

THE REGULAR MEETING WILL BEGIN AT 7:30 PM

Regular Meeting of Town Council

Tuesday, April 12, 2016

Statement of Compliance with Open Public Meetings Act

A. Roll-Call

B. Moment of Silence

C. Pledge of Allegiance

D. Consent Agenda

1. Request from Karen Winlund at the American Red Cross for Town Council approval to reschedule their Annual Coin Toss for Sunday, May 15, 2016, from 10:00 a.m. – 4:00 p.m., on Elm Street at the Franklin Street Traffic Light (The original coin toss approved by Council on March 22, 2016 was scheduled for Saturday, April 2, 2016; however, it was cancelled due to adverse weather conditions).
2. Request from Dan Brannen, Race Director for the Verizon Corporate Classic for Town Council approval to modify the course or route for the Verizon Corporate Classic 5K footrace scheduled for Thursday, July 14, 2016 (Council approved the request for the race on December 22, 2016; however, the course was modified due to proposed construction at the original event gathering site).
3. Request from the Morristown Partnership and the Morris Arts for Town Council approval for a town-wide sidewalk permit the last Thursday in May (26), June (30), July (28) and August (25) for events associated with Meet Me in Morristown; as well as establishing “rain dates” on the following Fridays: May (27), July (1), July (29) and August (29) in the event of inclement weather.
4. Request from the Morristown Partnership (hereafter “Partnership”) for Town Council approval of appropriate road closures essential to the operation of the Morristown Partnership’s annual community events. Specific events include the Morristown Festival on the Green Event on Sunday, September 26, 2016; and the “Santa Arrival & the Lighting of the Morristown Green” Event on Sunday, November 27, 2016. Also requested is a letter of support from the Council to accompany the Partnership’s application to the New Jersey Department of Transportation.

E. Public Hearing

1. Street Smart Morristown Pedestrian Safety Campaign Presentation, by Laura Cerutti.
2. All other interested members of the public wishing to address Council on any issue.

F. Council Comments on Items Discussed at Public Hearing

G. Mayor's Proclamations and Presentations

1. Arbor Day Proclamation.

H. Report of Mayor and Town Officials

I. Council Liaison Reports

J. Regular Business

1. Ordinances for Introduction

**Ordinance No. O-15-2016**

"Ordinance amending and supplementing the Code of the Town of Morristown Chapter XX Water and Sewer."

Purpose: Revises the date when private meter readings are to be remitted to the Town from March 5<sup>th</sup> to April 5<sup>th</sup>.

2. Ordinances for Adoption

**Ordinance No. O-10-2016**

"Ordinance Amending and Supplementing the Code of the Town of Morristown Chapter 7 "Traffic", Section 40.2 "Handicapped Parking on Streets for Private Residences" to Add a Dedicated Handicapped Parking Space for a Resident of 29 Columba Street."

Purpose: Self-explanatory.

**Ordinance No. O-11-2016**

"Ordinance Amending and Supplementing the Code of the Town of Morristown Chapter 7 "Traffic", Section 40.2 "Handicapped Parking on Streets for Private Residences" to Add a Dedicated Handicapped Parking Space for a Resident of 31 Western Avenue."

Purpose: Self-explanatory.

**Ordinance No. O-12-2016**

"Ordinance Amending and Supplementing the Code of the Town of Morristown Chapter 7 "Traffic"."

Purpose: Amends Code to modify parking restrictions located north of the Administration and Records Building main entrance on Court Street, pursuant to March 1, 2016 request by the County of Morris.

**Ordinance No. O-13-2016**

“Ordinance Amending and Supplementing Chapter 4 “Licensing and Business Registration” Section 26 “Taxicabs”.”

Purpose: Amends Chapter 4, Section 26.12 of the Morristown Town Code to include a provision that permits these license fees to be waived upon approval from the Town Council.

**Ordinance No. O-14-2016**

“Ordinance Amending and Supplementing the Code of the Town of Morristown Chapter 13 “Housing and Property Maintenance”.”

Purpose: Amends the Town Code requiring the registration of vacant and abandoned properties for pest control services.

3. Resolutions for Adoption

**Resolution R- 63 -2016**

“Resolution re-appointing Angela Swanston as Registrar of Vital Statistics of the Town of Morristown.”

Purpose: Re-Appoints Angela Swanston as Registrar of Vital Statistics for a term of three (3) years.

**Resolution No. R- 64 -2016**

“Resolution authorizing the cancellation of checks against the Town of Morristown Municipal Court ATS General Account with an issuance date of greater than six months.”

Purpose: Self Explanatory

**Resolution No. R- 65 -2016**

“Resolution authorizing the cancellation of checks against the Town of Morristown Municipal Court ATS Bail Account with an issuance date of greater than six months.”

Purpose: Self Explanatory

**Resolution No. R- 66 -2016**

Resolution authorizing submission of 2015 Tonnage Grant Application.

Purpose: Authorizes the submission of a grant application to the New Jersey Department of Environmental Protection to implement the Mandatory Source Separation and Recycling Act.

**Resolution No. R- 67 -2016**

“Resolution for the Tax Identification Statement.”

Purpose: Certifies expenditures on recycling disposal pursuant to Tonnage Grant Application requirements. Resolution is required boilerplate language provided by the State of NJ.

**Resolution No. R- 68 -2016**

“Resolution approving the 2016 Temporary Appropriations.”

Purpose: Approves Temporary Appropriations per the attached Schedule A.

4. Selection of the Town Council of a Full Member of the Board of Adjustment for an unexpired term ending December 31, 2016.

**K. Unfinished (Old) Business**

1. Proposed Ordinance Amending and Supplementing Chapter 6 “Alcoholic Beverage Control” to include a New Section Entitled “Expansion of License” (Requested by Council President Armington, Council Member Deeb and Council Member Iannaccone, with additional discussion on Liquor License Expansion requested by Council Member Harris).

**L. New Business**

**1. Ordinance No. O-9-2016**

“Ordinance amending and supplementing Chapter 3 “Police Regulation” and Chapter 8 “Streets and Sidewalks” of the Code of the Town of Morristown.”

Purpose: Amends Chapter 3 Police Regulation and Chapter 8 Streets and Sidewalks to encourage the safe and proper operation of bicycles on town streets.

(Requested by Council President Armington and tabled at the March 8, 2016 Town Council Member).

**M. Correspondence Comments**

**N. Adjournment**

## CORRESPONDENCE

The correspondence portion of the agenda is now on the web. To view the ordinances, resolutions and correspondence, go to the town's web site [www.townofmorristown.org](http://www.townofmorristown.org) and click on the Agenda's & Minutes.

All the correspondence, ordinances and resolutions are listed at the end of the agenda document.

## MEMORANDUM

To: Stefan Armington, Council President  
All Members of Council

From: Kevin D. Harris, Town Clerk

Sub: Correspondence

Date: April 7, 2016

The following items of correspondence have been received in the Office of the Town Clerk for inclusion on the agenda of the Regular Meeting of April 12, 2016.

A. Mayor's Correspondence

B. Correspondence and Reports, Counsel and Department Heads

C. General Correspondence

- Check List & Wire Disbursement List for the month of March 2016.
- March 29, 2016 letter from Jennifer Ayanian, Business Administrator for the Presbyterian Church in Morristown advising the Town of the Church's award of a \$219,168 Morris County Historic Preservation Trust Fund Grant.
- March 22, 2016 letter from Deborah Hirt, Regional Manager, Community and Constituent Relations with the New Jersey Department of Transportation regarding the Route 287 Northbound Pavement Resurfacing Project.
- March 21, 2016 letter from Laura Cummings, P.E., Executive Director / Chief Engineer at the Southeast Morris County Municipal Utilities Authority regarding a drinking water quality outreach program in schools and child care facilities within its service area.
- March 24, 2016 letter from Richard T. Hammer, Acting Commissioner of the State of New Jersey Department of Transportation informing the Town that our community has been selected to receive \$245,000 in funding from the NJDOT Fiscal Year 2016 Municipal Aid Program for Washington Street Streetscape, Phase III.
- March 29, 2016 letter from the Richard T. Hammer, Acting Commissioner of the State of New Jersey Department of Transportation informing the Town that the Morristown Municipal Airport has been selected to receive \$117,900 in funding from the NJDOT's Airport Improvement Program for a State Grant funded by the Airport Safety Fund for the Obstruction Removal R/W 31 Project.
- March 14, 2016 letter from Michael E. Mihalic, Supervisor, Traffic Investigations, Bureau of Traffic Engineering, New Jersey Department of Transportation requesting a Resolution of Support from the Town Council for NJDOT's establishment of a new Traffic Regulation Order establishing and consolidating new bus stops on Route NJ 124 in the Town of Morristown.

D. Department Reports

E. Resolutions of Other Jurisdictions

F. Meeting Notices

G. Confidential Correspondence

## TOWN OF MORRISTOWN

## ORDINANCE O- 15 -2016

**AN ORDINANCE AMENDING AND SUPPLEMENTING THE CODE OF THE  
TOWN OF MORRISTOWN CHAPTER XX WATER AND SEWER**

**WHEREAS**, the Town of Morristown (the "Town") has an ordinance that allows for property owners to obtain an adjustment on their sewer charges when the property owner can satisfy certain conditions; and

**WHEREAS**, the Town of Morristown desires to revise the due dates for private meter readings from "January 5, March 5, July 5 and October 5" to "January 5, April 5, July 5 and October 5"; and

**WHEREAS**, the Town of Morristown believes that the revisions being proposed are fair and reasonable, and provide a balanced schedule throughout the year;

**NOW, THEREFORE BE IT ORDAINED**, by the Town Council of the Town of Morristown, County of Morris and State of New Jersey, being the governing body thereof, that Chapter XX "Water and Sewer" of the Town Code, Section 20-11.4 "Rates, Subsection j. "Sewer Charge Adjustments", Item 5 be and is hereby amended and supplemented to read as follows:

**20-11.4 Rates**

**j. Sewer Charge Adjustments**

5. When meters are used pursuant to paragraphs 1 and 4, readings shall be submitted to the Tax Collector no later than January 5, April 5, July 5 and October 5 in order to be used for the subsequent billing cycle. Meters shall be available for inspection by the Town and meters shall be recalibrated as required by the Town.

**BE IT FURTHER ORDAINED**, If any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged by the courts to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudicated, and the remainder of the Ordinance shall be deemed valid and effective.

**BE IT FURTHER ORDAINED**, Any ordinances or parts thereof in conflict with the provisions of this Ordinance are repealed to the extent of such conflict.

**BE IT FURTHER ORDAINED**, This Ordinance shall take effect upon passage.

**ATTEST:**

**ADOPTED:**

\_\_\_\_\_  
Kevin Harris,  
Clerk

\_\_\_\_\_  
Timothy P. Dougherty,  
Mayor  
Date: \_\_\_\_\_

O-10-2016  
I-3/22

**TOWN OF MORRISTOWN**

**ORDINANCE O- 10 -2016**

**AN ORDINANCE AMENDING AND SUPPLEMENTING THE CODE OF THE TOWN OF MORRISTOWN CHAPTER 7 "TRAFFIC", SECTION 40.2 "HANDICAPPED PARKING ON STREETS FOR PRIVATE RESIDENCES" TO ADD A DEDICATED HANDICAPPED PARKING SPACE FOR A RESIDENT OF 29 COLUMBA STREET**

**NOW, THEREFORE, BE IT ORDAINED**, by the Town Council of the Town of Morristown in the County of Morris, and State of New Jersey, as follows:

**Section 1.** The Code of the Town of Morristown is hereby amended and supplemented in accordance with the provisions of this Ordinance.

**Section 2.** Chapter 7, entitled "Traffic" is hereby amended by the addition of the following new handicapped parking space solely for the use by designated New Jersey Division of Motor Vehicles Permanent Disabled Person Parking Permit Placard and/or License Plate number as set forth and described in Section 7-40.2, Handicapped Parking on Streets for Private Residences below:

- A. The following shall be a designated handicapped parking space solely for use by the designated New Jersey Division of Motor Vehicles Permanent Disabled Person Parking Permit Placard

Handicapped Parking – On Street Location

<b>Street</b>	<b>Location</b>
29 Columba Street (1 Space)	Measuring from a point created at the northwest corner of the intersection of Columba Street @ Bellevue Terrace. On the north side curb line of Columba Street 120' east to 142'; or directly in front of #29 Columba Street (P1531953).

**Section 3.** Appropriate signs shall be erected and maintained furnishing notice to the public of the above designated handicapped parking space.

**Section 4.** If any section, paragraph, subsection, clause, or provision of this Ordinance shall be adjudged by the courts to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause, or provision so adjudicated, and the remainder of the Ordinance shall be deemed valid and effective; and

**Section 5.** Any ordinances or parts thereof in conflict with the provisions of this Ordinance are repealed to the extent of such conflict; and

**Section 6.** This Ordinance shall take effect upon passage and publication in accordance with applicable law.

**ATTEST:**

**ADOPTED:**

\_\_\_\_\_  
Kevin D. Harris,  
Town Clerk

\_\_\_\_\_  
Timothy P. Dougherty,  
Mayor

Date: \_\_\_\_\_

O-11-2016  
I-3/22

**TOWN OF MORRISTOWN**

**ORDINANCE O- 11 -2016**

**AN ORDINANCE AMENDING AND SUPPLEMENTING THE CODE OF THE TOWN OF MORRISTOWN CHAPTER 7 “TRAFFIC”, SECTION 40.2 “HANDICAPPED PARKING ON STREETS FOR PRIVATE RESIDENCES” TO ADD A DEDICATED HANDICAPPED PARKING SPACE FOR A RESIDENT OF 31 WESTERN AVENUE**

**NOW, THEREFORE, BE IT ORDAINED**, by the Town Council of the Town of Morristown in the County of Morris, and State of New Jersey, as follows:

**Section 1.** The Code of the Town of Morristown is hereby amended and supplemented in accordance with the provisions of this Ordinance.

**Section 2.** Chapter 7, entitled “Traffic” is hereby amended by the addition of the following new handicapped parking space solely for the use by designated New Jersey Division of Motor Vehicles Permanent Disabled Person Parking Permit Placard and/or License Plate number as set forth and described in Section 7-40.2, Handicapped Parking on Streets for Private Residences below:

- A. The following shall be a designated handicapped parking space solely for use by the designated New Jersey Division of Motor Vehicles Permanent Disabled Person Parking Permit Placard

Handicapped Parking – On Street Location

<b>Street</b>	<b>Location</b>
31 Western Avenue (1 Space)	Measuring from a point created at the southeast corner of the intersection of Western Avenue & Ann Street. On the south side curb line of Western Avenue 140’ west to 162’; or directly across the street from 31 Western Avenue (P1245566).

**Section 3.** Appropriate signs shall be erected and maintained furnishing notice to the public of the above designated handicapped parking space.

**Section 4.** If any section, paragraph, subsection, clause, or provision of this Ordinance shall be adjudged by the courts to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause, or provision so adjudicated, and the remainder of the Ordinance shall be deemed valid and effective; and

**Section 5.** Any ordinances or parts thereof in conflict with the provisions of this Ordinance are repealed to the extent of such conflict; and

**Section 6.** This Ordinance shall take effect upon passage and publication in accordance with applicable law.

**ATTEST:**

**ADOPTED:**

\_\_\_\_\_  
Kevin D. Harris,  
Town Clerk

\_\_\_\_\_  
Timothy P. Dougherty,  
Mayor

Date: \_\_\_\_\_

O-12-2016  
I-3/22

**TOWN OF MORRISTOWN  
ORDINANCE O- 12 -2016**

**AN ORDINANCE AMENDING AND SUPPLEMENTING THE CODE  
OF THE TOWN OF MORRISTOWN CHAPTER 7 "TRAFFIC"**

**WHEREAS**, the County of Morris desires to modify parking restrictions located north of the Administration and Records Buildings main entrance on Court Street; and

**WHEREAS**, the County of Morris proposes to eliminate one law enforcement only parking space in order to widen three (3) of the existing public parking spaces and to modify their use for County use only; and

**WHEREAS**, these parking restrictions are codified in the Town of Morristown Code; and

**WHEREAS**, the Town of Morristown desires to modify the Town Code to reflect the parking changes requested by the County of Morris;

**NOW, THEREFORE BE IT ORDAINED**, by the Town Council of the Town of Morristown, County of Morris and State of New Jersey, being the governing body thereof, that Chapter 7 Traffic, Section 12 Time Limit Parking and Section 14 Parking Prohibited at All Times on Certain Streets be and are hereby amended and supplemented to read as follows:

**7-12 TIME LIMIT PARKING.**

**7-12.1 Parking Time Limited on Certain Streets.**

No person shall park a vehicle for longer than the time limit between the hours listed on any day upon any of the streets or parts of streets described.

<b>Name of Street</b>	<i>Side(s)</i>	<i>Limit</i>	<i>Hours</i>	<i>Location</i>
Court Street	a. Deleted			
	b. Visitor Center Only: West	30 minutes	All	From the southerly curblineline of Washington Street, south, from a point of 155 feet to a point of 178 feet (a total of 2 parking spaces).
	c. West-Public Parking County Business Only	30 minutes	M-F 8:30 a.m.- 4:30 p.m.	From the southerly curblineline of Washington Street, south, from a point of 189 feet to a point of 235 feet (a total of 4 parking spaces).

d. West County Use Only	N/A	N/A	From a southerly curblineline of Washington Street, south, from a point of 235 feet to a point of 280 feet (a total of 3 parking spaces).
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**7-14 PARKING PROHIBITED AT ALL TIMES ON CERTAIN STREETS**

**7-14.1 Reserved Parking Spaces for Law Enforcement or County Buildings and Grounds.**

Court Street Reserved Parking, Law Enforcement or County Buildings or Grounds Only.

West side from the southerly curblineline of Washington Street,

- a. South, from a point of 178 feet to a point of 189 feet (a total of 1 parking space), and
- b. South, from a point of 367 feet to a point of 379 feet (a total of 1 parking space), and
- c. South, from a point of 423 feet to a point of 463 feet, for the use of Morris County Buildings and Grounds (a total of 2 parking spaces).

**BE IT FURTHER ORDAINED** if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged by the courts to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudicated, and the remainder of the Ordinance shall be deemed valid and effective.

