

**TOWNSHIP OF BYRAM  
RESOLUTION NO. 73 – 2014**

**RESOLUTION AUTHORIZING THE HIRING OF PATRICIA KNOLL AS THE  
BYRAM TOWNSHIP CERTIFIED TAX COLLECTOR ON A TEMPORARY  
BASIS**

WHEREAS, the Byram Township Certified Tax Collector has resigned as of May 9, 2014; and

WHEREAS, A Certified Tax Collector is needed to aid in the fiscal operations of the Township; and

WHEREAS, Patricia Knoll, who is a certified tax collector, has agreed to work one day per week in the Byram Tax Office at a rate of \$40.00 per hour on a temporary basis.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Township of Byram that Patricia Knoll be appointed as CTC.

**BYRAM TOWNSHIP COUNCIL**

	Councilwoman Raffay	Councilman Gray	Councilman Olson	Councilwoman Kash	Mayor Oscovitch
Motion					
2nd					
Yes					
No					
Abstain					
Absent					

ATTEST:

I certify that the foregoing resolution was adopted by the Byram Township Council at a meeting held on May 20, 2014.

\_\_\_\_\_  
Doris J. Flynn, RMC  
Municipal Clerk

# TOWNSHIP OF BYRAM

## RESOLUTION NO. 74 - 2014

### RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT – FINANCIAL CONSULTANT

**WHEREAS**, the Township of Byram desires to retain a financial consultant without competitive bidding pursuant to the provisions of *N.J.S.A.* 19:44A-20.5; and

**WHEREAS**, the Township Manager has determined and certified in writing that the value of the services provided as financial consultant will exceed \$17,500; and

**WHEREAS**, the anticipated term of this contract is one (1) year; and

**WHEREAS**, **EPIC Solutions, LLC**, has submitted a proposal dated May 8, 2014 indicating it will provide financial consulting services in accordance with its proposal for an aggregate amount projected to exceed \$17,500; and

**WHEREAS**, **EPIC Solutions, LLC** has completed and submitted a Business Entity Disclosure Certification which certifies that **EPIC Solutions, LLC** has not made any reportable contributions to a political or candidate committee of the Township of Byram in the previous one year, and that the contract will prohibit **EPIC Solutions, LLC** from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Chief Financial Officer has certified that funds are available for this purpose; and

**WHEREAS**, the Township of Byram wishes to retain **EPIC Solutions, LLC**, as a financial consultant to provide day-to-day financial consulting services as directed by the municipality's Chief Financial Officer; and

**WHEREAS**, the Local Public Contracts Law (*N.J.S.A.* 40A:11-1, *et seq.*) requires that the Resolution authorizing the award of contracts for "professional services" without competitive bids and the contract itself must be available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township of Byram, County of Sussex, and State of New Jersey, as follows:

1. The Township of Byram hereby authorizes execution by the Mayor and Municipal Clerk of a professional services agreement with **EPIC Solutions, LLC**, Succasunna, New Jersey, for professional financial consulting services for the year 2014.
2. This contract is awarded without competitive bidding as a "professional service" in accordance with *N.J.S.A. 40A:11-5(1)(a)* of the Local Public Contracts Law because said services are exempt from the provisions of the bidding statutes in that they are services rendered or performed by a person authorized by law to practice a recognized professional and are services which require knowledge of an advanced type in a field of learning acquired by a prolonged course of specialized instruction as distinguished from general academic instruction or apprenticeship and training.
3. The Business Disclosure Entity Certification and the Determination of Value Certification shall be placed on file with this resolution.
4. A Notice of this action shall be printed once in the New Jersey Herald as required by law.

ATTEST:

TOWNSHIP OF BYRAM

By \_\_\_\_\_

MUNICIPAL CLERK

By \_\_\_\_\_

HON. \_\_\_\_\_  
MAYOR

Approved as to:

Factual Contents \_\_\_\_\_ Appropriation \_\_\_\_\_ Form and Legality \_\_\_\_\_  
Administrator                      Chief Financial Officer                      Township Counsel

Clerk's Certification \_\_\_\_\_ Adopted \_\_\_\_\_

**TOWNSHIP OF BYRAM  
RESOLUTION NO. 75 – 2014**

**RESOLUTION TO AUTHORIZE THE APPOINTMENT OF THE  
BYRAM TOWNSHIP MANAGER JOSEPH SABATINI AS THE  
TEMPORARY CHIEF FINANCIAL OFFICER**

