

**JEFFERSON TOWNSHIP BOARD OF EDUCATION**  
**Special Budget Meeting**  
**Monday – April 28, 2014 – 7:00 PM**  
**Jefferson Township Board of Education Central Office**

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A. Mr. Smith called the meeting to order at 7:01PM, and read the Open Meeting Statement.

In accordance with the Open Meeting Law, the Jefferson Township Board of Education has caused notice of this meeting to be published by having the date, time and place thereof, posted in the Jefferson Township Municipal Building, with copies of such notice delivered or mailed or electronically mailed to the following:

*DAILY RECORD, AIM Newspaper, and the JEFFERSON PATCH;*

and a copy of said notice delivered to the Municipal Clerk of the Township of Jefferson and the Jefferson Township Library.

B. Pledge of Allegiance.

C. **ROLL CALL:**

	<u>Present</u>	<u>Absent</u>
Mr. Cuccio	<u>  X  </u>	_____
Mrs. Poulas	<u>  X  </u>	_____
Mr. Quigley	<u>  X  </u>	_____
Miss Rowan	<u>  X  </u>	_____
Mrs. Senatore <i>(Arrived @ 7:10)</i>	<u>  X  </u>	_____
Mr. Stewart	<u>  X  </u>	_____
Mrs. Van Ness	<u>  X  </u>	_____
Mr. Millar, Vice President	<u>  X  </u>	_____
Mr. Smith, President	<u>  X  </u>	_____

D. **PRESENTATION OF THE 2014-2015 BUDGET AND PUBLIC HEARING**

- Mrs. Dora Zeno, Business Administrator, presented the 2014-2015 District Budget.

E. **COMMENTS FROM THE AUDIENCE** *(on agenda action items only, if applicable)*

- None

F. **FINANCE AND BUILDING NEEDS COMMITTEE**

Motion by Mr. Cuccio, seconded by Mrs. Van Ness, to accept the recommendation of the Superintendent to approve and adopt motion F.1, as described below:

F.1 **RESOLVED** that the Jefferson Board of Education, in the County of Morris, New Jersey approves the **preliminary** 2014-2015 school district budget for submission to the Executive County Superintendent of Schools as follows:

General Fund	\$56,132,560
Special Revenue Fund	\$ 731,113
Debt Service Fund	\$ 2,000,157
<b>Total</b>	<b>\$58,863,830</b>

**BE IT FURTHER RESOLVED**, that there should be raised a total General Fund of \$56,132,560 and Debt Service \$2,000,157 for the ensuing School Year (2014-2015); and

**WHEREAS**, the district has a taxing authority which is comprised of:

Banked Cap Expiring in 2014-2015	\$753,529
Banked Cap Expiring in 2015-2016	\$374,551
2% Allowable Tax Levy Adjustment	\$746,225
Base 2013-2014	37,311,253
<b>Total Available Tax Levy</b>	<b>\$39,185,558</b>

**WHEREAS**, The Board has approved that there should be raised for the General Fund a tax levy of \$38,389,377, which includes \$331,899 of Banked Cap for the ensuing School Year (2014-2015) to offset the Cozy Lake Elementary School boiler replacement, which cannot be deferred or incrementally completed over a longer period of time.

**NOW THEREFORE BE IT RESOLVED** that the Jefferson Board of Education, in the County of Morris, New Jersey approves that the unused, unexpired taxing authority of \$374,551, be banked for potential use in the subsequent allowable fiscal years.

**BE IT FURTHER RESOLVED**, that the Jefferson Board of Education approves the following Capital Outlay Projects for the 2014-2015 School Year, of which \$735,086 is a withdrawal from Capital Reserve Fund:

