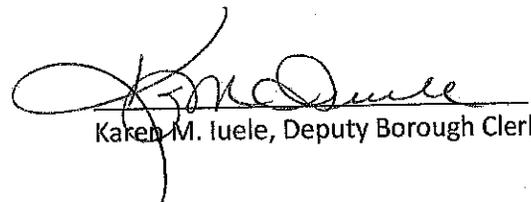
NOW, THEREFORE, BE IT RESOLVED, not less than two-third of all the members thereof affirmatively concurring that in accordance with the provisions of R.S. 40A:4-58, part of the surplus in the accounts heretofore mentioned be and same hereby transferred to the account being insufficient to meet the current demands: and

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

From:	
Clerk S&W	\$1,200.00
Group Ins OE	\$13,000.00
Insurance Waiver OE	\$7,500.00
Ins & Bonds OE	\$25,000.00
Police OE	\$14,500.00
Health S&W	\$14,500.00
Tax OE	\$500.00
Landfill Tipping OE	\$8,000.00
Environmental OE	\$1,200.00
BOA OE	\$2,000.00
Recreation	\$4,000.00
OEM OE	\$500.00
Mun CT S&W	\$5,000.00
Public Def S&W	\$500.00
Total	\$97,400.00

To:	
Clerk OE	\$1,400.00
Tax Coll S&W	\$3,000.00
Finance S&W	\$3,000.00
Police S&W	\$28,000.00
Social Security OE	\$14,000.00
Recreation S&W	\$2,500.00
DPW S&W	\$45,000.00
DCRP OE	\$500.00
Total	\$97,400.00

Dated: 12/11/14

  
Karen M. Luele, Deputy Borough Clerk

December 18, 2014

RECEIVED

December 8, 2014

Mayor Robert W. Collins and  
Members of the Borough Council  
130 Kinnelon Road  
Kinnelon, New Jersey 07405

Kinnelon Borough

**Re: Smoke Rise Cooperative Nursery School- Open House Signboards**

Dear Mayor and Council Members:

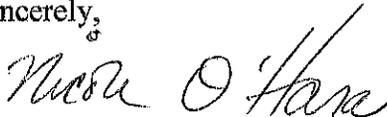
The Smoke Rise Cooperative Nursery School, a not for profit school which enrolls children from all of Kinnelon and surrounding neighborhoods, requests permission to place several signboards for open house. The signboards would be placed at the following locations:

- ◆ Kinnelon Road facing the Smoke Rise East Gate entrance
- ◆ Corner of Fayson Lakes Road and Kinnelon Road
- ◆ Corner of Fayson Lakes Road and Boonton Avenue
- ◆ Corner of Kiel Avenue and Kakeout Road
- ◆ Boonton Avenue across from Stony Brook School
- ◆ Miller Road and Fayson Lakes Road

The signboards, with your permission will be placed during the period of January 6<sup>th</sup> through January 27<sup>th</sup>.

We appreciate your generous and continuing support.

Sincerely,



Nicole O'Hara  
Smoke Rise Nursery School Publicity Chair  
[Nport1@optonline.net](mailto:Nport1@optonline.net)  
973-291-4136

LGCCCS-A

FINDINGS AND DETERMINATION  
in re  
APPLICATION FOR A RAFFLES LICENSE  
Wheel of Chance

Application No. **RL-KN-770KB**  
Identification No. **238-6-39617**  
  
(complete 2 copies)

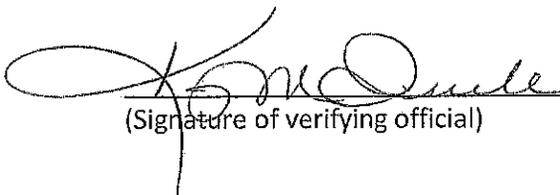
Name of Municipality: **BOROUGH OF KINNELON**

Name of applicant Kinnelon: **Knights of Columbus Council #14493**

(Mark appropriate answers to ALL Questions)