**WHEREAS**, Byram Township’s Certified Financial Officer Marie Kenia has resigned effective May 9, 2014; and

**WHEREAS**, the Township has been conducting a search to appoint a certified financial officer; and

**WHEREAS**, the initial search has resulted in few applicants and will require an extend search period; and

**WHEREAS**, a Certified Finance Officer is needed to aid in the fiscal operations of the Township and to be responsible for the proper financial administration of the municipality; and

**WHEREAS**, in accordance with Title 40A:9-140.13(f), when a vacancy occurs in the office of chief financial officer following the appointment of a certified municipal finance officer to that office, the governing body or chief executive officer, as appropriate, may appoint, for a period not to exceed one year and commencing on the date of the vacancy, a person who does not hold a municipal finance officer certificate to serve as temporary chief financial officer; and

**WHEREAS**, the Township expects to authorize the award of a professional services contract as a financial consultant to provide day-to-day financial consulting services as directed by the Township’s acting chief financial officer; and

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Township of Byram that Joseph Sabatini will be temporarily appointed as the Temporary Chief Financial Officer.

**BYRAM TOWNSHIP COUNCIL**

	Councilwoman Raffay	Councilman Gray	Councilman Olson	Councilwoman Kash	Mayor Oscovitch
Motion					
2nd					
Yes					
No					
Abstain					
Absent					

**ATTEST:**

I certify that the foregoing resolution was adopted by the Byram Township Council at a meeting held on May 20, 2014.

\_\_\_\_\_  
Doris J. Flynn, RMC  
Township Clerk

**TOWNSHIP OF BYRAM  
RESOLUTION NO. 76 – 2014**

**RESOLUTION AUTHORIZING REFUND  
OF DEVELOPER'S ESCROW FEES**

WHEREAS, the Township of Byram received escrow funds from WGB Properties, account #7760262612, in 2009 for \$3,500.00 for support of acquiring sewer gallons from Stanhope; and

WHEREAS, there has been no activity on this account for the last few years and the developer has requested that these funds be released.

WHEREAS, the Township of Byram's Finance Department has verified that funds are available to release on the Escrow Account in the amount of \$3,500.00; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Council, Township of Byram, County of Sussex, N.J., that the Finance Department be authorized to issue payment to WGB Properties in the amount of \$3,500.00.

**BYRAM TOWNSHIP COUNCIL**

	Councilwoman Raffay	Councilman Gray	Councilman Olson	Councilwoman Kash	Mayor Oscovitch
Motion					
2nd					
Yes					
No					
Abstain					
Absent					

ATTEST:

I certify that the foregoing resolution was adopted by the Byram Township Council at a meeting held on May 20, 2014.

\_\_\_\_\_  
Doris Flynn, RMC  
Township Clerk

**TOWNSHIP OF BYRAM  
RESOLUTION NO. 77 – 2014**

**2014 CAMP LENAPE SUMMER CAMP PROGRAM**

**WHEREAS**, the Township of Byram is offering a summer camp program, Camp Lenape, that is being sponsored in partnership with the Byram, Stanhope and Netcong Recreation Committees and the Stanhope Board of Education; and

**WHEREAS**, the Township of Byram is acting as the lead agency through the Township of Byram Recreation Department; and

**WHEREAS**, this is a Township of Byram summer recreation program that is being offered to the residents of the Borough of Stanhope and the Borough of Netcong at same fee as the residents of Byram Township; and

**WHEREAS**, this program is offered to the non-residents of the Township of Byram, Borough of Stanhope and the Borough of Netcong at same fee but are also required to pay the non-resident fee; and

**WHEREAS**, the residents of the Township of Byram and the Borough of Netcong are required to registered through the Township of Byram Recreation Department; and

**WHEREAS**, the Borough of Stanhope desires to collect registration fees for Camp Lenape from Stanhope residents and provide the registration forms and fees to Township of Byram for all Stanhope residents; and

**WHEREAS**, the Township of Byram will not accept any registration forms or fees directly from the residents the Borough of Stanhope; and

**WHEREAS**, the Township of Byram will issue a purchase order to the Borough of Stanhope for all registered residents from the Borough of Stanhope at the published rates for the 2014 Camp Lenape Program;

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Township Council of the Township of Byram that the Governing Body endorses the 2014 Camp Lenape Summer Camp Program and designates Byram Township's Recreational Director to ensure the program is managed under the terms of this resolution.