Description	DOE Project Number	Estimated Total Cost	Board Share 60%	State Share 40%
Partial Roof Replacement @ Briggs School	2380-040-14-1008	\$ 108,800	\$ 65,280	\$ 43,520
Partial Roof Replacement @ Cozy Lake School	2380-033-14-1006	\$ 189,000	\$ 113,460	\$ 75,460
Partial Roof Replacement @ Stanlick School	2380-028-14-1005	\$ 132,114	\$ 79,268	\$ 52,846
Partial Roof Replacement @ Middle School	2380-045-14-1009	\$ 193,000	\$ 115,800	\$ 77,200
Partial Roof Replacement @ High School	2380-020-14-1004	\$ 195,532	\$ 117,319	\$ 78,213
Back Up Generator @ High School	2380-020-14-1003	\$ 406,437	\$ 243,862	\$ 162,575
Water Tank Replacement @ High School	2380-020-14-1002	\$ 148,199	\$ 88,919	\$ 59,280
Boiler Replacement @ Cozy Lake School	2380-033-14-1007	\$ 707,875	\$ 424,725	\$ 283,150
<b>Totals</b>		<b>\$3,337,202</b>	<b>\$1,248,633</b>	<b>\$ 832,424</b>

**WHEREAS**, school district policy and N.J.A.C. 6A:23A-7.3(a) provides that the Jefferson Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2014-2015 school year; and

**WHEREAS**, maximum expenditure amount allotted for travel and expense reimbursement for the 2013-2014 was \$63,745, and

**WHEREAS**, travel and expense reimbursement has reached a total amount of \$61,122 as of March 1, 2014

**NOW THEREFORE BE IT RESOLVED**, that the Jefferson Board of Education, in the County of Morris, New Jersey hereby establishes the school district travel maximum for the 2014-2015 at the sum of \$75,030 and

**BE IT FURTHER RESOLVED**, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded and

**WHEREAS**, N.J.A.C. 6A:23A:5.2(a) mandates boards to establish annual prior to budget preparation, for public relations and each type of professional service a maximum level of spending for the ensuing school year; and

**WHEREAS**, the tentative budget includes the following appropriations:

Health	\$	29,650
Student OT, PT & Extraordinary Services	\$	154,000
Guidance	\$	17,700
Child Study Teams	\$	61,000
Legal	\$	122,500
Accounting	\$	31,520
Architect	\$	25,000
Other purchased Prof Services	\$	5,000
Business Office Other Purchased Prof Services	\$	5,600
Facilities Repair/Operations Services	\$	188,000
Professional Development	\$	24,575
Transportation	\$	2,710
Home Instruction	\$	10,000
Instruction Purchased Prof Services	\$	27,000
School Sponsored Co-Curricular/Athletics	\$	42,325

And

**WHEREAS**, the Administration needs to notice the Board if there arises a need to exceed said maximums. Upon which the Board may adopt a dollar increase in the maximum amount through formal Board action; and

**WHEREAS**, the Board and Administration wishes to minimize the amount of paperwork involved in this area;

**NOW THEREFORE BE IT RESOLVED**, that the Jefferson Board of Education, in the County of Morris, New Jersey establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2014-2015 school year.

MOTION: Mr. Cuccio	SECOND: Mrs. Van Ness			
<b>Name</b>	<b>Ayes</b>	<b>Nays</b>	<b>Abstain</b>	<b>Absent</b>
Mr. Cuccio	X			
Mr. Millar	X			
Mrs. Poulas	X			
Mr. Quigley	X			
Miss Rowan	X			
Mrs. Senatore	X			
Mr. Smith	X			
Mr. Stewart	X			
Mrs. Van Ness	X			

**Motion F.2 was not acted upon.**

Motion by Mr. Cuccio, seconded by Mrs. Poulas, to accept the recommendation of the Superintendent to approve and adopt motions F.3 through F.12, as described below:

- F.3** Motion to award bid #2015-004, for **Backup Generator at Jefferson Township High School** (Project 2380-020-14-1003-G04), to High Point Electric for a bid amount of \$389,380 inclusive of Alternate #2, pending final approval of Section 15 Grant Agreement. *(See attached bid breakdown sheet)*

Bid Amount	Contingency	Alternate #2	Total Award
\$363,570	\$15,000	\$10,810	\$389,380

- F.4** Motion to award bid #2015-006, for **Water Tank Replacement at Jefferson Township High School** (Project 2380-020-14-1002-G04), to JAC Mechanical for a bid amount of \$ 269,200 inclusive of Alternate #1, pending final approval of Section 15 Grant Agreement. *(See attached bid breakdown sheet)*

Bid Amount	Contingency	Alternate #1	Total Award
\$253,700	\$6,000	\$9,500	\$269,200