- |  |   |
|--|---|
| <p>1. Applicant (is) (<del>is not</del>) qualified.</p> <p>2. Members designated to conduct games (are) (<del>are not</del>) bona fide active members.</p> <p>3. Members designated to conduct games (are) (<del>are not</del>) of good moral character and have never been convicted of crime.</p> <p>4. The games (will) (<del>will not</del>) be conducted According to the Act and the Rules and Regulations.</p> <p>5. The entire net proceeds (are) (<del>are not</del>) to Be disposed of for a purpose permitted by the Act.</p> | <p>6. There (is) (<del>is not</del>) satisfactory proof that no payment will be made for conduction the games or assisting therein except to the extent allowed by Law.</p> <p>7. There (is) (<del>is not</del>) satisfactory proof that the prizes are of the nature and amount allowed by the Act.</p> <p>8. The rental to be paid for raffles equipment (does) (<del>does not</del>) conform to the schedule of authorized Rentals prescribed by the rules of the Control Commission and the raffles equipment lessor (has) (<del>has not</del>) been approved by the Control Commission.</p> <p>9. Other</p> <p>10. License is (granted) (<del>denied</del>).</p> |
|--|---|

Date: December 18, 2014




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(Signature of verifying official)

Acting Borough Clerk  
(Title)

(Send one copy to the Control Commission)

LGCCC5-A

FINDINGS AND DETERMINATION  
in re  
APPLICATION FOR A RAFFLES LICENSE  
Tricky Tray

Application No. **RL-KN-771KB**  
Identification No. **238-6-39617**  
(complete 2 copies)

Name of Municipality: **BOROUGH OF KINNELON**

Name of applicant Kinnelon: **Knights of Columbus Council #14493**

(Mark appropriate answers to ALL Questions)

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- 1. Applicant (is) (~~is not~~) qualified.
- 2. Members designated to conduct games (are) (~~are not~~) bona fide active members.
- 3. Members designated to conduct games (are) (~~are not~~) of good moral character and have never been convicted of crime.
- 4. The games (will) (~~will not~~) be conducted According to the Act and the Rules and Regulations.
- 5. The entire net proceeds (are) (~~are not~~) to Be disposed of for a purpose permitted by the Act.
- 6. There (is) (~~is not~~) satisfactory proof that no payment will be made for conduction the games or assisting therein except to the extent allowed by Law.
- 7. There (is) (~~is not~~) satisfactory proof that the prizes are of the nature and amount allowed by the Act.
- 8. The rental to be paid for raffles equipment (does) (~~does not~~) conform to the schedule of authorized Rentals prescribed by the rules of the Control Commission and the raffles equipment lessor (has) (~~has not~~) been approved by the Control Commission.
- 9. Other
- 10. License is (granted) (~~denied~~).

Date: December 18, 2014

  
\_\_\_\_\_  
(Signature of verifying official)

Acting Borough Clerk  
\_\_\_\_\_  
(Title)

(Send one copy to the Control Commission)

LGCC5-A

FINDINGS AND DETERMINATION  
in re  
APPLICATION FOR A RAFFLES LICENSE  
Casino Tables

Application No. **RL-KN-772KB**

Identification No. **238-6-39617**

(complete 2 copies)

Name of Municipality: **BOROUGH OF KINNELON**

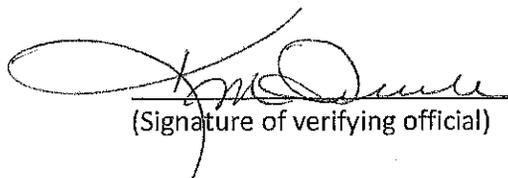
Name of applicant Kinnelon: **Knights of Columbus Council #14493**

(Mark appropriate answers to ALL Questions)