**BE IT FURTHER ORDAINED**, any ordinances or parts thereof in conflict with the provisions of this Ordinance are repealed to the extent of such conflict.

**BE IT FURTHER ORDAINED**, this Ordinance shall take effect upon passage and publication in accordance with law.

**ATTEST:**

**ADOPTED:**

\_\_\_\_\_  
Kevin D. Harris  
Clerk

\_\_\_\_\_  
Timothy P. Dougherty,  
Mayor

Date: \_\_\_\_\_

O-13-2016  
I-3/22

TOWN OF MORRISTOWN  
ORDINANCE O - 13 - 2016

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 4 "LICENSING AND BUSINESS REGISTRATION" SECTION 26 "TAXICABS"

WHEREAS, Chapter 4, Section 26.12 of the Morristown Town Code establishes certain license fees for the operation of a taxicab or private livery service; and

WHEREAS, the Town Council now desires to amend the current ordinance to include a provision that permits these license fees to be waived upon approval from the Town Council;

NOW, THEREFORE BE IT ORDAINED, by the Town Council of the Town of Morristown, County of Morris, State of New Jersey, being the governing body thereof, that Chapter 4 *Licensing and Business Registration*, Section 26 *Taxicabs* be and hereby is amended and supplemented to read as follows:

**4-26.12 License Fees.**

License fees shall be as follows:

- a. Hack license, per year \$250.00
- b. Private livery license, per year \$250.00
- c. For each hackman or driver of a licensed vehicle, per year \$ 50.00
- d. Medallion fee \$ 50.00

A waiver of any of the above referenced license fees may be granted upon approval by the Town Council.

BE IT FURTHER ORDAINED, if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged by the courts to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudicated, and the remainder of the Ordinance shall be deemed valid and effective.

BE IT FURTHER ORDAINED, any ordinances or parts thereof in conflict with the provisions of this Ordinance are repealed to the extent of such conflict.

BE IT FURTHER ORDAINED, this Ordinance shall take effect upon passage.

ATTEST:

ADOPTED:

\_\_\_\_\_  
Kevin D. Harris,  
Town Clerk

\_\_\_\_\_  
Timothy P. Dougherty,  
Mayor  
Date: \_\_\_\_\_

O-14-2016  
I-3/22

**TOWN OF MORRISTOWN**

**ORDINANCE O- 14 -2016**

**AN ORDINANCE AMENDING AND SUPPLEMENTING THE CODE OF THE  
TOWN OF MORRISTOWN CHAPTER 13 HOUSING AND PROPERTY  
MAINTENANCE**

**WHEREAS**, the Town of Morristown (the "Town") recognizes that vacant and/or abandoned properties create a wide range of problems for the communities in which they are located, including fostering criminal activity, creating public health problems, diminishing property values, and otherwise diminishing the quality of life for neighboring residents and businesses; and

**WHEREAS**, in many instances the owners or other responsible parties of these structures are neglectful of them, are not maintaining or securing them to an adequate standard, or not restoring them to productive use; and

**WHEREAS**, the Town of Morristown incurs costs related to these vacant and abandoned structures, including, but not limited to, excessive Police, Fire, Code Enforcement, and Public Works calls; and

**WHEREAS**, it is in the public's interest to adopt an ordinance requiring the registration of vacant and abandoned structures and the payment of a yearly registration fee; and

**WHEREAS**, Governor Christie recently signed S-1229 into law as P.L. 2014, c. 35, which permits a municipality to adopt an ordinance that regulates the care, maintenance, security and upkeep of the exterior of vacant and abandoned residential properties on which a foreclosure complaint has been filed and requires that an Out of State creditor appoint an In State representative or agent; and

**WHEREAS**, the Town of Morristown desires to adopt an ordinance addressing issues related to vacant and abandoned properties;

**NOW, THEREFORE BE IT ORDAINED**, by the Town Council of the Town of Morristown, County of Morris and State of New Jersey, being the governing body thereof, that Chapter 13 Housing and Property Maintenance Section 14 Vacant Buildings be and is hereby amended and supplemented as follows:

**13-14 VACANT BUILDINGS.**

*13-14.1 Definitions.*

**Abandoned Property** – defined in accordance with N.J.S.A. 55:19-78 et seq. and means improved real property that has not been legally occupied for six months and which meets any one of the criteria set forth in N.J.S.A. 55:19-81, which includes:

- i. The property is in need of rehabilitation in the reasonable judgment of the public officer, and no rehabilitation has taken place during that six month period;
- ii. Construction was initiated on the property and was discontinued prior to completion, leaving the building unsuitable for occupancy, and no

- construction has taken place for at least six (6) months as of the date of a determination by the public officer pursuant to this section;
- iii. At least one installment of property tax remains unpaid and delinquent on that property in accordance with Chapter 4 of Title 54 of the Revised Statutes as of the date of the determination by the Chief Financial Officer for the Town of Morristown; or
  - iv. The property has been determined to be a nuisance by the Director of Code Enforcement in accordance with Section 5 of P.L. 2003, c. 210 (N.J.S.A. 55:19-82).
  - v. A property which contains both residential and nonresidential space may be considered abandoned pursuant to P.L. 2003, c. 210 (N.J.S.A. 55:19-78 et seq.) so long as 2/3 or more of the total net square footage of the building was previously legally occupied for at least six months at the time of the determination of abandonment by the Director of Code Enforcement and the property meets the criteria of either Subsection i or Subsection iv of this definition.

**Creditor** —shall mean consistent with Section 3 of P.L. 2008, c. 86, a State chartered bank, savings bank, savings and loan association or any credit union, any person required to be licensed under the provisions of the “New Jersey Residential Mortgage Lending Act”, and any entity acting on behalf of the Creditor named in the debt obligation, including, but not limited to, servicers.

**Evidence of Vacancy** – means any condition that on its own, or combined with other conditions present would lead a reasonable person to believe that the property is or has been vacant for six or more months. Such conditions include, but are not limited to, overgrown or dead vegetation, accumulation of newspapers, circulars, flyers or mail, past due utility notices or disconnected utilities, accumulation of trash, junk or debris, absence of window coverings, absence of furnishings or personal items consistent with residential habitation, statements by neighbors, delivery agents, or government employees that the property is vacant or abandoned.

**Public Officer** – means the Director of Code Enforcement or any designee of the Director of Code Enforcement.

**Owner** – means any person, co-partnership, agent, operator, firm, association, corporation, or fiduciary having a legal or equitable interest in the property, or appears on the official records of the state, county, or municipality as holding title to the property, or otherwise exercises control of the property, including the trustee or guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of the real property by the court.

**Vacant Property** – means any property used or to be used as a residence, commercial, or industrial structure which is (i) not legally occupied or (ii) at which substantially all lawful construction operations or occupancy has ceased, and which is in such condition that it cannot legally be reoccupied without repair or rehabilitation, including, but not limited to any property meeting the definition of “abandoned property” in N.J.S.A. 55:19-81, provided

however that any property where all building systems are in working order, where the building and grounds are maintained in good order, and which is being actively marketed by its owner for sale or rental, shall not be deemed a vacant property for purposes of this Section.

*13-14.2 General Requirements.*

- i. Effective immediately, the Owner of any property which is, becomes, or is found to be vacant shall within sixty (60) days or, within thirty (30) days of assuming ownership of such property, file a registration statement for each such property with the Department of Code Enforcement. The registration shall remain valid until the subsequent January 1st. The Owner shall be required to renew the registration annually as long as the property remains vacant or abandoned and shall pay a registration or renewal fee in the amount prescribed by Section 14.6 of this Ordinance. The initial registration fee shall be pro-rated for registration statements received less than three (3) months prior to January 1<sup>st</sup>.
- ii. The Owner shall notify the Department of Code Enforcement within thirty (30) days of any change in the registration information by filing an amended registration statement on a form provided for such purpose.
- iii. The registration statement shall be deemed prima facie proof of the statements therein contained in any administrative enforcement proceeding or court proceeding instituted by the Town of Morristown against the Owner or Owners of the property.

*13-14.3 Registration Requirements.*

- A. The Owner shall provide the following information to the Department of Code Enforcement, with a copy to the Fire Bureau, on a form prescribed by the Department:
  - (a) Name, address, email address and contact telephone number of the Owner(s);
  - (b) Name, address, email address and contact telephone number of any local agent(s) or representative for the property;
  - (c) Name, address, email address and contact telephone number of the person assigned to the property for the security and maintenance of the property- the individual or firm responsible for the security and maintenance of the property shall be available by telephone or in person on a 24 hour, seven day per week basis;
  - (d) Common address and tax assessor's block and lot designation of the property;
  - (e) The date on which the property became vacant;
  - (f) Proof of utility (gas, electric, water) connections or disconnections;
  - (g) Any other information reasonably required by the Department of Code Enforcement to ensure the safety of all persons and to prevent neglect; and
  - (h) Names, address, email address and contact telephone number of a Licensed Pest Control Company contracted to provide pest control services.

B. By identifying and designating an authorized agent under the provisions of this Section, the Owner consents to receive any and all notices of code violations concerning the registered vacant property and all process in any court proceedings or administrative enforcement proceeding brought to enforce code provisions concerning the registered building by service of the notice or process on the authorized agent. Any Owner who has designated an authorized agent under the provisions of this Section shall be deemed to consent to the continuation of the agent's designation for the purposes of this Section until the Owner notifies the Town in writing of a change of authorized agent or until the Owner files a new annual registration statement.

*13-14.4 Property Inspection.*

After filing a registration statement or a renewal of a registration statement and upon reasonable notice, the owner of any Vacant Property shall provide access to the Town to conduct an exterior and interior inspection of the building to determine compliance with the municipal code. Such inspections shall be carried out on weekdays during the hours of 9:00 a.m. and 4:00 p.m. or during such other times as may be mutually agreed upon between the Town and the property owner.

*13-14.5 List of Abandoned Property to be Maintained by the Director of Code Enforcement*

The Director of Code Enforcement shall maintain a list of Vacant and Abandoned Properties. With respect to any property on the Abandoned Property List, the Town may pursue any statutory remedy, including, but not limited to, the sale of tax sale certificates subject to the condition that the purchaser or assignee shall be obligated to complete any rehabilitation or repairs required to render the property eligible for removal from the Abandoned Property list.

*13-14.6 Fees.*

The initial registration fee for each vacant or abandoned property shall be Five Hundred Dollars (\$500.00). The fee for the first renewal shall be One Thousand Dollars (\$1,000.00). The fee for the second renewal shall be Two Thousand Dollars (\$2,000.00). The fee for any subsequent renewal shall be Three Thousand Five Hundred Dollars (\$3,500.00). The renewal fee for the annual registration shall be due by January 1<sup>st</sup> of each year. The renewal registration fee will not be prorated or refunded. The initial registration fee will be prorated if a registration statement is received less than three (3) months prior to January 1<sup>st</sup>.

Vacant and/or Abandoned Property Fee Schedule

Initial Registration	\$500.00
First Renewal	\$1,000.00
Second Renewal	\$2,000.00
Subsequent Renewals	\$3,500.00

*13-14.7 Insurance Requirements.*

The Owner of any Vacant or Abandoned Property shall acquire or otherwise maintain liability insurance, in an amount not less than Three Hundred Thousand Dollars (\$300,000.00) for buildings designed exclusively for use as residential units and not less than One Million Dollars (\$1,000,000.00) for any other building, including but not limited to, buildings designed for manufacturing, industrial, storage or commercial uses, covering any damage to any person or any property caused by any physical condition of or in the building. Any insurance policy acquired or renewed after the building has become vacant shall provide for written notice to the Town within thirty (30) days of any lapse, cancellation or change in coverage. The Owner shall attach evidence of the insurance to the Owner's annual registration statement. Any registration statement submitted that does not include such evidence shall not be deemed to be a valid registration.

*13-14.8 Safe and Sanitary Maintenance.*

All vacant or abandoned buildings shall comply with the following minimum standards for safe and sanitary maintenance:

1. Every foundation, exterior wall and exterior roof shall be weathertight, watertight and rodent proof, shall be kept in sound condition and good repair, and shall be safe to use and capable of supporting the load which normal use may cause to be placed thereon.
2. A Pest Control Report documenting dates and type of service must be submitted to the Division of Housing and Property Maintenance at the time of initial registration and every 90 days thereafter.
3. Every floor, interior wall and ceiling shall be substantially rodent proof, shall be kept in sound condition and good repair and shall be safe to use and capable of supporting the load which normal use may cause to be placed thereon.
4. Every window, exterior door and basement or cellar door and hatchway shall be weathertight, watertight, rodent proof and locked and shall be kept in sound working condition and good repair.
5. Every inside and outside stair, porch and any appurtenance thereto shall be safe to use and capable of supporting the load that normal use may cause to be placed thereon and shall be kept in sound condition and good repair.
6. Every yard shall be properly graded so as to prevent the accumulation of stagnant water.
7. There shall be a controlled method of disposing of water from roofs by use of gutters and downspouts, which shall be installed and maintained in sound condition, free of leaks and obstructions.
8. Every building's cellar, basement and crawl space shall be maintained reasonably free from dampness.

9. The exterior of every structure or accessory structure shall be maintained free of broken windows, loose shingles, crumbling stone, brick or excessive peeling paint, or loose siding and/or soffits.

10. The exterior of the premises and the condition of accessory structures shall be maintained so that the appearance of the premises and all buildings thereon shall reflect a level of maintenance in keeping with the standards of the neighborhood such that the appearance of the premises and structures shall not constitute a blighting factor for adjoining property owners nor an element leading to the progressive deterioration and downgrading of the neighborhood with the accompanying diminution of property values.

11. Any yard area (front, side and rear) adjacent to a vacant or abandoned building shall be cleared and maintained free of trash, solid debris or any other materials that cause litter to accumulate to unhealthy and blighting proportion. The delivery of all mail, newspapers, advertisements and circulars to the property shall cease.

12. Grass, weeds or vegetation shall not be permitted to grow or remain on the side, front and/or rear yards of any vacant or abandoned building so as to exceed a height of twelve (12) inches. Any edible vegetation or vegetation planted for some useful or ornamental purpose shall not be governed by this provision.

13. Vacant or abandoned buildings shall not be utilized for storage of any materials, whether solid or liquid, including the yard portion of that building.

14. When a vacant building is found to be infested with rats, termites, roaches and/or any other insects and vermin, the owner shall undertake an expedient means of extermination of such nuisances.

15. All doors and/or lids on appliances, furniture utilized for storage or on heating furnace shall be locked in order to deny entry to an individual(s) where the potential for physical harm or death may result should said door close and prevent the individual's escape.

16. A sign shall be posted and affixed to the vacant and/or abandoned building indicating the name, address and telephone number of the owner, the owner's authorized agent for the purpose of service of process and the person responsible for day to day supervision and management of the building, if such person is different from the owner holding title or the authorized agent. The sign shall be of a size and placed in such a location so as to be legible from the nearest public street or sidewalk, whichever is nearer, but shall be no smaller than 18 inches by 24 inches. The sign shall be maintained until the building is either legally occupied or demolished.

17. Every abandoned and/or vacant building shall be secured and enclosed from unauthorized entry until the building is legally occupied or demolished or until repair or rehabilitation of the building is complete.

#### *13-14.9 Safety from Fire.*

All owners of vacant or abandoned properties shall comply with the applicable provisions of the New Jersey Uniform Fire Code, N.J.A.C. 5:70, and the following additional standards for safety from fire:

1. No vacant or abandoned building shall contain any space utilized for the storage of flammable liquids.

2. No room within any vacant or abandoned building shall be used for the storage of junk, rubbish or wastes, furniture or building materials not intended to be used in the existing building.

3. The early detection and containment of fire being a valid municipal concern, the boarding up of doors and windows shall not be permitted except with the permission of the Fire Official in emergency situations. When doors and windows are boarded up, they shall be covered with no less than one-half (1/2) inch exterior plywood or equivalent. No property owner shall board up doors and windows for periods exceeding ninety (90) days except under the following circumstances:

(a) The Fire Official may extend the time that the property may be boarded up for periods up to ninety (90) days, where the property owner is able to demonstrate that the property must remain vacant for longer than ninety (90) days by reason of a pending State or local application that is required prior to the building being occupied. The Fire Official may extend the periods for additional periods of time so long as the property owner diligently pursues the processing of the application. In the event that the Fire Official finds that the property owner is not diligently pursuing approval of the application, he may direct that a notice of violation of this section be issued to the property owner.

(b) The property owner shall paint the exterior boards that cover the windows and doorways of a vacant or abandoned property so that they either match or reasonably coordinate with the color of the rest of the building's exterior.

4. All windows within twenty (20) feet of the ground or which may be readily accessible shall be secured with security screens, bars and/or grills, and the security screens, bars and/or grills on open windows shall include quick-release mechanisms, both of which shall be subject to the approval of the Fire Official.

#### *13-14.10 Responsibilities of Creditors.*

Pursuant to the provisions of Public Laws of 2014, Chapter 35, a creditor filing a summons and complaint to foreclosure a lien on a residential property that is vacant and/or abandoned, whether the filing of the summons and complaint is made before or after the determination that the property is vacant and/or abandoned, shall be responsible for the care, maintenance, security and upkeep of the exterior of the residential property and any applicable registration fee.

#### *13-14.11 Notice to Creditor; Time to Correct Violations.*

If the Director of Code Enforcement determines that a creditor obligated to care, maintain, secure and keep up a vacant and/or abandoned property has failed to do so in violation of the provisions of this Section, he/she shall issue a notice of violation to the creditor that has filed a summons and complaint to foreclose on the property in question. The notice shall require the person or the entity to correct the violation within thirty (30) days of receipt of the notice, or

within ten (10) days of receipt of the notice if the violation presents an imminent threat to the public health and safety. The issuance of the notice shall constitute evidence that the property is “vacant and abandoned” for purposes of N.J.S.A. 2A:50-73.

*13-14.12 Designated Representative of Out Of State Creditor; Violation.*

Where a creditor is located Out of State, the creditor shall appoint an In State representative who shall be responsible for the care, maintenance, security and upkeep of the property. The Out of State creditor shall provide the full name and contact information for the In State representative or agent responsible for the care, maintenance, security and upkeep of the property in the notice required to be provided to the municipal clerk pursuant to paragraph one of N.J.S.A. 46:10B-51. An Out of State creditor found by a court of competent jurisdiction to have violated this provision shall be subject to a fine of \$2,500.00 for each day of the violation commencing on the day after the ten (10) day period set forth in paragraph one of N.J.S.A. 46:10B-51, which requires notice to the municipal clerk that a summons and complaint in an action to foreclose on a mortgage has been served.