- F.5** Motion to award bid #2015-005, for **Boiler Replacement Project at Cozy Lake School** (Project 2380-033-14-1007-G04), to De Sesa Engineering for a bid amount of \$ 230,578.00, pending final approval of Section 15 Grant Agreement *(See attached bid breakdown sheet)*

- F.6** Motion to award bid #2015-003, for **Partial Roof Replacement Project at Arthur Stanlick School** (2380-028-14-1005-G04), to Laumar Roofing for a bid amount of \$126,000.00 (inclusive of \$3000 contingency), pending final approval of Section 15 Grant Agreement. *(See attached bid breakdown sheet)*

- F.7** Motion to award bid #2015-003, for **Partial Roof Replacement Project at Jefferson Township High School** (2380-020-14-1004-G04), to Laumar Roofing for a bid amount of \$161,000.00 (inclusive of \$3000 contingency), pending final approval of Section 15 Grant Agreement. *(See attached bid breakdown sheet)*

- F.8** Motion to award bid #2015-003, for **Partial Roof Replacement Project at Cozy Lake School** (2380-033-14-1006-G04), to Laumar Roofing for a bid amount of \$165,000.00 (inclusive of \$3000 contingency), pending final approval of Section 15 Grant Agreement. *(See attached bid breakdown sheet)*

- F.9** Motion to award bid #2015-003, for **Partial Roof Replacement Project at Ellen T. Briggs** (2380-040-14-1008-G04), to Laumar Roofing for a bid amount of \$85,000.00 (inclusive of \$3000 contingency), pending final approval of Section 15 Grant Agreement. *(See attached bid breakdown sheet)*

- F.10** Motion to award bid #2015-003, for **Partial Roof Replacement Project at Jefferson Township Middle School** (2380-045-14-1009-G04), to Laumar Roofing for a bid amount of \$181,000.00 (inclusive of \$3000 contingency), pending final approval of Section 15 Grant Agreement. *(See attached bid breakdown sheet)*

- F.11** Motion to reject bid from B & L Moving and Installation, Inc. which contained a fatal defect as not being pre-qualified by the State of New Jersey, thus rendering bid documents invalid.

- F.12** Motion to award bid #2015-007, for **Locker Replacement at Jefferson Township High School**, to Nickerson inclusive of Alternate #'s 1, 2 and 3, for a bid amount of \$375,700.  
*(See attached bid breakdown sheet)*

Bid Amount	Contingency	Alternate #1	Alternate #2	Alternate #3
\$320,000	\$12,000	\$36,000	\$6,500	\$1,200
<b>Total Award</b>				<b>\$375,700</b>

MOTION: Mr. Cuccio		SECOND: Mrs. Poulas			
Name	Ayes	Nays	Abstain	Absent	
Mr. Cuccio	X				
Mr. Millar	X				
Mrs. Poulas	X				
Mr. Quigley	X				
Miss Rowan	X				
Mrs. Senatore	X				
Mr. Smith	X				
Mr. Stewart	X				
Mrs. Van Ness	X				

**G. PERSONNEL**

Motion by Mrs. Van Ness, seconded by Mrs. Poulas, to accept the recommendation of the Superintendent to approve and adopt motion G.1, as described below:

**G.1** Motion to appoint and submit to the County Superintendent applications for **emergent hiring** and the applicant’s attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et. Seq., N.J.S.A. 18A:39-17 et. seq., or N.J.S.A. 18A:6-4.13 et. seq. for those employees listed below: (All appointments are contingent upon receipt of proper teaching certification and all salary placements are pending receipt of college transcripts verifying degree status and letter stating years of service in other districts).