**BYRAM TOWNSHIP COUNCIL**

	Councilwoman Raffay	Councilman Gray	Councilman Olson	Councilwoman Kash	Mayor Oscovitch
Motion					
2nd					
Yes					
No					
Abstain					
Absent					

ATTEST:

I certify that the foregoing resolution was adopted by the Byram Township Council at a meeting held on May 20, 2014.

\_\_\_\_\_  
Doris J. Flynn, RMC  
Township Clerk

**TOWNSHIP OF BYRAM  
RESOLUTION NO. 78 – 2014**

**RESOLUTION TO AUTHORIZE THE APPOINTMENT OF  
DONALD BOROUGHS AS THE  
SEWER OPERATOR AND TO RECEIVE A STIPEND**

**WHEREAS**, Byram Township annually appointed Wastewater Management, Inc.; under a Professional Services Agreement to provide the Township with a licensed NJDEP Waster Water Collection System operator and to provide services to operate and maintain the Township Sanitary Sewer System; and

**WHEREAS**, Wastewater Management, Inc. has served the Township for the last fifteen (15) years; and

**WHEREAS**, the Township was informed on May 1, 2014 that Wastewater Management, Inc. was no longer in business and the company was going out of business; and

**WHEREAS**, the Township received copy of NJDEP Form DEP-065 notification to the State of New Jersey Department of Environmental Protection that Wastewater Management, Inc. assigned licensed operator was no longer the operator in charge of the Township's Sanitary Sewer System effective May 2, 2014; and

**WHEREAS**, the Township is in need of appointing a licensed operator; and

**WHEREAS**, Township employee Donald Boroughs has been trained and has secured the required NJDEP Waster Water Collection System operator license; and

**WHEREAS**, the Township desires to appoint Donald Boroughs as the Township licensed operator subject to the rules and regulations of the State of New Jersey Civil Service Commission; and

**WHEREAS**, to compensate Donald Boroughs he will receive an annual stipend of five thousand five hundred dollars (\$5,550) payable through the operating budget of the Township's Sanitary System prorated to the date of his appointment for calendar year 2014.

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Township of Byram that Donald Boroughs will be appointed as the licensed operator of the Township's Sanitary System subject to the rules and regulations of the State of New Jersey Civil Service Commission and will receive an annual stipend.

**BYRAM TOWNSHIP COUNCIL**

	Councilwoman Raffay	Councilman Gray	Councilman Olson	Councilwoman Kash	Mayor Oscovitch
Motion					
2nd					
Yes					
No					
Abstain					
Absent					

ATTEST:

I certify that the foregoing resolution was adopted by the Byram Township Council at a meeting held on May 20, 2014.

\_\_\_\_\_  
Doris J. Flynn, RMC  
Township Clerk

**TOWNSHIP OF BYRAM  
SUSSEX COUNTY, NEW JERSEY  
ORDINANCE NO. 4 - 2014**

**AN ORDINANCE TO AUTHORIZE A CAPITAL EXPENDITURE FOR  
IMPROVEMENTS OF VARIOUS STREETS AND LOCATIONS IN AND BY  
THE TOWNSHIP AND TO PROVIDE FUNDING IN THE AMOUNT NOT TO  
EXCEED \$100,000.00**

**Purpose Statement:** Reconstruction and Resurfacing of Various Streets and Locations in and by the Township including without limitation, Tamarack Road and Amity Road, including reconstruction of culverts and headwalls and all curbing, drainage facilities, landscaping, reclamation, milling, structures, roadway surfaces including oil and stone or similar application, materials, equipment, site work and engineering costs.

**WHEREAS**, the Township of Byram is planning to complete reconstruction and resurfacing of various streets and locations in and by the Township including without limitation, Tamarack Road, Amity Road and roads in the Forest Lakes community; and

**WHEREAS**, these improvements may include reconstruction of culverts and headwalls and all curbing, drainage facilities, landscaping, reclamation, milling, structures, roadway surfaces including oil and stone or similar application all materials, equipment, site work and engineering; and

**WHEREAS**, the 2014 Municipal Budget included \$100,000 as a Capital Improvement Appropriation as a Supplement to the Road Improvement Program.