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- |   |  |
|---|--|
| 1. Applicant (is) ( <del>is not</del> ) qualified.  | 6. There (is) ( <del>is not</del> ) satisfactory proof that no payment will be made for conduction the games or assisting therein except to the extent allowed by Law.   |
| 2. Members designated to conduct games (are) ( <del>are not</del> ) bona fide active members.                                       | 7. There (is) ( <del>is not</del> ) satisfactory proof that the prizes are of the nature and amount allowed by the Act.  |
| 3. Members designated to conduct games (are) ( <del>are not</del> ) of good moral character and have never been convicted of crime. | 8. The rental to be paid for raffles equipment (does) ( <del>does not</del> ) conform to the schedule of authorized Rentals prescribed by the rules of the Control Commission and the raffles equipment lessor (has) ( <del>has not</del> ) been approved by the Control Commission. |
| 4. The games (will) ( <del>will not</del> ) be conducted According to the Act and the Rules and Regulations.                        | 9. Other   |
| 5. The entire net proceeds (are) ( <del>are not</del> ) to Be disposed of for a purpose permitted by the Act.                       | 10. License is (granted) ( <del>denied</del> ).  |

Date: December 18, 2014

  
 \_\_\_\_\_  
 (Signature of verifying official)

Acting Borough Clerk  
 \_\_\_\_\_  
 (Title)

(Send one copy to the Control Commission)

LGCC5-A

FINDINGS AND DETERMINATION  
in re  
APPLICATION FOR A RAFFLES LICENSE  
50/50

Application No. **RL-KN-773KB**  
Identification No. **238-6-39617**  
(complete 2 copies)

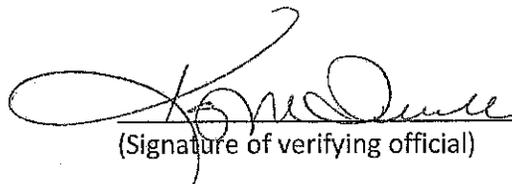
Name of Municipality: **BOROUGH OF KINNELON**

Name of applicant Kinnelon: **Knights of Columbus Council #14493**

(Mark appropriate answers to ALL Questions)

- |  |   |
|--|---|
| <p>1. Applicant (is) (<del>is not</del>) qualified.</p> <p>2. Members designated to conduct games (are) (<del>are not</del>) bona fide active members.</p> <p>3. Members designated to conduct games (are) (<del>are not</del>) of good moral character and have never been convicted of crime.</p> <p>4. The games (will) (<del>will not</del>) be conducted According to the Act and the Rules and Regulations.</p> <p>5. The entire net proceeds (are) (<del>are not</del>) to Be disposed of for a purpose permitted by the Act.</p> | <p>6. There (is) (<del>is not</del>) satisfactory proof that no payment will be made for conduction the games or assisting therein except to the extent allowed by Law.</p> <p>7. There (is) (<del>is not</del>) satisfactory proof that the prizes are of the nature and amount allowed by the Act.</p> <p>8. The rental to be paid for raffles equipment (does) (<del>does not</del>) conform to the schedule of authorized Rentals prescribed by the rules of the Control Commission and the raffles equipment lessor (has) (<del>has not</del>) been approved by the Control Commission.</p> <p>9. Other</p> <p>10. License is (granted) (<del>denied</del>).</p> |
|--|---|

Date: December 18, 2014



\_\_\_\_\_  
(Signature of verifying official)

\_\_\_\_\_  
Acting Borough Clerk  
(Title)

(Send one copy to the Control Commission)





ORDINANCE NO. 3-14 AN ORDINANCE TO RELEASE, VACATE AND EXTINGUISH ANY AND ALL PUBLIC RIGHTS IN AND TO A PORTION OF SAW MILL ROAD IN THE BOROUGH OF KINNELON

WHEREAS, Saw Mill Road was granted to the County of Morris pursuant to the Morris County Road Return, recorded in the Office of the Morris County Clerk in Book A on Page 209, 210 (1791) (hereinafter, the "Street"); and

WHEREAS, on October 22, 2014, via Resolution Number 49, (a copy of which is attached hereto), the Morris County Board of Chosen Freeholders, vacated the county's interest in a portion of the Street, pursuant to N.J.S.A. 27:16-28, and all interest therein has devolved to the Borough of Kinnelon pursuant to the same statute; and

WHEREAS, the Borough of Kinnelon is of the opinion that the Street is no longer necessary for public use and public interest will best be served by abandoning, vacating, releasing and extinguishing any and all public rights which the Borough of Kinnelon may have in and to the "Street".

