

Volunteer Appointments by the Rockaway Township Council

Multiple volunteer appointments of the Township Council of the Township of Rockaway are about to expire or are currently expired, and the Township Council desires to make the public aware of the available appointments and engage with the public to identify candidates to fill appointments. If you would be interested in serving in any of the appointed positions listed below, please follow the instructions below for consideration by the Township Council. Thank you for your interest!

Application instructions for Appointments by Council:

- 1) Individuals interested in serving in any of the appointed positions below must send a letter/email of interest (no longer than one page) identifying the appointed position(s) of interest along with a current resume.
- 2) Emails should be sent to the Municipal Clerk (Clerk@RockawayTownship.org).
- 3) The deadline for submissions is **December 19, 2018**.

Technology Advisory Committee

Member: 1-year term -**THREE appointments by the Council President**

Special Committee per Township Code 2-5.16. The members of this special committee are charged with advising the Council on matters related to the Township's technology assets and infrastructure. All members shall be citizens of the Township of Rockaway.

Zoning Board of Adjustment

Full Member: 4-year term – **THREE appointments by the Council**

Alternate: 2-year term – **ONE appointment by the Council**

Township Code 54-6.2 Membership; Appointment

Qualifications for and appointment as members of the Zoning Board of Adjustment shall be as follows:

- a. No member may hold any elective office or position under the municipality.
- b. All members shall be citizens of the Township of Rockaway.
- c. All members shall be appointed by the Township Council.
- d. Alternate members shall be designated as "Alternate no. 1", "Alternate No. 2," "Alternate No. 3," and "Alternate No. 4" by the Township Council at the time of appointment.

Township Code 54-6.4 Powers and Duties of the Zoning Board of Adjustment

The Zoning Board of Adjustment shall follow the provisions of the Municipal Land Use Law and this chapter, and accordingly shall have authority to:

- a. Hear and decide appeals where it is alleged by the appellant that there is error in any order, requirement, decision or refusal made by an administrative officer based on or made in the enforcement of the zoning regulations;
- b. Hear and decide requests for interpretation of the Zoning Map or zoning regulations or for decisions upon other special questions upon which the Board is authorized to pass by any zoning regulation or official map regulation, in accordance with this chapter and the Municipal Land Use Law;

- c. Hear and decide requests for variances. Notwithstanding the above, the Zoning Board of Adjustment shall not have the power to hear and decide variances if the application also requires subdivision, site plan or conditional use approval, unless the application involves a “D” variance;
- d. Exercise control over and review of subdivisions, site plans and conditional uses, only when such applications involved a “D” variance;
- e. Direct the issuance of building permits for buildings or structures in certain areas shown on an Official Map, unless such building permits also require subdivision, site plan or conditional use approval;
- f. Direct the issuance of building permits for buildings or structures on a lot not related to a street, unless such building permits also require subdivision, site plan or conditional use approval; and
- g. Prepare at least once a year, a report for the Township Council and Planning Board, based upon its review of its decisions on applications and appeals for variances since any previous report. The report shall be adopted by resolution of the Zoning Board of Adjustment, and shall comment on the zoning regulations which were the subject of variance requests, and shall make recommendations for any amendments to the zoning regulations that the Board may deem appropriate based upon prior variance applications.

Rockaway Valley Regional Sewerage Authority

Member: 5-year term – **ONE appointment by the Council**

Township Code 15-4.1 Statutory Authority Creation.

Pursuant to the provisions of paragraph (c) of Section 4 of the Sewerage Authorities Law of the State of New Jersey (Laws of 1946, Chapter 138, as amended and supplemented), there is hereby created “The Rockaway Valley Regional Sewerage Authority.” (Code 1971 § 23-1)

Township Code 15-4.2 Function, Powers and Duties.

The Rockaway Valley Regional Sewerage Authority is an agency and instrumentality of the participants, created by parallel ordinances duly adopted by their governing bodies, and is a Sewerage Authority as contemplated and provided for by the Sewage Authorities Law and shall have and exercise all of the powers and perform all of the duties provided for by the Sewerage Authorities Law and any other statutes enacted and applicable thereto. (Code 1971 § 23-2)

Township Code 15-4.3 Membership and Appointments.

