



# TOWN OF DOVER MAYOR & TOWN COUNCIL

REGULAR MEETING AGENDA  
Town of Dover Town Hall  
April 30, 2024 at 6:00 PM

**A) CALL MEETING TO ORDER / SUNSHINE STATEMENT** – Mayor James P. Dodd to call meeting to order and read the Sunshine Statement:

“This meeting is being held in accordance with the Open Public Meetings Act, also known as the Sunshine Law, N.J.S.A. 10:4-6. Notice of the meeting was sent to the Daily Record and Star Ledger on January 2, 2024, and published in the Record and Ledger on January 5, 2024 and was sent to the Citizen on February 2, 2024 and published in the Citizen on February 7, 2024. Notice was also posted on the Bulletin Board of the Municipal Building.” These notices were sent within 48 hours prior to this meeting and were sent in sufficient time for the publications to publish them. A copy of said notice is on file with the Municipal Clerk.

It should be noted that a translator is present if a resident should need one.

**B) PLEDGE OF ALLEGIANCE** – Mayor James P. Dodd to lead those in attendance in the Pledge of Allegiance to the Flag

**C) INVOCATION**

**D) ROLL CALL** – Clerk to Conduct Roll Call:

Name	Present	Absent	Excused
Council Member Estacio			
Council Member Rodriguez			
Council Member Ruiz			
Council Member Santana			
Council Member Scarneo			
Council Member Tapia			
Council Member Toro			
Council Member Wittner			
Mayor Dodd			

**E) APPROVAL OF MINUTES - NONE**

**F) REPORT OF COMMITTEES**

**G) PRESENTATIONS, MUNICIPAL CORRESPONDENCE**

- a) Oath of Office to be Administered to Police Officer, Michael Cannon
- b) Budget Process Presentation
- c) Proclamation for Distracted Driving

- a. Ordinance 10-2024 An Ordinance of The Mayor and Town Council Amending Section 236-89 Through and Including 236-96, Article VIII, Entitled “Tree Removal” of the Code of the Town Of Dover To Replace It With A New Chapter 236 Article VIII, Chapter 236 Section 236-89 Through And Including 236-98 Entitled “Tree Protection and Preservation” to Regulate the Cutting Of Trees

**J) ORDINANCES FOR SECOND READING, PUBLIC HEARING AND ADOPTION**

- b. Ordinance 07-2024 An Ordinance of the Mayor and Town Council of the Town of Dover, County of Morris, State of New Jersey Amending Chapter 349 Taxi Cabs and Limousines
- c. Ordinance 08-2024 Providing Handicapped Parking Space at 73 Thompson Avenue
- d. Ordinance 09-2024 Providing Handicapped Parking Space at 146 Pequannock Street

**K) APPROVAL OF BILLS**

- a. Resolution 122-2024 Approval of Bills List

**L) APPROVAL OF RESOLUTIONS**

**1) CONSENT AGENDA RESOLUTIONS - NONE**

**2) RESOLUTIONS FOR DISCUSSION AND CONSIDERATION**

- a. Resolution 123-2024 Approving Taxicab Driver Licenses
- b. Resolution 124-2024 Approving Taxis/Limos to be Licensed in the Town of Dover
- c. Resolution 125-2024 Waiving Sidewalk Requirement, 46 Kearney Street
- d. Resolution 126-2024 Waiving Sidewalk Requirement, 105 Oak Street
- e. Resolution 127-2024 Awarding A Contract to Cifelli & Son General Construction, Inc. For 2022 Capital Roadway Improvements Project
- f. Resolution 128-2024 Authorizing Engineering Work to Begin on the 2024 Capital Roadway Improvement Project
- g. Resolution 129-2024 Appointing a Police Officer
- h. Resolution 130-2024 Authoring Termination of Agreements with Aptimized LLC.
- i. Resolution 131-2024 Authorizing Emergent IT Services with Nisivoccia Consulting LLC.
- j. Resolution 132-2024 Authorizing Change Order #6 Under the Existing Contract with Pact Construction Inc. (“Pact”)
- k. Resolution 133-2024 Authorizing Change Order #7 Under the Existing Contract with Pact Construction Inc. (“Pact”)
- l. Resolution 134-2024 Authorizing Change Order #8 Under the Existing Contract with Pact Construction Inc. (“Pact”)

**M) OLD BUSINESS**

**N) NEW BUSINESS**

- 1. New Business Items

**O) PUBLIC COMMENT—Three minutes per person**

The Town of Dover highly values the input of residents in making important decisions that affect the residents of our community. We also believe in the right of residents to observe Council Meetings. To ensure that all of our residents have the opportunity to offer a comment, each statement/comment shall be held to a time of three (3) minutes.

Please be courteous and mindful of the rights of others when providing comments. Comments may not be abusive, obscene, or threatening. All members of the public attending Mayor and Town Council meetings must treat each other and the Mayor and Council with respect. Individuals offering comments are not permitted to make personal attacks on any Town Employees, the Mayor or any Member of Town Government, other testifiers, or members of the public.

**P) CLOSED/EXECUTIVE SESSION**

- a. Resolution 135-2024 Authorizing an Executive Session to Discuss Pending Litigation

**Q) ACTIONS CONSIDERED FOLLOWING CLOSED SESSION**

**R) ADJOURNMENT**



# TOWN OF DOVER MAYOR & TOWN COUNCIL

## ORDINANCE NO. 07-2024

### AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER AMENDING CHAPTER 349 TAXICABS AND LIMOUSINES

#### Chapter 349. TAXICABS AND LIMOUSINES

##### Article I. Taxicabs

##### § 349-1. Definitions.

As used in this article, the following terms shall have the meanings indicated:

**Holder** shall mean a person to whom a taxicab license has been issued.

**Law Enforcement** shall mean any member of the Dover Police Department and/or the Dover Licensing Inspector if applicable.

**Owner** shall mean any person who holds legal title to any taxicab, any conditional vendee or lessee, or any other person having an interest in a taxicab which shall entitle him to the immediate possession thereof.

**Owner-operator** shall mean, in the case of an individual, the person to whom the taxicab license is issued and who drives the taxicab exclusively or in the case of a corporation, the person who holds a minimum of fifty-one (51%) percent of the voting shares or interest in the corporation and to whom a minimum of fifty-one (51%) percent of the net profit or loss is attributable.

**Person** shall mean and include any individual, partnership, company, association, corporation or joint stock company, their lessees, trustees, or receivers appointed by any court whatsoever.

**Principal place of business** shall mean the place or places of business of a taxicab service or the location or locations where taxicabs are parked when not in operation or from which taxicab dispatching operations are conducted or to which taxicab drivers report for duty.

**Street** shall mean and include any street, avenue, park, parkway, highway, or other public place which is used for vehicular travel.

**Taxicab (or "Regulated Vehicle")** shall mean a motor vehicle commonly called "taxi" which is:

1. Constructed so as to comfortably seat not less than four (4) passengers exclusive of the driver; and
2. Engaged in the business of carrying passengers for hire; and
3. Held out, announced, or advertised to operate on and over the public streets of the Town of Dover; and
4. Accepts persons who may offer themselves for transportation from a place within the Town of Dover; and
5. Not operated over a fixed route; and
6. Not more than fifteen (15) years old or one hundred eighty (180) months of age according to the model year within the Vehicle Identification Number at the time it first becomes engaged in the taxicab business

within the Town of Dover. Taxicabs shall be removed from service prior to the final inspection of each calendar year.

**Taxicab Driver's License** shall mean the permission granted in accordance with the provisions of this Section which authorizes a person to drive upon the streets of the Town of Dover a licensed taxicab owned and/or operated by the holder of a taxicab license. The term "driver's license" shall not be construed to mean a driver's license issued by the State of New Jersey Motor Vehicle Commission.

**Taxicab License** shall mean the permission granted in accordance with the provisions of this Section to conduct a taxicab operation upon the streets of the Town of Dover by the use of vehicles which have been issued taxicab vehicle licenses and which are driven by persons who have been issued taxicab driver's licenses by the Town.

**Taxicab Vehicle License** shall mean the permission granted in accordance with this Section to the holder of a taxicab license to conduct a taxicab operation on the streets of the Town of Dover by use of the vehicle so licensed as long as such vehicle is being driven by a person who is authorized to operate such vehicle by the Town.

**Taxicab Operation** shall mean conducting a taxi service in the Town of Dover which shall include receiving passengers in the Town of Dover and regularly discharging passengers, whose ride(s) may originate in other jurisdictions, in the Town of Dover.

**Taxicab Operator** shall mean any person who owns, directs, conducts or is in charge of any taxicab business or of any taxicab either as an owner, manager, driver or otherwise.

**Town** shall mean the Town of Dover.

**Transfer** shall mean to sell, transfer or in any other manner dispose of a taxicab license. Where the license is in the name of a corporation or other legal entity, any change in the majority ownership of the corporation or other legal entity shall constitute a transfer of the taxicab license held in the name of the corporation or other legal entity.

#### **§ 349-2. TYPES OF TAXICAB LICENSES**

##### **License required.**

No person shall conduct or cause to be conducted any taxicab operation upon the streets of the Town of Dover without first having obtained the taxicab licenses required by Article I of this Chapter. There are hereby established three (3) classes of taxicab licenses, a "Taxicab Operation License", a "Taxicab Vehicle License", and a "Taxicab Driver's License".

##### **§ 349-3. Term of license.**

All licenses shall be valid from the day of issuance and shall expire the 31<sup>st</sup> day of December thereafter. Renewed licenses shall be valid from January 1 through December 31 of the calendar year unless suspended or revoked.

##### **§ 349-4. Fees.**

Owners or operators shall be required to pay the following license and inspection fees:

- A. Taxicab Operation License: \$500.00 per annum January 1 through December 31.
- B. For each regulated vehicle having a seating capacity of not more than five persons, including the driver: \$150.00 per vehicle per annum.
- C. For each vehicle having a seating capacity of more than five persons: \$250.00 per vehicle per annum.
- D. For each driver license issued to a driver of a regulated vehicle: \$100.00 per annum for a new or renewal of license.
- E. For any replacement of a lost license or for a revised license: \$40.

**§ 349-5. Issuance of licenses; limit on regulated vehicles; maximum age of regulated vehicle.**

A. The Municipal Clerk or designee is hereby authorized to issue said licenses for regulated vehicles and drivers of regulated vehicles upon receiving notice of approval of the application therefor by the Mayor and Town Council. Each regulated vehicle license shall set forth the dates said license will remain effective and the maximum number of passengers permitted in the vehicle (the maximum number will be determined by allowing one passenger in the front seat and two or three passengers in each additional row of seating depending upon the type of seating available and number of seat belts). Each driver license shall set forth the dates such license will remain effective and shall include a current and clear picture of the driver, the driver's full name, the operator's business name and a brief description of the driver, including his or her age, height, weight, complexion, color of hair and color of eyes. In the event a driver changes employment to a new company, a revised license must be obtained for the unexpired term of the original license. The cost for a revised license shall be the same as for a lost license.

B. A taxicab application will not be deemed complete and a license will not be issued until the following are received:

1. Completed Application; and
2. Insurance Policy and Power of Attorney as set forth in § 349-6; and
3. Vehicle Title (Company Owner's Name); and
4. Vehicle registration (Company Owner's Name); and
5. Storage letter which shall include written approval from the owner or renter of said private property must be provided to the Municipal Clerk as set forth in § 349-7; and
6. All required supporting documentation must be submitted within twenty-one days (21) of the initial application submission. In the event that all required documentation is not submitted within twenty-one (21) days of the date of submission, the Application will be deemed expired. Any and all fees paid as part of the application shall not be refunded.

C. No more than sixty (80) licenses for regulated vehicles shall be issued in the Town of Dover. No one owner or operator shall be permitted more than fifteen (20) licenses for regulated vehicles. Owners or operators shall not hold any ownership interest in more than one business which operates or owns regulated vehicles in the Town of Dover.

D. No regulated vehicle shall be older than ten (15) years on the date of the application for a license or renewal of a license.

**§ 349-6. Insurance and power of attorney requirements.**

Upon applying for a regulated vehicle license, owners or operators shall furnish proof of an insurance policy covering each regulated vehicle in accordance with N.J.S.A. 48:16-1 et seq., as amended and supplemented from time to time. However, minimum coverage requirements for each regulated vehicle are \$100,000 per occurrence. Operators must produce proof that the required insurance policy will be in effect and has been prepaid for the entire period the requested license will be effective (usually January through December 31). Each owner shall also execute and deliver to the Municipal Clerk the required power of attorney in accordance with N.J.S.A. 48:16-5, as may be amended and supplemented from time to time.

**§ 349-7. State inspection; semiannual inspection; parking and sign requirements.**

A. Owners or operators must provide proof that each regulated vehicle has been inspected when due by a state-operated inspection facility for all required inspections. State-authorized private inspection facility inspections are not acceptable. A copy of the state inspection report shall be submitted to the Chief of Police and Municipal Clerk or designee for every regulated vehicle, within thirty (30) days of the inspection. Failure of the state inspection shall be deemed an automatic revocation of the regulated vehicle's license to operate under this Chapter. Such revocation shall continue until the state inspection is passed and proof of same is provided to the Municipal Clerk.