NOW, THEREFORE, BE IT ORDAINED by the Governing Body of the Borough of Kinnelon, County of Morris, State of New Jersey, as follows:

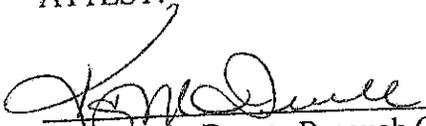
1. The public rights and interests of a portion of Saw Mill Road, particularly described as follows are hereby vacated, abandoned and released.
2. Public notice shall be provided pursuant to N.J.S.A. 4:49-6.
3. A copy of this ordinance shall be recorded by the Borough Clerk pursuant to N.J.S.A. 40:67-21 in the Office of the Morris County Clerk.
3. This ordinance shall become effective twenty (20) days after final passage.

SEVERABILITY. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court or federal or state agency 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.

INCONSISTENT ORDINANCES. Ordinances, resolutions, and regulations or parts of ordinances, resolutions, and regulations inconsistent herewith, are hereby repealed to the extent of such inconsistency.

EFFECTIVE DATE. This Ordinance shall take effect upon passage and publication according to law.

ATTEST:

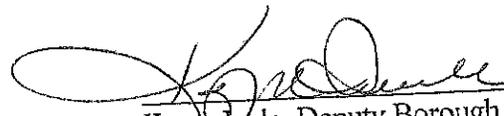
  
\_\_\_\_\_  
Karen Iuele, Deputy Borough Clerk

BOROUGH OF KINNELON

  
\_\_\_\_\_  
Robert Collins, Mayor

**CERTIFICATION**

I, Karen Iuele, Deputy Borough Clerk of the Borough of Kinnelon, County of Morris, State of New Jersey, do hereby certify the foregoing to be a true copy of an Ordinance introduced, read by title and passed on the first reading at a regular meeting of the Borough held on Nov 20, 2014 and adopted by the Governing Body at a regular meeting of the Borough held on December 18, 2014.

  
\_\_\_\_\_  
Karen Iuele, Deputy Borough Clerk

BOARD OF CHOSEN FREEHOLDERS  
MORRIS COUNTY, NEW JERSEY

RESOLUTION NO.: 49

ADOPTED: October 22, 2014

WHEREAS, pursuant to N.J.S.A. 27:16-28, the Board of Chosen Freeholders ("Freeholders") may discontinue, by a Freeholder resolution, any road or portion thereof owned or under the control of Morris County ("County") as a County road; and

WHEREAS, by letter dated August 15, 2014, Borough of Kinnelon ("Kinnelon") Assessor Robert I. Edgar, on behalf of Kinnelon Mayor Robert W. Collins, advised the County that Kinnelon is in favor of the County taking the necessary steps to discontinue the County road return which is located on Kinnelon property known as old Block 89, Lot 126.01, new Block 57101, Lot 119, 135 Saw Mill Road, Kinnelon, New Jersey; and

WHEREAS, the Freeholders are desirous of discontinuing that portion of the County owned road return as it is situated and located on the aforescribed Kinnelon property; and

WHEREAS, Joy Ho Family Trust, L.L.C., the owner of the aforescribed Kinnelon property, supports the County's discontinuance of the road return which will devolve to Kinnelon.

NOW THEREFORE BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Morris, State of New Jersey as follows:

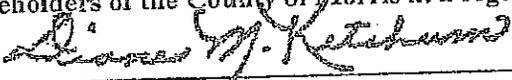
1. Pursuant to N.J.S.A. 27:16-28, the Freeholders declare that the portion the County owned road that is situated and/or located on the Kinnelon property known as old Block 89, Lot 126.01, new Block 57101, Lot 119, 135 Saw Mill Road, Kinnelon, New Jersey shall be discontinued as a County road, and that the County shall and does relinquish all jurisdiction over and responsibility for the construction, reconstruction, repair and maintenance thereof.