The Rockaway Valley Regional Sewerage Authority shall consist of nine (9) members. One (1) of the members shall be appointed by the governing body of the City of Jersey City, all in accordance with the provisions of paragraphs (e) and (1) of the Sewerage Authorities Law. (Code 1971 § 23-3)

Township Code 15-4.4 Filing with Secretary of State.

A copy of this section duly certified by the Township Clerk, shall be filed by the Township Clerk in the office of the Secretary of State. (Code 1971 § 23-4)

Township Code 15-4.5 When Effective.

This section shall take effect immediately after final passage and publication in accordance with the manner prescribed by law, but shall be of no further force or effect after December 31, 1971, unless on or before that date a parallel ordinance shall have been adopted by the governing body of each of the other participants. (Code 1971, § 23-5)

Township Code 15-4.6 “Local Sewer Service Rules Governing Use of the Rockaway Valley Regional Sewerage Authority Treatment System, February 1982”

- a. There is hereby adopted by the Township for the purpose of establishing rules and regulations affecting the installation, maintenance repair and control of plumbing and drainage of buildings and the connection thereof with an outside sewer, “The Local Sewer Service Rules Governing the Use of the Rockaway Valley Regional Sewerage Authority Treatment System, February 1982.” Pursuant to the provisions of N.J.S.A. 40:49-5.1, a copy of the Rules is annexed to this section and three (3) copies of the same are now filed in the office of the Township Clerk and will remain on file for the use of the public.
- b. Wherever the word Municipality appears in the text of the Local Sewer Service Rules, it shall be understood to mean the Township of Rockaway.
- c. Any person who shall violate any provisions of this Local Sewer Service Rules or shall fail to comply with any of these requirements, shall, upon conviction, be liable to the penalty stated in Chapter I, Section 1-5. Each violation of the Rules and each and every day the same is violated shall be deemed to be a separate and distinct offense. The fine and penalty shall be in addition to and not in lieu of any other remedy or penalty provided by law. (Ord. 9-7-82, § 23-6)

Financial Review Board

Class III Member: 4-year term – **TWO Appointments by the Council**

Township Code 2-35.1 Establishment; Membership

There is hereby established a Financial Review Board of eight (8) members. The Board shall consist of three (3) classes of members as follows:

- a. Class I: A member of the Township Council.
- b. Class II: One (1) of the officials of the Township other than a member of the Township Council, to be appointed by the Mayor as a non-voting Advisor, provided that if there is a Financial Director, that person shall be deemed to be the Class II member.
- c. Class III: Six (6) citizens of the Township to be appointed by the Township Council. Three (3) shall be Certified Public Accountants, or individuals with financial business experience, or financial analysis.

Township Code 2-35.2 Term of Office

- a. The term of the member composing Class I shall correspond to his official tenure.
- b. The term of the member composing Class II shall be for one (1) year to terminate at the completion of their respective term of office, whichever occurs first, except for a Class II member who is also the Municipal Financial Director.
- c. The term of a Class III member shall be for three (3) years.
- d. The terms of all Class III members first appointed under this section shall be so determined that, to the greatest practicable extent, the expiration of such term shall be distributed evenly over the first four (4) years after their appointment, provided that the initial Class III term of no member shall exceed four (4) years. Thereafter, the Class III terms of each member shall be four (4) years.
- e. All terms shall run from January 1 of the year in which the appointment is made.

Township Code 2-35.6 Conflict of Interest

No member of the Board shall be permitted to act on any matter in which he has, either directly or indirectly any personal or financial interest.

Township Code 2-35.6 Organization

- a. The Review Board is authorized to adopt by-laws and such other rules and regulations governing its procedural operation, which by-laws, rules and regulations shall be consistent with the provisions of this section.
- b. The Review Board shall elect a chairman and vice-chairman from the members of Class II, select a Secretary who may not be a member of Council or a municipal employee.
- c. The Review Board Chairman may appoint from among the members of the Board any committee to review, report and make recommendations to the full Board regarding any matter before it and deemed advisable in carrying out its functions.

Township Code 2-35.7 Other Experts and Staff

The Review Board may request from the Township Council the services of additional experts, staff and services as it shall deem necessary and appropriate.