*13-14.13 Violations and Penalties.*

- A. Any person who violates any provision of this Section or the rules and regulations issued hereunder shall be fined not less than five hundred dollars (\$500.00) and not more than one thousand (\$1,000.00) for each offense. Every day that a violation continues shall constitute a separate and distinct offense. Fines assessed under this Section shall be recoverable from the Owner and shall be a lien on the property.
- B. For purposes of this Section, the failure to file a registration statement within thirty (30) calendar days after a building becomes vacant, or within thirty (30) calendar days after assuming ownership of a vacant property, whichever is later, or within ten (10) calendar days of receipt of notice by the municipality, or the failure to provide correct information on the registration statement, or the failure to comply with any of the provisions contained herein, shall be deemed to be a violation.
- C. Any creditor required under this Section to care, maintain, secure and keep up the exterior of vacant residential property, found to be in violation of this requirement and cited in a notice issued pursuant to this Section, shall be subject to a fine of \$1,500.00 for each day of the violation. Any fines imposed against a creditor pursuant to this Section shall commence thirty one (31) days following the creditor’s receipt of the notice of violation, except if the violation presents an imminent risk to the public health and safety, in which case any fine shall commence eleven (11) days following receipt of the notice.

*13-14.14* The standards and requirements of this Section shall apply as long as any building remains vacant or unoccupied. Upon occupancy, the other appropriate sections of this Code shall prevail.

**BE IT FURTHER ORDAINED**, if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged by the courts to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudicated, and the remainder of the Ordinance shall be deemed valid and effective.

**BE IT FURTHER ORDAINED**, any ordinances or parts thereof in conflict with the provisions of this Ordinance are repealed to the extent of such conflict.

**BE IT FURTHER ORDAINED**, this Ordinance shall take effect upon passage.

**ATTEST:**

**ADOPTED:**

\_\_\_\_\_  
Kevin D. Harris,  
Town Clerk

\_\_\_\_\_  
Timothy P. Dougherty,  
Mayor

Date: \_\_\_\_\_

TOWN OF MORRISTOWN

RESOLUTION R- 63 -2016

RESOLUTION RE-APPOINTING ANGELA SWANSTON AS REGISTRAR OF VITAL STATISTICS OF THE TOWN OF MORRISTOWN

WHEREAS, pursuant to N.J.S.A. 26:8-11 et seq, the governing body of a municipality may appoint a Local Registrar of Vital Statistics for a term of three (3) years; and

WHEREAS, the Town Council of the Town of Morristown desires that Angela Swanston currently serving as the Local Registrar of Vital Statistics, be reappointed for an additional three (3) year term as the Local Registrar of Vital Statistics for the Town of Morristown, effective January 1, 2016.; and

NOW THEREFORE, BE IT HEREBY RESOLVED, by the Town Council of the Town of Morristown, County of Morris, State of New Jersey, being the governing body thereof, that it hereby reappoints Angela Swanston as Local Registrar of Vital Statistics to the Town of Morristown for a term of three (3) years, effective January 1, 2016.

ATTEST:

ADOPTED:

\_\_\_\_\_  
KEVIN D. HARRIS,  
TOWN CLERK

\_\_\_\_\_  
STEFAN ARMINGTON  
COUNCIL PRESIDENT

I do hereby certify the above to be a true and exact copy of a Resolution duly passed and adopted by the Town Council of the Town of Morristown at the Regular meeting of the Town Council held on April 12, 2016 in the Morristown Council Room, 200 South Street, Morristown, New Jersey, beginning at \_\_\_\_\_ P.M., prevailing time.

DATED: April 12, 2016

\_\_\_\_\_  
Kevin D. Harris, Town Clerk

TOWN OF MORRISTOWN

RESOLUTION R- 64 -2016

RESOLUTION AUTHORIZING THE CANCELLATION OF CHECKS AGAINST THE TOWN OF MORRISTOWN MUNICIPAL COURT ATS GENERAL ACCOUNT WITH AN ISSUANCE DATE OF GREATER THAN SIX MONTHS

WHEREAS, checks against the ATS General Account of the Town of Morristown Municipal Court which have an issuance date of greater than six months which have not been presented for payment prior to this date are no longer honored by the Bank of America.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Morristown, being the governing body thereof, that the following checks which have an issuance date of greater than six months be cancelled and voided

Check #	Date	Payee	Amount
3184	01/09/2015	Mitish Patel	\$ 2.00
3185	01/09/2015	Mitchell Flieschman	\$ 1.00
3206	03/11/2015	Stark Kirby	\$ 57.00
3208	03/11/2015	Katherine Sequara	\$ 1.00
3215	04/10/2015	AllianceOne, Inc.	\$ 9.03
3230	05/05/2015	David Rodriguez	\$ 36.00
3232	05/05/2015	Joseph Russo	\$ 1.00
3252	07/07/2015	Keegon Tong	\$ 1.00
3261	08/11/2015	Veronica Lounge	\$200.00
3271	09/10/2015	Maria Bladin Rodeguiz	\$ 1.00

BE IT FURTHER RESOLVED, that the funds from such cancelled and voided checks be returned to the ATS General Account and subsequently turned over to the Treasurer of the Town of Morristown.

ATTEST:

ADOPTED:

\_\_\_\_\_  
KEVIN D. HARRIS  
TOWN CLERK

\_\_\_\_\_  
STEFAN ARMINGTON  
COUNCIL PRESIDENT

I do hereby certify the above to be a true and exact copy of a Resolution duly passed and adopted by the Town Council of the Town of Morristown at the Regular meeting of the Town Council held on April 12, 2016 in the Morristown Council Room, 200 South Street, Morristown, New Jersey, beginning at \_\_\_\_\_ P.M., prevailing time.

DATED: April 12, 2016

\_\_\_\_\_  
Kevin D. Harris, Town Clerk

TOWN OF MORRISTOWN

RESOLUTION R- 65 -2016

RESOLUTION AUTHORIZING THE CANCELLATION OF CHECKS AGAINST THE TOWN OF MORRISTOWN MUNICIPAL COURT ATS BAIL ACCOUNT WITH AN ISSUANCE DATE OF GREATER THAN SIX MONTHS

WHEREAS, checks against the ATS Bail Account of the Town of Morristown Municipal Court, held at Bank of America which have an issuance date of greater than six months which have not been presented for payment prior to this date are no longer honored by the Bank of America.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Morristown, being the governing body thereof, that the following checks which have an issuance date of greater than six months be cancelled and voided

<u>Check #</u>	<u>Date</u>	<u>Payee</u>	<u>Amount</u>
8779	01/20/2015	Jaclyn Starrett	\$ 61.00
8835	03/20/2015	Luz Zapata	\$ 50.00
8894	05/18/2015	Debra Sandler	\$ 350.00
8905	05/29/2015	Andres A. Quinones	\$ 10.00
8942	07/20/2015	Charles E. Byrne	\$ 200.00
8965	08/31/2015	David E. Giroux	\$ 35.00
8972	09/14/2015	Michael C. Walker	\$ 11.00

BE IT FURTHER RESOLVED, that the funds from such cancelled and voided checks be returned to the ATS Bail Account and subsequently turned over to the Treasurer of the Town of Morristown.

ATTEST:

ADOPTED:

\_\_\_\_\_  
KEVIN D. HARRIS  
TOWN CLERK

\_\_\_\_\_  
STEFAN ARMINGTON  
COUNCIL PRESIDENT

I do hereby certify the above to be a true and exact copy of a Resolution duly passed and adopted by the Town Council of the Town of Morristown at the Regular meeting of the Town Council held on April 12, 2016 in the Morristown Council Room, 200 South Street, Morristown, New Jersey, beginning at \_\_\_\_\_ P.M., prevailing time.

DATED: April 12, 2016

\_\_\_\_\_  
Kevin D. Harris, Town Clerk

606

TOWN OF MORRISTOWN

RESOLUTION R- 6-6-2016

A RESOLUTION AUTHORIZING SUBMISSION OF 2015 TONNAGE GRANT APPLICATION

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 1987, c. 102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation; and

WHEREAS, it is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection has promulgated recycling regulations to Implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for the 2015 Recycling Tonnage Grant will memorialize the commitment of this municipality to recycling and to indicate the assent of the Morristown Town Council to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed;

NOW, THEREFORE, BE IT HEREBY RESOLVED, by the Town Council of the Town of Morristown being the governing body thereof, that the Town Council hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Richard J. Fernicola, Superintendent of Public Works, to ensure that the application is properly filed; and

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

ATTEST:

ADOPTED:

\_\_\_\_\_  
KEVIN D. HARRIS,  
TOWN CLERK

\_\_\_\_\_  
STEFAN ARMINGTON  
COUNCIL PRESIDENT

I do hereby certify the above to be a true and exact copy of a Resolution duly passed and adopted by the Town Council of the Town of Morristown at the Regular meeting of the Town Council held on April 12, 2016 in the Morristown Council Room, 200 South Street, Morristown, New Jersey, beginning at 7:30 P.M., prevailing time.

DATED: April 12, 2016

\_\_\_\_\_  
KEVIN D. HARRIS, TOWN CLERK

TOWN OF MORRISTOWN

RESOLUTION R-67 -2016

TAX IDENTIFICATION STATEMENT

**WHEREAS,** The Recycling Enhancement Act, P.L.2007, chapter 311, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

**WHEREAS,** There is levied upon the owner or operator of every solid waste facility (with certain exceptions) a recycling tax of \$3.00 per ton on all solid waste accepted for disposal or transfer at the solid waste facility.

**WHEREAS,** Whenever a municipality operates a municipal service system for solid waste collection, or provides for regular solid waste collection service under a contract awarded pursuant to the "Local Public Contracts Law", the amount of grant monies received by the municipality shall not be less than the annual amount of recycling tax paid by the municipality except that all grant moneys received by the municipality shall be expended only for its recycling program.

**NOW THEREFORE BE IT RESOLVED** by the Town Of Morristown that Town of Morristown hereby certifies a submission of expenditure for taxes paid pursuant to P.L.2007, chapter 311, in 2015 in the amount of \$ 17,459.49. Documentation supporting this submission is available at 200 South St. Morristown, NJ 07960 and shall be maintained for no less than five years from this date.

REA Tax certified by: Morris County Municipal Utilities Authority  
2015 under account 100024 Town of Morristown

Name of official:

Title of official:

Date:

ATTEST:

ADOPTED:

\_\_\_\_\_  
KEVIN D. HARRIS,  
TOWN CLERK

\_\_\_\_\_  
STEFAN ARMINGTON  
COUNCIL PRESIDENT

I do hereby certify the above to be a true and exact copy of a Resolution duly passed and adopted by the Town Council of the Town of Morristown at the Regular meeting of the Town Council held on April 12, 2016 in the Morristown Council Room, 200 South Street, Morristown, New Jersey, beginning at 7:30 P.M., prevailing time.

DATED: April 12, 2016

\_\_\_\_\_  
KEVIN D. HARRIS, TOWN CLERK

TOWN OF MORRISTOWN

RESOLUTION NO. R- 68 - 2016

2016 TEMPORARY APPROPRIATIONS

WHEREAS, no adequate provision has been made in the 2016 temporary budget for certain purposes, and N.J.S.A. 40A:4-20 provides for the creation of emergency appropriations for the purposes stated below; and

WHEREAS, said total emergency temporary appropriations adopted in the year 2016 pursuant to the provision of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) pertaining to this resolution total \$13,016,356 for the Current Fund and \$963,900 for the Sewer Utility Fund,

NOW, THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Morristown, County of Morris, State of New Jersey, (not less than two-thirds of the members thereof affirmatively confirming) that in accordance with N.J.S.A. 40A:4-20, Temporary Appropriations be and the same is hereby made for in the attached **SCHEDULE A**.

ATTEST:

ADOPTED:

\_\_\_\_\_  
KEVIN D. HARRIS,  
TOWN CLERK

\_\_\_\_\_  
STEFAN ARMINGTON  
COUNCIL PRESIDENT

I do hereby certify the above to be a true and exact copy of a Resolution duly passed and adopted by the Town Council of the Town of Morristown at the Regular meeting of the Town Council held on April 12, 2016 in the Morristown Council Room, 200 South Street, Morristown, New Jersey, beginning at 7:30 P.M., prevailing time.

DATED: April 12, 2016

\_\_\_\_\_  
KEVIN D. HARRIS, TOWN CLERK

THE TOWN OF



MORRISTOWN

200 South Street, P.O. Box 914  
Morristown, NJ 07963-0914

Jillian C. Barrick, AICP, P.P.  
Business Administrator  
Tel: (973) 292-6625  
Fax: (973) 267-2726

## MEMORANDUM

**TO:** Council President and Town Council

**FROM:** Jillian C. Barrick  
Business Administrator *Jillian C. Barrick*

**DATE:** April 12, 2016

**RE:** Monthly Check List & Wire Disbursement List

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Attached please find a complete Check List & Wire Disbursement List for the month of March 2016.

THE TOWN OF



MORRISTOWN

Town of Morristown

200 South Street, P.O. Box 914

Morristown, NJ 07963

tel: 973-292-6661 fax: 973-631-5663

Frank V. Mason, CMFO  
Chief Financial Officer  
f-mason@townofmorristown.org

## Memorandum

**To:** Jillian Barrick, Business Administrator  
**CC:** Mayor Dougherty  
**From:** Frank Mason, CFO  
**Date:** 4/4/2016  
**Re:** Monthly Check List & Wire Disbursements

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Attached are the check registers for checks and wires issued during the month of March 2016.

Range of Checking Accts: VENDOR CLAIM UC to WIRES CURRENT    Range of Check Dates: 03/01/16 to 03/31/16  
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
VENDOR CLAIM UC    Accounts Payable Checks UNIONC					
8530	03/01/16	4380GIRA PAOLA GIRALDO	9.29		1468
8531	03/01/16	4381HUGH DENISE HUGHEY	7.91		1468
8532	03/01/16	6718OCON KEVIN O'CONNOR	490.00		1468
8533	03/01/16	6721GAND MARK GANDY	18.90		1468
8534	03/01/16	AGWAY MORRISTOWN AGWAY	319.20		1468
8535	03/01/16	AKEQUIP A&K EQUIPMENT COMPANY	62.64		1468
8536	03/01/16	ALICE ALICE TRAINING INSTITUTE	1,190.00		1468
8537	03/01/16	ALLAMER DIRECT DEVELOPMENT, LLC	650.00		1468
8538	03/01/16	ALLCO ALL COUNTY RENTAL CENTER	409.68		1468
8539	03/01/16	ALLEN ALLEN PAPER & SUPPLY	892.29		1468
8540	03/01/16	AMERIGAS AMERIGAS PROPANE LP	553.07		1468
8541	03/01/16	AQUAPRO AQUA PROTECH, INC.	400.00		1468
8542	03/01/16	ARTERIAL ARTERIAL	1,040.00		1468
8543	03/01/16	ATTGENER NJ OFFICE OF ATTORNEY GENERAL	240.00		1468
8544	03/01/16	AWISCO AWISCO NJ, LLC	250.54		1468
8545	03/01/16	BCM BCM ONE	6,362.55		1468
8546	03/01/16	BEYRFORD BEYER FORD	89.04		1468
8547	03/01/16	BIGBELLY BIGBELLY SOLAR INC.	285.00		1468
8548	03/01/16	BLUEDIAM BLUE DIAMOND DISPOSAL, INC.	39,500.00		1468
8549	03/01/16	BUYWISE BUY WISE AUTO PARTS	239.93		1468
8550	03/01/16	CAMPBE CAMPBELL FOUNDRY COMPANY	10,279.00		1468
8551	03/01/16	CARETTES CARETTES INC. OF MORRIS COUNTY	125.00		1468
8552	03/01/16	CCC COUNTY CONCRETE CORP.	131.56		1468
8553	03/01/16	CITFIN CIT FINANCE, LLC	197.65		1468
8554	03/01/16	COCHRAN JOSHUA COCHRAN	400.00		1468
8555	03/01/16	COLE COLE MEDIA, INC.	825.00		1468
8556	03/01/16	COOPER COOPER ELECTRIC SUPPLY CO.	398.22		1468
8557	03/01/16	CRAFTOIL CRAFT OIL CO.	362.19		1468
8558	03/01/16	CUSTBAND CUSTOM BANDAG, INC.	667.00		1468
8559	03/01/16	DAILY DAILY RECORD	358.04		1468
8560	03/01/16	DAILYRCD DAILY RECORD	193.24		1468
8561	03/01/16	DAVISJIM JAMES DAVIS	450.00		1468
8562	03/01/16	DBCYKDL DIFRANCESCO, BATEMAN, KUNZMAN,	61.42		1468
8563	03/01/16	DIVCO TREASURER, STATE OF NEW JERSEY	165.00		1468
8564	03/01/16	DIVISFIR DIVISION OF FIRE SAFETY	60.00		1468
8565	03/01/16	DOVER DOVER BRAKE & CLUTCH CO.	42.42		1468
8566	03/01/16	DUNPHEY DUNPHEY & ASSOCIATES SUPPLY CO	65.00		1468
8567	03/01/16	EIC EIC INSPECTION AGENCY CORP.	9,535.00		1468
8568	03/01/16	ELLIOT ELLIOTS FLOWER SHOP	60.00		1468
8569	03/01/16	FASTENAL FASTENAL COMPANY	2,785.93		1468
8570	03/01/16	FERRARAR RALPH FERRARA	600.00		1468
8571	03/01/16	FFE FIRE FIGHTING EQUIPMENT CO.	150.00		1468
8572	03/01/16	FIOTAKIS T. FIOTAKIS CONSTRUCTION, LLC	4,582.58		1468
8573	03/01/16	GAETA GAETA RECYCLING COMPANY, INC.	2,625.00		1468
8574	03/01/16	GARSTATE GARDEN STATE SIGNS	739.38		1468
8575	03/01/16	GILLIHAM DAVID GILLIHAM	114.00		1468
8576	03/01/16	GRAING2 GRAINGER	421.60		1468
8577	03/01/16	GSL GARDEN STATE LABORATORIES, INC	1,320.00		1468
8578	03/01/16	HAMFELDT HAMFELDT VIDEO, LLC	500.00		1468