2. Upon adoption of this Resolution, the Clerk of the Board of Chosen Freeholders ("Clerk of the Board") shall prepare a certified copy of the Resolution and shall cause such certified copy to be served upon the Kinnelon Clerk within ten (10) days from the date of passage of the Resolution.

3. The Clerk of the Board shall also file a certified copy of the Freeholder Resolution in the office of the Morris County Clerk ("County Clerk"), who shall record and index the Freeholder Resolution in the road records of the County Clerk's office

4. The within resolution shall take effect upon final passage and publication in accordance with law.

I hereby certify the above to be a true copy of a resolution adopted by the Board of Chosen Freeholders of the County of Morris at a regular meeting held October 22, 2014.

  
Diane M. Ketchum, Clerk of the Board  
of Chosen Freeholders of the County of Morris





ORDINANCE *2-14*  
 AN ORDINANCE ESTABLISHING SALARY RANGES  
 FOR THE BOROUGH OF KINNELON

BE IT ORDAINED BY the Kinnelon Mayor and Council, County of Morris, State of New Jersey as follows:

1. Commencing January 1, 2014 the following constitutes the salary ranges for the hereinafter listed officials, positions of employment within which the Governing Body shall, from time to time, by resolution, fix the salaries for persons employed in positions within a salary range.

Title	Minimum	Per	Maximum	Per
Mayor	\$ 3,000.00	Year	\$ 8,000.00	Year
Council	\$ 1,000.00	Year	\$ 3,000.00	Year
Chief Financial Officer	\$ 105,000.00	Year	\$ 116,000.00	Year
Borough Clerk	\$ 50,000.00	Year	\$ 100,000.00	Year
Acting Borough Clerk	\$ 2,000.00	Year	\$ 5,000.00	Year
Deputy Borough Clerk	\$ 25,000.00	Year	\$ 50,000.00	Year
Webmaster	\$ 1,500.00	Year	\$ 3,100.00	Year
Treasurer	\$ 25,000.00	Year	\$ 62,000.00	Year
Administrative Assist./Finance	\$ 20,000.00	Year	\$ 45,000.00	Year
Tax Collector/Utility Collector	\$ 25,000.00	Year	\$ 60,000.00	Year
Part Time Tax & Utility Assist./Office Asst	\$ 9.00	Hour	\$ 25.00	Hour
Assessor/Appraiser	\$ 20,000.00	Year	\$ 36,000.00	Year
Part Time Assessor Secretary	\$ 15,000.00	Year	\$ 30,000.00	Year
Environmental Secretary	\$ 1,000.00	Year	\$ 7,500.00	Year
Forester	\$ 2,000.00	Year	\$ 3,000.00	Year
Open Space Secretary	\$ 20.00	Hour	\$ 25.00	Hour
Historic Preservation Secretary	\$ 20.00	Hour	\$ 25.00	Hour
Planning Board Secretary P/T	\$ 5,000.00	Year	\$ 16,000.00	Year
Zoning Board Secretary P/T	\$ 5,000.00	Year	\$ 15,000.00	Year
Zoning Official	\$ 5,000.00	Year	\$ 10,000.00	Year
Board of Health Secretary P/T-Registrar	\$ 20,000.00	Year	\$ 50,000.00	Year
Deputy Registrar	\$ 500.00	Year	\$ 1,100.00	Year
Recreation Director	\$ 25,000.00	Year	\$ 51,000.00	Year
DPW Superintendent	\$ 50,000.00	Year	\$ 115,000.00	Year
DPW Foreman	\$ 45,000.00	Year	\$ 88,000.00	Year
DPW Working Foreman	\$ 40,000.00	Year	\$ 81,000.00	Year
Snow/Weather Emergency Call outs (Foremen)	\$ 250.00	Event	\$ 350.00	Event
DPW Secretary P/T	\$ 12,000.00	Year	\$ 20,000.00	Year
DPW Maintainers	\$ 13.83	Hour	\$ 40.00	Hour
Recycling Watchman	\$ 14.00	Hour	\$ 16.00	Hour
Janitorial Service Staff	\$ 15.00	Hour	\$ 20.00	Hour
Temporary Part Time DPW/B&G/Recycling	\$ 10.00	Hour	\$ 12.50	Hour