B. Owners or operators must submit each vehicle for inspection by the Chief of Police, his designee or the Licensing Inspector semiannually, except if a state inspection is performed within such six-month time period. The six-month time periods for inspection shall be January through June and July through December. The purpose of this inspection is to insure full compliance with all of the requirements of municipal and state laws, rules and regulations. If any violations are found, the Police Department shall inform the Municipal Clerk that the license issued shall be revoked if the violation is not corrected within ten (10) days of the inspection. Under such circumstances, the Police Department will inform the applicant what repairs need to be completed to prevent the revocation of the license. In no way should the provisions of this Chapter be interpreted as to prohibit an applicant from having a previously rejected vehicle reinspected after the required repairs are completed. An applicant aggrieved by any provision of this section has an immediate right of appeal to the Mayor and Town Council. The Police Department shall randomly select the time period within each six-month inspection period when a regulated vehicle must be presented itself for inspection.

C. No more than one regulated vehicle shall be stored on private property with the exception of overnight parking. No regulated vehicle may be parked on a public street overnight.

D. In addition to the requirements, of N.J.S.A. 48:16-2.4, All regulated vehicles must have permanently affixed signs on the driver and passenger doors setting forth the owner's business name, the maximum number of passengers allowed by said license, and the business office telephone number. The letters and numbers on said signs must be at least three inches tall and two inches wide and must be clearly visible from a distance of fifty (50) feet. The color of the letters must contrast with the color of the regulated vehicle so as to be easily read. The vehicle number issued by the Town must also be displayed on the driver's door of the vehicle and rear left of the vehicle on the trunk so as to be clearly visible to the public.

E. The schedule of fares to be charged shall be clearly and prominently displayed in each regulated vehicle in English and Spanish.

**§ 349-8. Business office to be maintained.**

All owners or operators, upon applying for one or more regulated vehicle licenses, shall be required to maintain a business office. The address and telephone number of said office must be listed on all regulated vehicle license applications.

**§ 349-9. Photographs and fingerprints; age requirements for license.**

A. Each applicant for a regulated vehicle driver license shall, upon making application therefor, furnish his or her existing driver's license and fingerprints for a record check and three recent photographs of passport size. One shall be retained by the Municipal Clerk, another shall be affixed to the driver's license, and the third shall be affixed to a card, suitably framed under any transparent covering approved by the Police Department and displayed in a prominent place mounted as close as possible to the center of the front dashboard of the regulated vehicle so that it is plainly visible to passengers. Said card must also contain a description of the licensed driver, which shall include his or her age, height, complexion, color of hair and color of eyes. Each applicant shall submit to the Town Police Department his or her driver abstract from the Division of Motor Vehicles.

B. No license to drive a regulated vehicle shall be granted unless the applicant meets the following requirements:

- (1) Have a valid New Jersey driver's license.
- (2) State the name of the taxicab company with whom he or she shall be employed.
- (3) Each applicant for a license shall provide proof that he or she is at least twenty-one (21) years of age.
- (4) The applicant must be either a citizen of the United States or a legal resident alien.

(5) If the applicant is a corporation, the corporation must either be incorporated in the State of New Jersey or authorized to do business in this state. Said Corporation must provide the Municipal Clerk with Good Standing Certificate issued by the State of New Jersey.

(6) The applicant shall not have been convicted of any crime and/or disorderly persons offense within ten (10) years next preceding the date of application for license. If the applicant is a partnership, then no partner may have such criminal record. If the applicant is a corporation, then neither the corporation nor any officer or director thereof may have such criminal record.

(7) Prior license revocations. The applicant must have no record of prior revocation(s) by any jurisdiction of a license related to the taxicab business. If the applicant is a partnership, then no partner may have such record. If the applicant is a corporation, then neither the corporation nor any officer or director may have such record.

(8) The applicant must have complied with the insurance provisions contained in this Chapter. In the event of the cancellation of licensee's insurance, the license shall terminate upon the effective date of the cancellation, unless prior thereto the insurance has been reinstated by withdrawal of the cancellation or issuance of a new policy of insurance, a copy of which shall be delivered to the Municipal Clerk for the remainder of the license year.

(9) The applicant must certify that all child support obligations are current pursuant to the standard set forth in N.J.S.A. 2A:17-56.41.

(10) The applicant must be tested for the presence of controlled dangerous substances, as defined in N.J.S.A. 2C:35-2 pursuant to New Jersey Department of Transportation (NJDOT) (49CFR Part 40 Subpart F) within thirty (30) days of the filing of his or her application. Such testing shall take place at a facility to be designated by the Town of Dover. The results shall be provided to the Municipal Clerk and shall show the applicant to be free of controlled dangerous substances. The same test shall be required for license renewal. The applicant shall assume the cost of all testing. Operators shall also be subject to testing for controlled dangerous substances in the event of an accident by the operator or the observance of an operator driving a regulated vehicle in a careless, reckless, or suspicious manner.

C. All applicants must complete and sign Form SBI-212B, Request for Criminal History Record Information for a Noncriminal Justice Purpose, for a criminal history name search identification check pursuant to N.J.S.A. 53:1-20.5 et seq. The applicant shall submit payment for same drawn on a United States bank in the amount required by the State of New Jersey approved fingerprinting agency, for the criminal history name search. If the applicant is a corporation, then this requirement shall apply to the officers of the corporation. The fully executed form and the applicant's check or money order must be submitted along with the application for a taxicab license.

Each applicant shall be fingerprinted for a criminal history background check at the time of the initial application and annually with each license renewal, any costs associated with same shall be paid by the applicant.

#### **§ 349-10. Maintenance of regulated vehicles.**

Every regulated vehicle licensed pursuant to this Chapter shall be properly maintained and equipped at all times in accordance with the manufacturer's recommendations and the standards and regulations of the New Jersey State Motor Vehicles and Traffic Regulation Act and shall further comply with the following additional requirements:

A. The interior shall be clean and sanitary, meaning that the upholstery and carpeting shall be reasonably free from debris, tears, holes, cuts, and stains. Maintaining the regulated vehicle in a sanitary condition means keeping the regulated vehicle free from defects which could adversely affect the health of passengers, such as the presence of volatile fumes, spoiled food or garbage, blood stains or any other items which could affect the health of passengers or the driver.

B. All doors shall open easily and close firmly. This provision requires the immediate repair of doors which cannot be closed by the standard handle for said door (i.e., closing the door with a piece of rope or wire). Furthermore, the door must not be able to be opened without using the door handle, and all locks on the vehicle must operate such as to prohibit the opening of any door while the lock is engaged.

C. Seat belts shall be fully functional and available for the driver and all passengers. Torn, damaged or missing seat belts must be immediately replaced.

D. The exterior shall be clean and free from rust and peeling paint, and all wheels shall be covered by hubcaps.



E. Dents shall not be larger than those that normally occur as a result of parking next to other vehicles. All dents larger than three inches must be repaired promptly. Dents shall be construed to cover damage on any portion of the regulated vehicle, including bumpers and any other exterior facets.

F. Each regulated vehicle in operation must be kept in proper operating condition at all times, including but not limited to a properly functioning muffler and emissions system, a clear and undamaged windshield, and windows (no tinting of windows shall be permitted unless factory original equipment from the manufacturer). The Police Department of the Town of Dover may request an inspection or emissions test for any regulated vehicle if, in its sole discretion, cause exists to believe said regulated vehicle is not in compliance with the maintenance requirements set forth herein.

G. Every regulated vehicle is required to have at least one approved child safety seat which must have permanently affixed thereto the name of the taxicab company or operator and the number assigned by the municipality to such regulated vehicle. The original manufacturers' label must be legible on the child safety seat.

#### **§ 349-11. Schedule of fares.**

A. The fare to be charged for the transportation of passengers from anywhere within the Town of Dover to another location within the Town of Dover shall be not greater than the following:

(1) For one (1) or two (2) passengers: the sum of \$7.00 per trip.

(2) For each additional passenger over two (2): the sum of \$1.00.

(3) Waiting time:

(a) First five (5) minutes: free.

(b) Five (5) minutes to thirty (30) minutes: \$0.40 per minute.

(c) Thirty (30) minutes to sixty (60) minutes: \$0.50 per minute.

(4) For one (1) or two (2) passengers sixty-two (62) years of age or older: the charge shall not be more than the sum of \$4.50 per trip.

(5) No extra fee shall be charged for a wheelchair or any other apparatus used by a handicapped person.

B. The fare to be charged for the transportation of passengers from anywhere within the Town of Dover to a location outside the Town of Dover or from a location outside the Town to a location within the Town must be clearly agreed upon with all passengers prior to leaving the pickup location.

#### **§ 349-12. Record of trips.**

The drivers of all regulated vehicles must keep a written record of each trip, on a form to be approved by the Town, including the date and exact time the trip commenced and ended and the number of passengers carried. Trip records must be maintained by the operator for at least three (3) years and must be made available for inspection by any law enforcement officer of the Town of Dover upon request. In addition, the owner or operator shall submit to the Municipal Clerk or his designee within ten (10) days of the end of the quarter all records of trip reports. The quarters are designated as follows: January through March, April through June, July through September, and October through December.

#### **§ 349-13. Traffic and other regulations.**

A. All drivers will be held fully responsible for compliance with all traffic, parking and safety regulations on the road. In addition, all passengers will be required to enter and exit all regulated vehicles through the door or doors closest to the curb where said passengers are waiting for pick up or are being dropped off.

B. Regulated vehicles that are registered with the state solely as limousines shall not be allowed to solicit fares on the road and may only pick up passengers who have prearranged said limousine transportation.

- C. The pickup or discharge of passengers shall not impede the flow of traffic.
- D. Each regulated vehicle shall maintain a first aid kit and fire extinguisher, which must be inspected annually.
- E. Taxicab drivers will not sound their horns except in the case of an emergency consistent with existing laws. The use of a vehicle horn to signal the arrival of a taxicab at a fare's pickup point will be considered a Town nuisance and an offense against the peace and harmony of the citizens. The vehicle owner shall be responsible for all fines against the peace and harmony of the citizens.
- F. All drivers shall possess a working knowledge of the roadway system and significant points of interest within Morris County, including but not limited to municipal offices and facilities, hospitals, train stations, and the like, a street map of Morris County or an operational GPS device is required to be kept in all taxicabs at all times.
- G. Any change of address of any owner or operator licensed under the provisions of this Chapter must be reported, in writing, to the Municipal Clerk or Licensing Inspector within seventy-two (72) hours of such change. The loss of the license required to be kept by any licensed owner or operator must be reported to the Municipal Clerk or Licensing Inspector, in writing, within seventy-two (72) hours of such loss.
- H. No licensee of any taxicab shall use thereon or thereabout any imitation of any color scheme, monogram or insignia previously adopted or used by any other licensee of a taxicab licensed under the provisions of this Chapter.
- I. No operator of a taxicab shall induce any person to employ him/her by knowingly misinforming or misleading such person either as to the time or place of the arrival or departure of any train, omnibus, boat, aircraft or other means of public transportation or as to the location of any point of destination, nor shall any operator deceive any person or make any false representation to him/her in respect to the transportation or prospective transportation of any passenger, or convey any passenger to any other place or over any other route than that to which or over which such passenger may have instructed the operator to go. Unless otherwise ordered, operators shall convey passengers by the most practical direct routes to their destinations.
- J. No taxicab driver shall solicit additional passengers at the point of origin, and no additional passengers may be picked up en route.
- K. No person other than the licensed operator of the taxicab, excepting a fare occupying the auxiliary seat, shall ride, or sit in the compartment of a taxicab reserved for the operator.
- L. Every operator of a taxicab shall, immediately at the end of his/her shift, carefully search the taxicab for any property lost or left therein and shall, immediately after finding any property, deliver the property to police headquarters.
- M. All taxicab licensees or their representatives shall answer all calls received for taxicab service inside the municipality limits without unreasonable delay. If such service cannot be rendered within a reasonable time, they shall notify the prospective passenger as to how long it will be before the call can be answered and give the reason.
- N. All licensees under this Chapter shall cooperate with law enforcement officers in the performance of their duty. No licensee shall conceal evidence of a crime or voluntarily aid violators to escape arrest. A licensee shall report immediately to the police any attempt to use his/her vehicle to commit a crime or escape from the scene of a crime.
- O. Licensed operators, while engaged in the operation of a taxicab, shall behave in a civil and orderly manner and shall not use any indecent, profane or abusive language.
- P. No operator or passenger shall smoke or possess lighted tobacco products in a licensed vehicle.
- Q. No operator of a taxicab shall operate his/her vehicle in a manner to endanger a passenger or any other person.
- R. Every owner of a licensed taxicab which is involved in an automobile accident shall provide the Municipal Clerk with a copy of the accident report within five (5) working days of the accident. The Municipal Clerk shall inform the taxicab owner of any and all repairs that may be necessary. Any taxicab owner who fails to comply with the terms of this section shall be in violation of this Chapter and subject to suspension of taxicab license.

S. No licensee under this Chapter shall display any advertising on his/her vehicle which obstructs the vision of the operator, including the operator's vision to the rear.

T. No person shall charge or attempt to charge any taxicab passenger a greater rate of fare than that to which the operator is entitled under the provisions of this Chapter.

U. No taxicab operator licensed by the municipality, and who is on duty, shall unreasonably refuse to carry any orderly person applying for a taxicab who agrees and, upon reasonable request, demonstrates ability to pay the proper rate of fare. A refusal to carry an orderly passenger shall be presumptively unreasonable where the refusal is based on the amount of money the operator expects to receive or is based upon the race, sex, religion, physical disability or ethnic background of the passenger.