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
VENDOR CLAIM UC Accounts Payable Checks UNIONC Continued					
8579	03/01/16	HARRING HARRINGTON CONSTRUCTION CO.	11,300.00		1468
8580	03/01/16	IACP INTER ASSOC CHIEFS POLICE	150.00		1468
8581	03/01/16	IANL INTEGRATED ANALYTICAL LABS	150.00		1468
8582	03/01/16	IDMMED I.D.M. MEDICAL SUPPLY CO, INC	93.44		1468
8583	03/01/16	IVES IVES EQUIPMENT CORP.	519.66		1468
8584	03/01/16	KINGS KINGS SUPERMARKET	39.34		1468
8585	03/01/16	MAJOR MAJOR POLICE & FIRE SUPPLY	580.05		1468
8586	03/01/16	MAYO MAYO PERFORMING ARTS CENTER	156.00		1468
8587	03/01/16	MCMSCOT MCMANIMON, SCOTLAND &	45.00		1468
8588	03/01/16	MCMUA MORRIS CO MUA	56,947.68		1468
8589	03/01/16	MCNERNEY MCNERNEY & ASSOCIATES, INC.	10,000.00		1468
8590	03/01/16	MCTB MORRIS COUNTY TOURISM BUREAU	5,000.00		1468
8591	03/01/16	MIRACL MIRACLE CHEMICAL CO	690.00		1468
8592	03/01/16	MTLUMB MORRISTOWN LUMBER	1,541.27		1468
8593	03/01/16	NEBULA NEBULA NJ, LLC	2,473.00		1468
8594	03/01/16	NESTLE NESTLE PURE LIFE DIRECT	138.64		1468
8595	03/01/16	NGALE NORMAN GALE BUICK GMC	160.75		1468
8596	03/01/16	NJAPZA NJ ASSN PLNG & ZONING ADMIN	85.00		1468
8597	03/01/16	NJDEP TREASURER, STATE OF NEW JERSEY	3,830.00		1468
8598	03/01/16	NJMMA NJMMA	350.00		1468
8599	03/01/16	NJMVC NEW JERSEY MOTOR VEHICLE COMM.	150.00		1468
8600	03/01/16	NJRPA NJ RECREATION & PARK ASSOC.	360.00		1468
8601	03/01/16	NORWOOD NORWOOD AUTO PARTS, LLC	122.90		1468
8602	03/01/16	OBS OFFICE BUSINESS SYSTEMS	2,627.15		1468
8603	03/01/16	ONEC ONE CALL CONCEPTS, INC.	94.24		1468
8604	03/01/16	ONESOURC ONE SOURCE OF NEW JERSEY, LLC	215.95		1468
8605	03/01/16	PARSIPAL PARSIPPANY P.A.L.	750.00		1468
8606	03/01/16	PASSV PASSAIC VALLEY SEWERAGE	14,104.40		1468
8607	03/01/16	PAYCHE PAYCHEX	966.04		1468
8608	03/01/16	PAYCHEX2 PAYCHEX, INC.	334.00		1468
8609	03/01/16	PHELAN IRENE W. PHELAN	200.00		1468
8610	03/01/16	PLAINS PLAINSMAN AUTO SUPPLY	2,148.07		1468
8611	03/01/16	PSEG PSEG	734.67		1468
8612	03/01/16	PSEG ADM PSE & G	11,558.97		1468
8613	03/01/16	PUMSERIN PUMPING SERVICES, INC.	884.00		1468
8614	03/01/16	RICCBROS RICCIARDI BROTHERS OF NJ, INC.	248.63		1468
8615	03/01/16	RIVETTI GIOACCHINO RIVETTI	150.00		1468
8616	03/01/16	ROCCOVIN VINCENT ROCCO	200.00		1468
8617	03/01/16	ROTARY MORRISTOWN ROTARY CLUB	180.00		1468
8618	03/01/16	SKYLANDS SKYLANDS AREA FIRE EQUIPMENT &	1,828.00		1468
8619	03/01/16	SMCMUA SMCMUA	266.52		1468
8620	03/01/16	SPAUTO SPEEDWELL AUTO SERVICE	3,500.00		1468
8621	03/01/16	STS STS TIRE AND AUTO CENTERS	79.99		1468
8622	03/01/16	TABB TABB INC.	420.00		1468
8623	03/01/16	TILCONNY TILCON NEW YORK, INC.	405,307.12		1468
8624	03/01/16	TOBAR GONZALO C. TOBAR-MARQUEZ	1,285.00		1468
8625	03/01/16	TSYS TIME SYSTEMS INTERNATIONAL	915.00		1468
8626	03/01/16	UNUNIF UNIVERSAL UNIFORMS	89.00		1468
8627	03/01/16	USAHOIST USA HOIST CORPORATION	570.00		1468
8628	03/01/16	USBANKDB US BANK CUST/TWR DBW V 2015-1	4,157.66		1468
8629	03/01/16	VERIZ VERIZON	3,262.82		1468
8630	03/01/16	VERIZO VERIZON WIRELESS	1,188.70		1468

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
VENDOR CLAIM UC Accounts Payable Checks UNIONC Continued					
8631	03/01/16	VERIZWIR VERIZON WIRELESS	3,301.71		1468
8632	03/01/16	VITAL VITAL COMMUNICATIONS INC.	822.35		1468
8633	03/01/16	WATERDYN WATER DYNAMICS	650.00		1468
8634	03/01/16	WEBB TERRY WEBB	8,100.00		1468
8635	03/01/16	WESTM WEST CHESTER MACHINERY	2,550.54		1468
8636	03/01/16	WOLOWICZ RICHARD WOLOWICZ	3,795.07		1468
8637	03/01/16	WWAT WHIPPANY RIVER	1,200.00		1468
8638	03/01/16	YOUNG ROBERT A. YOUNG	1,750.00		1468
8639	03/02/16	DELTAIR DELTA AIRPORT CONSULTANTS, INC	17,150.00		1469
8640	03/02/16	DMAIRP DM AIRPORTS LTD.	5,225.00		1469
8641	03/02/16	FAA FAA MIKE MONRONEY AERON. CTR.	180,286.80		1469
8642	03/02/16	MCFARL MCFARLAND-JOHNSON, INC.	86,800.00		1469
8643	03/02/16	FLATEN KELLY COCHRANE-FLATEN	800.00		1471
8644	03/03/16	DMAIRP DM AIRPORTS LTD.	1,489.47		1472
8645	03/03/16	FAA2 FAA HARRISBURG ADO	13,405.32		1472
8646	03/08/16	HYATT HYATT MORRISTOWN	11,383.20		1475
8647	03/15/16	431WANG DAXUAN WANG	597.53		1477
8648	03/15/16	4367PANE RALPH PANEI	50.00		1477
8649	03/15/16	6641BERG DENNIS BERGMAN	750.00		1477
8650	03/15/16	6641RAWD MATTHEW RAWDING	16.25		1477
8651	03/15/16	ADT ADT SECURITY SERVICES	155.97		1477
8652	03/15/16	APANAL APPLIED ANALYTICS INC.	1,430.00		1477
8653	03/15/16	AQUAPRO AQUA PROTECH, INC.	400.00		1477
8654	03/15/16	ATON ATON COMPUTING, INC.	3,046.44		1477
8655	03/15/16	BEYRFORD BEYER FORD	88.00		1477
8656	03/15/16	BSNPASS BSN SPORTS LLC	304.32		1477
8657	03/15/16	CABLECAB CABLEVISION - CABLE	112.71		1477
8658	03/15/16	CABLEINT CABLEVISION - INTERNET	201.18		1477
8659	03/15/16	CARLUCCI MICHAEL A. CARLUCCI, JMC	500.00		1477
8660	03/15/16	CHESHI CHESHIRE STUDIO	883.00		1477
8661	03/15/16	CONSTELL CONSTELLATION NEW ENERGY, INC.	9,623.86		1477
8662	03/15/16	COYNE COYNE CHEMICAL	3,526.90		1477
8663	03/15/16	CSFE CAIN & SUNS FIRE EQUIPMENT, INC	74.50		1477
8664	03/15/16	CUSTBAND CUSTOM BANDAG, INC.	1,390.92		1477
8665	03/15/16	DAILY DAILY RECORD	336.04		1477
8666	03/15/16	DAILYRCD DAILY RECORD	123.24		1477
8667	03/15/16	DAVISJIM JAMES DAVIS	100.00		1477
8668	03/15/16	DECOTIS DECOTIS, FITZPATRICK, COLE	1,151.07		1477
8669	03/15/16	DELTAIR DELTA AIRPORT CONSULTANTS, INC	102,900.00		1477
8670	03/15/16	DMAIRP DM AIRPORTS LTD.	2,992.50		1477
8671	03/15/16	DUNELLEN DUNELLEN AUTO GLASS	150.00		1477
8672	03/15/16	GALLS GALL'S LLC	855.50		1477
8673	03/15/16	GANN GANN LAW BOOKS	125.00		1477
8674	03/15/16	GMFENCE GM FENCE	1,100.00		1477
8675	03/15/16	GRAINGER GRAINGER	570.91		1477
8676	03/15/16	HARRING HARRINGTON CONSTRUCTION CO.	74,580.00		1477
8677	03/15/16	ICMA INTL CITY MGMT ASSOC	1,280.00		1477
8678	03/15/16	IFP THE INSTITUTE FOR FORENSIC	1,500.00		1477
8679	03/15/16	INGLESIN INGLESINO, PEARLMAN, WYCISKALA	2,160.32	03/16/16 VOID	1477
8680	03/15/16	JCPL JERSEY CENTRAL POWER & LIGHT	62,610.27		1477
8681	03/15/16	JOHNSTON JOHNSTON COMMUNICATIONS	700.00		1477
8682	03/15/16	LEIGH LEIGHTRONIX, INC.	453.95		1477

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
VENDOR CLAIM UC Accounts Payable Checks UNIONC Continued				
8683	03/15/16	MANIMAL MORRISTOWN ANIMAL HOSPITAL	54.75	1477
8684	03/15/16	MARGIOTT KATHLEEN MARGIOTTA	650.00	1477
8685	03/15/16	MCFARL MCFARLAND-JOHNSON, INC.	16,800.00	1477
8686	03/15/16	MCMUA MORRIS CO MUA	38,956.66	1477
8687	03/15/16	MCNERNEY MCNERNEY & ASSOCIATES, INC.	10,000.00	1477
8688	03/15/16	MCPTA M.C. POLICE TRAINING ACADEMY	20.00	1477
8689	03/15/16	MIDWEST MIDWEST CONSTRUCTION CO.	2,750.00	1477
8690	03/15/16	MILLENUM MILLENIUM STRATEGIES	3,000.00	1477
8691	03/15/16	MOHSTA MORRISTOWN HIGH SCHOOL TPA	195.00	1477
8692	03/15/16	MORTON MORTON SALT, INC.	8,029.61	1477
8693	03/15/16	MTPART MORRISTOWN PARTNERSHIP	155,656.30	1477
8694	03/15/16	MUNTOY MUNICIPAL TOY COMPANY, INC.	107.00	1477
8695	03/15/16	NESTLE NESTLE PURE LIFE DIRECT	5.66	1477
8696	03/15/16	NFPA NATIONAL FIRE PROTECTION ASS.	1,783.48	1477
8697	03/15/16	NJFUTURE NEW JERSEY FUTURE	110.00	1477
8698	03/15/16	NJLM NJLM	60.00	1477
8699	03/15/16	NJPSA NJ PUBLIC SAFETY ACCREDITATION	300.00	1477
8700	03/15/16	NJSTF NJ SHADE TREE FEDERATION	95.00	1477
8701	03/15/16	NTOA NTOA	150.00	1477
8702	03/15/16	OBS OFFICE BUSINESS SYSTEMS	170.00	1477
8703	03/15/16	OMD O'DONNELL MCCORD PC	17,516.73	1477
8704	03/15/16	ONEC ONE CALL CONCEPTS, INC.	81.84	1477
8705	03/15/16	PAYCHE PAYCHEX	495.65	1477
8706	03/15/16	PITNEY PITNEY BOWES INC.	780.44	1477
8707	03/15/16	PLAINS PLAINSMAN AUTO SUPPLY	1,421.74	1477
8708	03/15/16	POLITI POLITI AUTO PARTS	194.53	1477
8709	03/15/16	PSEG PSEG	371.05	1477
8710	03/15/16	PSEG ADM PSE & G	9,156.20	1477
8711	03/15/16	R D R & D TRUCKING, INC.	8,004.00	1477
8712	03/15/16	RAYPALM RAY PALMER ASSOCIATES INC.	327.75	1477
8713	03/15/16	RICOH RICOH USA, INC.	441.41	1477
8714	03/15/16	RIVETTI GIOACCHINO RIVETTI	400.00	1477
8715	03/15/16	RUDY ROBERT RUDY, III, ESQ.	5,000.00	1477
8716	03/15/16	SCHUBIG SCOTT SCHUBIGER	450.00	1477
8717	03/15/16	SERVTRUK SERVICE TRUCK TIRE CENTER, INC	330.00	1477
8718	03/15/16	SLS SLS 1, LLC	50,304.15	1477
8719	03/15/16	SMCMUA SMCMUA	5,849.33	1477
8720	03/15/16	SPINELLA SPINELLA CONTRACTING, INC.	330.00	1477
8721	03/15/16	STAPLADV STAPLES ADVANTAGE	1,115.22	1477
8722	03/15/16	STPATDAY ST. PATRICK'S DAY PARADE	170.00	1477
8723	03/15/16	SUMMIT SUMMIT SOUNDZ ENTERTAINMENT	1,650.00	1477
8724	03/15/16	TMDECAL TMDE CALIBRATION LABS, INC.	361.44	1477
8725	03/15/16	TOPOLOGY TOPOLOGY NJ LLC	57,100.00	1477
8726	03/15/16	USAB USA BLUE BOOK	578.06	1477
8727	03/15/16	USBANKPC US BANK CUST/PRO CAPITAL II	1,601.30	1477
8728	03/15/16	VALLEY VALLEY HEALTH MEDICAL GROUP	390.00	1477
8729	03/15/16	VERIZ VERIZON	417.50	1477
8730	03/15/16	VERIZWIR VERIZON WIRELESS	3,642.64	1477
8731	03/15/16	WARMING ROBERT A. WARMINGTON, Esq.	300.00	1477
8732	03/15/16	WOLOWICZ RICHARD WOLOWICZ	2,730.24	1477
8733	03/15/16	XEROCORP XEROX CORPORATION	200.00	1477
8734	03/16/16	DELTA DELTA DENTAL PLAN OF NJ, INC.	20,209.89	1478

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
VENDOR CLAIM UC Accounts Payable Checks UNIONC Continued				
8735	03/16/16	INGLESIN INGLESINO, PEARLMAN, WYCISKALA	2,197.82	1478
8736	03/16/16	UNHEALTH UNITED HEALTH CARE INS. CO.	537.63	1478
8737	03/16/16	EXCUSE ANY EXCUSE FOR A PARTY	630.00	1480
8738	03/17/16	MT COURT Morristown Municipal Court	881.26	1481
8739	03/29/16	6708APPL AMANDA APPEGATE	281.67	1483
8740	03/29/16	67180CON KEVIN O'CONNOR	735.00	1483
8741	03/29/16	ADAMS ADAMS EVIDENCE GRADE	17.84	1483
8742	03/29/16	AKEQUIP A&K EQUIPMENT COMPANY	3,459.76	1483
8743	03/29/16	ALLAMER DIRECT DEVELOPMENT, LLC	650.00	1483
8744	03/29/16	ALLAN ALLAN BRITWAY ELECTRICAL	635.47	1483
8745	03/29/16	ALLCOUNT ALL COUNTY SEWER & DRAIN	475.00	1483
8746	03/29/16	ALLEN ALLEN PAPER & SUPPLY	1,146.23	1483
8747	03/29/16	ALLHANDS ALL HANDS FIRE EQUIPMENT	769.66	1483
8748	03/29/16	ALLOIL ALLIED OIL CO.	1,608.13	1483
8749	03/29/16	AMERIGAS AMERIGAS PROPANE LP	563.95	1483
8750	03/29/16	AMTRAFF AMERICAN TRAFFIC & STREET SIGN	682.00	1483
8751	03/29/16	APANAL APPLIED ANALYTICS INC.	7,450.00	1483
8752	03/29/16	AWISCO AWISCO NJ, LLC	116.51	1483
8753	03/29/16	BATTER BATTERIES PLUS	247.80	1483
8754	03/29/16	BERGER BERGER & BORNSTEIN	10,365.00	1483
8755	03/29/16	BEYRFORD BEYER FORD	529.59	1483
8756	03/29/16	BLUEDIAM BLUE DIAMOND DISPOSAL, INC.	39,500.00	1483
8757	03/29/16	BRACH BRACH EICHLER, LLC	42,895.13	1483
8758	03/29/16	BRADY BRADY & CORREALE, LLP	2,402.80	1483
8759	03/29/16	CANON CANON USA, INC	783.64	1483
8760	03/29/16	CASTLE CASTLE PRINTING CO.	295.00	1483
8761	03/29/16	CCC COUNTY CONCRETE CORP.	647.85	1483
8762	03/29/16	CFS CONTINENTAL FIRE & SAFETY, INC	248.56	1483
8763	03/29/16	CLEANAIR Clean Air Company	324.42	1483
8764	03/29/16	COCHRAN JOSHUA COCHRAN	350.00	1483
8765	03/29/16	COOPER COOPER ELECTRIC SUPPLY CO.	413.01	1483
8766	03/29/16	COPYMAST COPYMASTER COMPANY	295.00	1483
8767	03/29/16	CSI COMPUTER SQUARE, INC.	5,148.00	1483
8768	03/29/16	CUSTBAND CUSTOM BANDAG, INC.	664.92	1483
8769	03/29/16	CYDRAKE CY DRAKE LOCKSMITHS, INC.	19.80	1483
8770	03/29/16	DAILY DAILY RECORD	392.60	1483
8771	03/29/16	DAILYRCD DAILY RECORD	112.68	1483
8772	03/29/16	DAVIDSON THE DAVIDSON LEGAL GROUP, LLC	9,578.92	1483
8773	03/29/16	DELSEA DELSEA TERMITE & PEST CONTROL	226.00	1483
8774	03/29/16	DELTA DELTA DENTAL PLAN OF NJ, INC.	19,884.31	1483
8775	03/29/16	DOVER DOVER BRAKE & CLUTCH CO.	1,020.90	1483
8776	03/29/16	DUNPHEY DUNPHEY & ASSOCIATES SUPPLY CO	75.00	1483
8777	03/29/16	EDMAY ED MAY'S PINSTRIPING	1,650.00	1483
8778	03/29/16	EIC EIC INSPECTION AGENCY CORP.	15,589.00	1483
8779	03/29/16	ERS ENVIRONMENTAL RESOURCES ASS.	210.00	1483
8780	03/29/16	FASTENAL FASTENAL COMPANY	624.33	1483
8781	03/29/16	FIRELIM FIREFIGHTER ONE LLC	3,711.58	1483
8782	03/29/16	FOLEY FOLEY INC.	1,641.80	1483
8783	03/29/16	FWDSL FWDSL & ASSOCIATES, LP	4,307.08	1483
8784	03/29/16	GARSTATE GARDEN STATE SIGNS	366.70	1483
8785	03/29/16	GEBHART GEBHART ENVIRONMENTAL PRODUCTS	3,211.00	1483
8786	03/29/16	GLEICH ANDREW GLEICHMANN	650.00	1483

