

Pequannock Township
COUNCIL MEETING AGENDA

January 14
2025



Township of Pequannock

TOWNSHIP COUNCIL MEETING AGENDA

January 14, 2025 ▪ 7:00 p.m.

1. **CALL TO ORDER.**
2. **STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT.**
3. **PLEDGE OF ALLEGIANCE, PRAYER AND MOMENT OF SILENCE.**
4. **ROLL CALL:**
Mayor: John Driesse
Deputy Mayor: Kyle Russell
Council Members: Melissa Florance-Lynch, David Kohle, Vincent Siracusa
5. **PRESENTATIONS.**
6. **REPORTS FROM VOLUNTEERS.**
7. **PUBLIC COMMENT.** *(3 minute limit not to exceed 30 minutes total)*
8. **MANAGER'S REPORT**
9. **PUBLIC HEARINGS**
10. **ORDINANCES FOR INTRODUCTION.**
11. **RESOLUTIONS FOR APPROVAL.**
 - **R2025-54**, releasing Phillips Edison and Company and Plaza 223 Station LLC (Plaza 23) from Performance Guarantee
 - **R2025-55**, authorizing Tax Office refunds, overpayments or cancellations.
 - **R2025-56**, approving payment of the itemized claims as set forth on the **January 9, 2025** Bill List and 2018 FEMA Elevation Escrow list.
12. **ITEMS FOR DISCUSSION.**
 - Fire Department Junior Firefighter Membership - Residency Requirements
13. **REPORTS & NOTICES.**
14. **COUNCIL REPORTS & ANNOUNCEMENTS.**
15. **PUBLIC COMMENT.** *(3 minute limit not to exceed 30 minutes total)*
16. **APPROVAL OF MINUTES.**
17. **EXECUTIVE (CLOSED) SESSION.**
18. **ADJOURNMENT.**

Next Meetings: Tuesday, January 28, 2025 7:00 p.m.
Tuesday, February 11, 2025 7:00 p.m.

Manager's Report

MANAGER'S REPORT

Township of Pequannock

To: Township Council
From: Adam W. Brewer, Township Manager ^{awb}
Re: Manager's Report – 1/14/2025 Council Meeting
Date: January 10, 2025

A) Proposed Schedule of 2025 Municipal Budget Meetings

Consistent with prior years, the proposed dates for budget meetings and ultimately, budget introduction and adoption are identified below. Should the Township Council wish to make any changes to this proposed schedule, please let me know.

Initial Distribution of Appropriations & Capital Items	Friday, January 31, 2025	
Global Budget Review and Current Fund Discussion	Saturday, March 1, 2025	9 AM to 12 PM
Capital Budget	Tuesday, March 11, 2025	6 PM to 7 PM
Utilities Budgets	Thursday, March 13, 2025	6 PM to 7 PM
Follow Up Budget Meeting – IF NEEDED	Tuesday, March 25, 2025	6 PM to 7 PM
BUDGET INTRODUCTION	Tuesday, March 25, 2025	Regular Meeting
PUBLIC HEARING & ADOPTION	Tuesday, April 22, 2025	Regular Meeting
<i>ADOPTION II (IF NEEDED)</i>	<i>Tuesday, May 13, 2025</i>	<i>Regular Meeting</i>

B) PFAS Mitigation Project & NJ IBank

Last week, consultants and staff met to review the status of the PFAS mitigation project and the process to proceed with the NJ IBank. As the Council may recall, the goal of funding the project through NJ IBank is the potential for principal forgiveness and guaranteed low (50% of principal) and no (50% of principal) interest. Proceeding with NJ IBank will result in a required process and increased some costs e.g., full time construction inspection is required but the ultimate benefit is positive for the ratepayers.

Additionally, the Township was selected by Congresswoman Sherill's office to receive approximately \$1.1 million of congressionally directed funding for the project. These funds were hoped to be included in the federal budget, scheduled for adoption in September of 2024; however, the federal budget is in a cycle of continuing resolutions.

The current, planned schedule that is subject to NJ IBank approval and could change, is as follows:

- Project Bid Advertisement – March of 2025
- Receipt and Opening of Bids – May of 2025
- Award of Bid – July of 2025
- Construction Timeframe – Approximately two years with completion hoped for by December 31, 2027.