V. The operator of any taxicab shall, upon demand by any passenger, render to such passenger a receipt for the amount charged, on which shall be the name of the owner of the taxicab, the name of the operator, the date and time of the transaction and the amount of the fare.

#### **§ 349-14. Refusal to issue license; suspension or revocation.**

A. The Mayor and Town Council may refuse to issue a license or suspend any license or revoke any license after notice and hearing if:

(1) This Chapter is violated in any particular.

(2) The operator or driver has been convicted of a felony, driving under the influence, refusal to submit to a test for driving under the influence or has had his or her driver's license suspended. The Chief of Police may suspend the license of an operator or driver upon written notice for violations of this section pending a hearing to be conducted in front of the Mayor and Town Council within five (5) days of the operator or driver requesting a hearing in writing.

(3) The driver, while driving a regulated vehicle, has contributed to injury to person or property or for other good cause.

(4) The regulated vehicle has become unsafe or unsanitary as set forth in §349-10.

B. The license to operate a regulated vehicle shall be automatically suspended in the event of a lapse in insurance coverage, and such suspension shall continue until adequate verifiable proof of insurance coverage has been provided to the Municipal Clerk.

#### **§ 349-15. Failure to pay fare.**

Any passengers who shall, within the limits of the Town of Dover, engage a regulated vehicle for transportation and who shall refuse to pay some or all of the fare permitted by this Chapter may be found guilty of a disorderly persons offense by the Municipal Court and, for every conviction hereunder, shall be subject to the fines and penalties as set forth in §1-15 (General Penalty) of the Code of the Town of Dover.

#### **§ 349-16. Violations and penalties.**

A. Except as required by N.J.S.A. 48:16-1 et seq., any operator and/or driver found to have violated the provisions of this Chapter may have his or her license issued hereunder suspended or revoked either by Chief of Police or by the Mayor and Town Council, and repeat offenders are subject to revocation of all their licenses issued hereunder. Furthermore, upon conviction of said violations by the Municipal Court, any operator and/or driver shall be subject to the fines and penalties as set forth in §1-15 (General Penalty) of the Code of the Town of Dover.

B. In addition to Subsection A above, three (3) or more violations within a thirty (30) day period may be cause for the taxicab-business owner's Town license to be suspended for a period of up to sixty (60) days, and six (6) or more offenses within a twelve (12)month period may be cause for the permanent revocation of his or her Town taxicab license.

### **Article II. Limousines**

**§ 349-17. Definitions.**

As used in this article, the following terms shall have the meanings indicated:

**CRUISING**

Shall mean the driving of a limousine on the streets or public places of the town in search of or soliciting prospective passengers for hire.

**LAW ENFORCEMENT**

Shall mean any member of the Dover Police Department and/or the Dover Licensing Inspector.

**LIMOUSINE (or REGULATED VEHICLE)**

Shall mean and includes any automobile or motor car used in the business of carrying passengers for hire to provide prearranged passenger transportation at a premium fare on a dedicated, nonscheduled, charter basis that is not conducted on a regular route and with a seating capacity in no event of more than fourteen (14) passengers, not including the driver, provided that such a vehicle shall not have a seating capacity in excess of four passengers, not including the driver, beyond the maximum passenger seating capacity of the vehicle, not including the driver, at the time of manufacture. Nothing in this article contained shall be construed to include taxicabs, hotel buses, buses employed solely in transporting school children or teachers, vehicles owned and operated directly or indirectly by businesses engaged in the practice of mortuary science when those vehicles are used exclusively for providing transportation related to the provision of funeral services, autobuses which are subject to the jurisdiction of the Department of Transportation, or interstate autobuses required by federal or state law or regulation of the Department of Transportation to carry insurance against loss from liability imposed by law on account of bodily injury or death.

**LIMOUSINE OR LIVERY SERVICE**

Shall mean and includes the business of carrying passengers for hire by limousines.

**LIMOUSINE OPERATOR**

Shall mean a person who provides prearranged passenger transportation, for consideration, not on a scheduled, regular route, and not in connection with mortuary and funeral services.

**LIMOUSINE OPERATOR ADMINISTRATIVE FEE**

Shall mean a fee charged for the administrative paperwork necessary for all limousine operators who are employed by Town of Dover limousine companies.

**PERSON**

Shall mean and includes any individual, co-partnership, association, corporation or joint-stock company, their lessees, trustees or receivers appointed by any court whatsoever.

**PRINCIPAL PLACE OF BUSINESS**

Shall mean the location of the main place of business of the limousine service in the Town of Dover where limousine service is conducted, where limousines are dispatched from, or where limousine drivers report for duty.

**STREET**

Shall mean and includes any street, avenue, park, parkway, highway, or other public place.

**§ 349-18. Insurance; amount and Power of Attorney.**

Except for limousines registered in other states pursuant to N.J.S.A. 48:16-22.4, no limousine shall be operated wholly or partly along any street in the Town of Dover until the owner of the limousine shall have filed with the Municipal Clerk of the municipality in which the owner has his, her or its principal place of business an insurance policy of a company duly licensed to transact business under the insurance laws of New Jersey in the sum of \$1,500,000 against loss by reason of the liability imposed by law upon every limousine owner for damages on account of bodily injury or death suffered by any person as a result of any accident occurring by reason of the ownership, maintenance or use of the limousine upon any public street. Such operation shall be permitted only so long as the insurance policy shall remain in force to the full and collectible amount of \$1,500,000. The insurance policy shall provide for the payment of any final judgment recovered by any person on account of the ownership, maintenance and use of such limousine or any fault in respect thereto, and shall be for the benefit of every person suffering loss, damage, injury aforesaid. Each owner shall also execute and deliver to the Municipal Clerk the required power of attorney in accordance with N.J.S.A. 48:16-14, as may be amended and supplemented from time to time.

**§ 349-19. Parking and Storage of Vehicles**

No more than one regulated vehicle shall be stored on private property with the exception of overnight parking. No regulated vehicle may be parked on a public street overnight.

**§ 349-20. Certificate of compliance; contents; filing and posting.**

Upon the filing of the required insurance policy by an owner having its principal place of business in the Town of Dover of a limousine or livery service, the Municipal Clerk, upon the payment of a fee of \$50, shall issue in duplicate a license to operate showing that the owner of the limousine has complied with the terms and provisions of N.J.S.A. 48:16-14. The license shall recite the name of the insurance company, the number and date of expiration of the policy, a description of every limousine insured thereunder and the registration number of the same. The duplicate license shall be filed with the Division of Motor Vehicles before any such car is registered as a limousine. The original license shall be retained within the limousine and shall be available for inspection by any law enforcement officer of the Town of Dover or police officer in the state. In lieu of the recital of insurance information required on the license, pursuant to this section, the owner of the limousine may affix to the original license retained within the limousine a notarized letter from an insurance company containing the same insurance information required in the recital, which shall constitute proof of insurance coverage, and which shall also be available for inspection by any law enforcement officer of the Town of Dover or police officer in the state.

1. Completed Application; and
2. Insurance Policy and Power of Attorney as set forth in § 349-18; and
3. Vehicle Title (Company Owner's Name); and
4. Vehicle registration (Company Owner's Name); and
5. All required supporting documentation must be submitted within twenty-one days (21) of the initial application submission. In the event that all required documentation is not submitted within the twenty-one (21) days of the date of submission, the application will be deemed expired. Any and all fees paid as part of the application shall not be refunded.

**§ 349-21. Certain license or permit required for limousines providing intra-municipal point-to-point service.**

Notwithstanding any other provisions of law to the contrary, the Town of Dover requires a limousine service to obtain a corporate license, permit, certificate, or other form of authority if the limousine service is providing service on an intra-municipal point-to-point basis within the Town of Dover. The fee for the issuance of this license is \$50 (which is addition to any other fee), which applies to all limousines operated by a limousine service providing such intra-municipal point-to-point service within the Town of Dover.

**§ 349-22. Limousine licensing.**

No limousine shall be operated on the highways of the State of New Jersey unless it has a license issued pursuant to N.J.S.A. 48:16-17 and a limousine is equipped in accordance with the minimum standards established by the director of the Division of Motor Vehicles and the Department of Transportation with:

- A. A two-way communication system, which, at a minimum, shall provide for communication to a person outside the vehicle for a distance of not less than one hundred (100) miles and which requirement may be satisfied by a mobile telephone;
- B. A removable first aid kit and operable fire extinguisher, which shall be placed in an accessible place within the vehicle;
- C. Sideboards attached to the permanent body construction of the vehicle if the height of the vehicle floor is 10 inches or more above ground level.
- D. Daily log of vehicle condition as follows:
  - 1. Tires
  - 2. Windshield wipers
  - 3. Horn
  - 4. Condition of front, rear and side windows and windshields
  - 5. Front and rear lights
  - 6. Fluid levels
  - 7. Brakes
  - 8. Condition of two-way communication system
  - 9. Inspection of vehicle or, if on an off-year, proof that limousine was inspected by a person qualified to do such examination of the mechanical and operating condition of the limousine including:
    - a. Brakes
    - b. Exhaust system
    - c. Tires
    - d. Function of front and rear lights
    - e. Operation of fan belts
    - f. Other belts in the engine of the vehicle

**§ 349-23. Limousine Operator Requirements.**

- 1. Completed application.
- 2. Have a valid New Jersey driver's license.
- 3. Limousine Operator Administrative Fee of \$100.00
- 4. Letter from the Chief Administrator of the New Jersey Motor Vehicle Commission stating the applicant is qualified for employment.
- 5. State the name of the /limousine company with whom he or she shall be employed, the owner must sign the application.
- 6. Each applicant for a limousine operator shall provide proof that he or she is at least 21 years of age.
- 7. The applicant must be tested for the presence of controlled dangerous substances, as defined in N.J.S.A. 2C:35-2, pursuant to New Jersey Department of Transportation (NJDOT) (49CFR Part 40 Subpart F) within thirty (30) days of the filing of his or her application. Such testing shall take place at a facility to be designated by the Town of Dover. The results shall be provided to the Municipal Clerk and shall show the applicant to be free of controlled dangerous substances. The same test shall be required for license renewal. The applicant shall assume the cost of all testing. Operators shall also be subject to testing for controlled dangerous substances in the event of an accident by the operator or the observance of an operator driving the regulated vehicle in a careless, reckless, or suspicious manner.

Any owner, operator or driver shall comply with N.J.S.A. 48:16-13 et seq. and any regulation enacted therefrom.

**§ 349-24. Cruising Prohibited**

No person shall drive or cause or allow a limousine to be driven on the streets or public places of the Town of Dover in search of or soliciting prospective passengers for hire. For the purposes of this section "in search of or soliciting of prospective passengers" shall mean picking up a passenger or attempting to pick up a passenger who has not previously made arrangements by telephone or other communication for a limousine pickup at a specific time and location. Limousines shall return to their principal place of business where limousines are dispatched from to wait for their next prearranged transportation.

**§ 349-25. Violations and penalties.**

Any person who shall operate a limousine service in any street in the Town of Dover without complying with the provisions of this article and with the provisions of N.J.S.A. 48:16-13 et seq. shall be subject to the fines and penalties set forth in N.J.S.A. 39:5G-1, as follows:

(1) For operating a limousine without a license issued by a municipality pursuant to N.J.S.A. 48:16-17, knowingly permitting a driver to operate a limousine without a validly issued driver's license or a validly issued commercial driver license if required pursuant to N.J.A.C. 13:21-23.1, failure to have filed an insurance policy in the amount of \$1,500,000 which is currently in force as provided in N.J.S.A. 48:16-14 or in the amounts required pursuant to section 14 of N.J.S.A. 48: 16-22.4, operating a limousine in which the number of passengers exceeds the maximum seating capacity as provided in N.J.S.A. 48:16-13 or section 2 of N.J.S.A. 48:16-13.1: a fine of \$2,500.00 for the first offense and a fine of \$5,000.00 for the second or subsequent offense;

(2) For operating a limousine without the special registration plates required pursuant to section 12 of N.J.S.A. 39:3-19.5, or operating a limousine without the limousine being properly inspected as provided in N.J.S.A. 39:8-1: a fine of \$1,250 for the first offense and a fine of \$2,500 for the second or subsequent offense;

(3) For operating a limousine without the attached sideboards required by section 11 of N.J.S.A. 48:16-22.1, failure to retain within the limousine appropriate proof of insurance pursuant to N.J.S.A. 48:16-17 or failure to execute and deliver to the power of attorney required pursuant to N.J.S.A. 48:16-16: a fine of \$250.00 for the first offense and \$500 for the second and subsequent offense;

(4) For failure to be equipped with a two-way communications system, a removable first-aid kit and an operable fire extinguisher as required by section 11 of N.J.S.A. 48:16-22.1, or any other violation of the provisions of article 2 of chapter 16 of Title 48 of the Revised Statutes other than those enumerated in this subsection: a fine of \$50.00 for the first offense and \$100.00 for the second and subsequent offense.