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
VENDOR CLAIM UC Accounts Payable Checks UNIONC Continued				
8787	03/29/16	GPS GENERAL PLUMBING SUPPLY, INC.	263.01	1483
8788	03/29/16	GRAING2 GRAINGER	51.60	1483
8789	03/29/16	GRANT GRANT HOMES TUCKER, LLC	12,750.00	1483
8790	03/29/16	HINTZ CLARKE CATON HINTZ	125.00	1483
8791	03/29/16	IANL INTEGRATED ANALYTICAL LABS	238.75	1483
8792	03/29/16	IDMMED I.D.M. MEDICAL SUPPLY CO, INC	22.50	1483
8793	03/29/16	INGLESIN INGLESINO, PEARLMAN, WYCISKALA	272.60	1483
8794	03/29/16	IPD INSTITUTE FOR PROFESSIONAL	99.00	1483
8795	03/29/16	JCPL JERSEY CENTRAL POWER & LIGHT	76,855.20	1483
8796	03/29/16	JENEL JEN ELECTRIC, INC.	11,332.00	1483
8797	03/29/16	KOBAN MR. DOUGLAS P. KOBAN	2,700.00	1483
8798	03/29/16	LOBELLO LOBELLO ARTS CORPORATION	150.00	1483
8799	03/29/16	MCFTA M.C. FIREFIGHTER TRAINING ACAD	2,020.00	1483
8800	03/29/16	MGL MGL PRINTING SOLUTIONS	106.00	1483
8801	03/29/16	MICROSYS MICROSYSTEMS - NJ.COM, LLC	1,500.00	1483
8802	03/29/16	MILLENUM MILLENIUM STRATEGIES	3,000.00	1483
8803	03/29/16	MOCOCLRK MORRIS COUNTY CLERK	8.00	1483
8804	03/29/16	MTBLD TOWN OF MORRISTOWN	161.00	1483
8805	03/29/16	MTLUMB MORRISTOWN LUMBER	289.73	1483
8806	03/29/16	MTTIRE MORRISTOWN TIRE	6,610.00	1483
8807	03/29/16	NDSECURI N.D.SECURITY COMPANY, LLC	2,146.75	1483
8808	03/29/16	NEBULA NEBULA NJ, LLC	5,743.20	1483
8809	03/29/16	NEHDW NORTHEASTERN HARDWARE	23.95	1483
8810	03/29/16	NGALE NORMAN GALE BUICK GMC	580.88	1483
8811	03/29/16	NWSC AIRGAS NATIONAL CARBORATION	307.20	1483
8812	03/29/16	ONESOURC ONE SOURCE OF NEW JERSEY, LLC	637.58	1483
8813	03/29/16	ORIENTAL ORIENTAL TRADING, LLC	130.89	1483
8814	03/29/16	PASSV PASSAIC VALLEY SEWERAGE	12,674.90	1483
8815	03/29/16	PAYCHE PAYCHEX	505.54	1483
8816	03/29/16	PITNRESV PITNEY BOWES	5,012.64	1483
8817	03/29/16	PLAINS PLAINSMAN AUTO SUPPLY	560.09	1483
8818	03/29/16	RICCBROS RICCIARDI BROTHERS OF NJ, INC.	45.66	1483
8819	03/29/16	ROCCOVIN VINCENT ROCCO	200.00	1483
8820	03/29/16	SCHEPER FRANK SCHEPER, JR.	9,628.16	1483
8821	03/29/16	SEABOX SEA BOX	340.00	1483
8822	03/29/16	SHAFFE BEN SHAFFER RECREATION, INC.	867.60	1483
8823	03/29/16	SHERWIN SHERWIN WILLIAMS	78.80	1483
8824	03/29/16	SPECTRUM SPECTRUM COMMUNICATIONS	49.00	1483
8825	03/29/16	STERICYC STERICYCLE, INC.	56.43	1483
8826	03/29/16	STNJPENS STATE OF NEW JERSEY	10,507.92	1483
8827	03/29/16	UNHEALTH UNITED HEALTH CARE INS. CO.	827.35	1483
8828	03/29/16	UNUNIF UNIVERSAL UNIFORMS	489.95	1483
8829	03/29/16	UPS UNITED PARCEL SERVICE	270.20	1483
8830	03/29/16	USAHOIST USA HOIST CORPORATION	570.00	1483
8831	03/29/16	VERIZO VERIZON WIRELESS	594.29	1483
8832	03/29/16	WASTEM WASTE MANAGEMENT	127.62	1483
8833	03/29/16	WBMASO W.B. MASON COMPANY INC.	966.02	1483
8834	03/29/16	YOUNG ROBERT A. YOUNG	1,710.00	1483
8835	03/29/16	BCM BCM ONE	6,458.31	1484
8836	03/29/16	OXFORD OXFORD HEALTH PLANS	473,149.13	1484
8837	03/29/16	MCMSCOT MCMANIMON, SCOTLAND &	800.00	1485
8838	03/29/16	BERKAY BERKAY GROUP LLC	3,250.00	1486



Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	5-01	157,371.16	0.00	0.00	157,371.16
AIRPORT OPERATING FUND	5-05	800.00	0.00	0.00	800.00
SEWER UTILITY FUND	5-07	<u>12,178.96</u>	<u>0.00</u>	<u>0.00</u>	<u>12,178.96</u>
	Year Total:	170,350.12	0.00	0.00	170,350.12
CURRENT FUND	6-01	5,278,595.81	0.00	0.00	5,278,595.81
	6-06	14,894.79	0.00	0.00	14,894.79
SEWER UTILITY FUND	6-07	<u>795,875.44</u>	<u>0.00</u>	<u>0.00</u>	<u>795,875.44</u>
	Year Total:	6,089,366.04	0.00	0.00	6,089,366.04
AIRPORT CAPITAL	A-06	412,154.30	0.00	0.00	412,154.30
CAPITAL FUND	C-04	448,364.01	0.00	0.00	448,364.01
GRANTS FUND	G-02	1,162.60	0.00	0.00	1,162.60
SEWER CAPITAL FUND	S-08	10,661.00	0.00	0.00	10,661.00
RECREATION TRUST FUND	T-09	22,187.52	0.00	0.00	22,187.52
OTHER TRUST FUND	T-12	68,554.63	0.00	0.00	68,554.63
SELF-INSURANCE TRUST FUND	T-17	<u>3,830.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,830.00</u>
	Year Total:	94,572.15	0.00	0.00	94,572.15
	Total of All Funds:	<u>7,226,630.22</u>	<u>0.00</u>	<u>0.00</u>	<u>7,226,630.22</u>



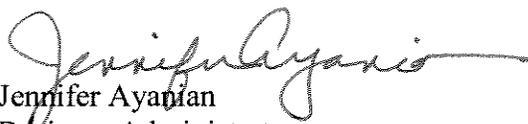
March 29, 2016

Presbyterian Church in Morristown  
65 South Street  
Morristown, NJ 07960

**RE: Morris County Historic Preservation Trust Fund  
2015 Grant**

Dear Mayor Dougherty:

Please be advised that the Presbyterian Church in Morristown has been awarded a Morris County Historic Preservation Trust Fund grant in the amount of \$219,168 for the purpose of Phase II Exterior Restoration (see attached Approved Project Description). The above project has been contracted to AldenBailey Restoration, and we expect a completion date of August, 2016.

  
Jennifer Ayanian  
Business Administrator  
Presbyterian Church in Morristown

Creating Pathways to Discover New Connections in Christ



Offices and Mailing Address: 65 South Street, Morristown Sanctuary and Chapel: 57 East Park Place, Morristown, NJ 07960  
Phone (973) 538-1776 FAX (973) 538-7879 [mail@pcmorristown.org](mailto:mail@pcmorristown.org)

## EXHIBIT 2: APPROVED PROJECT DESCRIPTION

Grantee(s): Presbyterian Church in Morristown  
Address: 65 South Street, Morristown, NJ 07960  
Phone: (908) 581-9406  
Fax: (973) 538-7879  
E-Mail: dbk@dbkbuilders.com  
Contact Person: David B. Krimmel  
Project Name: South Street Presbyterian Church  
Project Location: 65 South Street  
Block 6102 Lot 2  
Type of Application: Phase II Exterior Restoration  
Grant Award: \$219,168.00  
Project Period: Two years from date of execution by the County, this date being Wednesday, September 27, 2017  
Public Access: 300 days / year at completion of project.

### Scope of Work:

#### South Street Presbyterian Church

Roofing	\$167,248
Metals and Masonry	\$3,200
Selective demo	\$4,480
Vertical Access	\$4,160
Gen. Req. / Temp. facilities	\$27,760
Construction Administration	\$8,320
Bidding / Negotiations	\$4,000
Total:	<u>\$219,168</u>

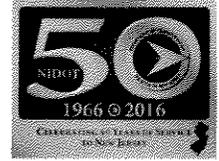
The Scope of Work shall include items described in "Proposal for Professional Architectural and Historic Preservation Services for the preparation of design and contract documents for: Phase IIA: Partial Exterior Restoration & Code Requirement Upgrades at the Parish House at the Presbyterian Church in Morristown", prepared by Connolly &

Hickey Historical Architects, LLC, dated Mar. 16, 2015, submitted as part of the 2015 grant application from the Presbyterian Church in Morristown.



# State of New Jersey

DEPARTMENT OF TRANSPORTATION  
P.O. Box 600  
Trenton, New Jersey 08625-0600



CHRIS CHRISTIE  
*Governor*

RICHARD T. HAMMER  
*Acting Commissioner*

KIM GUADAGNO  
*Lt. Governor*

March 22, 2016

The Honorable Timothy P. Dougherty  
Mayor, Morristown Town  
200 South Street  
Morristown, NJ 07960

Re: Route 287 Northbound (MP 23.00 to MP 35.57) Pavement Resurfacing Project

Dear Mayor Dougherty:

The New Jersey Department of Transportation is sending this letter of notification regarding the Route 287 Northbound Pavement Resurfacing Project. The limits of the project are Route 287 from **MP 23.00** (the vicinity of Rt. 202/206) in the Borough of Bedminster in Somerset County, to **MP 35.57** (the vicinity of South Street CR 601) in the Town of Morristown in Morris County. As part of the project, the New Jersey Department of Transportation (NJDOT) is performing a concept development study to identify other concerns which could be addressed during the pavement resurfacing.

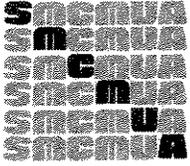
The project will include milling and resurfacing of the northbound roadway (lanes, shoulders, and ramps), along with guide rail upgrades between MP 23.00 and 35.57. The project, currently in the concept development stage, was initiated in November 2015. More information, including starting date and construction periods, will be available as the project advances to final design.

If you have any questions, please contact me at (609) 530-2110.

Sincerely,

Deborah Hirt  
Regional Manager  
Community and Constituent Relations

- c. Jillian C. Barrick, Morristown Town Administrator  
Anthony Devizio, Engineer/Director of Public Works, Morristown Town  
Ahmad Qureshi, NJDOT, Project Manager



# Southeast Morris County Municipal Utilities Authority

19 SADDLE ROAD • CEDAR KNOLLS, NEW JERSEY 07927 • TEL 973-326-6880 • FAX 973-326-9521

March 21, 2016

VIA ELECTRONIC AND REGULAR MAIL

Mayor Timothy P. Dougherty  
Town of Morristown  
PO Box 914  
Morristown, NJ 07963-0914

Dear Mayor Dougherty:

The Southeast Morris County Municipal Utilities Authority (Authority) is conducting an outreach program regarding drinking water quality in schools and child care facilities within its service area. The outreach program is targeted to promote the USEPA's Drinking Water Quality Best Management Practices (BMPs) and the 3Ts (Training, Testing and Telling) program regarding lead monitoring, both designed specifically for schools and child care facilities. The Authority is seeking to partner with its local health officers, and school and child care representatives on these programs, and is in the process of establishing a series of sessions to review USEPA's BMPs and 3Ts programs. Invitations are being distributed to the various representatives within your municipality. I have attached a copy of the BMPs and the 3Ts program for schools and child care facilities for your reference.

The Authority has also provided an update on its website for consumers regarding "Information on Lead", and will follow with a bill insert with similar information. The updated website provides information on the Authority's compliance with the USEPA's Lead and Copper Rule along with information on how consumers can have their water tested for lead and other relevant guidance documents.

If you would like additional information, please contact me at 973-326-6866 or [lcummings@smcmua.org](mailto:lcummings@smcmua.org).

Sincerely,

Laura Cummings, P.E.  
Executive Director/Chief Engineer

LC/akb

Enclosure

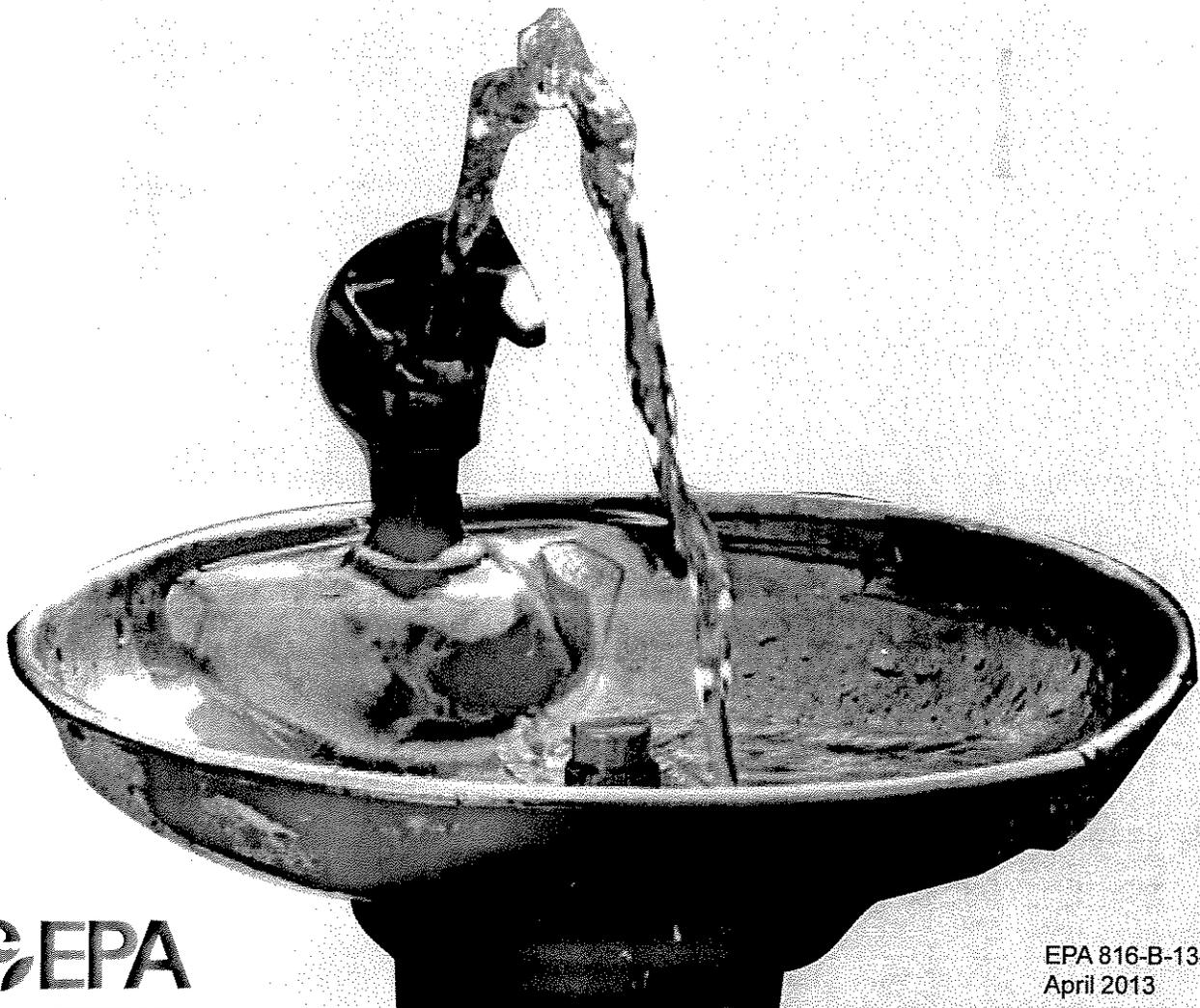
cc: Jillian Barrick, Town of Morristown, Administrator  
Member Mary Dougherty  
Member Don Kissil  
Paul Kozakiewicz, Superintendent  
Sidney D. Weiss, Esq., General Counsel

Received

March 21, 2016  
Morristown Administration

# Drinking Water Best Management Practices

For Schools and Child Care Facilities Served by  
Municipal Water Systems



# Drinking Water Best Management Practices

For Schools and Child Care Facilities Served by  
Municipal Water Systems

This guide is intended for use by school officials and child care providers responsible for the maintenance and/or safety of school and child care facilities including the drinking water. The purpose of this guide is to describe the importance of implementing best management practices for drinking water in schools and child care facilities and how a school or child care facility would go about implementing these practices. This guide is specifically for schools and child care facilities that receive water from water utilities or water suppliers such as cities, towns and water districts. This guide is not a regulation itself, nor does it change or substitute for those provisions and regulations. Thus, it does not impose legally binding requirements on EPA, states, municipal water systems, schools or child care facilities. This guide does not confer legal rights or impose legal obligations upon any member of the public. While EPA has made every effort to ensure the accuracy of the information in this guide the obligations of the regulated community are determined by statutes, regulations or other legally binding requirements. In the event of a conflict between the information in this guide and any statute or regulation, this document would not be controlling.