PERSONNEL								
Name	Nature of Action	Position/Control Number	Deg/Step	Salary	Loc.	Date Effective	Date Termin.	Discussion
<b>C. NON-INSTRUCTIONAL</b>								
Alan Meacham, Jr.	Appoint	Technical Support Specialist 12.80.82.AFO		\$68,000	District	7/1/14*	6/30/14	Replacing MB *or upon release from current employer

MOTION: Mrs. Van Ness		SECOND: Mrs. Poulas			
Name	Ayes	Nays	Abstain	Absent	
Mr. Cuccio*					X*
Mr. Millar	X				
Mrs. Poulas	X				
Mr. Quigley	X				
Miss Rowan	X				
Mrs. Senatore	X				
Mr. Smith	X				
Mr. Stewart	X				
Mrs. Van Ness	X				

\* *Mr. Cuccio was absent from the room during voting on this motion.*

**H. NEW BUSINESS**

- Discussion took place regarding the Teen Pep program. It was noted the curriculum will be modified and that representatives from Princeton were coming to the district on Tuesday to help modify the program. The Board discussed revisiting this subject after modification was complete.

**I. BOARD MEMBER COMMENTS**

- None

**J. ADJOURN**

Motion by Mr. Cuccio, seconded by Mr. Stewart, that the meeting adjourn at 7:41PM.

Respectfully submitted,

Dora E. Zeno  
Board Secretary

**FACILITIES USE AGREEMENT BY AND BETWEEN  
THE JEFFERSON TOWNSHIP BOARD OF EDUCATION,  
AND  
JEFFERSON TOWNSHIP  
FOR  
HIGH SCHOOL TURF FIELD**

THIS FACILITIES USE AGREEMENT (“Agreement”) is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2014, by and between the Jefferson Township Board of Education (“Board”), a public body corporate and politic of the State of New Jersey with offices located at 31 Route 181, Lake Hopatcong, New Jersey 07849, and Jefferson Township (“Township”), a body politic and corporate of the State of New Jersey, with offices located at 1033 Weldon Road, Lake Hopatcong, New Jersey 07849.

In consideration of the covenants and promises contained in the Agreement, the Board and Township agree as follows:

RECITALS

WHEREAS, the Board and the Township have entered into a Shared Services Agreement by which the Township is undertaking the installation of a new turf field at the Jefferson Township High School (“Facility”), and the Board is undertaking the removal, repositioning and replacement of new bleachers and press box at the Facility; and

WHEREAS, N.J.S.A. 18A:20-34 allows a board of education, pursuant to its rules, to permit the use of the grounds and other property of the district, when not in use for school purposes for, among other reasons, the holding of social, civic, and recreational meetings and entertainments and such other purposes as may be approved by the Board; and

WHEREAS, the Township has the need and desire to use the Facility for recreational activities and Township-sponsored or authorized recreational use, and other related activities and uses; and

WHEREAS, the Board has approved the use of the Facility by the Township when it is not needed for school purposes for the reasons permitted under N.J.S.A. 18A:20-34; and

WHEREAS, the Board and Township intend to enter into the Agreement for the use of the Facility for the reasons permitted by N.J.S.A. 18A:20-34.

NOW THEREFORE, in consideration of the mutual covenants, conditions and Agreements contained herein, the Board and Township agree as follows:

1. RECITALS.



The above recitals are incorporated into the Agreement.

2. TERM.

The term of the Agreement shall be for the life of the new turf field being installed at the High School (“Term”). This Agreement shall become effective upon the Township’s successful completion of the installation of the turf field at the High School.

3. USE.

The Township’s use and access to the Facility shall be governed by the Board’s use policy governing the Facility. (ADD THE FOLLOWING) The Township will have primary use over all other entities except school sanctioned events. It is expressly understood that the Township’s intent is to use the facility for recreation department sponsored games and practices.

4. MAINTENANCE.

Township agrees, at Township's cost and expense to be responsible for the maintenance of the Facility. The Township agrees to provide routine maintenance to the field surface. Any maintenance, repair other than routine maintenance will be split 50%.

5. INDEMNIFICATION.

Township agrees to indemnify and save Board, collectively and individually, harmless from and against any and all liability, and any and all loss, cost and expense, including, but not limited to, reasonable attorney’s fees, arising out of the Township’s use, operation, maintenance, management and control of the Facility or in connection with (i) any and all loss, injury or damage whatsoever incurred by the Board or claims made against the Board arising out of the Township’s, or its licensee’s, invitee’s or permittee’s negligence or use of the Facility, (ii) any and all breach of the Agreement by Township, (iii) any and all acts or omission of the Township, or of any person on the Facility, occurring in, on or about the Facility while same is being used by the Township, its licensees, invitees or permittees.