**ADOPTED:**

**Town of Dover, Morris County**

\_\_\_\_\_  
Tara M. Pettoni, Municipal Clerk

\_\_\_\_\_  
James P. Dodd, Mayor

Introduced:

Adopted:



# TOWN OF DOVER MAYOR & TOWN COUNCIL

ORDINANCE NO. 08-2024

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER,  
COUNTY OF MORRIS, STATE OF NEW JERSEY PROVIDING HANDICAPPED PARKING  
SPACE AT 73 THOMPSON AVENUE

**BE IT ORDAINED**, by the Mayor and Town Council of the Town of Dover, County of Morris,  
State of New Jersey, as follows:

**SECTION 1.** Description for handicap parking space to be located at 73 Thompson Avenue:

Said handicap parking space shall be located along the westerly curb line of Thompson Avenue  
beginning at a point 615 feet south of the southwesterly curb line intersection of Thompson  
Avenue and Chestnut Street, thence continuing in a southerly direction for a distance of 22 feet.  
End Description

**SECTION 2.** All ordinances or parts of ordinances inconsistent with this ordinance are hereby  
repealed to the extent of such inconsistencies.

**SECTION 3.** If any section, subsection, sentence, clause, phrase, or portion of this ordinance is  
for any reason held invalid or unconstitutional by any court of competent jurisdiction, such  
portion shall be deemed a separate, distinct, and independent provision, and such holding shall  
not affect the validity of the remaining portions hereof.

**SECTION 4.** The Ordinance shall take effect upon passage and publication in the matter  
required by New Jersey law.

Attest:

\_\_\_\_\_  
Tara M. Pettoni, Municipal Clerk

\_\_\_\_\_  
James P. Dodd, Mayor

**INTRODUCED:** \_\_\_\_\_

**ADOPTED:** \_\_\_\_\_



# TOWN OF DOVER

## Engineering Department

Mail: 37 N. Sussex Street  
Office: 100 Princeton Avenue  
Dover, New Jersey 07801  
Phone: 862-437-1672  
Fax: 973-366-2200



*William J. Isselin – Assistant to the Engineer, Chief Code Enforcement Officer, Zoning Officer,  
Municipal Recycling Coordinator*

March 18, 2024

### **DESCRIPTION FOR HANDICAP PARKING SPACE TO BE LOCATED AT 73 THOMPSON AVENUE**

Said handicap parking space shall be located along the westerly curb line of Thompson Avenue beginning at a point 615 feet south of the southwesterly curb line intersection of Thompson Avenue and Chestnut Street, thence continuing in a southerly direction for a distance of 22 feet. End Description



# **TOWN OF DOVER**

## **MAYOR & TOWN COUNCIL**

**ORDINANCE NO. 09-2024**

**AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER,  
COUNTY OF MORRIS, STATE OF NEW JERSEY PROVIDING HANDICAPPED PARKING  
SPACE AT 146 PEQUANNOCK STREET**

**BE IT ORDAINED**, by the Mayor and Town Council of the Town of Dover, County of Morris,  
State of New Jersey, as follows:

**SECTION 1.** Description for handicap parking space to be located at 146 Pequannock Street:

Said handicap parking space shall be located along the easterly curb line of Pequannock  
Street beginning at a point located 188 FT. north of the northeasterly curb line  
intersection of E. Fairview Avenue and Pequannock Street thence, continuing in a  
northerly direction for a distance of 25'. End Description

**SECTION 2.** All ordinances or parts of ordinances inconsistent with this ordinance are hereby  
repealed to the extent of such inconsistencies.

**SECTION 3.** If any section, subsection, sentence, clause, phrase, or portion of this ordinance is  
for any reason held invalid or unconstitutional by any court of competent jurisdiction, such  
portion shall be deemed a separate, distinct, and independent provision, and such holding shall  
not affect the validity of the remaining portions hereof.

**SECTION 4.** The Ordinance shall take effect upon passage and publication in the matter  
required by New Jersey law.

Attest:

\_\_\_\_\_  
Tara M. Pettoni, Municipal Clerk

\_\_\_\_\_  
James P. Dodd, Mayor

**INTRODUCED:** \_\_\_\_\_

**ADOPTED:** \_\_\_\_\_

# TOWN OF DOVER

## Engineering Department

Mail: 37 N. Sussex Street  
Office: 100 Princeton Avenue  
Dover, New Jersey 07801  
Phone: 862-437-1672  
Fax: 973-366-2200



*William J. Isselin – Assistant to the Engineer, Chief Code Enforcement Officer, Zoning Officer,  
Municipal Recycling Coordinator*

March 1, 2024

### **DESCRIPTION FOR HANDICAP PARKING SPACE TO BE LOCATED AT 146 PEQUANNOCK STREET**

Said handicap parking space shall be located along the easterly curb line of Pequannock Street beginning at a point located 188 FT. north of the northeasterly curb line intersection of E. Fairview Avenue and Pequannock Street thence, continuing in a northerly direction for a distance of 25'. End Description



# TOWN OF DOVER

## MAYOR & TOWN COUNCIL

**RESOLUTION NO. 122-2024**  
**BILLS LIST RESOLUTION**

**WHEREAS**, the Mayor and the Town Council of the Town of Dover have examined all bills presented for payment; and

**WHEREAS**, the Chief Financial Officer has certified that there are sufficient funds in the account(s) to which respective bills have been charged.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and the Town Council of the Town of Dover do hereby approve the bills as listed; and

**BE IT FURTHER RESOLVED** that the proper officials are hereby authorized to sign the checks for payment of same.

CURRENT APPROPRIATIONS RESERVE ACCT claims in the amount of:	\$8,591.00
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$3,730,587.60
GENERAL CAPITAL ACCT claims in the amount of:	\$84,658.86
WATER UTILITY RESERVE ACCT claims in the amount of:	\$9,443.19
WATER UTILITY ACCT claims in the amount of:	\$69,590.24
WATER CAPITAL ACCT claims in the amount of:	\$215,230.70
PARKING UTILITY RESERVE ACCT claims in the amount of:	\$0.00
PARKING UTILITY ACCT claims in the amount of:	\$3,262.62
PARKING CAPITAL ACCT claims in the amount of:	\$0.00
ANIMAL CONTROL TRUST ACCT claims in the amount of:	\$8,473.80
EVIDENCE TRUST ACCT claims in the amount of:	\$0.00
RECYCLING TRUST ACCT claims in the amount of:	\$0.00
COUNTY FORFEITED ASSETS TRUST ACCT claims in the amount of:	\$0.00
FEDERAL FORFEITED ASSETS ACCT claims in the amount of:	\$0.00
TRUST/OTHER ACCT claims in the amount of:	\$10,527.94
COAH TRUST ACCT claims in the amount of:	\$0.00
UNEMPLOYMENT TRUST ACCT claims in the amount of:	\$0.00
<b>TOTAL CLAIMS TO BE PAID</b>	<b>\$4,140,365.95</b>

**BE IT FURTHER RESOLVED** that the following claims have been paid prior to the Bill List Resolution in the following amounts:

TRUST/OTHER ACCT claims in the amount of:	\$0.00
GENERAL CAPITAL ACCT claims in the amount of:	\$0.00
CURRENT APPROPRIATIONS RESERVE ACCT claims in the amount of:	\$47,575.05
CURRENT APPROPRIATIONS ACCT claims in the amount of:	\$93,610.14
PARKING UTILITY ACCT claims in the amount of:	\$0.00
WATER UTILITY OPERATING claims in the amount of:	\$4,580.22
WATER UTILITY RESERVE ACCT claims in the amount of:	\$0.00
PARKING UTILITY CAPITAL claims in the amount of:	\$0.00
<b>TOTAL CLAIMS PAID</b>	<b>\$145,765.41</b>
<b>TOTAL BILL LIST RESOLUTION</b>	<b>\$4,286,131.36</b>

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
Tara M. Pettoni, Municipal Clerk

\_\_\_\_\_  
James P. Dodd, Mayor



# **TOWN OF DOVER**

## **MAYOR & TOWN COUNCIL**

### **RESOLUTION 123-2024**

#### **RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY APPROVING TAXICAB DRIVER LICENSES**

**WHEREAS**, applications for taxicab driver's licenses have been made by the people listed below;  
and

**WHEREAS**, the Police Department of the Town of Dover has reviewed their applications and has  
advised that there is no prohibition to the issuance of their license; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Town Council of the Town of  
Dover, County of Morris and State of New Jersey that the following taxi driver licenses are hereby  
approved:

#### **CARMEN TAXI SERVICE INC.**

Manuel Puentes – New Driver

#### **DOVER TAXI AND LIMO SERVICES LLC**

Wagnel Torres Ramirez – Renewal  
Jorge Gonzalez Calle – New Driver  
Alvaro Molina - Renewal

#### **FIRST CLASS OF DOVER INC.**

Ramiro Bocanegra -Torres – New Driver  
Victor I. Mercedes-Lopez – New Driver

#### **PREMIER CAR SERVICES CORP.**

Jeury J. Guzman – Renewal  
Luis J. Amaya Urbano – Renewal  
Martires Rodriguez Cordero – Renewal  
Mofid Moustafa – Renewal  
Clever M. Calle – Renewal  
Francisco E. Lopez – Renewal  
Humberto Martinez – Renewal  
Bolivar Chilingua Torres – Renewal  
Osiris Cordero – Renewal  
Eduardo Chafalote Matos – Renewal  
Armando Campos Alvarado – New Driver  
Adalberto Paredes - Renewal  
Juan P. Manzueta - Renewal  
Eusebio T. Hidalgo - Renewal

Julio C. Mejia - Renewal  
Luis Manzueta Martinez – New Driver  
Ruben Olivera – New Driver  
Ramon Manzueta Marte - Renewal

ATTEST:

\_\_\_\_\_  
Tara M. Pettoni, Municipal Clerk

\_\_\_\_\_  
James P. Dodd, Mayor

**ADOPTED:** \_\_\_\_\_



# TOWN OF DOVER MAYOR & TOWN COUNCIL

RESOLUTION NO. 124-2024

## RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER APPROVING TAXIS/LIMOS TO BE LICENSED IN THE TOWN OF DOVER

**WHEREAS**, the following companies, have applied for a taxi/limo license to operate the vehicle(s) listed below in the Town of Dover; and

**WHEREAS**, the appropriate municipal departments have reviewed the application(s) as required and have no objections to same being licensed as taxicab(s)/limo(s); and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Town Council of the Town of Dover, County of Morris and State of New Jersey that the taxicab(s)/limo(s) listed below are hereby approved for taxi/limo license(s) in the Town of Dover.

### DOVER TAXI AND LIMO SERVICE LLC.

2016 FORD FUSION	OT862H	3FA6POG79GR199588	Renewal
2016 HYUNDAI ELANTRA	OT394H	5NPDHA4AE1GH687966	Renewal
2015 KIA SORENTO	OT860H	5X4KTCA69FG587435	Renewal
2015 LINCOLN MKC	OT513J	5LMTJ2AH6FUJ35956	New

ATTEST:

\_\_\_\_\_  
Tara M. Pettoni, Municipal Clerk

\_\_\_\_\_  
James P. Dodd, Mayor

**ADOPTED:** \_\_\_\_\_



# **TOWN OF DOVER**

## **MAYOR & TOWN COUNCIL**

### **RESOLUTION 125-2024**

#### **RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS, WAIVING SIDEWALK REQUIREMENT, 46 KEARNEY STREET**

**WHEREAS**, Eray Donmez will be building a house on 46 Kearney Street, Block 1701, Lot 6.01; and

**WHEREAS**, Eray Donmez has requested a waiver of the requirement to install sidewalks as there are no existing sidewalks abutting the property; and

**WHEREAS**, The Town of Dover Code Chapter 337-28, permits the Mayor and Town Council to waive the sidewalk requirement where there are no existing sidewalks abutting the property upon the recommendation of the engineer; and

**WHEREAS**, the engineer has recommended the waiver.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Town Council of the Town of Dover that the request for waiver of sidewalks be approved for Block 1701, Lot 6.01, as there are no sidewalks abutting this property.

ATTEST:

\_\_\_\_\_  
Tara M. Pettoni, Municipal Clerk

\_\_\_\_\_  
James P. Dodd, Mayor

**ADOPTED:** \_\_\_\_\_



# TOWN OF DOVER

## Engineering Department

Mail: 37 North Sussex Street  
Office: 100 Princeton Avenue  
Dover, New Jersey 07801  
Telephone: (973) 366-2200, Ext. 154/152  
Fax: (973) 366-0039



*William J. Isselin – Assistant to the Engineer*

**TO:** Tara Pettoni – Town Clerk  
**FROM:** William Isselin, Assistant to the Engineer / Chief Code Enforcement Officer / Zoning Officer / Municipal Recycling Coordinator  
**DATE:** April 18, 2024  
**RE:** Waiver of Sidewalk Request for 46 Kearney Street, Block 1701, Lot 6.01

Tara,

David Wilson of Colliers Engineering has requested a “Waiver of Sidewalks” on behalf of their client Eray Donmez who is proposed to build a new single-family home located at the above referenced address. Kearny Street has granite block curb and no sidewalks on the entire street. I have spoken with the Town Engineer; Carl O’Brien and he agrees that the waiver should be granted to waive the requirement for the installation of sidewalks at this location.

If you have any questions or need additional information, please let me know.

A handwritten signature in blue ink, appearing to read 'WJ Isselin', is positioned above the typed name.