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# What Decision Makers Should Know

On any given day in America nearly 50 million public school students spend a significant portion of their day in school buildings. Exposure to environmental hazards in schools can negatively impact the health of children and school staff. Moreover, studies have shown that poor indoor environments in schools have negative impacts on teacher productivity and student performance.<sup>1,2,3</sup>

Schools and child care facilities receive their drinking water from nearby municipal water systems or their own on-site water system. Facilities that receive their water from a water provider can be assured that the water is regularly tested to ensure it meets federal and state drinking water standards, such as for bacteria and chemicals.

Even if the water meets federal and state standards at the municipal water supply, the water pipes and plumbing fixtures in your facility can affect the quality of water. Therefore, it is important to perform routine measures to limit bacteria or lead contamination and to implement other best management practices for drinking water to ensure your school or child care facility is providing safe drinking water to students and staff.

<sup>1</sup> Vinciullo F. The relationship between multi-component school health programs and school achievement. Paper presented at: Annual Conference of the National Association of School Nurses, 2008; Albuquerque, NM.

<sup>2</sup> Stolz A, Knickelbein, A., Coburn, S. Linking coordinated school health to student success. Paper presented at: Annual Conference of the National Association of School Nurses, 2008; Albuquerque, NM.

<sup>3</sup> NRC (National Research Council). Green Schools: Attributes for Health and Learning. Washington D.C.: The National Academies; 2006.

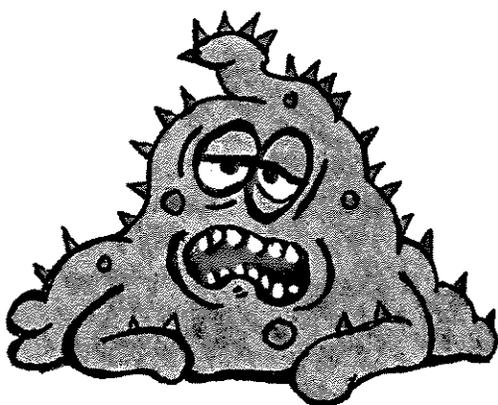
This guide identifies best management practices for drinking water in schools and child care facilities that are served by municipal drinking water systems to address the following issues:

- Bacteria that may grow within the plumbing system and hot water tanks, on water fountains and faucets, or enter the facility's distribution system (the building's pipes and plumbing) through cross connections;
- Elevated lead levels as a result of contamination from the facility's plumbing and drinking water fixtures; and
- Additional measures such as water conservation and educating students about drinking water.

## Top Five Actions to Protect Drinking Water at Schools and Child Care Facilities

1. Clean drinking water fountains daily using procedures found in this guide.
2. Clean debris out of all outlet screens or aerators on a regular basis using the procedures found in this guide.
3. Test the facility's drinking water for lead. If lead is present, follow the actions for addressing lead contamination outlined in this guide.
4. Evaluate your facility for the presence of cross-connections and address any issues related to cross-connections by following the recommendations found in this guide.
5. If elevated lead levels are found, regularly flush all water outlets used for drinking or food preparation and install point-of-use devices, to provide additional treatment of drinking water at the outlet.

## Bacteria



Bacteria are present throughout our environment. They have adapted to live and reproduce in a variety of environments, including inside animals and humans, and in water, soil and food. If harmful bacteria are present in drinking water sources, most are removed during the disinfection process. However, some may survive and enter the distribution system (the building's pipes and plumbing). Bacteria can also grow within the plumbing system, water fountains and faucets. Therefore, it is important to regularly clean your facility's water fountains, faucets and hot water tanks.

## Lead

### Understanding Lead Exposure

School officials and child care providers need to know whether the students, teachers and staff consume elevated levels of lead when drinking water in their facility, because exposure to lead can cause serious health problems, particularly for young children.

Lead in drinking water is primarily from materials and components associated with service lines and facility plumbing. Your municipal water supplier is responsible for providing high quality drinking water, but cannot control the variety of materials contained in the plumbing components used within your facility.

### Health Effects of Lead

Lead can cause serious health problems if too much enters your body from drinking water or other sources. Some facts about lead exposure include:

- Infants, young children and pregnant women are at greatest risk to lead exposure;
- Increased lead levels have been shown to cause damage to the brain and kidneys;
- Increased lead levels interfere with the production of red blood cells that carry oxygen to all parts of your body;

### Reduction of Lead in Drinking Water Act

A new requirement, signed into law by President Obama in January 2011, will further reduce lead in pipes, pipe fittings, plumbing fittings and fixtures to a weighted average of 0.25 percent. The Reduction of Lead in Drinking Water Act redefines "lead free" under the Safe Drinking Water Act to mean: not containing more than 0.2 percent lead when used with respect to solder and flux, the material used to join pipes and fixtures together (current law) and not more than a weighted average of 0.25 percent lead when used with respect to the wetted surfaces of pipes, pipe fittings, plumbing fittings and fixtures. The new requirements will become effective in January 2014.

- Scientists have linked the effects of lead on the brain with lowered intelligence quotient (IQ) in children;
- Adults with kidney problems and high blood pressure can be affected by lower levels of lead more than healthy adults;
- Lead is stored in the bones and it can be released later in life; and
- During pregnancy, the fetus receives lead from the mother's bones which may affect brain development.



*Example of lead pipes in a plumbing system.*

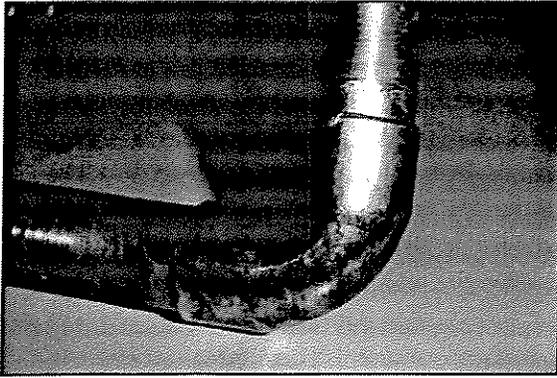
## How Lead Gets into Drinking Water

Soft water has a low pH, which is corrosive. Other factors however also contribute to the corrosion potential of the water and include water velocity, temperature, alkalinity, the type of disinfectant, the age and condition of plumbing and the amount of time water is in contact with plumbing. Of note, recent construction work on your facility's plumbing system (e.g., pipe replacement and utility lead service line replacement with copper components) may result in corrosion of remaining lead pipes or disturbance of settled debris within larger pipes in the system which may create new sources of contamination. The occurrence and rate of corrosion depend on the complex interaction between a number of these and other chemical, physical and biological factors.

Municipal water systems take steps to reduce the corrosiveness of the water. However, if the plumbing in your facility is made of lead or contains lead parts, corrosion may occur as the water moves through your facility's plumbing.

## Potential Sources of Lead in Drinking Water

- Lead pipes in plumbing:
  - Dull gray in color and will appear shiny when scratched
  - Banned since 1986 and not widely used since the 1930s
- Copper pipes joined by lead solder:
  - Solder will be dull gray in color and will appear shiny when scratched
  - Banned since 1986 and many communities banned prior to 1986
- Brass pipes, faucets, fittings and valves:
  - May contain alloys of lead
- Sediments in screens on faucets:
  - Debris from plumbing can collect on screens and may contain lead
- Water service line to facility is made of lead:
  - Pipes that carry water from the municipal water system main to the facility may contain lead
- Water fountains in the facility may contain lead parts:
  - Specific brands of water fountains contain lead parts or have lead lined water tanks
  - Since 1988 it has been mandated that water fountains be lead free but older facilities may have outdated models

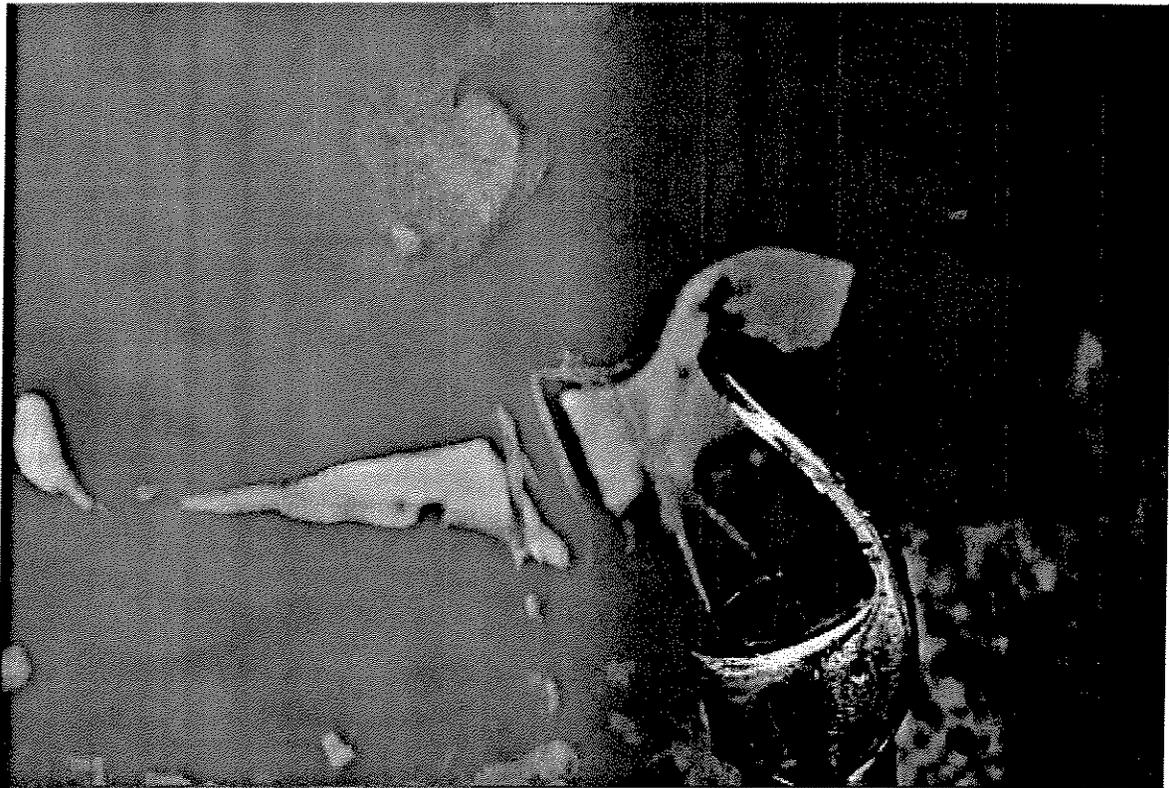


*Copper pipes joined by lead solder.*

## Copper

Copper is widely used in household plumbing, sometimes without proper consideration of water quality. Excess copper exposure can cause stomach and intestinal distress, liver or kidney damage and complications of Wilson's disease. Children's bodies absorb more lead

and copper than the average adult because of their rapid development. Copper leaches into water through corrosion of the plumbing system – primarily from pipes, but fixtures, faucets and fittings made of brass can also be a source. The amount of copper in your water strongly depends on the acidity and types and amounts of minerals in the water, whether or not it is oxygenated or disinfected, how long the water stays in the pipes, the length of time the pipes have been in use and the water's temperature. Especially when the water pH is below neutral (7) and when the alkalinity of the water (bicarbonate content) is high, very high concentrations of copper can persist for many years in copper pipes and fittings found in new construction and remodeled or renovated buildings. Blue staining of water, sinks and fixtures can be an indicator of extreme copper plumbing corrosion.



# Drinking Water Best Management Practices

## Bacteria

### Drinking Water Fountains

Drinking water fountains should be cleaned on a daily basis to reduce possible bacterial contamination. Fountains should also be included in the regular flushing of the facility's plumbing system (as described in the section Routine Measures for Reducing Lead Exposure).

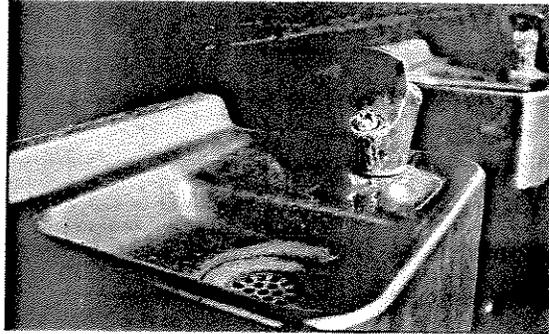
#### Drinking Water Fountain Daily Cleaning Procedures<sup>1</sup>

The following procedures should be considered for daily cleaning:

- Gather necessary materials and suggested protective equipment;
- Obtain Material Safety Data Sheets (MSDS) for all chemicals being used and review manufacturer's instructions for use;
- Check the flow of the water to make sure there is a constant stream;
- Spray disinfectant cleaner solution on the inside surfaces of the mouthpiece and protective guard;
- Using a scrub brush, clean the inside and outside of the mouthpiece and protective guard;
- Rinse the mouthpiece and protective guard with water; and
- Wipe drinking fountain surfaces with a clean cloth dampened with water.

It is also important to clean drinking water fountains to remove lime and calcium build-up. Lime and calcium build-up can begin to block

<sup>1</sup> Iowa State University Facilities Planning & Management – Custodial Task Procedures



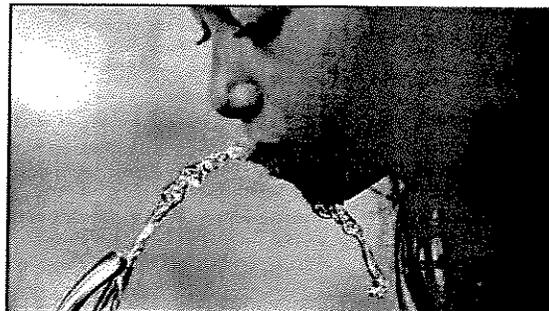
*Lime build-up on mouthpiece and protective guard of drinking fountain.*

the water from coming through the mouthpiece and going down the drain.

#### Removing Lime Build-up on Drinking Fountains or Ice Machines

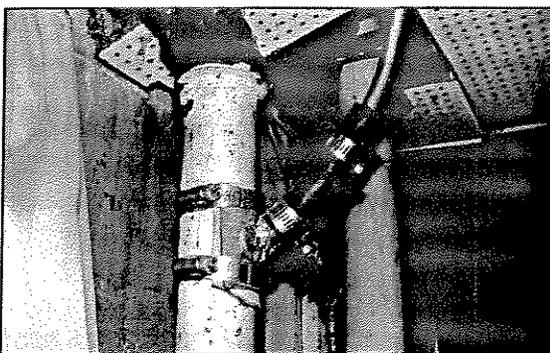
- Spray descaler onto the bowl and back of the drinking fountain;
- Use a clean, lint-free cloth saturated with the descaler. Apply to the surfaces with the lime build-up. Let stand for the length of time recommended on the label;
- Wring out all excess solution from the cloth;
- Wipe the surface clean with the cloth. If necessary, use a brush or scrub pad to remove hard build-up. Be careful not to damage surfaces while scrubbing; and
- Thoroughly rinse the surfaces with clean water.

For a list of EPA-approved disinfectants to use in your facility, please visit: <http://www.epa.gov/oppad001/chemregindex.htm>



## Hot Water Tanks

Hot water tanks are susceptible to the development of biofilm, which is a surface deposit of bacteria that accumulates creating a slime layer. Similar to the plaque that forms on teeth biofilms accumulate over time. It is recommended that you consult with an experienced professional to have your hot water tank periodically cleaned to remove existing biofilms and sediments.<sup>2</sup>



*A cross connection between a dishwasher drain (copper pipe) and a main pipe.*

## Cross Connections

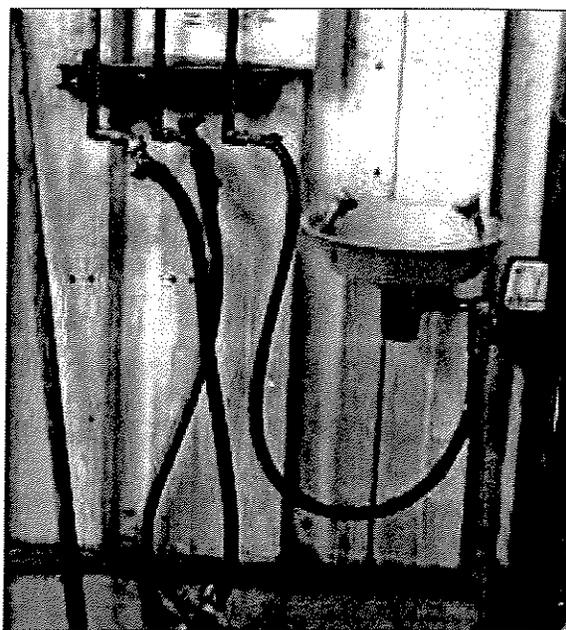
A cross connection is an actual or potential connection between your facility's drinking water system and other liquids or substances. It is important to be aware of cross connections within your facility, as contamination can occur. Cross contamination from backflow of harmful substances may occur as a result of reduced pressure in the drinking water system or because of increased pressure in the contaminating source. Be aware, cross contamination may not be immediately apparent because a contaminant may not have a strong taste, odor or color.

<sup>2</sup> National Environmental Services Center, Tech Brief. Biofilm Control in Distribution Systems, Summer 2008, Vol. 8, Issue 2.

Boil water orders are issued by your municipal water system when elevated levels of bacteria and viruses are a concern. However, boiling water does not reduce lead levels in drinking water. Because some of the water evaporates during the boiling process, the lead concentration of the water actually increases as the water is heated. Hot tap water also dissolves lead more readily than cold tap water. If you are concerned about lead levels in your water and your municipal water system issues a boil water alert for reducing bacteria or viruses, you should find alternate sources of drinking water until the alert is over.