Morris County Community Development Revenue Sharing (CDRS)

Member: 1-year term – **ONE appointment by the Council**

Township Resolution R-17-124

WHEREAS, the County is eligible to receive Federal funds available through the Department of Housing and Urban Development; and

WHEREAS, in order to receive certain Federal funds which are potentially available to the County of Morris under the Community Development Block Grant Program, HOME Investment Partnerships Program authorized by Title II of the Cranston-Gonzalez National Affordable Housing Act, Federal Register, Vol. 56, No. 143, dated July 2, 1991; and

WHEREAS, the Emergency Shelter Grant Program ('ESG'), provided through Subtitle B of the McKinney-Vento Homeless Assistance Act, permits for substantial federal funds allocated to prevent homelessness and to enable homeless individuals and families to move toward independent living; and

WHEREAS, an agreement has been proposed under which the Township of Rockaway and the County of Morris which will form a consortium by establishing a cooperation agreement for Federal Fiscal Years 2018, 2019, and 2020; and direct its activities to the elimination of housing problems within New Jersey in accordance with the housing goals and strategies outlined in the Morris County Consolidated Plan.

County of Morris CDBG Technical Guide 2017

The Mayor and governing body of each municipality is requested to provide the committee with names and addresses of two representatives (one by Mayor and an alternate appointed by the Mayor and one by governing body) following the annual organizational meeting. Each municipality has two representatives, but can appoint an alternate appointing official (by Mayor). The Committee is headed by a chairperson and a note taker is also elected among the subcommittee members. The Committee is sub-divided into four standing sub-committees, such as Public Services, Public Improvements, Public Facilities, and Housing.

Each subcommittee is charged with reviewing applications for projects that fit within their responsibility. A county staff member serves as a facilitator, but because there is a chairperson chosen by the subcommittee members, the facilitator is always available to answer any questions any applicants and

participants may have, but cannot be involved in the review of proposed activities, cannot ask questions, and cannot make any recommendations for funding.

The Morris County Office of Community Development Revenue Sharing Committee is bound by written policy and procedures called "Ground Rules" and "By-Laws". The "Ground Rules" are the step by step procedures on how to review the applications that are provided to the committee and for choosing the activities that are recommended for funding. In addition, the staff provides a list of review questions for the subcommittee members to use when reviewing each application before the applicants present their project to the committee. Further, a rubric-scoring tool is used to evaluate the program proposals whereby maximum score for each category is explained. A list of abbreviations are also provided to help the subcommittee members better navigate the HUD program acronyms.

After the presentations, the Regional Coordinators meet to recommend a funding plan for approval by the full CDRS Committee. The County then advertises and holds a Public Hearing attended by the full CDRS at which time the full committee is asked for approval of the recommended activities. The full committee recommendations are forwarded to the Board of Chosen Freeholders for their approval. The Action Plan is then forwarded to HUD for final approval and funding for the grant cycle. Please note that the Office of Community Development does an initial review of the proposed activities for eligibility and to determine that each one meets a national objective and that the information contained therein is complete, otherwise, the application does not move forward to the subcommittee level.

Board of Assessment Commissioners

Member: 1-year term – **FIVE appointments by the Council (THREE full members and TWO alternate members)**

Township Code 2-34.1 Creation.

Pursuant to and in accordance with the provisions of N.J.S.40:56-21 et seq., there is hereby created in the Township a Board of Assessment Commissioners, the members of which shall be appointed by the Township Council.

(Code 1971 § 3-30.4; Ord. 7-3-79)

Township Code 2-34.2 Appointment of Members.

The Board of Assessment Commissioners shall consist of three (3) members, who shall be designated commissioners. All appointments shall be for one (1) year terms. There shall also be two (2) alternate commissioners. Appointments of alternate commissioners shall be for terms of one (1) year. The commissioners and alternate commissioners shall serve until their successors are appointed and shall qualify. Vacancies shall be filled for the unexpired term only. Alternate commissioners shall serve as commissioners in those cases where a commissioner is unable to serve in connection with a specific project or projects.

(Code 1971 § 3-30.4; Ord. 7-3-79)

Township Code 2-34.3 Duties.

The Board of Assessment Commissioners is charged with the duty of making all assessments for benefits for local improvements within the Township in accordance with the duties imposed upon it by virtue of N.J.S.A. 40:56-21 through N.J.S.A. 56-54, inclusive and shall in addition have and exercise all of the powers authorized by the aforesaid statutes.