**NOW, THEREFORE BE IT ORDAINED** and enacted by the Council of the Township of Byram, County of Sussex, and State of New Jersey, as follows:

Section 1 – The Manager and Municipal Clerk are authorized to effect road improvements as set forth in plans prepared by the Municipal Engineer. All actions shall be taken in accordance with the Local Public Contracts Law and other applicable regulations.

Section 2 – This ordinance shall be funded as follows:

\$100,000.00 Supplement to Road Improvements



Section 3 – This Ordinance shall take effect twenty (20) days after final adoption and publication as required by law.

**BYRAM TOWNSHIP COUNCIL**

Introduced: May 6, 2014      Adopted: May 20, 2014

**TOWNSHIP OF BYRAM**

By: \_\_\_\_\_  
James Oscovitch, Mayor

Attest: \_\_\_\_\_  
Doris Flynn, Township Clerk

**NOTICE OF ADOPTION**

NOTICE is hereby given that Ordinance No. 4-2014 was introduced and passed first reading at a meeting of the Township Council of the Township of Byram, held at the Byram Township Municipal Building, Mansfield Drive, Byram Township, New Jersey, on the 6th day of May, 2014. The said ordinance was further considered for final adoption at a meeting of the Township Council of the Township of Byram, held at the Byram Municipal Building, Mansfield Drive, Byram Township, New Jersey, on the 20<sup>th</sup> day of May, 2014 at 7:30 p.m. at which time all persons were given the opportunity to be heard concerning said ordinance. It was finally passed and adopted and will be in full force in the Township according to law.

TOWNSHIP OF BYRAM  
ORDINANCE NO. 5 - 2014

ORDINANCE TO AMEND THE ORDINANCE FOR ADMINISTRATION & HOURLY  
POSITIONS  
SALARY AND WAGES  
FOR THE YEARS 2014-2016

**Purpose Statement:** To amend the existing salary ordinance to compensate an existing Township employee for taking on the role of Sanitary System Sewer Operator and to add several part-time seasonal recreation positions.

**BE IT ORDAINED** by the Mayor and Township Council, Township of Byram, County of Sussex, State of New Jersey as follows:

**SECTION 1:** The existing salary ordinance is amended to add the following positions:

<u>POSITION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
Sanitary System Sewer Operator Stipend	5,500	5,500
<b>Seasonal Recreational Employees:</b>		
Teachers	10.00	50.00
WSI Swim Instructor	10.00	50.00
Assistant Swim Instructor	10.00	40.00
Lifeguard	9.50	35.00
Camp Counselor	8.50	20.00
Site Managers	8.25	20.00

**SECTION 2:** The authorized number of positions shall be established by the Annual Budget adopted by the Township Council or as otherwise provided by statute or official action of the Township Council.

**SECTION 3:** The Manager of the Township of Byram may establish rates of compensation for all employees and may hire any new employee at an hourly or annual rate which does not exceed the maximum salary provided for such office or position without specific authorization of the Township Council.

**SECTION 4:** All existing ordinances or parts of existing ordinances which are inconsistent with the terms of this ordinance are to the extent of such inconsistency repealed.

**SECTION 5:** This Ordinance shall take effect after publication and passage according to law and shall be effective until revised.

**BY ORDER OF THE MAYOR AND COUNCIL OF BYRAM TOWNSHIP**

JAMES OSCOVITCH, MAYOR

Attest:

DORIS J. FLYNN, MUNICIPAL CLERK

Introduced:

Adopted:

**NOTICE**

**NOTICE** is hereby given that the above-entitled Ordinance was introduced and passed first reading at a meeting of the Township Council of the Township of Byram, held at the Byram Township Municipal Building, Mansfield Drive, Byram Township, New Jersey, on the 20th day of May 2014. The said ordinance will be further considered for final adoption at a meeting of the Township Council of The Township of Byram, held at the Byram Municipal Building, 10 Mansfield Drive, Byram Township, New Jersey, on the 2nd day of June at 7:30 p.m. at which time all persons will be given the opportunity to be heard concerning said ordinance. Copies of this ordinance are available in the Clerk's office, Monday through Friday, between the hours of 8:30 a.m. and 4:30 p.m.