William J. Isselin  
Assistant to the Engineer /  
Chief Code Enforcement Officer/  
Zoning Officer / Recycling Coordinator

941 Marcon Boulevard  
Suite 801  
Allentown, Pennsylvania 18109  
Main: 877 627 3772  
colliersengineering.com



April 4, 2024

Town of Dover Engineering Department  
37 N. Sussex Street  
Dover, NJ 07801  
Attn: William Isselin – Chief Code Enforcement Officer

46 Kearney Street, Dover NJ, 07801  
Zoning Permit for a New Dwelling  
Colliers Engineering & Design Project No. 22009299A

Dear Mr. Isselin,

On behalf of the Applicant, Eray Donmez, we respectfully request the following Waiver from the Town of Dover Land Use and Development Ordinance in connection with the above-referenced project.

1. **§236-54.B(1) Sidewalks shall be provided along all streets and shall be four inches thick and at least four feet wide, constructed of coarse concrete or equal except that a sidewalk forming part of a driveway apron shall be six inches thick at a grade with abutting sidewalks and of the same construction material as abutting sidewalks.**

The Applicant is requesting a waiver from this section of the ordinance as the home is being built in an established neighborhood on a street where no sidewalk is present. A majority of the homes surrounding the property were built over 40 years ago with no sidewalk present and will not have sidewalk in the near future.

Please contact me at 484-515-5252 or David.Wilson@collierseng.com if you have any questions or require additional information.

Sincerely,

Colliers Engineering & Design, Inc.  
(DBA Maser Consulting)

A handwritten signature in blue ink that reads "David F. Wilson".

David Wilson, P.E, CPESC  
Geographic Discipline Lead



# **TOWN OF DOVER**

## **MAYOR & TOWN COUNCIL**

### **RESOLUTION 126-2024**

#### **RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS, WAIVING SIDEWALK REQUIREMENT, 105 OAK STREET**

**WHEREAS**, Christian Vega will be building a house on 105 Oak Street, Block 2011, Lot 1; and

**WHEREAS**, Christian Vega has requested a waiver of the requirement to install sidewalks as there are no existing sidewalks abutting the property; and

**WHEREAS**, The Town of Dover Code Chapter 337-28, permits the Mayor and Town Council to waive the sidewalk requirement where there are no existing sidewalks abutting the property upon the recommendation of the engineer; and

**WHEREAS**, the engineer has recommended the waiver.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Town Council of the Town of Dover that the request for waiver of sidewalks be approved for Block 2011, Lot 1, as there are no sidewalks abutting this property.

ATTEST:

\_\_\_\_\_  
Tara M. Pettoni, Municipal Clerk

\_\_\_\_\_  
James P. Dodd, Mayor

**ADOPTED:** \_\_\_\_\_

March 27, 2024

**Via email**

Tamara Bross, Planning Board Secretary  
Town of Dover  
37 North Sussex Street  
Dover, New Jersey 07801

**Re: Application for Minor Subdivision  
Applicant: Christian Vega  
Planning Board Application No. P21-03  
Property: 105 Oak Street  
(Block 2011, Lot 1 & a portion in Rockaway Township Block 10714, Lot 2)**

Dear Mrs. Bross:

As you are aware, this Firm represents the Applicant, Christian Vega, in connection with the above-referenced property, which received Minor Subdivision Approval before the Planning Board, bearing Application No. P21-03. On behalf of the Applicant, we are hereby requesting a waiver from Minor Subdivision Checklist requirements, which is to be considered for approval by the Mayor and Council, as noted in the Pennoni Associates Inc. review memorandum dated February 17, 2021.

Specifically, Applicant is requesting a waiver from Item No. 12 of the Minor Subdivision Development Checklist, which requires the installation of sidewalks and curbs in accordance with Section 236-54B and Section 236-54H:

Applicant requests a waiver to not install additional sidewalks along Cooper Street, as there are no sidewalks in the immediate area within Rockaway Township. This portion of the property is situated in Rockaway Township, and there are no adjacent sidewalks along Cooper Street. However, Applicant has agreed to repair sidewalks and curbs as deemed necessary by the Dover Engineering Department in front of the parcel along Oak Street.

We respectfully request that this waiver request be placed on the Mayor and Council Agenda for consideration.

Please keep us informed on the status of this waiver request, and whether you require any additional information or documents. If so, do not hesitate to contact me.

Very truly yours,  
**EINHORN, BARBARITO,  
FROST & BOTWINICK, P.C.**

By: 

Jason R. Rittie

JRR

cc: Christian Vega (via email)  
Steven I. Smith/Jaman Engineering (via email)  
Stephen Hoyt, PE/Pennoni Associates Inc. (via email)



April 8, 2024

Honorable Mayor James P. Dodd and  
Town of Dover Council  
37 North Sussex Street  
Dover, New Jersey 07801

**RE: APPLICANT REQUEST FOR SIDEWALK WAIVER  
APP NO. P21-03  
105 OAK STREET  
BLOCK 2011 LOT 1  
BLOCK 10714 LOT 2 (ROCKAWAY TOWNSHIP)  
DOVER, NEW JERSEY**

Dear Mayor and Council:

In response to the letter prepared by Einhorn Barbarito dated March 27, 2024 requesting waivers in reference to Planning Board Application P21-03 from Item No. 12 of the Minor Subdivision Development Checklist, which requires the installation of sidewalks and curbs in accordance with Section 236-54B and Section 236-54H, I have reviewed the following documents:

1. A letter prepared by Einhorn Barbarito dated March 27, 2024 and addressed to Tamara Bross, Planning Board Secretary. This letter indicates that the owner of Block 2011 Lots 1/Block 10714 Lot 2 (Christian Vega), represented by Jason R. Rittie of Einhorn Barbarito, is requesting a waiver to not install sidewalks along Cooper Street.
2. A plan entitles "minor Subdivision – Town of Dover – Tax Map Sheet 20, Block 2011, Lot 1 – Township of Rockaway – Tax Map Sheet 107, Block 10714, Lot 2 – Morris County, New Jersey" prepared by Jaman Engineering Associates – Engineers, Surveyors & Planners, dated October 12, 2020, consisting of six (6) sheets.

Based on my review of the referenced documents and aerial images, it appears that there are no existing sidewalks along Cooper Street. As such, it does not appear that there is a need to install sidewalks on Cooper Street, although the Applicant proposes to repair sidewalks and curbs on Oak Street as deemed necessary by the Town of Dover Engineering Department. Therefore, I recommend that the Council move forward with granting a waiver for the installation of sidewalks on Cooper Street as it relates to this application.

Should you have any questions or wish to discuss further, please do not hesitate to contact me.

Sincerely,  
**PENNONI ASSOCIATES INC.**

Stephen Hoyt, PE  
Planning Board Engineer



# **TOWN OF DOVER**

## **MAYOR & TOWN COUNCIL**

### **RESOLUTION NO. 127-2024**

#### **RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY AWARDING A CONTRACT TO CIFELLI & SON GENERAL CONSTRUCTION, INC. FOR 2022 CAPITAL ROADWAY IMPROVEMENTS PROJECT**

**WHEREAS**, the Town of Dover solicited Bids for the 2022 Capital Roadway Improvement Project; and

**WHEREAS**, the Department Head of Engineering and the Town Engineering Consultant Stephen Hoyt, P.E. of Pennoni Assoc. Inc. have determined that there is a need to begin work on the 2022 Capital Roadway Improvement Project; and

**WHEREAS**, two bids were received and opened at the Bid Opening on March 27, 2024, at 11:00AM; and

**WHEREAS**, the lowest responsible bidder was Cifelli & Sons General Construction, Inc., 4 Coppola Street, Nutley, NJ 07110; and

**WHEREAS**, the low bid has been reviewed by the Municipal Attorney, the Town Engineering Consultant and Administration recommends the Base Bid be awarded to Cifelli & Sons General Construction, Inc., in the amount of \$1,679,353.70. A \$40,000.00 contingency shall also be allotted for unforeseen items that may arise during construction for a total of \$1,719,353.70; and

**WHEREAS**, the Town of Dover Chief Financial Officer has determined that monies are available in existing bonds for this work; and

**WHEREAS**, there is a need to move forward with this project, specifically authorizing Cifelli & Sons General Construction, Inc. to begin work on this project; and

**WHEREAS**, the Town of Dover Interim Business Administrator has determined that this procurement provides an effective and efficient use of taxpayer dollars.

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Board of Council of the Town of Dover, County of Morris, State of New Jersey authorizes the work described above to commence and that Cifelli & Sons General Construction, Inc. can begin the Construction work for this project. A copy of this Resolution shall be provided to William Isselin – Head of Engineering.

ATTEST:

TOWN OF DOVER, COUNTY OF MORRIS

\_\_\_\_\_  
Tara M. Pettoni, Municipal Clerk

\_\_\_\_\_  
James P. Dodd, Mayor

**ADOPTED:** \_\_\_\_\_





# **TOWN OF DOVER**

## **MAYOR & TOWN COUNCIL**

**RESOLUTION NO. 128-2024**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF DOVER,  
COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING ENGINEERING  
WORK TO BEGIN ON THE 2024 CAPITAL ROADWAY IMPROVEMENT PROJECT**

**WHEREAS**, the Department Head of Engineering Department has determined that there is a need to begin work on the 2024 Capital Roadway Improvement Project; and

**WHEREAS**, the estimated Engineering cost which includes surveying, design services, bid documents and construction administration and inspections for this project is \$98,500.00; and

**WHEREAS**, the Town of Dover Chief Financial Officer has determined that monies are available in existing bonds for this work; and

**WHEREAS**, there is a need to move forward with this project, specifically authorizing Colliers Engineering & Design to begin work on this project; and

**WHEREAS**, the Town of Dover Interim Business Administrator has determined that this procurement provides an effective and efficient use of taxpayer dollars.

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Town Council of the Town of Dover, County of Morris, State of New Jersey authorizes the work described above to commence and that Colliers Engineering & Design, located at 400 Valley Road, Suite 304, Mt. Arlington, NJ 07856 can begin the Engineering work for this project. A copy of this Resolution shall be provided to William Isselin – Head of Engineering.

ATTEST:

\_\_\_\_\_  
Tara M. Pettoni, Municipal Clerk

\_\_\_\_\_  
James P. Dodd, Mayor

**ADOPTED:** \_\_\_\_\_



400 Valley Road  
Suite 304  
Mt. Arlington, NJ 07856  
Main: 877 627 3772



March 12, 2024

Betty Lou DeCroce  
Municipal Administrator  
Town of Dover  
37 North Sussex Street  
Dover, New Jersey 07801

2024 Road Program  
Professional Engineering Design Services  
Town of Dover, Morris County  
Colliers Engineering & Design Project No. DVR0004P

Dear Ms. DeCroce,

Colliers Engineering & Design Inc. dba Maser Consulting (CED) is pleased to present this agreement to provide design and bidding services relating to the 2024 Road Program project. The list of roadways provided by the Town for capital improvements along with the limits is listed below:

1. Grant Street (Thompson Avenue to terminus)
2. Pine Street (Madison Street to William Street)
3. Academy Street (Madison Street to First Street)
4. Sixth Street (Penn Avenue to West Chrystal Street)
5. Byram Avenue (South Morris Street to terminus)
6. Clark Street (Guy Street to East McFarlan Street)
7. Monmouth Avenue (South Morris Street to terminus)
8. Beech Street (Clark Street to West Cooper Street)

Improvements include milling, base repair, replacement of ADA curb ramps, limited sidewalk and driveway apron replacement, spot curb replacement, replacement of inlet curb pieces and grates, minor drainage upgrades, paving, striping, and restoration. It is our understanding that the Town has a preliminary construction budget for the project of approximately \$1.5 million. The design of roadways will include plans utilizing tax maps and aerial mapping for the base. If the Town wishes to change any of the roadways detailed above prior to initiation of design services, a roadway of similar length and scope can be exchanged within this agreement. We will coordinate with your office to confirm prior to commencement of design services.



CED will provide the following services:

**SCOPE OF SERVICES**

**TASK 1.0 DESIGN AND BIDDING SERVICES**

CED will develop construction drawings and specifications to be utilized for public bid. Bid documents will be prepared in accordance with NJDOT requirements. The existing site conditions will be investigated during the design; more specifically, the conditions of the curbing, sidewalk, driveway aprons, roadway, and drainage structures. This information will be located, inspected for condition, and depicted on plans that will be utilized for bidding. CED will prepare base mapping utilizing available tax maps and GIS, aerial imagery, and field measurements.

Once base mapping is completed and a site visit has been performed, we will prepare design drawings depicting curbing, drainage structures, milling, paving, replacement of inlet grates and curb pieces, reconstruction of storm inlets to remain, pavement base repair as needed, reconstruction of driveway aprons and sidewalk, resetting of structures, accessible curb ramps, striping, and restoration of landscape areas. ADA-compliant ramps within the project limits will be designed and reconstructed for compliance with design standards.

CED will prepare the base mapping, title sheet, general notes and legends, estimate of quantities, construction plans and the construction details. CED will also prepare the supplemental and technical specifications for the site improvement items that are specified on our construction drawings for incorporation into the overall bid specifications. The specifications will be prepared in the latest NJDOT format, as amended. As this project develops, and the Construction Cost Estimate (CCE) is closer to completion during the design phase, the Town will be updated with the status of design and whether alternate bids are recommended.

