

**STANHOPE BOROUGH  
MAYOR AND COUNCIL  
REORGANIZATION MEETING  
JANUARY 5, 2016  
7:00 PM**

**OPENING STATEMENT AS TO COMPLIANCE WITH P.L. 1975**

Mayor Maio called this meeting to order at 7:00 PM and read the following:

Adequate Notice of this Meeting has been provided according to the Open Public Meetings Act, Assembly Bill 1030. Notice of this Meeting was sent to the NJ Herald and the Daily Record on December 23, 2015 and was placed on the Official Bulletin Board in the Municipal Building. Please turn off all cell phones for the duration of this Meeting.

**SALUTE TO THE COLORS**

Mayor Maio led all those in attendance in a salute to the colors.

**INVOCATION**

Reverend Lynn Zaremba, Stanhope Methodist Church, offered the invocation.

**ELECTION RESULTS – STATEMENT OF DETERMINATION**

County Clerk, Jeff Parrott, read the *Statement of Determination* from the Board of County Canvassers certifying that at the November 3, 2015 election the following were duly elected to terms set forth:

Rosemarie Maio – Mayor – 4 year term  
William Thornton – Council – 3 year term  
Patricia Zdichocki – Council – 3 year term

**OATH OF OFFICE FOR COUNCIL MEMBERS**

Jeff Parrott, County Clerk, administered the Oath of Office to Rosemarie Maio, elected Mayor at the November 3, 2015 election; William Thornton, elected Councilman at the November 3, 2015 election and Patricia Zdichocki, elected Councilwoman at the November 3, 2015 election.

**ROLL CALL**

Council Members

Councilman Romano – Present	Councilwoman Kuncken - Present
Councilwoman Zdichocki – Present	Councilman Depew – Present
Councilman Thornton – Present	Councilwoman Thistleton - Present

Others present: Mayor Maio, Attorney Richard Stein, Administrator Brian McNeilly

**MAYOR'S INTRODUCTION**

Mayor Maio extended a warm welcome to all present and thanked them for joining the governing body at the 2016 annual reorganization meeting. Mayor Maio thanked Pastor Lynn Zaremba for her kind blessings and good wishes and gave a special thank you to the American Legion for graciously allowing the use of their facility as the Borough's unofficial civic center. She welcomed and introduced the many state, county and local officials in the audience. Mayor Maio, on behalf of the governing body, also acknowledged and thanked the Borough employees for their dedication, hard work and service to the Borough's residents, the Borough professionals for offering their expertise and guidance, and the volunteers who serve on the Ambulance Squad, Fire Department and the Boards and Commissions. Mayor Maio wished all those present a healthy, prosperous and joyous New Year.

**RESOLUTIONS**

Mayor Maio offered the following resolutions which were read by title:

**Resolution 001-16**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE  
BOROUGH OF STANHOPE AUTHORIZING THE  
REINSTATEMENT OF THE BY LAWS**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that the By-Laws and Rules of Order, as revised and adopted on January 7, 2014, be hereby reinstated and shall be effective for the Calendar Year 2016.

On motion by Councilwoman Kuncken, seconded by Councilwoman Zdichocki and unanimously carried by the following roll call vote the foregoing resolution was duly adopted.

Roll Call:

Councilman Romano – yes	Councilwoman Kuncken -yes
Councilwoman Zdichocki – yes	Councilman Depew –yes
Councilman Thornton – yes	Councilwoman Thistleton - yes

**ELECTION OF COUNCIL PRESIDENT**

On nomination by Councilman Romano, seconded by Councilwoman Thistleton, Councilman William Thornton was elected Council President for 2016 on the following unanimous roll call vote.

Roll Call:

Councilman Romano – yes	Councilwoman Kuncken -yes
Councilwoman Zdichocki – yes	Councilman Depew –yes
Councilman Thornton – yes	Councilwoman Thistleton - yes

**Resolution 002-16**

**RESOLUTION APPROVING THE MAYOR’S APPOINTMENTS OF BOROUGH OFFICERS WITH COUNCIL CONCURRENCE**

**BE IT RESOLVED** by the Council that they do hereby concur with the Mayor's appointments to Municipal Officers for the year 2016 as follows.