Cross contamination can happen at facilities under a number of circumstances, including:

- When a tube or hose from a faucet is submerged in a solution, beaker or custodian's sink;
- A pipe is connected from a drinking water source to chemical lab equipment, a storage tank or cafeteria equipment; or
- A hose is dropped into a waste/floor drain in an automotive shop, boiler room or cafeteria.



*A garden hose creates a dangerous cross connection between potable and non-potable water.*

Other sources of potential cross contamination include cross connections between the drinking water system and heating system boilers, water coolers, lawn sprinkler systems, fire sprinkler systems or soft drink machines.

Cross contamination can be prevented by using backflow prevention devices that only allow water to flow in one direction, from the source to the tap, so liquid cannot flow back down the tap and contaminate the water in the distribution system. Backflow prevention devices should be tested annually. If you have questions about cross connections and contamination, contact the local building/plumbing inspector or for more information on cross contamination please visit: <http://water.epa.gov/infrastructure/drinkingwater/pws/crossconnectioncontrol/index.cfm>.

Lastly, inspect your facility's pipes to make sure there are no leaks or outside indications of corrosion. Leaks in your plumbing system can be a way for bacteria to get into your water.

## Lead

### Voluntary Testing of Lead in Drinking Water

You cannot see, taste or smell lead in your drinking water. As such, testing the facility's water is the only sure way to know if there are elevated levels of lead in the water.

EPA developed the 3Ts for Reducing Lead in Drinking Water in Schools, Revised Technical Guidance (Training, Testing and Telling) to help schools and child care facilities implement simple strategies for managing the health risks of lead in drinking water. The 3Ts include:



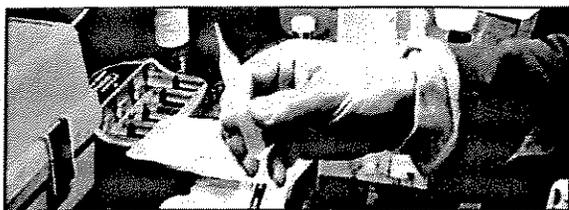
*Lead exposure poses a great risk to young children.*

- **Training** school and child care facility officials to raise awareness of the potential occurrences, causes and health effects of lead in drinking water, assist facilities in identifying potential areas where elevated lead may occur, and establish a testing plan to identify and prioritize testing sites;
- **Testing** drinking water in the facility to identify potential problems and take corrective actions as necessary; and
- **Telling** students, parents, staff and the larger community about monitoring programs, potential risks, the results of testing and remediation actions.

The 3Ts for Reducing Lead in Drinking Water in Child Care Facilities is available at: <http://water.epa.gov/infrastructure/drinkingwater/schools/guidance.cfm#3ts>

EPA also developed the, "What Your School or Child Care Facility Should Know About Lead in Drinking Water" DVD available for order from the National Service Center for Environmental Publications (NSCEP) at: <http://water.epa.gov/infrastructure/drinkingwater/schools/guidance.cfm><sup>3</sup>

### Test the Facility's Drinking Water for Lead



It is important to test all of the drinking water outlets in your facility, especially those that provide water for drinking, cooking and preparing juice and infant formula. Lead in drinking water can be a very localized problem and can vary from tap to tap. Just because there is lead getting into your water from one outlet does not mean that all your taps are vulnerable or contaminated. At the same time, just because one tap sample is free from lead does not mean that all your taps are clear. It is a good idea to test ALL outlets including drinking fountains and water faucets where water will be used for drinking or cooking. Unusual sources of drinking water, such as locker room shower heads and other non-drinking water taps used to fill water jugs and carboys, should also be included when tested for lead.

If your sink has separate hot and cold water knobs then samples should be collected from cold water as hot tap water is not recommended for food preparation or direct consumption. If

<sup>3</sup> Also available by calling NSCEP at 1-800-490-9198. For International Orders: Call NSCEP at (301) 519-6640 or e-mail NSCEP at [nscep@bps-lmit.com](mailto:nscep@bps-lmit.com)

you have one lever, be sure to turn it on to the cold water side. The 3Ts for Reducing Lead in Drinking Water in Schools, Revised Technical Guidance, provides step-by-step guidance on how to properly collect samples and test your facility's drinking water outlets for lead.<sup>4</sup>

The concentration of lead in your drinking water samples will be reported in metric form, such as milligrams per liter (mg/L) or micrograms per liter ( $\mu\text{g/L}$ ), or as parts per million (ppm) or parts per billion (ppb).

EPA recommends that schools and child care facilities take action if samples from any drinking water outlets show lead levels greater than 20 parts per billion.

### Routine Measures for Reducing Lead Exposure

Whether you have tested your water or not, or even if you have and your water has shown low levels of lead, there are best practices that will further reduce the potential for lead exposure at your facility as well as reduce sediment in your water.

#### Develop a flushing plan

- Determine how water enters and flows through your facility by developing a plumbing profile.<sup>5</sup> Consult with your maintenance personnel, licensed plumber or local water service provider to develop a plumbing profile;
- Locate all water outlets that are used for consumption;

<sup>4</sup> See Section II: Testing of the 3Ts for Reducing Lead in Drinking Water in Schools, Revised Technical Guidance, available at: <http://water.epa.gov/infrastructure/drinkingwater/schools/guidance.cfm#3ts>

<sup>5</sup> See Section II: Testing of the 3Ts for Reducing Lead in Drinking Water in Schools, Revised Technical Guidance, available at: <http://water.epa.gov/infrastructure/drinkingwater/schools/guidance.cfm#3ts>

- Identify the drinking water outlet(s) farthest from the main water service line (Note: If your facility has multiple wings there will be more than one outlet farthest from the main service line);
- Determine the best order to open and flush drinking water outlets, starting with those farthest from the main service line;
- Identify options for collection and non-potable re-use of flushed water (e.g., plant watering); and
- Develop a system for accountability, including identifying one person who is in charge and developing a record keeping system.

#### Flush all water outlets used for drinking or food preparation

- At the start of each day, before using any water for drinking or cooking, flush the cold water faucet by allowing the water to run for a period of time. Contact your municipal water system to find out what the recommended flushing time is for your facility based on your system size and piping. This should be done for all water outlets used for drinking or food preparation.
- Flushing, or opening up a tap and letting the water run, replaces the stagnant water that may have been in contact with lead-containing plumbing fixtures overnight or over the weekend. The longer water is exposed to lead pipes or solder the greater the likelihood of lead contamination.
- Flushing times vary depending on your buildings pipes and outlets, refrigerated water fountains can take as long as 15 minutes to properly flush out the reservoir.
- If many taps need flushing, the tap farthest from the main pipe should be opened for approximately ten minutes to flush out the main pipe. Then, individual drinking water taps should be flushed to rid stagnant water from the pipes. Keep in mind that if your facility has more than one wing there may be

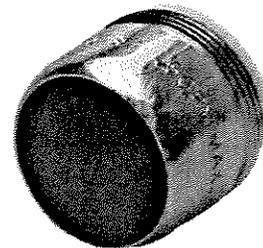
more than one tap that is furthest from the water line.<sup>6</sup>

#### Use only cold water to prepare food and drinks

- Hot water dissolves lead more quickly than cold water and is therefore more likely to have greater amounts of lead.
- If hot water is needed, water should be drawn from the cold tap and heated.
- Use only thoroughly flushed water from the cold water tap for drinking and when making mixed baby formula, juices or foods.

#### Clean debris out of all outlet screens or aerators on a regular basis

- Small screens on the end of a faucet can trap sediments containing lead. Note: Aerators are often used to regulate flow, reduce splash and conserve water. Check to see if your faucets have aerators, since not all faucets have them.



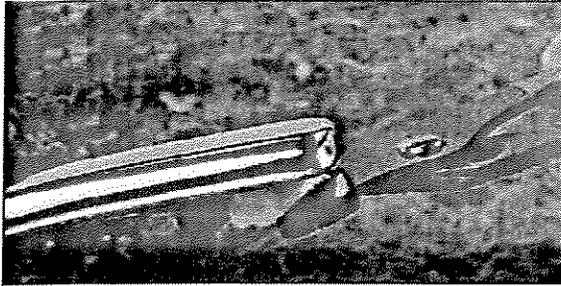
#### Faucet Aerators

Many taps that are used to provide water for human consumption have an aerator as part of the faucet assembly. Aerators serve to introduce air into the water flow which makes it feel as if a larger water flow is coming out of the tap. The use of aerators is a common water conservation practice. Screens are not intended to remove contaminants in the water, but may trap sediment or debris as water passes through the faucet. Lead bearing sediment may end up in drinking water from physical corrosion of leaded solder and can build up in the aerator over time.

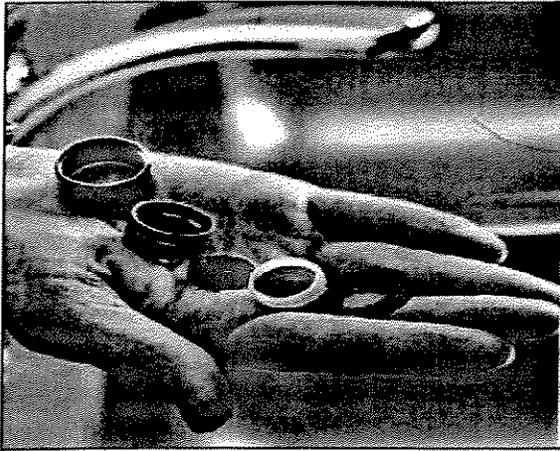
<sup>6</sup> Lead in School Drinking Water Program (<http://www.mass.gov/dep/water/drinking/sclcatlg.pdf>).

### Faucet Aerators Cleaning Procedures

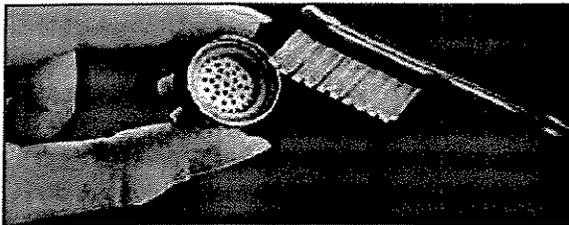
- Remove the aerator by twisting off with hands or pliers;



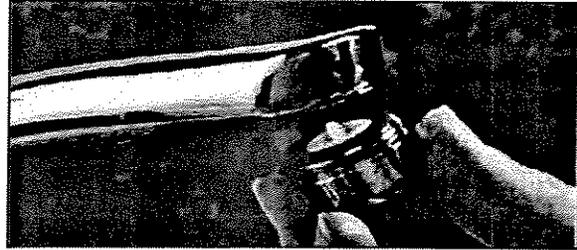
- One or more parts are contained within the aerator. Note the order and orientation of the parts as you remove them;



- Rinse the pieces with water and brush off the debris. For deposits that are difficult to remove, soak the parts in water for a few minutes and scrub with a new toothbrush. Backwashing aerator components is also an effective cleaning method for many aerator types. Hold removed aerator upside down under flowing water to backwash screens and mesh filters;



- If any parts are cracked or broken, replace them. If the washer has hardened it should be replaced; and



- Reassemble the aerator by screwing it back onto the faucet and hand-tighten.

It is not recommended that aerators be removed from faucets immediately before sampling for lead as the sample will fail to identify the typical available contribution of particulate lead from that tap and thus additional actions needed to reduce exposure to lead in drinking water will fail to be taken.

However, if the results from the initial sample are above the action level, you can consider taking a second sample to determine whether particulate matter is the source of lead. For this sample, the aerator would be cleaned or removed prior to sampling so that the two samples could be compared.<sup>7</sup> It is advised that a regular cleaning schedule be established for aerators.

The frequency of cleaning depends on how quickly the debris builds up on the inside walls of the aerator. Generally, the aerator should be cleaned at least quarterly. If blockages from scale or particulate accumulation are noticed, the frequency should be increased to monthly. Flow pattern changes are an indication of buildup.

<sup>7</sup> EPA, Oct 2006. Memorandum: Management of Aerators during Collection of Tap Samples to Comply with the Lead and Copper Rule. Available at: [http://water.epa.gov/lawsregs/rulesregs/sdwa/lcr/upload/2006\\_10\\_27\\_lcrmr\\_memo\\_tapsamples-aerators\\_10202006.pdf](http://water.epa.gov/lawsregs/rulesregs/sdwa/lcr/upload/2006_10_27_lcrmr_memo_tapsamples-aerators_10202006.pdf).

### Follow-up lead monitoring

Water quality changes over time and it is important to make sure that the water in your facility remains free of lead. Periodic retesting of fixtures is recommended.

### Respond to Elevated Lead Levels

EPA recommends that schools and child care facilities take action if samples from drinking water outlets show lead levels greater than 20 ppb. Any outlet with test results above this level should not be used until the source of the contamination is found and the lead levels are reduced to 20 ppb or less. If you are going to stop using an outlet due to high lead levels you should place a physical barrier, such as tape or an illustrative sign over the faucet so that everyone knows it should not be used until it is fixed. In addition, you should encourage parents to have their children's blood tested for lead if high lead levels are detected in the water. Facilities should develop Standard Operating Procedures (SOPs) for responding to elevated lead levels and administrators or directors should be encouraged to communicate this information to parents (or the teachers) so they can protect their children. The following remedies can be used to respond to elevated lead levels:

#### Provide an alternative "lead-free" drinking water

- Bottled water can be used as a temporary measure; and
- Make sure the bottled water distributor meets federal and state bottled water quality standards (which are different than tap water) and that their filtration technology is National Sanitation Foundation International (NSF) certified for lead reduction (<http://www.nsf.org/>).

### Remove sources of lead in the plumbing system

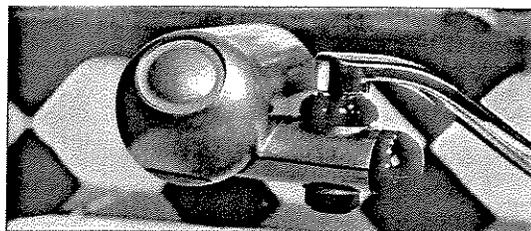
These remedies are most appropriate for localized contamination problems and are best handled by a licensed plumber:

- Replace solder joints with lead-free joints;
- Replace the outlet or fixture/faucet with "lead-free" materials (according to NSF/American National Standards Institute (ANSI) Standards 61 and 372; or
- Replace piping with "lead-free" materials (according to NSF/ANSI Standards 61 and 372).

You can search for NSF Drinking Water System Components here: <http://www.nsf.org/certified/pwscomponents/>

Prior to replacing fixtures when elevated lead levels are determined, be sure to test the new fixtures to ensure the fixtures are "lead free." If you are purchasing a large volume of faucets ask the manufacturer or vender to test the faucets with your local tap water to make sure no lead is leached out of the faucets. If you are only purchasing a few faucets make sure the fixtures are certified as lead-free according to NSF/ANSI Standard 61 for lead content.

### Install point-of-use treatment devices



*A faucet filtration system.*

- A point-of-use (POU) device is a filtration system that can be installed directly on a drinking water outlet.
- Use a device that is certified by NSF

International to remove lead.<sup>8</sup>

- Maintaining POU treatment devices is very important. Refer to the manufacturer's instructions for maintenance procedures. If not maintained properly, some treatment devices may increase lead and other contaminant levels.
- If using a POU device you should do follow up testing to make sure the water is still below the action level.
- With the use of a POU device, flushing is not necessary.
- If using POU devices on some faucets, but not all, make sure that faucets without a POU device are clearly labeled that they are not for drinking or cooking water.

### Communicate with Your Community about the Voluntary Lead Testing Program

It is important to communicate early and often about your testing plans, results and next steps. Telling parents and staff about your voluntary lead testing program will demonstrate your proactive commitment to protecting the health of your students and staff and build confidence in your facility's ability to provide a safe and healthy environment, whether or not elevated lead levels are found in your facility.

## Additional Considerations

### Copper

Testing for copper may be appropriate if your water is somewhat acidic (with a pH below 7) and when it is disinfected. Copper corrosion decreases steadily over time under normal water usage conditions, but elevated copper levels can persist for many years in new copper pipes. If you are experiencing blue staining of your water, sinks, bathtubs or showers or if there is growing blue encrustation on the fixtures, this may be an indicator of high copper levels, and you should have your water tested for both copper and lead. If you are experiencing elevated copper levels in the drinking water system, the easiest method for reducing exposure to copper is to flush the system to avoid drinking or cooking with water that has been in contact with the plumbing system for more than four hours. Particularly when first drawing water in the morning, flush the system by running the cold water faucet long enough to get fresh water from the main, which could vary from about two minutes to five or ten minutes, depending on the size and length of the pipes and the flow rate. Each faucet where water is drawn for drinking or cooking purposes should be flushed separately, starting with the faucet or outlet farthest from where the fresh water enters the building.

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<sup>8</sup> The Lead and Copper Rule: Quick Reference Guide for Schools and Child Care Facilities that are Regulated Under the Safe Drinking Water Act, available at: [http://water.epa.gov/infrastructure/drinkingwater/schools/upload/2006\\_1\\_11\\_schools\\_lead\\_sqrg\\_lcr\\_schools.pdf](http://water.epa.gov/infrastructure/drinkingwater/schools/upload/2006_1_11_schools_lead_sqrg_lcr_schools.pdf).

## Water Conservation

Schools and child care facilities use large amounts of water every day for heating and cooling systems, restrooms, drinking water, cooking, locker rooms, cafeterias, laboratories and outdoor playing fields and lawns. Options to conserve water for these facilities include:

- Consider replacing old equipment such as dishwashers with energy and water saving devices;
- Repair water leaks and leaky toilets;
- Install aerators and automatic shut-off devices on faucets;
- Using low-flow shower heads and timer shut-off devices to reduce water use during showers;
- Installing timers on sprinklers;
- Installing toilet dams on older models;
- Replacing plants and grasses that require a lot of water with native sustainable vegetation; and
- Using rain barrels and teach the students about green roofs.

### WaterSense

The WaterSense program promotes water efficiency and enhancing the market for water-efficient products, programs and practices. Since the program's inception in 2006, WaterSense has helped consumers save a cumulative 46 billion gallons of water and \$343 million in water and sewer bills. For additional information, visit: <http://www.epa.gov/watersense/>

## Teaching Students about Drinking Water

There are a variety of ways to teach students about drinking water:

- Early science classes demonstrating the water cycle;
- Mathematics classes demonstrating supply and demand principles;

- History lessons discussing early settlement patterns near water sources and our nation's system of government, laws and regulations provide important knowledge for water resource decision-making.
- Involve students in the voluntary lead testing program to make it a teaching moment, ensuring that the students wear proper safety equipment and are not exposed to lead.