The construction plans will callout the curb ramp types in accordance with Public Right-of-Way Guidelines (PROWAG) for ADA accessibility. It will be the responsibility of the contractor to construct ADA-compliant curb ramps. Upon construction of curb ramps, CED will inspect the ramps for compliance with ADA requirements. Curb ramps determined to be non-compliant with the ADA requirements will be reconstructed by the contractor at no additional cost to the Owner. The project limits may be adjusted by utilizing alternate bids based upon the budget approved by the Town. CED will prepare the CCE based on the quantity required for each alternate bid and finalize the design in order for the project to remain within the construction budget. Bidding services will be coordinated through our Mount Arlington office.



**FEE AGREEMENT**

For your convenience, we have broken down the total estimated cost of the project into the categories identified within the Scope of Services.

<u>TASK 1.0 DESIGN AND BIDDING SERVICES</u>	<u>\$98,500.00</u>
<b>TOTAL LUMP SUM FEE</b>	<b>\$98,500.00</b>

The above engineering services will be provided on a lump sum basis not to exceed the listed amount. This contract and fee schedule are based upon the Town Engineering Contract, authorized by the Town of Dover. Please note, Construction Administration and Observation Services are not included in this agreement. A separate agreement for said services will be prepared and provided to the Town upon opening of contractor bids.

**PROJECT SCHEDULE**

The following is the anticipated project schedule:

	<u>Anticipated Duration</u>
Award of Professional Services	Anticipate Authorization March 2024
Preparation of Design Plans and Specifications	To be completed within 90 days of Authorization
Bidding of Project	Anticipate 30 days for bidding process
Contractor Award	TBD
Construction (Anticipated)	TBD – Anticipate Summer/Fall 2024
Project Closeout (Anticipated)	To occur post construction – Anticipate Fall/Winter 2024

**PROJECT DELIVERABLES**

Two (2) copies of the final bid documents will be provided to the Town prior to bidding.

**REIMBURSABLE EXPENSES**

Reimbursable expenses including delivery, printing, copying, postage, and other reproducible costs for the above-mentioned deliverables are included within this agreement and are included in the project cost.



**EXCLUSIONS**

If any item listed herein, or otherwise not specifically mentioned within this agreement or the Town Engineering Agreement, is deemed necessary, then CED may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees with regard to the additional services. Unanticipated additional services shall be in accordance with the Schedule of Hourly Rates for the number of hours necessary to complete the desired tasks. No extra engineering services will be performed without authorization from the Town.

Please forward a copy of the Resolution of Approval and/or Purchase Order to this office. This will constitute approval of the proposed engineering agreement.

We thank you very much for the opportunity to offer our services and look forward to working with you on this and future projects. In the meantime, should you have any questions regarding this agreement, please feel free to contact me.

Sincerely,  
Colliers Engineering & Design

A handwritten signature in black ink that reads "Carl P. O'Brien". The signature is written in a cursive style with a horizontal line at the end.

Carl P. O'Brien, P.E., P.P., C.M.E., C.P.W.M.  
Geographic Discipline Leader

cc: Andrew Hipolit, P.E., (CED)  
Kevin Boyer, P.E., (CED)  
Patrick Jamieson, (CED)  
Bill Isselin, (Dover) - wisselin@Dover.NJ.US



# **TOWN OF DOVER**

## **MAYOR & TOWN COUNCIL**

### **RESOLUTION 129-2024**

#### **RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF DOVER, COUNTY OF MORRIS, STATE OF NEW JERSEY APPOINTING A POLICE OFFICER FOR THE TOWN OF DOVER**

**WHEREAS**, there are current vacancies in the Police Department and a need exists in the Police Department to hire a Police Officer; and

**WHEREAS**, Michael Cannon was hired in accordance 11A:4-1.3.

**WHEREAS**, Interim Business Administrator, Tara M. Pettoni has recommended that Michael Cannon be appointed and hired as a Police Officer for the Town of Dover; and

**NOW, BE IT RESOLVED**, by the Mayor and Town Council of the Town of Dover, in the County of Morris, State of New Jersey, that the following personnel action is hereby approved subject to the NJ Department of Personnel regulations and background check:

<b>Name</b>	<b>Position</b>	<b>Salary</b>	<b>Date of Action</b>
Michael Cannon	Police Officer	\$70,551.00	May 1, 2024

ATTEST:

\_\_\_\_\_  
Tara M. Pettoni, Municipal Clerk

\_\_\_\_\_  
James P. Dodd, Mayor

**ADOPTED:** \_\_\_\_\_



# **TOWN OF DOVER MAYOR & TOWN COUNCIL**

RESOLUTION NO. 132-2024

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF DOVER,  
COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING  
CHANGE ORDER #6 UNDER THE EXISTING CONTRACT WITH PACT  
CONSTRUCTION INC. ("PACT")**

**WHEREAS**, the Town of Dover Water Commission has an existing contract with PACT;  
and

**WHEREAS**, during the electrical study, PACT discovered some issues with existing  
components that were needed to be repaired to be able to turn power back on to the site; and

**WHEREAS**, PACT submitted Change Order #6 to the Water Superintendent for  
replacement of a cracked electrical fuse part located on the poles; and

**WHEREAS**, the Town of Dover Water Commission has determined that Change Order #6  
is needed under the existing contract with PACT; and

**WHEREAS**, the Town of Dover Water Commission has determined and certified in writing  
that the value of the contract with PACT will exceed \$17,500.00; and

**WHEREAS**, the Town of Dover Water Commission anticipates costs associated with the  
Change Order #6 to be \$3,344.44; and

**WHEREAS**, the Town of Dover Water Commission approved Change Order #6 on  
December 12, 2023; and

**WHEREAS**, PACT, had submitted a change order indicating that it will replace the cracked  
electrical fuse part located on the poles for a fee as per the attached fee schedule submitted  
with Change Order #6 which is attached hereto and made a part of this Resolution; and

**WHEREAS**, PACT, has completed and submitted a Business Entity Disclosure Certification  
which certifies that they have not made any reportable contributions to a political or candidate  
committee in the Town of Dover for the previous one year, and that the contract will prohibit  
them from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:1 1-1 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; and

**NOW, BE IT RESOLVED**, by the Mayor and Town Council of the Town of Dover, in the County  
of Morris, State of New Jersey hereby approve Change Order #6 with PACT.

ATTEST:

\_\_\_\_\_  
Tara M. Pettoni, Municipal Clerk

\_\_\_\_\_  
James P. Dodd, Mayor

**ADOPTED:** \_\_\_\_\_







60' Articulation manlift w/Jib (Rental)	Day	\$	740.00	\$	-
International Dump Truck	HR	\$	65.00	\$	-
22' Tool Trailer with contents	MR	\$	35.00	\$	-
35' Tool Trailer with contents	MR	\$	45.00	\$	-
I-R D185SQ Portable Air Compressor	HR	\$	78.00	\$	-
Laymor Brooms/John Deere Tractor Model 850 Sweeper	HR	\$	105.00	\$	-
Dynapac Rollers	HR	\$	108.00	\$	-
Case 252 Roller	HR	\$	43.00	\$	-
Trench Box and Manhole Box	HR	\$	18.00	\$	-
Generator	HR	\$	62.00	\$	-
Wacker	HR	\$	16.00	\$	-
Blasting Truck with Mats, Seismograph	HR	\$	35.00	\$	-
Joy 175 Compressor	HR	\$	24.00	\$	-
6" Pumps (Self Priming Trash Pumps )	HR	\$	26.00	\$	-
Operated Trucks	HR	\$	80.65	\$	-

TOTAL EQUIPMENT COSTS \$ -

MATERIAL COST	Quantity	Unit	Price	Total
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

TOTAL Material Cost \$ -

SubContractor COSTS:	Quantity	Unit	Price	Total
Traivs RCO#03	1.0	Lot	\$ 3,040.40	\$ 3,040.40
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

TOTAL SubContractor COSTS \$ 3,040.40

Total Labor/Equipment/Material Costs	\$	-
Overhead/Profit (20%)	\$	-
Subtotal	\$	-
Total Sub-Contractor Cost	\$	3,040.40
Profit (10%)	\$	304.04
Subtotal	\$	3,344.44
<b>TOTAL</b>	<b>\$</b>	<b>3,344.44</b>



12/6/2023

PACT TWO LLC  
554 Route 31  
Ringoes NJ 08551

Re: Dover Wells  
Booster Station Improvements  
RCO#2  
Job #23-104

Attn: Jim Helms

We hereby submit our Request for Change Order (RCO) #3 for the additional labor and material to furnish and install the following bill of material as required:

- 3 – 200A load break pins
- 2 – 200A 15kv bushing wells
- 1 – 15kv fuse cutout
- 1 – 100A fuse
- 1 – 40A fuse and holder

The requested change order amount is **\$3,040.40 (Three Thousand Forty Dollars and 40/100)**

MetroTek Electrical Services	<b>\$2,764.00</b>
Markup – 10%	<b>\$ 276.40</b>
Total	<b>\$3,040.40</b>

**Qualifications**

1. Price excludes NJ sales tax.
2. Price is based on providing (1) foreman for (4) days for assistant during testing.
3. Price excludes utility fees and assumes all testing performed during a utility shutdown excluding the initial IR scanning.
4. All work performed during normal working hours.
5. Price excludes furnishing and installation of temporary lighting and power.

If you have any questions, please feel free to contact the undersigned.

Very truly yours,

*Kevin Widmayer*

Travis Inc.  
Kevin Widmayer



**MetroTek Electrical Services Co.**  
 2200 Northwood Ave., Suite 2 Easton, PA 18045  
 610-365-2390 • Fax: 610-365-2647  
 www.metroelectrical.com

Providing Electrical Solutions for Distributed Energy Systems • Serving North America • NJ License No. 34EB00546800

**Date:** December 6, 2023

**Change Order Number:** 9000.1

**Submitted To:** Travis Inc.  
 11 Merry Lane  
 East Hanover, NJ 07936  
 Attn: AJ DiGiovanni

**Project:** Additional Work - Dover NJ

**Site Address:** 37 N. Sussex St. Dover, NJ 07801

**Scope of Work:** For the sum of **\$2,764.00**, MetroTek proposes to provide all technical labor, material, and equipment to complete the following scope of work:

**Additional Work and Material:**

- Supplied and installed three (3) 200 AMP Load Break Pins
- Supplied and installed two (2) 200 AMP 15kV bushing wells.
- Supplied and installed one 15Kv fuse cutout.
- Supplied and installed one (1) 100-AMP fuse
- Supplied and installed one (1) 40-amp fuse and holder.

Additional Work Performed				
Task Description	Labor	Material	Fleet	Task Total
<b>Additional Work</b>	<b>\$1,131.00</b>	<b>\$933.00</b>	<b>\$700.00</b>	<b>\$2,764.00</b>
<b>Project Total</b>				<b>\$2,764.00</b>

**Terms:**

- Proposal valid 15 days from date of issue.
- Payment terms – Net 30
- May be subject to sales tax

**Exclusions:**

**Notes:**

- All electrical tests will be performed as per manufacturers testing specifications and or according to the National Electrical Testing Association (NETA) specifications.
- Any other procedures or testing guidelines requested to be performed will be requested by the client in writing.
- MetroTek Hours 7:00am – 3:30pm, Monday – Friday

**OFFERED BY:**

**ACCEPTED BY:**

Installation-Repair-Maintenance-Testing-Engineering of all Underground & Overhead Electrical Infrastructure up through 245kV.

- |                                     |                                       |                               |   |
|-------------------------------------|---------------------------------------|-------------------------------|---|
| • Solar Power Plant Repair & Maint. | • Power Quality Monitoring            | • Electrical Forensics        | • Arc Flash Analysis                                      |
| • Inverters Repair & Maintenance    | • Oil Reclamation & Filtration        | • Transformer Oil Analysis    | • Infrared Scanning                                       |
| • Solar Panel Structure Bonding     | • Cable Testing-Repair all Voltages   | • Partial Discharge & Testing | • Circuit Breaker Testing-Repair all Voltages             |
| • String Testing & Repair           | • Ground & Earth Resistance Testing   | • Contact Resistance Testing  | • Protective Relay Calibration and Testing-Repair         |
| • Insulating Fluid Analysis         | • Substation and Pole Line Evaluation | • Transformer Testing-Repair  | • Underground Fault Locating Primary & Secondary          |
| • Insulation Resistance Testing     | • High Voltage Ultrasonic Testing     | • Tan-Delta VLF Testing       | • Underground Cable and Pipe Locating Marking and Mapping |



Signature: Ryan McCready  
Name: Ryan McCready  
Title: Project Manager  
Company: MetroTek Electrical Services Co.  
Date: December 6, 2023

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Company: \_\_\_\_\_  
Date: \_\_\_\_\_  
PO# \_\_\_\_\_

# TOWN OF DOVER

**Finance Department**  
COUNTY OF MORRIS  
37 NORTH SUSSEX STREET  
DOVER, NEW JERSEY 07801  
Telephone: (973) 366-2200  
Fax: (973) 328-6524

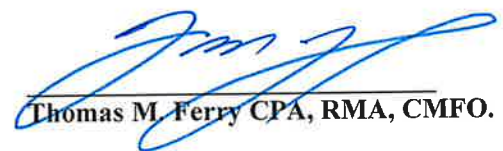


PROFESSIONAL CONTRACT  
PACT CONSTRUCTION, INC.  
CHANGE ORDER #6

I Thomas Ferry, as the Town of Dover Chief Municipal Financial Officer, do hereby certify that funds are available to meet the Town of Dover's obligation specified by this resolution.