<b>Title</b>	<b>Name</b>	<b>Term</b>	<b>Term Expires</b>
Chaplain	Reverend Lynn Zaremba	1 year	12.31.16
Administrator	Brian McNeilly	1 year	12.31.16
Municipal Clerk	Ellen Horak		tenure
Local Registrar	Ellen Horak		tenure
Deputy Municipal Clerk	Linda Chirip	1 year	12.31.16
Deputy Registrar	Linda Chirip	1 year	12.31.16
Web Content Manager	Linda Chirip	1 year	12.31.16
Chief Finance Officer	Dana Mooney		tenure
Tax Collector	Dana Mooney		tenure
Deputy Tax Collector	Maria Mascuch	1 year	12.31.16
Compliance Officer (PACO)	Brian McNeilly	1 year	12.31.16
Appointing Officer	Brian McNeilly	1 year	12.31.16
Alternate Appointing Officer	Steven Pittigher	1 year	12.31.16
Tax Assessor	Jason Laliker	1 year	12.31.16
Certifying Officer	Brian McNeilly	1 year	12.31.16
Assessment Searcher	Ellen Horak	1 year	12.31.16
Tax Search Officer	Dana Mooney	1 year	12.31.16
Assistant Treasurer	Brian McNeilly	1 year	12.31.16
Sewer Treasurer	Dana Mooney	1 year	12.31.16
Water Treasurer	Dana Mooney	1 year	12.31.16
Water/Sewer Cashier	Maria Mascuch	1 year	12.31.16
Deputy Water/Sewer Cashier	Tammy Minniti	1 year	12.31.16
Tax Cashier	Maria Mascuch	1 year	12.31.16
Accounts Payable	Tammy Minniti	1 year	12.31.16
Overseer of the Poor	Jeanne Schwartz	1 year	12.31.16
Housing Officer	Thomas Pershouse	1 year	12.31.16
Building Inspector	Thomas Pershouse	1 year	12.31.16
Electrical Inspector	Thomas Pershouse	1 year	12.31.16
Construction Secretary	Tammy Minniti	1 year	12.31.16
Code Enforcement Officer	Arlene Fisher	1 year	12.31.16
Zoning Officer	Arlene Fisher	1 year	12.31.16
Municipal Housing Liaison	Arlene Fisher	1 year	12.31.16
Water Operator	William Storms	1 year	12.31.16
Sewer Operator	William Storms	1 year	12.31.16
Court Administrator	Erin Flannary	1 year	12.31.16
Deputy Court Admin.	Shauna Tillotson	1 year	12.31.16

Police Chaplain	Rev. Hugh Matlack	1 year	12.31.16
Fire Chief	Mitch Ellicott	1 year	12.31.16
Deputy Emergency Management Coordinator	Steven Pittigher	1 year	12.31.16
Police Detective	Officer Joseph Johnson	1 year	12.31.16
Special Police Officers:	Vacant	Class I	1 year
			1 year
Matron	Virginia Citarella	1 year	12.31.16
Police Secretary	Virginia Citarella	1 year	12.31.16
Crossing Guards	Barbara Bawkins	1 year	12.31.16
	John Castellucci	1 year	12.31.16
	Maureen Cerni	1 year	12.31.16
	Adrienne Hade	1 year	12.31.16

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey that they do hereby concur with the Mayor's appointments herein for the year 2016.

On motion by Councilman Depew, seconded by Councilman Thornton and unanimously carried by voice vote the foregoing resolution was duly adopted.

**Resolution 003-16**                      **RESOLUTION APPROVING THE MAYOR'S APPOINTMENTS OF BOROUGH PROFESSIONALS WITH COUNCIL CONCURRENCE**

**BE IT RESOLVED** by the Council that they do hereby concur with the Mayor's appointments of the Borough Professionals for the year 2016 as follows.

<b>Title</b>	<b>Name</b>	<b>Term</b>	<b>Term Expires</b>
Borough Attorney	Richard Stein	1 year	12-31-16
Borough Prosecutor	Anthony Arborre	1 year	12-31-16
Public Defender	Chris H. Colabella	1 year	12-31-16
Borough Engineer	Eric Keller	1 year	12-31-16
Borough Planner	William Hamilton	1 year	12-31-16
Borough Auditor	Nisivoccia & Company	1 year	12-31-16
Bond Counsel	Robert Beinfield	1 year	12-31-16
Labor Counsel	Robert Merryman	1 year	12-31-16
Conflict Counsel	Robert Morgenstern	1 year	12-31-16
Dr. of Psychological Testing	Matthew Guller, M.D.	1 year	12-31-16

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey that they do hereby concur with the Mayor's appointments herein for the year 2016.

On motion by Councilwoman Thistleton, seconded by Councilwoman Zdichocki and unanimously carried by voice vote the foregoing resolution was duly adopted.