The same provisions of indemnification will be provided to the Township.

(a) The Board shall provide casualty insurance for the turf upon delivery of the material and throughout the life of the field.

6. LIGHTS

The Township will install a “control lock” for the remote operation of the field lights. The Board will assume the cost of lighting the field for seven years. After the initial 7 year period the Township will reimburse the Board for the cost of electricity for the lights.

This Agreement is entered into the day and year first written above.

Attest:

**JEFFERSON TOWNSHIP  
BOARD OF EDUCATION**

By: \_\_\_\_\_  
Dora Zeno  
Bus. Admin/Bd Secty

By: \_\_\_\_\_  
H. Ronald Smith  
Board President

Dated: \_\_\_\_\_

Attest:

**JEFFERSON TOWNSHIP**

By: \_\_\_\_\_  
Lori Harvin, R.M.C.

By: \_\_\_\_\_  
Honorable Russell W. Felter  
Mayor

Dated: \_\_\_\_\_

Bid 2015-003

BID OPENING

Roof Replacement at Five Schools

16-Apr-14

CONTRACTOR	Contractor Base Bid Amount:	Allowances	2%	Total Bid Amount:
Patwood Roofing	no bid	\$15,000.00		
<i>Ellen T Briggs ES</i>		\$3,000.00		
<i>Cozy Lake ES</i>		\$3,000.00		
<i>JT High School</i>		\$3,000.00		
<i>JT Middle School</i>		\$3,000.00		
<i>Arthur Stanlick ES</i>		\$3,000.00		
<b>Laumar Roofing Co.</b>	<b>\$703,000.00</b>	<b>\$15,000.00</b>		<b>\$718,000.00</b>
<i>Ellen T Briggs ES</i>	\$82,000.00	\$3,000.00		
<i>Cozy Lake ES</i>	\$162,000.00	\$3,000.00		
<i>JT High School</i>	\$158,000.00	\$3,000.00		
<i>JT Middle School</i>	\$178,000.00	\$3,000.00		
<i>Arthur Stanlick ES</i>	\$123,000.00	\$3,000.00		
C. Anderson	\$706,000.00	\$15,000.00		\$721,000.00
<i>Ellen T Briggs ES</i>	\$83,000.00	\$3,000.00		
<i>Cozy Lake ES</i>	\$165,000.00	\$3,000.00		
<i>JT High School</i>	\$159,000.00	\$3,000.00		
<i>JT Middle School</i>	\$185,000.00	\$3,000.00		
<i>Arthur Stanlick ES</i>	\$114,000.00	\$3,000.00		

\* NOT MARKED

Bayshore General	no bid	\$15,000.00	
<i>Ellen T Briggs ES</i>		\$3,000.00	
<i>Cozy Lake ES</i>		\$3,000.00	
<i>JT High School</i>		\$3,000.00	
<i>JT Middle School</i>		\$3,000.00	
<i>Arthur Stanlick ES</i>		\$3,000.00	
The Barrett Company	\$904,900.00	\$15,000.00	
<i>Ellen T Briggs ES</i>	\$115,500.00	\$3,000.00	
<i>Cozy Lake ES</i>	\$199,900.00	\$3,000.00	
<i>JT High School</i>	\$198,100.00	\$3,000.00	
<i>JT Middle School</i>	\$209,000.00	\$3,000.00	
<i>Arthur Stanlick ES</i>	\$167,400.00	\$3,000.00	
Cipollini Roofing	\$770,000.00	\$15,000.00	
<i>Ellen T Briggs ES</i>	\$85,000.00	\$3,000.00	
<i>Cozy Lake ES</i>	\$173,000.00	\$3,000.00	
<i>JT High School</i>	\$148,000.00	\$3,000.00	
<i>JT Middle School</i>	\$199,000.00	\$3,000.00	
<i>Arthur Stanlick ES</i>	\$150,000.00	\$3,000.00	
Arista Builders	\$823,000.00	\$15,000.00	
<i>Ellen T Briggs ES</i>	\$117,000.00	\$3,000.00	
<i>Cozy Lake ES</i>	\$190,000.00	\$3,000.00	
<i>JT High School</i>	\$158,000.00	\$3,000.00	
<i>JT Middle School</i>	\$207,000.00	\$3,000.00	
<i>Arthur Stanlick ES</i>	\$126,000.00	\$3,000.00	