Amount: \$3,344.44

Funding: W- 06-22-021-001  
Various Water Improvements  
Ordinance # 21-2022

  
Thomas M. Ferry CPA, RMA, CMFO.



# **TOWN OF DOVER**

## **MAYOR & TOWN COUNCIL**

**RESOLUTION NO. 133-2024**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF DOVER,  
COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING  
CHANGE ORDER #7 UNDER THE EXISTING CONTRACT WITH PACT  
CONSTRUCTION INC. ("PACT")**

**WHEREAS**, the Town of Dover Water Commission has an existing contract with PACT; and

**WHEREAS**, during the electrical study, PACT discovered some issues requiring a need to run power to the new PLC as the existing PLC power can not be utilized since both have to be in operation at the same time during the switch-over; and

**WHEREAS**, PACT submitted Change Order #7 to the Water Superintendent for the above-referenced issues; and

**WHEREAS**, the Town of Dover Water Commission has determined that Change Order #8 is needed under the existing contract with PACT; and

**WHEREAS**, the Town of Dover Water Commission has determined and certified in writing that the value of the contract with PACT will exceed \$17,500.00; and

**WHEREAS**, the Town of Dover Water Commission anticipates costs associated with the Change Order #7 to be \$2,611.41; and

**WHEREAS**, the Town of Dover Water Commission approved Change Order #7 on May 14, 2024; and

**WHEREAS**, PACT, had submitted a change order indicating that it will run power to the new PLC for a fee as per the attached fee schedule submitted with Change Order #7 which is attached hereto and made a part of this Resolution; and

**WHEREAS**, PACT, has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in the Town of Dover for the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:1 1-1 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; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Town Council of the Town of Dover, in the County of Morris and State of New Jersey, that the Water Commission hereby Change Order #7 is needed under the existing contract with PACT under the terms outlined in the attached change order; and

**BE IT FURTHER RESOLVED** that Section 4.1 of the Contract, the notice to proceed and the general notes are all amended to reflect that the time for substantial completion of the Dover Wells and Booster Station Improvements shall be amended to of June 30, 2024. All remaining provisions of the Contract, notice to proceed and general notes shall remain in full force and effect.

ATTEST:

\_\_\_\_\_  
Tara M. Pettoni, Municipal Clerk

\_\_\_\_\_  
James P. Dodd, Mayor

**ADOPTED:** \_\_\_\_\_

FACT CONSTRUCTION INC.  
 PO Box 74, Ringoes, NJ 08551  
 Phone: (908) 788-1985 Fax: (908) 788-5780

CONTRACT: 583 - Dover Wells & Pump

Change Order Request - 07: PLC Power

DESCRIPTION: Run Power to the new PLC as the drawings do not indicate power being ran to the PLC. The existing PLC power can not be utilized as both have to be operation at the same time during the switch over.

LABOR COSTS:	Quantity	Unit	Rate	Total
Project Executive		HR	\$ 145.00	\$ -
General Superintendent		HR	\$ 115.00	\$ -
Foreman		HR	\$ 95.00	\$ -
Project Manager		HR	\$ 125.00	\$ -
Project Engineer		HR	\$ 85.00	\$ -
Project Administration		HR	\$ 60.00	\$ -
Carpenter Forman		HR	\$ 97.40	\$ -
Carpenter Journeyman		HR	\$ 84.77	\$ -
Labor Foreman		HR	\$ 87.53	\$ -
Labor Class B		HR	\$ 84.23	\$ -
Labor Class C		HR	\$ 83.98	\$ -
Labor Class D		HR	\$ 83.28	\$ -
Operator - Backhoe/Loader		HR	\$ 92.28	\$ -
Operator - Lull		HR	\$ 90.37	\$ -
Operator - Excavator		HR	\$ 93.87	\$ -
Operator - Welder / Repair Mechanic		HR	\$ 80.37	\$ -
			Subtotal	\$ -
			55% Insurance & Taxes	\$ -

TOTAL LABOR COSTS \$

EQUIPMENT COSTS:	Quantity	Unit	Rate	Total
Caterpillar 330DL Excavator		HR	\$ 164.97	\$ -
10k Lull		HR	\$ 81.85	\$ -
Stanley Rock Hammer		HR	\$ 106.00	\$ -
Case CX135 Excavator		HR	\$ 88.35	\$ -
Komatsu PC78MR-6 Excavator w/ hoepack		HR	\$ 43.62	\$ -
Caterpillar Model 322CL Excavator w/o hoepack		HR	\$ 148.00	\$ -
Caterpillar Model 312BL Excavator with hoepack		HR	\$ 87.00	\$ -
Kato Model 450 Crawler Excavator with hoepack		HR	\$ 84.00	\$ -
Kato Model 1250 Excavator		HR	\$ 158.00	\$ -
Caterpillar 938H Wheel Loader		HR	\$ 86.80	\$ -
Caterpillar Model 1T28F Loader		HR	\$ 89.00	\$ -
Caterpillar 936 Wheel Loader		HR	\$ 79.00	\$ -
Caterpillar 963 Track Loader		HR	\$ 191.00	\$ -
Komatsu WA200 Rubber Tire Loader		HR	\$ 66.00	\$ -
Daewoo Skid Steer Loader		HR	\$ 41.00	\$ -
Case Model 580 Backhoe with Hoepack		HR	\$ 51.00	\$ -
Caterpillar D3C Dozer		HR	\$ 74.00	\$ -
Asphalt Zipper Model AZ480		HR	\$ 119.00	\$ -
Ingersoll Rand ECM370 Drill and Compressor		HR	\$ 148.00	\$ -
Navistar Water Tank Truck		HR	\$ 79.00	\$ -
Ford F250 Pickup Truck w/ Tools		HR	\$ 28.55	\$ -
Ford F150 Pickup Truck w/ Tools		HR	\$ 23.13	\$ -
3500 Utility Body w/ Welding Equipment		HR	\$ 68.75	\$ -



60' Articulation manlift w/Jib (Rental)	Day	\$	740.00	\$	-
International Dump Truck	HR	\$	65.00	\$	-
22' Tool Trailer with contents	MR	\$	35.00	\$	-
35' Tool Trailer with contents	MR	\$	45.00	\$	-
I-R D185SQ Portable Air Compressor	HR	\$	78.00	\$	-
Laymor Brooms/John Deere Tractor Model 850 Sweeper	HR	\$	105.00	\$	-
Dynapac Rollers	HR	\$	105.00	\$	-
Case 252 Roller	HR	\$	43.00	\$	-
Trench Box and Manhole Box	HR	\$	18.00	\$	-
Generator	HR	\$	62.00	\$	-
Wacker	HR	\$	18.00	\$	-
Blasting Truck with Mats, Seismograph	HR	\$	35.00	\$	-
Joy 176 Compressor	HR	\$	24.00	\$	-
6" Pumps (Self Priming Trash Pumps )	HR	\$	28.00	\$	-
Operated Trucks	HR	\$	80.85	\$	-

**TOTAL EQUIPMENT COSTS** \$

MATERIAL COST	Quantity	Unit	Price	Total
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

**TOTAL Material Cost** \$

SubContractor COSTS:	Quantity	Unit	Price	Total
Tralvs RCO#04	1.0	Lot	\$ 2,374.01	\$ 2,374.01
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

**TOTAL SubContractor COSTS** \$ 2,374.01

Total Labor/Equipment/Material Costs	\$	-
Overhead/Profit (20%)	\$	-
Subtotal	\$	-
Total Sub-Contractor Cost	\$	2,374.01
Profit (10%)	\$	237.40
Subtotal	\$	2,611.41
<b>TOTAL</b>	<b>\$</b>	<b>2,611.41</b>



3/15/2024

PACT TWO LLC  
554 Route 31  
Ringo NJ 08551

Re: Dover Wells  
Booster Station Improvements  
RCO#4  
Job #23-104

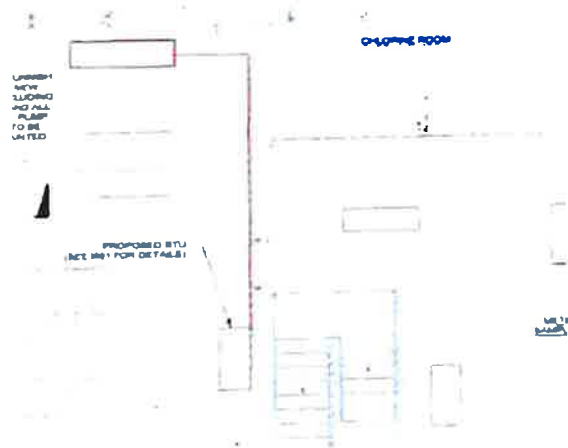
Attn: Jim Helms

We hereby submit our Request for Change Order (RCO) #4 for the additional labor and material to furnish and install power to the RTU.

The requested change order amount is **\$2,374.01**

**Qualifications**

1. Price excludes NJ sales tax.
2. Price is based on providing power to RTU from existing switchboard per the below:



If you have any questions, please feel free to contact the undersigned.

Very truly yours,  
*Kevin Widmayer*  
Travis Inc.  
Kevin Widmayer

# TRAVIS INC.

## ELECTRICAL CONTRACTORS

11 Merry Lane, East Hanover, New Jersey, 07936  
 T-(973) 516-8882. F-(973) 516-4813.

Dover Wells	RCO#004 - RTU Power	March 16, 2024						
MATERIAL SUMMARY	QUANTITY	MATERIAL PRICE	PER	TEAM DAYS	UNIT HOURS	PER	TOTAL HOURS	MATERIAL UNIT TOTAL
3/4" gal conduit	40	423.57	C	0.19	7.50	C	3.00	169.43
90	3	90.01	EA	0.09	0.600	EA	1.50	270.03
coupling	3	2.90	EA	0.04	0.200	EA	0.60	8.70
hub	2	9.81	EA	0.06	0.500	EA	1.00	19.62
support	6	10.00	EA	0.04	0.100	EA	0.60	60.00
#12 THHN	210	174.11	M	0.10	7.500	M	1.58	26.55
2P 20A breaker in existing switchboard	1.00	125.00	EA	0.08	1.000	EA	1.00	125.00
20A term at RTU	1.000	10.000	EA	0.06	1.000	EA	1.00	10.00
							0.0	0.00
<b>Page 2 Totals</b>	1.0	0.00		0.00	0.000		10.3	699.34
<b>LABOR &amp; MATERIAL SUB TOTALS</b>								
SUPERVISION		158.25						831.04
FOREMAN ST	5.1	151.76						736.72
JOURNEYMAN ST	5.1	143.79						
FOREMAN OT		242.64						
JOURNEYMAN OT		215.69						699.34
MATERIALS	1	699.34						104.90
OH&P (15%)	1	104.90						0.00
MATERIAL TAX								
LABOR TAX								
<b>TOTAL</b>								<b>\$2,374.01</b>

# TOWN OF DOVER

**Finance Department**  
COUNTY OF MORRIS  
37 NORTH SUSSEX STREET  
DOVER, NEW JERSEY 07801  
Telephone: (973) 366-2200  
Fax: (973) 328-6524




PROFESSIONAL CONTRACT  
PACT CONSTRUCTION, INC.  
CHANGE ORDER #7

I Thomas Ferry, as the Town of Dover Chief Municipal Financial Officer, do hereby certify that funds are available to meet the Town of Dover's obligation specified by this resolution.

Amount: \$2,611.41

Funding: W- 06-22-021-001  
Various Water Improvements  
Ordinance # 21-2022

  
Thomas M. Ferry CPA, RMA, CMFO.



# **TOWN OF DOVER**

## **MAYOR & TOWN COUNCIL**

**RESOLUTION NO. 134-2024**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF DOVER,  
COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING  
CHANGE ORDER #8 UNDER THE EXISTING CONTRACT WITH PACT  
CONSTRUCTION INC. ("PACT")**

**WHEREAS**, the Town of Dover Water Commission has an existing Contract with PACT; and

**WHEREAS**, during the electrical study, PACT discovered some issues requiring electrical repairs, and inspection and maintenance of the transformers and overhead lines; and

**WHEREAS**, PACT submitted Change Order #8 to the Water Superintendent for the above-referenced issues; and

**WHEREAS**, the Town of Dover Water Commission has determined that Change Order #8 is needed under the existing contract with PACT; and

**WHEREAS**, the Town of Dover Water Commission has determined and certified in writing that the value of the contract with PACT will exceed \$17,500.00; and

**WHEREAS**, the Town of Dover Water Commission anticipates costs associated with the Change Order #8 to be \$26,552.24; and

**WHEREAS**, the Town of Dover Water Commission approved Change Order #8 on April 9, 2024; and

**WHEREAS**, PACT, had submitted a change order indicating that it will run power to the new PLC for a fee as per the attached fee schedule submitted with Change Order #8 which is attached hereto and made a part of this Resolution; and

**WHEREAS**, PACT, has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in the Town of Dover for the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:1 1-1 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; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Town Council of the Town of Dover, in the County of Morris and State of New Jersey, that the Water Commission hereby Change Order #8 is needed under the existing contract with PACT under the terms outlined in the attached change order; and

**BE IT FURTHER RESOLVED** that Section 4.1 of the Contract, the notice to proceed and the general notes are all amended to reflect that the time for substantial completion of the Dover

Wells and Booster Station Improvements shall be amended to of June 30, 2024. All remaining provisions of the Contract, notice to proceed and general notes shall remain in full force and effect.