Zoning Official	\$ 5,000.00	Year	\$ 10,000.00	Year
Fire Official	\$ 5,000.00	Year	\$ 10,000.00	Year
Municipal Court Judge	\$ 10,000.00	Year	\$ 30,000.00	Year
Municipal Court Administrator	\$ 20,000.00	Year	\$ 55,000.00	Year
Deputy Court Clerk	\$ 20,000.00	Year	\$ 40,000.00	Year
Deputy Court Clerk/Violations Clerk Part Time	\$ 14.00	Hour	\$ 23.00	Hour
Call Out	\$ 30.00	Hour	\$ 50.00	Hour
Police Chief	\$ 110,000.00	Year	\$ 150,000.00	Year
Police Lieutenant	\$ 110,000.00	Year	\$ 132,000.00	Year
Police Patrolmen	\$ 40,500.00	Year	\$ 103,079.00	Year
Police Sergeants	\$ 104,695.00	Year	\$ 116,000.00	Year
Police Dispatcher Full Time	\$ 35,000.00	Year	\$ 55,000.00	Year
Police Dispatchers Part Time	\$ 14.00	Hour	\$ 25.00	Hour
Crossing Guards	\$ 15.00	Hour	\$ 20.00	Hour
Matron	\$ 15.00	Hour	\$ 20.00	Hour
Special Police Officer	\$ 10.00	Hour	\$ 15.00	Hour
Fire Prevention Officer	\$ 7,000.00	Year	\$ 10,000.00	Year
Museum Docents	\$ 10.00	Hour	\$ 20.00	Hour
Emergency Management Secretary p/t	\$ 10.00	Hour	\$ 20.00	Hour
Temporary Clerical Help	\$ 10.00	Hour	\$ 30.00	Hour
Library Director	\$ 80,000.00	Year	\$ 100,000.00	Year
Library Adm. Asst.	\$ 35,000.00	Year	\$ 45,000.00	Year
Reference Librarian F/T	\$ 50,000.00	Year	\$ 60,000.00	Year
Youth Services	\$ 36,000.00	Year	\$ 40,000.00	Year
Head of Circulation	\$ 45,000.00	Year	\$ 50,000.00	Year
Clerk Interlibrary Loan	\$ 30,000.00	Year	\$ 45,000.00	Year
Asst./Clerical P/T Library	\$ 13.00	Hour	\$ 30.00	Hour
Library Page	\$ 7.25	Hour	\$ 10.00	Hour
Recreation Summer Staff P/T	\$ 7.25	Hour	\$ 21.00	Hour
Custodians	\$ 25.00	Hour	\$ 25.00	Hour
Records Clerk	\$ 10,000.00	Year	\$ 35,000.00	Year
Technical Service Library	\$ 10,000.00	Year	\$ 35,000.00	Year

Certified to be a true copy of an ordinance which was introduced at the regular meeting of the Kinnelon Mayor and Council held on November 20, 2014 and adopted on December 18, 2014.

December 18, 2014

Karen Iuele,  
Acting Borough Clerk



December 18, 2014

**ADJOURNMENT**

This meeting adjourned at approximately 9:00 p.m. on motion by Councilwoman C. Sventy, with the unanimous affirmative voice vote of all present.

Councilman D. O'Dougherty congratulated Mayor Collins for winning the election and stated that we are looking forward to working with you. And we do want to keep communication open with each and every one of us.

Respectfully submitted,

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Karen M. Iuele, Acting Borough Clerk

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Robert W. Collins, Mayor

cc: Mayor  
All Councilmen  
Police Dept.  
Public Works Dept.  
Attorney  
Engineer  
Auditor