2015-007

**Jefferson Township High School  
Locker Replacement Bid**

**BID OPENING DATE:**

16-Apr-14

Rev. 4/21/14

<b>CONTRACTOR</b>	<b>Contractor Base Bid Amount:</b>	<b>Allowances 2%</b>	<b>Total Bid Amount:</b>	<b>Alternate #1</b>	<b>Alternate #2</b>	<b>Alternate #3</b>
R&L Office Furniture	no bid	\$12,000.00				
<b>Nickerson</b>	<b>\$320,000.00</b>	<b>\$12,000.00</b>	<b>\$332,000.00</b>	<b>\$36,000.00</b>	<b>\$6,500.00</b>	<b>\$1,200.00</b>
Ingrassia Construction	no bid	\$12,000.00				
Brahma Construction	\$375,704.00	\$12,000.00		\$41,199.00	\$3,031.00	\$1,000.00
Fine Wall Construction	no bid	\$12,000.00				
Rabco (Lockers)	no bid	\$12,000.00				
B&L Moving and Installation, Inc. (not on planholders list)	\$267,613.02	\$12,000.00	\$279,613.02	\$22,483.77	\$4,104.00	\$440.00
also submitted an alternate bid/product						

**Bid # 2015-004**

**Jefferson Township Board of Education**

**BID OPENING**

**Back-up Generator at Jefferson Township High School**

16-Apr-14

<b>CONTRACTOR</b>	<b>Contractor Base Bid Amount:</b>	<b>Allowances 2%</b>	<b>Total Bid Amount:</b>	<b>Alternate #1</b>	<b>Alternate #2</b>
Hertz Electric	\$438,960.00	\$15,000.00		\$46,000.00	\$16,000.00
Power with Prestige	\$378,600.00	\$15,000.00	\$393,600.00	\$8,500.00	\$13,500.00
<b>High Point Electric</b>	<b>\$363,570.00</b>	<b>\$15,000.00</b>	<b>\$378,570.00</b>	<b>\$28,220.00</b>	<b>\$10,810.00</b>
Facility Solutions	no bid	\$15,000.00			
CV Electrical	no bid	\$15,000.00			
* SUBSTITUTION					
** NO INDICATION					

2015-005

**BID OPENING**

16-Apr-14

**Jefferson Township Board of Education  
Boiler Replacement at Cozy Lake Elementary School**

<b>CONTRACTOR</b>	<b>Contractor Base Bid Amount:</b>	<b>Allowances</b>	<b>2%</b>	<b>Total Bid Amount:</b>
C. Dougherty Co. Inc.	\$392,000.00	\$12,000.00		
Excelsior Plumbing Co.	no bid	\$12,000.00		
<b>DeSesa Engineering</b>	<b>\$218,578.00</b>	<b>\$12,000.00</b>		<b>\$230,578.00</b>
Liberty Mechanical	no bid	\$12,000.00		
MPA	no bid	\$12,000.00		
TM Brennan	no bid	\$12,000.00		
AMCO Enterprises	no bid	\$12,000.00		
Eschelon **	\$256,600.00	\$12,000.00		\$256,600.00
*Multiple substitutions proposed				
** not on plan holders list, may be JAC Mechanical - Edith Pierson's name appears on both sets of documents				

2015-006

**Jefferson Township Board of Education**

**BID OPENING**

**Water Tank and Water Heater Replacement at Jefferson Township High School**

16-Apr-14

<b>CONTRACTOR</b>	<b>Contractor Base Bid Amount:</b>	<b>Allowances</b>	<b>2%</b>	<b>Total Bid Amount:</b>	<b>Alternate #1</b>
Burlew Mechanical	\$309,520.00	\$6,000.00		\$315,520.00	\$78,240.00
Liberty Mechanical	no bid	\$6,000.00			
<b>JAC Mechanical</b>	<b>\$253,700.00</b>	<b>\$6,000.00</b>		<b>\$259,700.00</b>	<b>\$9,500.00</b>
Frank Gibson	no bid	\$6,000.00			