ATTEST:

\_\_\_\_\_  
Tara M. Pettoni, Municipal Clerk

\_\_\_\_\_  
James P. Dodd, Mayor

**ADOPTED:** \_\_\_\_\_

PACT CONSTRUCTION INC.  
 PO Box 74, Ringoes, NJ 08551  
 Phone: (908) 788-1985 Fax: (908) 788-5780

CONTRACT: 583 - Dover Wells & Pump

Change Order Request - 08: MetroTek Additional Repairs

DESCRIPTION: Additional Repairs outlined by MetroTek based on inspection report

LABOR COSTS:	Quantity	Unit	Rate	Total
Project Executive		HR	\$ 145.00	\$ -
General Superintendent		HR	\$ 115.00	\$ -
Foreman		HR	\$ 95.00	\$ -
Project Manager	1	HR	\$ 125.00	\$ 125.00
Project Engineer		HR	\$ 85.00	\$ -
Project Administration		HR	\$ 60.00	\$ -
Carpenter Forman		HR	\$ 97.40	\$ -
Carpenter Journeyman		HR	\$ 84.77	\$ -
Labor Foreman		HR	\$ 87.53	\$ -
Labor Class B		HR	\$ 84.23	\$ -
Labor Class C		HR	\$ 83.98	\$ -
Labor Class D		HR	\$ 83.28	\$ -
Operator - Backhoe/Loader		HR	\$ 92.28	\$ -
Operator - Lull		HR	\$ 90.37	\$ -
Operator - Excavator		HR	\$ 93.87	\$ -
Operator - Welder / Repair Mechanic		HR	\$ 90.37	\$ -
			Subtotal	\$ 125.00
			55% Insurance & Taxes	\$ 68.75

TOTAL LABOR COSTS \$ 193.75

EQUIPMENT COSTS:	Quantity	Unit	Rate	Total
Caterpillar 330DL Excavator		HR	\$ 164.97	\$ -
10k Lull		HR	\$ 61.65	\$ -
Stanley Rock Hammer		HR	\$ 106.00	\$ -
Case CX135 Excavator		HR	\$ 68.35	\$ -
Komatsu PC78MR-6 Excavator w/ hoepack		HR	\$ 43.62	\$ -
Caterpillar Model 322CL Excavator w/o hoepack		HR	\$ 146.00	\$ -
Caterpillar Model 312BL Excavator with hoepack		HR	\$ 87.00	\$ -
Kato Model 450 Crawler Excavator with hoepack		HR	\$ 84.00	\$ -
Kato Model 1250 Excavator		HR	\$ 159.00	\$ -
Caterpillar 938H Wheel Loader		HR	\$ 66.60	\$ -
Caterpillar Model IT28F Loader		HR	\$ 69.00	\$ -
Caterpillar 936 Wheel Loader		HR	\$ 79.00	\$ -
Caterpillar 963 Track Loader		HR	\$ 191.00	\$ -
Komatsu WA200 Rubber Tire Loader		HR	\$ 66.00	\$ -
Daewoo Skid Steer Loader		HR	\$ 41.00	\$ -
Case Model 580 Backhoe with Hoepack		HR	\$ 51.00	\$ -
Caterpillar D3C Dozer		HR	\$ 74.00	\$ -
Asphalt Zipper Model AZ480		HR	\$ 119.00	\$ -
Ingersoll Rand ECM370 Drill and Compressor		HR	\$ 149.00	\$ -
Navistar Water Tank Truck		HR	\$ 79.00	\$ -
Ford F250 Pickup Truck w/ Tools		HR	\$ 29.55	\$ -



Ford F150 Pickup Truck w/ Tools	HR	\$	23.13	\$	-
3500 Utility Body w/ Welding Equipment	HR	\$	68.75	\$	-
60' Articulation manlift w/Jib (Rental)	Day	\$	740.00	\$	-
International Dump Truck	HR	\$	65.00	\$	-
22' Tool Trailer with contents	MR	\$	35.00	\$	-
35' Tool Trailer with contents	MR	\$	45.00	\$	-
I-R D185SQ Portable Air Compressor	HR	\$	78.00	\$	-
Laymor Brooms/John Deere Tractor Model 850 Sweeper	HR	\$	105.00	\$	-
Dynapac Rollers	HR	\$	108.00	\$	-
Case 252 Roller	HR	\$	43.00	\$	-
Trench Box and Manhole Box	HR	\$	18.00	\$	-
Generator	HR	\$	62.00	\$	-
Wacker	HR	\$	16.00	\$	-
Blasting Truck with Mats, Seismograph	HR	\$	35.00	\$	-
Joy 175 Compressor	HR	\$	24.00	\$	-
6" Pumps (Self Priming Trash Pumps )	HR	\$	26.00	\$	-
Operated Trucks	HR	\$	80.55	\$	-

TOTAL EQUIPMENT COSTS \$ -

MATERIAL COST	Quantity	Unit	Price	Total
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

TOTAL Material Cost \$ -

SubContractor COSTS:	Quantity	Unit	Price	Total
Traivs RCO#05	1.0	Lot	\$ 24,138.40	\$ 24,138.40
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

TOTAL SubContractor COSTS \$ 24,138.40

Total Labor/Equipment/Material Costs	\$	193.75
Overhead/Profit (20%)	\$	38.75
Subtotal	\$	232.50
Total Sub-Contractor Cost	\$	24,138.40
Profit (10%)	\$	2,413.84
Subtotal	\$	26,552.24
<b>TOTAL</b>	<b>\$</b>	<b>26,784.74</b>





4/3/2024

PACT TWO LLC  
554 Route 31  
Ringoes NJ 08551

Re: Dover Wells  
Booster Station Improvements  
RCO#005  
Job #23-127

Attn: Jim Helms

We hereby submit our Request for Change Order (RCO) #5 for the additional labor and material to provide repairs to transformers as per the attached report from MetroTek

<b>MetroTek Electrical Services</b>		<b>\$21,944.00</b>
	<b>Markup – 10%</b>	<b>\$ 2,194.40</b>
	<b>Total</b>	<b>\$24,138.40</b>

**Qualifications**

1. Price excludes NJ sales tax.
2. Price excludes utility fees and assumes all testing performed during a utility shutdown excluding the initial IR scanning.
3. All work performed during normal working hours.
4. Price excludes furnishing and installation of temporary lighting and power.
5. Rust monitoring of transformers

If you have any questions, please feel free to contact the undersigned.

Very truly yours,

*Kevin Widmayer*

Travis Inc.  
Kevin Widmayer



**MetroTek Electrical Services Co.**  
 2200 Northwood Ave., Suite 2 Easton, PA 18045  
 610-365-2390 • Fax: 610-365-2647  
 www.metroelectrical.com

Providing Electrical Solutions for Distributed Energy Systems • Serving North America • NJ License No. 34EB00546800

**Date:** April 2, 2024

**Change Order Number:** 9000.2

**Submitted To:** Travis Inc.  
 11 Merry Lane  
 East Hanover, NJ 07936  
 Attn: AJ DiGiovanni

**Project:** Repairs From Annual PM

**Site Address:** 37 N. Sussex St. Dover, NJ 07801

**Scope of Work:** MetroTek proposes to provide all technical labor, material, and equipment to complete the following scope of work:

**General Conditions and Mobilization:**

- Mobilize to site and coordinate safety plan and work sequence with site lead.
- Provide contractor safety plan for review, approval, and coordination with site safety manager.
- Provide formal report.

**Transformer Repairs**

- Oil Processing of Booster Station Transformer S/N: 0106C41-TXG
  - GE: 500 kVA – 4.8kV / 480Y V – 270 Gallons (Mineral Oil)
- Install Nitrogen gauges with fill fittings on Three (3) Transformers

**Overhead Repair and Inspection**

- Install insulator to space neutral conductor overhead near Well Pump Pole 1
- Inspect overhead and report any deficiencies.

**Retro Fill S/N: L463144T4AA**

- Retro fill transformer S/N: L463144T4AA with FR3.

Task Description	Labor	Material	Fleet & Equipment	Task Total
Transformer Repairs	\$3,570.00	\$2,655.00	\$4,867.00	\$11,092.00
Overhead Repair and Inspection	\$2,728.00	\$118.00	\$650.00	\$3,496.00
Retro Fill L463144T74AA	\$3,014.00	\$3,251.00	\$1,091.00	\$7,356.00

**Terms:**

- Proposal valid 15 days from date of issue.
- Payment terms – Net 30
- May be subject to sales tax

**Exclusions:**

- Premium time

Installation-Repair-Maintenance-Testing-Engineering of all Underground & Overhead Electrical Infrastructure up through 245kV.

- |                                     |                                       |                               |   |
|-------------------------------------|---------------------------------------|-------------------------------|---|
| • Solar Power Plant Repair & Maint. | • Power Quality Monitoring            | • Electrical Forensics        | • Arc Flash Analysis                                      |
| • Inverters Repair & Maintenance    | • Oil Reclamation & Filtration        | • Transformer Oil Analysis    | • Infrared Scanning                                       |
| • Solar Panel Structure Bonding     | • Cable Testing-Repair all Voltages   | • Partial Discharge & Testing | • Circuit Breaker Testing-Repair all Voltages             |
| • String Testing & Repair           | • Ground & Earth Resistance Testing   | • Contact Resistance Testing  | • Protective Relay Calibration and Testing-Repair         |
| • Insulating Fluid Analysis         | • Substation and Pole Line Evaluation | • Transformer Testing-Repair  | • Underground Fault Locating Primary & Secondary          |
| • Insulation Resistance Testing     | • High Voltage Ultrasonic Testing     | • Tan-Delta VLF Testing       | • Underground Cable and Pipe Locating Marking and Mapping |

**Notes:**

- Pricing does not include any unscheduled delays beyond the control of MetroTek Electrical Services, including weather, and/or any other issues impacting the schedule. Client-specific outage dates, schedules, and return-to-service requirements may change the resources required to complete the project. Any additional cost accrued will be billed as time and materials.
- MetroTek Electrical Services or its contractors are not responsible for any underground utilities, driveways, landscapes, curbing and asphalt parking lots. The equipment is heavy and may damage these areas. MetroTek Electrical Services recommends the appropriate surveys be performed prior to start of work.
- MetroTek Hours 7:00am – 3:30pm, Monday – Friday

**OFFERED BY:**

Signature: Ryan McCready  
Name: Ryan McCready  
Title: Project Manager  
Company: MetroTek Electrical Services Co.  
Date: April 2, 2024

**ACCEPTED BY:**

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Company: \_\_\_\_\_  
Date: \_\_\_\_\_  
PO# \_\_\_\_\_

# TOWN OF DOVER

**Finance Department**  
COUNTY OF MORRIS  
37 NORTH SUSSEX STREET  
DOVER, NEW JERSEY 07801  
Telephone: (973) 366-2200  
Fax: (973) 328-6524



PROFESSIONAL CONTRACT  
PACT CONSTRUCTION, INC.  
CHANGE ORDER #8

I Thomas Ferry, as the Town of Dover Chief Municipal Financial Officer, do hereby certify that funds are available to meet the Town of Dover's obligation specified by this resolution.

Amount: \$26,552.24

Funding: W- 06-22-021-001  
Various Water Improvements  
Ordinance # 21-2022

A handwritten signature in blue ink, appearing to read 'Tom Ferry', is written over a horizontal line.

Thomas M. Ferry CPA, RMA, CMFO.



# **TOWN OF DOVER**

## **MAYOR & TOWN COUNCIL**

### **RESOLUTION NO. 135-2024**

#### **RESOLUTION OF THE MAYOR AND COUNCIL OF THE TOWN OF DOVER ALLOWING TO ENTER INTO EXECUTIVE SESSION**

**WHEREAS**, the Open Public Meeting Act, P.L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, this public body is of opinion that such circumstances presently exist

**NOW THEREFORE BE IT RESOLVED**, by the Municipal Council of the Town of Dover, that the public shall be excluded from discussion of the following matters:

- A confidential matter, under Federal Law or State Statute, or rule of court
- A matter in which the release of information would impair a right to receive funds from the Government of the United States
- Material the disclosure of which constitutes an unwarranted invasion of privacy
- Collective bargaining negotiations
- A matter involving the purchase, lease or acquisition of real property with public funds
- Tactics and techniques utilized in protecting the safety and property of the public, including investigations of violations or possible violations of the law
- ✓ Matters falling within the attorney-client privilege
- A matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or discipling of a specific prospective public officer or employee employed or appointed by the public body
- Deliberations occurring after a public hearing that may result in the imposition of a specific civil penalty or loss of a license or permit

**BE IT FURTHER RESOLVED** that minutes will be kept on file in the municipal clerk's office and once the matters involving the confidentiality of the above no longer requires that confidentiality, then the minutes shall be made public.

**BE IT FURTHER RESOLVED**, by the Mayor and Council of the Town of Dover, County of Morris, and State of New Jersey that the public be excluded from this meeting and enter into Executive Session.

ATTEST:

\_\_\_\_\_  
Tara M. Pettoni, Municipal Clerk

\_\_\_\_\_  
James P. Dodd, Mayor

**ADOPTED:** \_\_\_\_\_