(Code 1971 § 3-30.4; Ord. 7-3-79)

Township Code 2-33.4 Disqualification of a Commissioner; Procedure.

In the event that any commissioner shall be in any way interested in any local improvement, he shall be disqualified from exercising the powers hereinabove conferred with respect to that improvement and the Township Council shall appoint an alternate commissioner, or if the alternate commissioner shall not qualify, some other qualified person or persons shall act in his place with respect to that improvement only. If such improvement shall be of a general nature affecting the greater part of the real estate in the municipality, no commissioner shall be disqualified to act by reason of the fact that he may own real estate included in such assessment N.J.S.A. 40:56-22.

(Code 1971 § 3-30.4; Ord. 7-3-79)

Township Code 2-34.5 Compensation.

The Township Council shall establish compensation of Assessment Commissioners.

(Code 1971 § 3-30.4; Ord. 7-3-79)

Environmental Commission

Alternate: 1-year term – **TWO appointments by the Council**

Township Code 2-33.1 Creation; Membership

- a. There is hereby created a commission in the government of the Township known as the “Environmental Commission of Rockaway Township; for the protection, development or use of natural resources, including water resources located within the Township, hereinafter known as the Commission.”
- b. This Commission shall consist of seven (7) members appointed by mayor, one (1) of whom shall also be a member of the Planning Board and all of whom shall be residents of the Township. The Mayor of the Township shall designate one (1) of the members to serve as chairman and presiding officer of the Commission. Members shall serve without compensation. The term of office shall be one (1) year and until the appointment and qualification of their successors.
- c. The Mayor or Council may remove any member for cause and then only upon written charges served upon that member and after a hearing thereon at which the member shall be entitled to be heard in person or by counsel.
- d. A vacancy on the commission occurring other than by expiration of a term shall be filled for the unexpired term in the same manner as an original appointment.
- e. The Governing Body shall provide for the appointment of not more than two (2) alternate members. Alternate members shall be designated at the time of the appointment as Alternate No. 1 and Alternate No. 2. The terms of the alternate members shall be for one (1) year. A vacancy occurring otherwise than by expiration of term shall be filled by the Appointing Authority for the unexpired term only. (N.J.S. 40:56A-1 et seq.)
- f. An alternate member shall not be permitted to act on any matter in which he has either directly or indirectly any personal or financial interest. An alternate member may, after public hearing if he requests one, be removed by the Governing Body for cause.
- g. An alternate member may participate in discussions of the proceedings but may not vote except in the absence or disqualification of a regular member. A vote shall not be delayed in order that a regular member may vote instead of an alternate member. In the event that a choice must be as to which alternate member is to vote, Alternate No. 1 shall vote first.

Township Code 2-33.2 Powers and Duties

- a. The Commission shall have the power to conduct research into the use and possible use of open land areas of the Township and may coordinate the activities of unofficial bodies organized for similar purposes, and may advertise, prepare, print and distribute books, maps, charts, plans and pamphlets which in its judgment it deems necessary for its purposes. It shall keep an index of all open areas, publicly or privately owned, including open march lands, swamps and other wetlands in order to obtain information on the proper use of such areas and may recommend to the Planning Board plans and programs for inclusion in the Master Plan for the development and use of such areas.
- b. The Commission shall have the power to study and make recommendations concerning open space preservation, water pollution control, air pollution control, solid waste management, noise control, soil and landscape protection, environmental appearances, marine resources in lakes, streams and rivers, and protection of flora and fauna.
- c. The Commission may, subject to the approval of the Council, acquire property, both real and personal, in the name of the Township by gift, purchase, grant, bequest, devise or lease for any of its purposes and shall administer the same for such purposes subject to the terms of conveyance or gift. Such an acquisition may be to acquire the fee or any lesser interest, development right, easement (including conservation easement), covenant or other contractual right (including a conveyance on conditions or with limitations or reversions), as may be necessary to acquire, maintain, improve, protect, limit the future use of or otherwise conserve and properly utilize open spaces and other land and water areas in the Township.
- d. The Commission shall keep records of its meetings and activities and shall make an annual report to the Mayor and Council.
- e. Commission expenditures are subject to budget limitations.