As noted, this is a planned schedule that could be subject to change based upon a number of factors, including but not limited to approval from the NJ IBank, the need to postpone project initiation to secure the federal funding (any work done prior to adoption of the federal budget that includes the appropriation for the project and the required federal "green light" is not eligible for the funding), issues or challenges with the procurement process and/or unknown factors outside of the Township's control.

Currently, direction from the governing body is not required; however, at each point approval is needed, an update will be provided and direction sought.

C) Historic Preservation Projects: Pompton Plains Railroad Station & Martin Berry House

Following a meeting to review priorities for 2025 and beyond, enclosed please find a letter from the Township's Historic Architect that provides the plan moving forward with respect to the two historic sites identified above. Hopefully construction at the Railroad station can be initiated this year with MCHPTF construction documents grant application for the landscaping at the Martin Berry House in 2026. If the documents grant is awarded in 2026, a MCHPTF construction grant application can be submitted in 2027.

D) Pequannock Township Fire Department Junior Firefighter Membership – Residency Requirement

Recently, the fire department received interest from an individual who wanted to join the department as a Junior Member. However, the individual did not reside within the Township of Pequannock. With respect to eligibility for the Junior Firefighters Auxiliary, the following language is present in the Township Code:

"Chapter 5-87. Junior Firefighters Auxiliary Section D (1) states: Applicants for junior membership in the Pequannock Township Fire Department shall reside within the Pequannock Township border and be a minimum of 14 years of age."

Following a review of the applicable code, the Fire Department, through the Company Chiefs, are requesting this be changed to allow for increased participation, even if an interested party lives outside of the Township of Pequannock.

"Applicants for junior membership in the Pequannock Township Fire Department shall reside within the Township of Pequannock or reside within any municipality that is contiguous with the Township of Pequannock and be a minimum of 14 years of age."

If the proposed change is acceptable to the Township Council, an ordinance can be prepared for introduction on January 28, 2025.

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HMRARCHITECTS

January 9, 2025

Mr. Adam Brewer
Township Manager
Township of Pequannock
530 Newark Pompton Turnpike
Pompton Plains, NJ 07444-1799

Re: Township of Pequannock
Preservation Priorities

Dear Mr. Brewer:

I am writing to follow-up our conversation and summarize the preservation priorities for the Township over the next few years.

1. Pompton Plains Railroad Station Exterior Restoration: Construction bids for this project are due January 16th and construction is anticipated to take place in the spring and summer of 2025.
2. Martin Berry House Historic Landscape Report: Concurrent with the above construction project, this report will be completed in the spring and early summer of 2025. The report would then be submitted to the Morris County Historic Preservation Trust for review with the intent of applying for a construction documents grant in 2026 and a construction grant in 2027.

Please let me know if you have any questions.

Sincerely,



Kurt Leasure

Resolutions

RESOLUTIONS

TOWNSHIP OF PEQUANNOCK

Resolution of the Township Council releasing Phillips Edison and Company and Plaza 223 Station LLC (Plaza 23) from Performance Guarantee

Resolution No. R2025-54

WHEREAS, Phillips Edison and Company and Plaza 23 Station LLC the developer of property known as Plaza 23, has, pursuant to N.J.S.A. 42:55D-53 of the Municipal Land Use Law, notified the Township Council that certain site improvements have been completed, and have requested to be released from liability under the Performance Guarantee being held by the Township; and

WHEREAS, the Township Engineer has inspected all improvements of which such notice has been given and has recommended, in a memo dated January 7, 2025, that the Township release the performance guarantee; and

WHEREAS, the Township Council has reviewed the recommendations of the Township Engineer.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Pequannock, in the County of Morris and State of New Jersey, that the Performance Guarantee posted by Phillips Edison and Company and Plaza 23 Station LLC in the form of Bond No. 2982017 and 298211 issued by Great American Insurance Company in the amount of \$16,354.00 and \$19,624.00 shall be released to Phillips Edison and Company and Plaza 23 Station LLC.