**Resolution 004-16**                      **MAYOR'S APPOINTMENTS TO COUNCIL COMMITTEES WITH COUNCIL CONSENT**

**BE IT RESOLVED** by the Council that they do hereby concur with the Mayor's appointments to the Council Committees for the year 2016 as follows.

<b>Committee</b>	<b>Chair</b>	<b>Member</b>
Finance/Administration	Thomas Romano	Diana Kuncken
Public Safety	Diana Kuncken	Doreen Thistleton
Community Development	Patricia Zdichocki	William Thornton
Infrastructure	William Thornton	Patricia Zdichocki
Technology	Michael Depew	Thomas Romano
Boards/Commissions	Doreen Thistleton	Michael Depew

On motion by Councilman Romano, seconded by Councilman Depew and unanimously carried by voice vote the foregoing resolution was duly adopted.

**Resolution 005-16**

**RESOLUTION PROVIDING FOR THE PROFESSIONAL  
LEGAL, AUDITING, ENGINEERING, AND MEDICAL  
SERVICES PURSUANT TO N.J.S.A. 40A:11-5**

**WHEREAS**, the Borough of Stanhope is in need of legal, auditing, engineering and physician services in 2016; and

**WHEREAS**, N.J.S.A. 40A:11-5 specifically exempts professional services from provisions of public bidding as provided in the Local Public Contracts Law.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey as follows:

1. Richard Stein, of the Law firm Laddey, Clark & Ryan, is hereby retained as Attorney for the Borough of Stanhope with the understanding that Richard Stein will be primarily responsible for the work done for the Borough;
2. Robert Beinfield, of the Law firm Hawkins, Delafield and Wood, is hereby appointed Bond Counsel for the Borough of Stanhope with the understanding that Mr. Beinfield will be primarily responsible for the work done for the Borough;
3. Robert Morgenstern, of the Law firm Dolan and Dolan, is hereby retained as the Conflict Counsel for the Borough of Stanhope with the understanding that Robert Morgenstern will be primarily responsible for the work done for the Borough;
4. Robert Merryman, of the Law firm Apruzzese, McDermott, Mastro & Murphy, is hereby retained as Labor Counsel for the Borough of Stanhope with the understanding that Robert Merryman will be primarily responsible for the work done for the Borough;
5. Raymond Sarinelli and Raymond Nisivoccia, of the Accountant firm Nisivoccia & Company, are hereby retained as Auditors for the Borough of Stanhope with the understanding that Mr. Sarinelli and Mr. Nisivoccia will be primarily responsible for the work done for the Borough;
6. Eric Keller, of the firm Bowman Consulting, is hereby appointed as Borough Engineer and Consultant Engineer for the Water and Sewer Utility for the Borough of Stanhope with the understanding that Eric Keller will be primarily responsible for the work done for the Borough;
7. William Hamilton, of the firm Bowman Consulting, is hereby appointed as Borough Planner for the Borough of Stanhope with the understanding that William Hamilton will be primarily responsible for the work done for the Borough;
8. Dr. Matthew Guller, of the Institute for Forensic Psychology, is hereby retained to provide psychological testing as may be required for employment with the Borough of Stanhope;

**BE IT FURTHER RESOLVED**, that this Resolution is contingent upon the receipt of a fully executed professional services contract detailing the scope of services and established fees for said professional services; and.

**BE IT FURTHER RESOLVED**, that this Resolution is contingent upon the receipt of a completed C.271 Political Disclosure Form pursuant to N.J.S.A. 19:44A-20.4 et seq., commonly known as the Pay-to-Play Law;

**AND, BE IT FURTHER RESOLVED**, that this Resolution is contingent upon the aforementioned professionals being members in good standing in their respective professions.

On motion by Councilman Thornton, seconded by Councilman Depew and unanimously carried by voice vote the foregoing resolution was duly adopted.

**CONSENT AGENDA – Resolutions 006-16 through 026-16**

Mr. Stein read the consent agenda resolutions by title.

On motion by Councilwoman Kuncken, seconded by Councilman Romano and unanimously carried by the following roll call vote the following resolutions were duly adopted.

