

TOWNSHIP OF JEFFERSON  
COUNTY OF MORRIS, NJ

CONSENT AGENDA RESOLUTION #17-39

**“RESOLUTION AUTHORIZING A CONTRIBUTION TO THE  
JEFFERSON ARTS COMMITTEE FOR THE JULY 8, 2017 TOWNSHIP  
EVENT FORMERLY KNOWN AS JEFFERSON DAY”**

**WHEREAS**, the Township Council is desirous of promoting community spirit amongst the residents of the Township of Jefferson; and

**WHEREAS**, the Township Council wishes to continue sponsoring the annual Fourth of July community event and fireworks; and

**WHEREAS**, the Jefferson Arts Committee has been coordinating the annual Fourth of July community event for the Township with cooperation from the Township and a monetary contribution; and

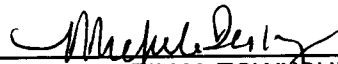
**WHEREAS**, the Mayor and Administrator have recommended that the Jefferson Arts Committee continue to coordinate the annual Fourth of July community event for 2017 on July 8<sup>th</sup> ( rain date July 9<sup>th</sup>).

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Jefferson, County of Morris, State of New Jersey, that the Chief Financial Officer is authorized to issue a check in the sum of thirty-five thousand dollars (\$35,000) to the Jefferson Arts Committee to be solely used for the July 8, 2017 Township Event.

**BE IT FURTHER RESOLVED** as follows:

1. The \$35,000 donation from the Township is to be used for fireworks, a band, a DJ for pre-concert entertainment, a sound engineer, an electrician and port-a johns.
2. The Township will waive Police Department fees associated with providing adequate security and traffic control for the event.
3. The Township will waive the processing fee for the outdoor gathering permit.
4. A liability insurance rider will be provided by the Township.
5. A dumpster and garbage disposal provided by the Township.
6. The Township will provide Department of Public Works assistance including printing new banners and signs, set-up of required snow fencing in the fireworks launch area, set-up of township owned pole lighting fixtures with generator units, and clean-up of the Jefferson Township High School field and the area where the fireworks are launched.
7. The Township will waive Department of Public Works and/or Recreation/Parks crew fees associated with providing set-up and clean-up for the event.

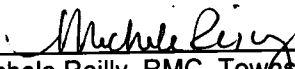
**ATTEST:**

  
\_\_\_\_\_  
MICHELE REILLY, TOWNSHIP CLERK  
Dated: January 18, 2017

**COUNCIL OF THE TOWNSHIP OF JEFFERSON:**

  
\_\_\_\_\_  
DEBI MERZ, COUNCIL PRESIDENT

**CERTIFICATION:** I, Michele Reilly, Clerk of the Township of Jefferson, County of Morris, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution adopted by the Jefferson Township County at a meeting held on January 18, 2017.

  
Michele Reilly, RMC, Township Clerk

NAME	MOTION	SECOND	AYE	NAY	ABSENT	ABSTAIN
Birmingham	X		X			
Dunham			X			
Finnegan			X			
Sanchelli		X	X			
Merz			X			

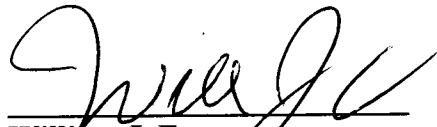
**CMFO'S Certification of Availability of Funds**

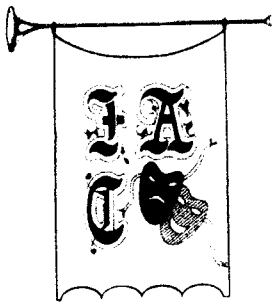
**I, William J. Eagen, hereby certify that sufficient funds will be available with the adoption of the 2017 Budget, Celebration of Public Events OE, for the purpose stated herein, all in accordance with requirements of the Local Budget Law NJSA 40A: 4-1, et.seq.**

**Purpose: Jefferson Day Celebration**  
**Vendor: JT Arts Committee (JEFFER08)**  
**Line Item No.: 7-01-30-420-420-251**  
**Amount Certified: \$35,000.00**

**Total Certified AMOUNT NOT TO EXCEED: \$35,000.00**

**Certified this 18<sup>th</sup> day of January , 2017**  
**For 01/18/17 meeting**

  
\_\_\_\_\_  
**William J. Eagen**  
**Chief Financial Officer**



# Jefferson Arts Committee, Inc.

PO Box 2604  
Oak Ridge, NJ 07438-2604  
973-697-3828



Jefferson Arts Committee on FACEBOOK

[www.jeffersonarts.org](http://www.jeffersonarts.org)