Adopted: January 14, 2025

Carol J. Marsh, Township Clerk

John Driesse, Mayor



Township of
Pequannock
ENGINEERING DEPARTMENT

Township Engineer:
Frank Russo, PE, PP, CME
Tel: (973) 835-5700 x188
Fax: (973) 835-9396
Email: frusso@peqtwp.org
Mailing Address:
530 Newark-Pompton Turnpike
Pompton Plains, NJ 07444
Office Address:
99 Alexander Avenue (DPW Annex)

Memorandum

**Re: Project Bond/Escrow Release
Phillips Edison and Company
500 Route 23, Block 2007, Lot 1
Application # ZB-19-13**

To: Tamara Bross – Land Use Secretary
From: Frank Russo, PE – Township Engineer
Date: January 8, 2025
Cc: Adam Brewer - Township Manager
David Seugling - Director of Public Works

On December 18, 2024, I conducted an inspection of the above referenced property.

- ☒ The Proposed Improvements for this project appear to be constructed in general conformance with the approved plans and specifications.
- ☒ Our office recommends the Township Council release the current bonding for the full amount of: \$ 35,978.00
- ☐ Not all improvements are complete. Our office recommends the Township Council reduce the maintenance bond to: \$ _____
- ☒ The Engineering Department considers this project completed. Our office recommends any remaining review and/or inspection escrow be released.
- ☐ The work covered under this item is either not constructed according to Township standards, is failing, or is not approved based on the comments below:

Comments:

None.

923.34 TOWNSHIP OF PEQUANNOCK

Resolution of the Township Council authorizing Tax Office refunds, overpayments or cancellations.

Resolution No. R2024-55

WHEREAS, there appears on the tax records overpayments or otherwise as shown below; and

WHEREAS, the overpayments were created by the reasons indicated below, and the Collector of Taxes recommends the refund or transfers of such overpayments;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Pequannock, in the County of Morris, State of New Jersey as follows:

1. The proper officers are hereby authorized to make the following refunds and/or cancellations for the reasons stated.

Amount	Block	Lot	Name	Year	Reason
\$ 6,510.73	4106	16	PRO CAP 8 FBO	2023	Lien Redemption
\$ 200.00			FIRSTRUST BANK		Return of Premium

2. The Township Clerk is directed to forward a certified copy of this resolution to the Tax Collector and Chief Financial Officer.

Adopted: January 14, 2025

Carol J. Marsh, Township Clerk

John Driesse, Mayor

TOWNSHIP OF PEQUANNOCK

Resolution of the Township Council approving payment of the itemized claims as set forth on the **January 9, 2025** Bill List and 2018 FEMA Elevation Escrow list.

Resolution No. R2025-56

WHEREAS, the Chief Financial Officer has prepared a Bill List setting forth itemized claims for payment; and

WHEREAS, the vouchers requesting payment have been certified by the claimant and approved by the appropriate Township official having knowledge of the materials or services supplied; and

WHEREAS, the CFO has certified as to the availability of funds;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Pequannock, in the County of Morris, State of New Jersey as follows:

1. The claims set forth on the **January 9, 2025** Bill List and summarized as follows are hereby approved for payment:

Fund 01	Current Fund	2,173,571.12
Fund 02	Grant	0.00
Fund 04	General Capital Fund	133,418.58
Fund 05	Water Operating Fund	22,406.63
Fund 06	Water Capital Fund	0.00
Fund 07	Sewer Operating Fund	0.00
Fund 08	Sewer Capital Fund	0.00
Fund 13	Animal Control Fund	164.40
Fund 14	Builders Escrow Fund	6,019.38
Fund 15	Cash Trust Fund	17,563.48
Fund 20	Open Space Trust Fund	6,100.00
Fund 21	COAH Account	0.00
Fund 22	Fire Safety Fund	0.00
Fund 26	Solid Waste Utility Fund	69,548.33
Fund 30	Public Health Utility	0.00
Fund 32	Recreation Trust Fund	2,250.34
TOTAL		<u>\$2,431,042.26</u>

1. The claims set forth on the **January 9, 2018** FEMA Elevation Escrow List summarized as follows are hereby approved for payment:

Fund 31	2018 FEMA Elevation Escrow	\$19,150.00
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2. The Township Clerk is hereby directed to forward a certified copy of this Resolution to the Township Chief Financial Officer.

Adopted: January 14, 2025

Carol J. Marsh, Township Clerk

John Driesse, Mayor