Roll Call:

Councilman Romano – yes	Councilwoman Kuncken -yes
Councilwoman Zdichocki – yes	Councilman Depew –yes
Councilman Thornton – yes	Councilwoman Thistleton - yes

**Resolution 006-16**

**RESOLUTION DESIGNATING DEPOSITORIES FOR THE  
2016 CALENDAR YEAR**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey that the following banks are hereby designated depositories for the Borough of Stanhope for 2015:

- Bank of America, N.A.
- Capital One, N.A.
- Fulton Bank of New Jersey
- HSBC Bank USA, N.A.
- JP Morgan Chase Bank, N.A.
- Lakeland Bank
- New Jersey Cash Management Fund
- PNC Bank, N.A.
- Santander Bank
- State of New Jersey Asset and Rebate Management Program
- TD Banknorth, N.A.
- Valley National Bank

**CASH MANAGEMENT PLAN OF THE  
BOROUGH OF STANHOPE, NEW JERSEY**

**I. STATEMENT OF PURPOSE**

This Cash Management Plan (the “Plan”) is prepared pursuant to the provisions of N.J.S.A. 40A:5-16 in order to set forth the basis for the deposits (“Deposits”) and investment (“Permitted Investments”) of certain Public funds of the Borough of Stanhope (the Borough) pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments. All investments shall be made on a competitive basis insofar as practicable.

**II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN**

- A. The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the Borough:
- Current Fund
  - Water Operating Fund
  - Sewer Operating Fund
  - Capital Fund
  - Water Capital Fund
  - Sewer Capital Fund
  - POAA Funds
  - Animal Trust Fund
  - Developer’s Escrow Trust
  - Other Escrow Trust
  - Public Defender Trust Fund
  - Other Trust Fund

- Recycle Trust Fund
- SUI Trust Fund
- Payroll Trust Fund
- Any other accounts within the Borough's name and any of its agencies

**III. DESIGNATION OF OFFICIALS OF THE BOROUGH OF STANHOPE AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN**

The Chief Financial Officer of the Borough the "Designated Official" is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan and shall thereafter be relieved of any liability for loss of such moneys due to insolvency or closing of any depository designated by, or the decrease in value of any investment authorized, by the Cash Management Plan.

**IV. DESIGNATION OF DEPOSITORIES.**

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

- Bank of America, N.A.
- Capital One Bank, N.A.
- Fulton Bank of New Jersey
- HSBC Bank USA, N.A.
- JP Morgan Chase Bank. N.A.
- Lakeland Bank
- New Jersey Cash Management Fund
- PNC Bank, N.A.
- Santander Bank
- State of New Jersey Asset and Rebate Management Program
- TD Banknorth, N.A.
- Valley National Bank

**V. AUTHORIZED INVESTMENTS**

A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- (2) Government money market mutual funds;
- (3) Any obligation that a federal agency or federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
- (4) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
- (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
- (6) Local government investment pools;
- (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52:18A-90.4); or

- (8) Agreements for the repurchase of fully collateralized securities if:
- (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
  - (b) the custody of collateral is transferred to a third party;
  - (c) the maturity of the agreement is not more than 30 days;
  - (d) the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.17:9-41); and
  - (e) a master repurchase agreement providing for the custody and security of collateral is executed.

B. Any investments not purchased and redeemed directly from the issuer, government money market mutual fund, local government investment pool, or the State of New Jersey Cash Management Fund, shall be purchased and redeemed through the use of a national or State bank located within this State or other financial intermediary through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1997, c.93 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

For purposes of the above language, the terms “government money market mutual fund” and “local government investment pool” shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust:

- (a) which is registered with the Securities and Exchange Commission under the “Investment Company Act of 1940,” 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7.
- (b) the portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec.270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; in which direct investment may be made pursuant to paragraphs (1) and (3) of subsection (a) of this section and
- (c) which has:
  - (i) attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
  - (ii) retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the “Investment Advisors Act of 1940”, 5 U.S.C. sec.80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.
- (d) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value.

Local Government Investment Pool. An investment pool:

- (a) which is managed in accordance with 17 C.F.R. sec. 270.2a-7;
- (b) which is rated in the highest category by a nationally recognized statistical rating organization;
- (c) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase

agreements that are collateralized by such U.S. Government securities. Same as Money Market;

- (d) which is in compliance with rules adopted pursuant to the “Administrative Procedure Act,” P.L. 1968, c.410 (c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- (e) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and
- (f) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

Any official involved in the designation of depositories or in the authorization for investments as permitted pursuant to section 8 of P.L. 1977, c.396 (C.40A:5-16.1), or any combination of the preceding, or the selection of an entity seeking to sell an investment to the local unit who has a material business or personal relationship with that organization shall disclose that relationship to the governing body of the local unit and to the Local Finance Board or a county or municipal ethics board, as appropriate.