[artscommittee@jeffersonarts.org](mailto:artscommittee@jeffersonarts.org)

*Volunteers don't get paid, not because they're worthless, but because they're priceless!*

November 7, 2016

Mayor Russell Felter  
Administrator James Leach  
Council President Michael Sanchelli  
Council Vice President Debi Merz  
Councilman Robert Birmingham  
Councilman Jay Dunham  
Councilwoman Kim Finnegan  
c/o The Township of Jefferson  
1033 Weldon Road  
Lake Hopatcong, NJ 07849

Dear Russ, Jim, Michael, Debi, Bob, Jay, and Kim,

Based on conversations with Mayor Felter and his subsequent conversations with the Township Council, the Jefferson Arts Committee agrees to change the format of Jefferson Township Day in 2017 and coordinate the event. We appreciate and accept the Township's donation of \$35,000 towards the evening concert and fireworks display; and we wish to present our recommendations as to all the tasks that need to be done as well as financial responsibility for those tasks so we all clearly understand and agree to our roles in this undertaking.

After much discussion, the members of the current Jefferson Township Day Committee (John Focacci, Chairman and Carol Punturieri, President with Sheila Rhoades, Mike Murphy, Jeanne Hantson, Rose Jackameit, Jack Kelly, George Damerel, Kathy Damerel, and Betty Eastman) make the following recommendations regarding the future of the Jefferson Township Day celebration as we know it and have celebrated for the past 30 years to a modified township celebration. Note that the Jefferson Arts Committee's general membership agreed to these recommendations as well.

- to change the format of Jefferson Township Day
- that the new format would be known as the **Jefferson Township Concert, Fireworks & Food Truck Festival**
- that the event will be held on Saturday, July 8, 2017 with a rain date of Sunday, July 9, 2017
- that the Jefferson Arts Committee will accept the township's \$35,000 donation to be used
  - To contract a higher end band that would appeal to the general public with the Township of Jefferson paying any fees associated with the contract
    - JAC has booked The British Invasion Years Band at \$2,800 (included in the \$35,000 donation\*) to play from 7:15 to 9:15 pm on Saturday, July 8, 2017 with a rain date of Sunday, July 9, 2017
  - To contract with long term vendor Interstate Fireworks Company to present their aerial fireworks display with the Township of Jefferson paying all fees associated with this contract in order to maintain and continue the high caliber of the show
    - JAC has booked Interstate Fireworks at \$30,000 (included in the \$35,000 donation\*) to start at 9:15 pm on Saturday, July 8, 2017
- that the Jefferson Arts Committee will submit a Facilities Use Permit to the Jefferson Township Board of Education for use of the Jefferson Township High School fields, parking lots, and building for entry from Weldon Road
- that the Jefferson Arts Committee would make the final decision as to the content of the event
- that the Jefferson Arts Committee would conduct a 50/50 raffle at the event with proceeds benefiting the Jefferson Arts Committee to be used towards its programs including but not limited to Student Artists of the Month, annual scholarship award, Christmas in the Village, Jefferson Township Community Band and Chorus Directors' salaries, and other cultural activities
  - that the Jefferson Arts Committee would submit a Raffle Application to the Township of Jefferson and the State of NJ to conduct an off-premise 50/50 raffle with the drawing to be held at 9:30 pm on July 8, 2017 (the Jefferson Arts Committee would incur the \$10 fee to the Township and the \$20 fee to the State)
  - that the Jefferson Arts Committee would incur the cost of the printing of the raffle tickets
  - that the raffle will be drawn between 9:15 and 9:30 pm on Saturday, July 8, 2017

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*\*leaves a remaining balance of \$2,200*