EPA has developed numerous resources and activities for students and teachers, including:

### Drinking Water in Schools and Child Care Facilities (EPA)

Provides multiple resources regarding lead in drinking water, including health information, an overview of laws and regulations and guidance. Website: <http://water.epa.gov/infrastructure/drinkingwater/schools/index.cfm>

### Kid's Stuff: Drinking Water and Ground Water (EPA)

Provides activities and materials for students and teachers for grades K-3, 4-8 and 9-12. Website: <http://water.epa.gov/learn/kids/drinkingwater/index.cfm>

### Water Science and Technology for Students and Educators (EPA)

Water-related activities and resources for students and teachers. Website: <http://water.epa.gov/learn/resources/index.cfm>

### That Magnificent Ground Water Connection (New England Interstate Water Pollution Control Commission in coordination with EPA)

Classroom activities for students demonstrating the many characteristics, uses and threats to ground water resources in New England. Available for grades K-6 and 7-12. Selected activities are available at: <http://www.epa.gov/region1/students/teacher/groundw.html>

## Resources

### 3Ts for Reducing Lead in Drinking Water in Schools

Provides detailed guidance for schools that receive their drinking water from municipal water supplies regarding training and testing for and communicating about lead in drinking water.

Website: <http://water.epa.gov/infrastructure/drinkingwater/schools/guidance.cfm#3ts>

### 3Ts for Reducing Lead in Drinking Water in Child Care Facilities

Provides detailed guidance for child care facilities that receive their drinking water for municipal water supplies regarding training and testing for and communicating about lead in drinking water.

Website: <http://water.epa.gov/infrastructure/drinkingwater/schools/guidance.cfm#3ts>

### EPA's Website on Lead

<http://www.epa.gov/lead/>

### EPA's Website on Lead in Drinking Water

<http://water.epa.gov/drink/info/lead/index.cfm>

### EPA's Website on Reducing Lead in Drinking Water in Schools and Day Care Centers

[http://water.epa.gov/drink/info/lead/schools\\_index.cfm](http://water.epa.gov/drink/info/lead/schools_index.cfm)

### Centers for Disease Control and Prevention's Website on Lead

<http://cdc.gov/lead/>

### National Lead Information Center Hotline:

(800) 424-LEAD

### EPA's Safe Drinking Water Hotline:

(800) 426-4791

### Are You Providing Safe Drinking Water at Your School or Child Care Facility?

For Schools and Child Care Facilities With Their Own Drinking Water Source

### Caring for Our Children: National Health and Safety Performance Standards

Guidelines for Early Care and Education Programs, 3rd Edition (2011)

Provides national standards that represent the best evidence, expertise and experience in the country on quality health and safety practices and policies that should be followed in today's early care and education settings. Chapter 5 covers drinking water safety, lead testing and appropriate plumbing.

Website: <http://nrckids.org/CFOC3/index.html>

## State Drinking Water and Lead Prevention Information Sources

State drinking water programs can describe state-specific requirements and provide additional guidance materials for schools. For a complete list of State Drinking Water program contacts and lead prevention information sources, see:

### Implementing the Lead Public Education Provision of the Lead and Copper Rule for Non Transient, Non Community Water Systems, Appendix C:

<http://water.epa.gov/lawsregs/rulesregs/sdwa/lcr/upload/Implementing-the-Lead-Public-Education-Provisions-of-the-Lead-and-Copper-Rule-A-Guide-for-Non-Transient-Non-Community-Water-Systems.pdf>

Implementing the Lead Public Education Provision of the Lead and Copper Rule for Community Water Systems, Appendix C: <http://water.epa.gov/lawsregs/rulesregs/sdwa/lcr/upload/Implementing-the-Lead-Public-Education-Provisions-of-the-Lead-and-Copper-Rule-A-Guide-for-Community-Water-Systems.pdf>

## Glossary

### Acidic:

The condition of water or soil which contains a sufficient amount of acidic substances to lower the pH below 7.0.

### Action Level:

The level of lead or copper which, if exceeded, triggers treatment or other requirements that a water system must follow.

### Alkalinity:

The capacity of water to neutralize acids. This capacity is caused by the water's content of carbonate, bicarbonate, hydroxide and occasionally borate, silicate and phosphate. Alkalinity is expressed in milligrams per liter of equivalent calcium carbonate. Alkalinity is not the same as pH because water does not have to be strongly basic (high pH) to have a high alkalinity. Alkalinity is a measure of how much acid can be added to a liquid without causing a significant change in pH.

### Alloy:

A solution made of two or more elements, at least one of which is a metal.

### Backflow:

A reverse flow condition created by a difference in water pressures which causes water to flow back into the distribution pipes of a potable water supply from any source or sources other than an intended source.

### Backwashing:

The process of reversing the flow of water back through the filter media to remove the entrapped solids.

### Bacteria:

Microscopic living organisms usually consisting of a single cell. Bacteria can aid in pollution control by consuming or breaking down organic matter in sewage or by similarly acting on oil spills or other water pollutants. Some bacteria in soil, water or air may also cause human, animal and plant health problems.

### Contaminant:

Anything found in water (e.g., microorganisms, minerals, chemicals, radionuclides, etc.) which may be harmful to human health.

### Corrosion:

The gradual decomposition or destruction of a material by chemical action often due to an electrochemical reaction. Corrosion may be caused by: 1) stray current electrolysis, 2) galvanic corrosion caused by dissimilar metals or 3) differential concentration cells. Corrosion starts at the surface of a material and moves inward.

### Cross-Connection:

Any actual or potential connection between a drinking (potable) water system and an unapproved water supply or other source of contamination. For example, if you have a pump moving non-potable water and hook into the ground water system to supply water for the pump seal a cross-connection or mixing between the two water systems can occur. This mixing may lead to contamination of the drinking water.

### Descaler:

A solution used to remove and/or prevent limescale and fouling on water taps, kettles, coffeemakers, toilets and water pipes.

**Disinfectant:**

A chemical (commonly chlorine, chloramine or ozone) or physical process (e.g., ultraviolet light) that kills microorganisms such as bacteria, viruses and protozoa.

**Distribution System:**

A network of pipes leading from a treatment plant to customers' plumbing systems or the pipes and plumbing within a building that distribute water to all of the water outlets.

**Ground Water:**

The water that systems pump and treat from aquifers (natural reservoirs below the earth's surface).

**Lead Service Line:**

A service line made of lead which connects the water main to the building inlet and any lead pigtail, gooseneck or other fitting which is connected to such a lead line.

**Monitoring Program:**

Testing that water systems must perform to detect and measure contaminants. Specifically, measuring concentrations of certain substances within environmental media (e.g., drinking water) at regularly scheduled intervals.

**Municipal Water System:**

A network of pipes, pumps and storage and treatment facilities designed to deliver potable water to homes, schools, businesses and other users in a city or town.

**Non-Potable Water:**

Water that may contain objectionable pollution, contamination, minerals or infective agents and is considered unsafe and/or unpalatable for drinking.

**pH:**

A measurement of how acidic or basic a substance is. It ranges from 0 to 14. A pH of 7 is neutral. A pH less than 7 is acidic and a pH greater than 7 is basic.

**Point-of-Use Device:**

A treatment device applied to a single tap used for the purpose of reducing contaminants in drinking water at that one tap.

**Potable Water:**

Water that is safe and satisfactory for drinking and cooking.

**Remediation:**

Removal of pollution or contaminants from environmental media such as soil, ground water, sediment or surface water for the general protection of human health and the environment.

**Samples:**

The water that is analyzed for the presence of EPA-regulated drinking water contaminants. Depending on the regulation, EPA requires water systems and states to take samples from source water, from water leaving the treatment facility or from the taps of selected consumers.

**Soft Water:**

Water having a low concentration of polyvalent cations, such as calcium and magnesium ions. According to U.S. Geological Survey guidelines, soft water is water having a hardness (concentration of polyvalent cations) of 60 milligrams per liter or less.

**Solder:**

A metallic compound used to seal the joints between pipes. Until recently, most solder contained 50% lead. The use of lead solder containing more than 0.2% lead is now prohibited for pipes carrying potable water.

**Toilet Dam:**

A water-conservation device that is placed inside the tank portion of a toilet to reduce the amount of water the tank will hold by partitioning off part of the tank.



## Training, Testing, and Telling

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# Introducing the 3Ts for Reducing Lead in Drinking Water in Schools and Child Care Facilities

### Introducing the 3Ts

The 3Ts outreach program is in response to rising public concern over the health risks posed by elevated lead levels in the drinking water of our nation's schools and child care facilities.

In launching the 3Ts campaign, EPA's objective is to provide school officials and child care facility operators with the tools they need to understand and address lead in drinking water in their local communities:

**Training** – focuses on alerting school administrators, custodians, utilities and water officials to the risks of lead poisoning and the means of mitigating those risks.

**Testing** – underscores the importance of monitoring lead levels in school and child care facility drinking water to identify and respond to any existing problems.

**Telling** – emphasizes the need to communicate with the public regarding all facets of the issue, from funding and initiating a testing protocol, to reporting results, if needed, and proposing a remediation strategy.

### A Collaborative Effort

The EPA recognizes that schools, child care facilities and local government officials have limited budgets with which to address an increasing number of health and safety issues. Therefore, it is important to note that the 3Ts program is not an endorsement of new Federal mandates. It is, instead, a call for education, collaboration, and partnership-building to find necessary funding and encourage utilities to be more sensitive to public concern about water quality.

### Your 3Ts Toolkit

To implement an outreach program of education and advocacy, our toolkit includes the following materials and resources. It is designed for easy adaptation to your local needs, either selectively or in its entirety.

Page Two - **Training, Testing, and Telling**

**Training**

- Fact Sheet
- Frequently Asked Questions
- National Resources and Information

**Telling**

- Template Introductory Letter to Parents and Caregivers
- Template Newsletter Articles (2)
- Ways to Display Onsite Information
- Organizing a Workshop or Open House
- Workshop Agenda and Discussion Guidelines
- Template Information Update Announcement
- Template Public Address
- Issue and Crisis Management Guidelines

**Testing**

- 3Ts for Reducing Lead in Drinking Water in Schools: Revised Technical Guidance
- 3Ts for Reducing Lead in Drinking Water in Child Care Facilities: Revised Guidance



# State of New Jersey

DEPARTMENT OF TRANSPORTATION  
P.O. Box 600  
Trenton, New Jersey 08625-0600



**RICHARD T. HAMMER**  
*Acting Commissioner*

**CHRIS CHRISTIE**  
*Governor*

**KIM GUADAGNO**  
*Lt. Governor*

March 24, 2016

The Honorable Timothy P. Dougherty  
Mayor, Morristown Town  
200 South Street  
PO Box 914  
Morristown, NJ 07963-0914

Dear Mayor Dougherty:

I am pleased to inform you that your community has been selected to receive funding from the New Jersey Department of Transportation's (NJDOT) Fiscal Year 2016 Municipal Aid Program for Washington Street Streetscape, Phase III in the amount of \$245,000.

NJDOT's Municipal Aid Program is a very competitive program. This year the Department received 641 applications requesting more than \$253 million. There is \$78.75 million available in funds from the Transportation Trust Fund (TTF).

NJDOT is committed to providing statewide assistance for local governments for improvements to and preservation of the local transportation network. The completion of your project will help achieve this goal and pursue a transportation strategy that provides mobility through managing the local roadway system.

Should you have any questions regarding your grant, please contact the NJDOT Local Aid District Office in your area.

District 1 - Mt. Arlington – 973-601-6700  
District 2 - Newark - 973-877-1500

District 3 - Trenton – 609-530-5271  
District 4 - Cherry Hill - 856-486-6618

Again, thank you for your support of this program and good luck with your project.

Sincerely,

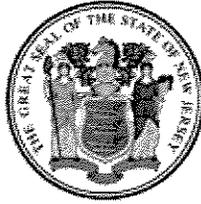
Richard T. Hammer  
Acting Commissioner

c: Municipal Clerk  
Municipal Engineer

Received

MAR 31 2016

Morristown Administration  
Morristown Administration



# State of New Jersey

DEPARTMENT OF TRANSPORTATION  
P.O. Box 600  
Trenton, New Jersey 08625-0600



RICHARD T. HAMMER  
*Acting Commissioner*

CHRIS CHRISTIE  
*Governor*

KIM GUADAGNO  
*Lt. Governor*

March 29, 2016

Hon. Timothy P. Dougherty, Mayor  
Morristown Municipal Airport/Town of Morristown  
200 South Street  
CN 914  
Morristown, NJ 07963-0914

Dear Mayor Dougherty:

I am pleased to inform you that Morristown Municipal Airport has been selected to receive funding from the New Jersey Department of Transportation's Airport Improvement Program for a State Grant funded by the Airport Safety Fund for the following project:

Project	State Share	Airport Share	Total Project Cost
Obstruction Removal R/W 31	\$117,900.00	\$13,100.00	\$131,000.00

The State of New Jersey is committed to providing assistance to New Jersey's General Aviation airports for improvements to and preservation of the local aviation transportation network. The completion of your project will help achieve this goal. It will foster a transportation strategy that provides mobility through managing the local airport system in a manner that is consistent with the State Airport System Plan.

The issuance of this State Grant is subject to and contingent upon execution of a formal State Grant Agreement; satisfaction by the Grant Recipient of any applicable permits and/or regulatory approvals; and compliance with all laws, rules, and regulations, most notably those applicable to the Airport Improvement Program, the New Jersey Airport Safety Fund (which is the funding source for this Program), and NJDOT Policies and Procedures. Be advised that only project-related costs incurred by Morristown Municipal Airport on or after the date of full execution of the State Grant Agreement are eligible for reimbursement.

The Bureau of Multimodal Grants and Programs in the New Jersey Department of Transportation's Division of Multimodal Services will contact you regarding how you will secure the necessary agreement documents for this grant. If you intend on accepting this grant offer, you must complete and return the documents for formal processing.

Should have any questions, please contact Ashwin Patel of the Bureau of Multimodal Grants and Programs at (609) 530-2847.

Sincerely,

Richard T. Hammer  
Acting Commissioner of Transportation



# State of New Jersey

DEPARTMENT OF TRANSPORTATION  
P.O. Box 600  
Trenton, New Jersey 08625-0600



RICHARD T. HAMMER  
*Acting Commissioner*

CHRIS CHRISTIE  
*Governor*

KIM GUADAGNO  
*Lt. Governor*

**BUS STOPS**  
Route NJ 124  
Various locations  
Morristown Town  
Morris County

March 14, 2016

Kevin D. Harris  
Town Clerk  
200 South Street  
PO Box 914  
Morristown, New Jersey 07963-0914

Dear Mr. Harris:

This is in reference to a survey conducted by the New Jersey Department of Transportation (NJDOT) to inventory all Bus Stops along State and US Routes in New Jersey. Based upon an investigation conducted by the engineering firm of Jacobs Engineering, and a field review by the NJDOT Bureau of Traffic Engineering (BTE), the bus stop locations indicated below can be recommended for approval.

In addition to those bus stop locations recommended by Jacobs Engineering, NJ Transit and the NJDOT has conducted a survey to inventory all existing bus stop locations along Route NJ 124 within the Town of Morristown, County of Morris. Based upon this survey all currently recommended and existing approved bus stop locations will be approved by a new Traffic Regulation Order. This consolidation will enable NJDOT to update our regulation files of all existing bus stop locations along Route NJ 124 in the Town of Morristown, County of Morris.

In order to legally establish these bus stops, the New Jersey Department of Transportation is required to promulgate a Traffic Regulation Order (TRO). An initial step in the TRO process is to receive a Resolution of support from the municipal governing body. It is therefore requested that a certified adopted Resolution of support containing the raised seal of the Town of Morristown, be submitted to this office to read substantially as follows:

**Bus Stops:**

**Along Route NJ 124, eastbound, on the southerly side at:**

- A. Between James Street (CR663) and Hamilton Road – (mid-block) (NJ Transit ID# 25835)**  
Beginning at a point 170 feet east the easterly curb line of James Street and extending 135 feet easterly therefrom.

- B. Morristown Memorial Hospital Driveway – (near side) (NJ Transit ID# 25818)**  
Beginning at the westerly curb line of the easterly most Morristown Memorial Hospital Driveway and extending 105 feet westerly therefrom.
- C. Turtle Road – (far side) (NJ Transit ID# 25819)**  
Beginning at the easterly curb line of Turtle Road and extending 105 feet easterly therefrom.

**Along Route NJ 124, westbound, on the northerly side at:**

- A. Franklin Street – (near side) (NJ Transit ID# 25816)**  
Beginning at the easterly curb line of Franklin Street and extending 105 feet easterly therefrom.
- B. Morristown Memorial Hospital Driveway – (far side) (NJ Transit ID# 25817)**  
Beginning at the westerly curb line of the easterly most Morristown Memorial Hospital Driveway and extending 100 feet westerly therefrom.
- C. Between Hamilton Road and James Street (CR663) – (mid-block) (NJ Transit ID # 25836)**  
Beginning at a point 470 feet west the westerly curb line of Hamilton Road and extending 135 feet westerly therefrom.

**Repealer Clause:**

**The Town of Morristown concurs that any approved bus stop locations or traffic regulations in conflict with or inconsistent with the provisions of this resolution be rescinded upon approval of the Traffic Regulation Order.**

Once this office is in receipt of the certified adopted Resolution of support from the Town of Morristown's governing body, a Traffic Regulation Order will be promulgated.

Should you have any questions regarding this matter, please contact Traffic Investigator, Troy Midgette at (609) 530-2436. Please enclose a copy of this letter with any further correspondence concerning this matter in order to expedite the process.

Sincerely,



Michael E. Mihalic  
Supervisor, Traffic Investigations  
Bureau of Traffic Engineering

- C: Paul Spiegel, Manager, Bus Stop Sign and Shelter Programs, NJ Transit  
Alejandra Monroig, Senior Field Representative, NJ Transit (via email)  
Chief Peter Demnitz, Morristown Police Department