- that members of the Jefferson Arts Committee would not collect an entry/admission fee at any of the three entrances to the JTHS field on the evening of the event
- that the Jefferson Arts Committee is soliciting self-contained food truck vendors wishing to set up a food vendor table from 5 to 10 pm
  - that any food truck vendor would have to have their own generators if needed as no electric power would be supplied
- that the Jefferson Township Police Department would be responsible for providing adequate security and traffic control for the event with the Township of Jefferson paying any fees associated with their patrol
- that the Jefferson Arts Committee would prepare press releases advertising the event, post to the Events section of the Township of Jefferson website and the Jefferson Arts Committee's website as well as various internet sites including but not limited to the JAC Facebook page
- that the Jefferson Arts Committee would not be responsible for any financial outlay to support the event other than using funds provided by the Township of Jefferson
- that the Jefferson Arts Committee would not be moving its trailer presently housed at Wiegand Farms to the JTHS field for the event
- that the Jefferson Arts Committee would invite Mayor Felter to present his 2017 Citizens of the Year awards during the concert intermission as he has done in the past between 9:15 and 9:30 pm on Saturday, July 8, 2017
- that the Jefferson Arts Committee would request that Jefferson Township Fire Company No. 1 and/or Fire Company No. 2 be on hand at the fireworks launch area to ensure the safety of everyone involved as well as protect the Board of Ed property
- that the Jefferson Arts Committee would request the presence of the Milton First Aid Squad and/or the Jefferson Rescue Squad to be on the JTHS field in the event of any medical emergencies
- that the Jefferson Arts Committee would not seek arts, crafts, and/or merchandise vendors for the event
- that the Jefferson Arts Committee would not solicit for sponsors for the event
- that the Jefferson Arts Committee would not seek or hire any entertainment or entertainment companies for either stage or field performances other than the main attraction band as mentioned above. However, in an effort to encourage the public to come to the field early and patronize the food truck vendors, the JAC will hire a DJ for a 2-hour period from 5 to 7 pm at an estimated cost of \$250.

Further, the Jefferson Arts Committee would be responsible for coordinating the following tasks with the Township of Jefferson responsible for all costs (if any) involved:

- that the Jefferson Arts Committee will submit an Outdoor Gathering Permit to the Township of Jefferson for an event on Saturday, July 8, 2017 (Township always waives fee)
- that the Jefferson Arts Committee will arrange for the Morris County Park Commission show mobile for the event's evening concert with the Township of Jefferson paying any fees associated with rental. The Mayor indicated that the rental fee for the show mobile would be waived by the County.
- that the Jefferson Arts Committee will contract for a sound engineer with the Township of Jefferson paying any fees associated with such a contract – estimated cost \$1,350 (*to be covered by the remaining balance of \$2,200 after paying the band and the fireworks*)
- that the Jefferson Arts Committee will contract for an electrician to bring electrical power to the stage with the Township of Jefferson paying any fees associated with such a contract – estimated cost \$400 (*to be covered by the remaining balance of \$850 after paying the band, the fireworks, and the sound engineer leaving a balance of \$450 from the original \$35,000*).
- that the Jefferson Arts Committee will contract for port-a-johns and the filing of required permits for the event with the Township of Jefferson paying any fees associated with rental and permits – estimated cost \$1,000 (*to be covered by the township per the Mayor*)
- that the Jefferson Arts Committee will request the printing of new banners and signs to Alan Ackerson in the DPW upon approval of his supervisor John Schultz with the Township of Jefferson paying any fees associated with their composition
- that the Jefferson Arts Committee will contact the insurance carrier and the Township of Jefferson would be responsible for the cost of the liability insurance rider for this special event as they have in the past (the 2016 cost was \$746)
- that the Township of Jefferson would be responsible for in-kind services including but not limited to
  - set-up of required snow fencing in the fireworks launch area,
  - set-up of township owned pole lighting fixtures with generator units (as they have done in the past),
  - the physical services of DPW and/or the Recreation/Parks crew as needed, and
  - clean up of the JTHS field and the area where the fireworks are launched
  - the township will arrange for a dumpster on the field as it has in the past as part of the garbage contract.

We present this agreement to you in good faith for your approval, and we are available should you wish to discuss any of its content. We look forward to the new format and to continue working with the Township on this celebration.

## Summary:

	<b>\$35,000</b>	<b>Township Donation</b>
Less	2,800	The British Invasion Years Band
Less	30,000	Interstate Fireworks Company
Less	1,350	Sound Engineer
Less	400	Electrician
Less	<u>250</u>	DJ for pre-concert music
<b>Balance</b>	<b>\$ 200</b>	

Sincerely,



John Focacci, Chairman  
Jefferson Township Concert,  
Fireworks & Food Truck Festival  
Committee



Carol Punturieri, President  
Jefferson Arts Committee, Inc.