## **VI. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN**

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Borough, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Borough of Stanhope to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a “delivery versus payment” method to insure that such Permitted Investments are either received by the Borough or by a third party custodian prior to or upon the release of the Borough’s funds.

To assure that all parties with whom the Borough deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official.

## **VII. REPORTING REQUIREMENTS**

On the first day of each month during which this Plan is in effect, the Designated Official(s) referred to in Section III hereof shall supply to the governing body of the Borough a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Borough as Deposit or Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.



- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted Investments.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body of the Borough.

**VIII. TERM OF PLAN**

This Plan shall be in effect from January 6, 2015 to December 31, 2015. Attached to this Plan is a resolution of the governing body of the Borough approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Borough, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

**Resolution 007-16                      RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS FOR THE 2016 CALENDAR YEAR**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope that *The New Jersey Herald* is hereby designated the official newspaper of the Borough of Stanhope for Calendar Year 2016; and

**BE IT FURTHER RESOLVED** that *The New Jersey Herald* and *The Daily Record* are hereby designated to receive all Notices of meetings of the Mayor and Council for the Calendar Year 2016 as required by the Open Public Meetings Act.

**Resolution 008-16                      RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF STANHOPE DESIGNATING MEETING DATES FOR THE 2016 CALENDAR YEAR**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope, in compliance with the Open Public Meetings Act, N.J.S.A. 10:4-1 et. seq., the Mayor and Council of the Borough of Stanhope hereby announces that it shall hold its scheduled Work Session/Agenda, and Regular Business Meetings in 2016 at the Municipal Building, 77 Main Street, Stanhope, New Jersey at the dates listed below. All meetings shall convene at 7:00 p.m. Formal action may be taken at all Work Session/Agenda and Business meetings.

<b>Work Session/Agenda Meetings</b>		<b>Regular Business Meetings</b>	
January	12	January	26
February	9	February	23
March	8	March	22
April	12	April	26
May	10	May	24
June	14	June	28
July	12	July	26
August	9	August	23
September	13	September	27
October	11	October	25
		November	22
		December	13

**BE IT FURTHER RESOLVED**, the Annual Reorganization Meeting shall be held on January 3, 2017, 7:00 p.m., at the Municipal Building, 77 Main Street, Stanhope, NJ.

**BE IT FURTHER RESOLVED** that all meetings shall be opened to the public and public participation will be entertained at all meetings but limited to five minutes for each speaker to provide the Governing Body sufficient time to complete its work.

**BE IT FURTHER RESOLVED** that the newspapers to which all Notices required by the Open Public Meetings Act shall be published in *The New Jersey Herald* and *The Daily Record*.

**BE IT FURTHER RESOLVED** that the all meeting notices shall be posted on the bulletin board in the hallway of the Municipal Building.

**BE IT FURTHER RESOLVED** that any person requesting a public body to mail to them copies of any regular, special, or rescheduled meeting schedule shall be charged the sum of \$1.00 for each and every Notice to be so mailed. No Notice shall be mailed to said person unless prepayment of the aforementioned charge has been received. Notwithstanding the foregoing, any Notice requested by the news media shall be mailed, or electronically sent to such has news media free of charge.

**Resolution 009-16**

**RESOLUTION AUTHORIZING APPROPRIATIONS  
FOR THE 2016 TEMPORARY BUDGET**

**WHEREAS**, N.J.S.A. 40A:4-19, the Local Budget Act, provides that where any contracts, commitments or payments are to be made prior to the final adoption of the 2016 budget, temporary appropriations be made for the purposes and amounts required in the manner and time therein provided; and

**WHEREAS**, the date of this resolution is within the first thirty days of 2016; and

**WHEREAS**, the total appropriations in the 2015 Budget, less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) are as follows:

Current Fund	\$4,268,600.88
Water Utility	\$ 512,447.00
Sewer Utility	\$ 867,788.94

**WHEREAS**, 26.25 percent of the total appropriations in the 2015 Budget, less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in the said 2015 Budget is as follows:

Current Fund	\$1,120,506.85
Water Utility	\$ 134,517.29
Sewer Utility	\$ 227,794.44

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Stanhope, County of Sussex, that the above temporary appropriations be made.

**AND BE IT FURTHER RESOLVED** that a certified copy of this resolution be placed on file with the records of the Borough's Chief Financial Officer.

**Resolution 010-16**

**RESOLUTION ESTABLISHING INTEREST RATES FOR  
DELINQUENT WATER AND SEWER CHARGES**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope that the rate of 8% be charged on all delinquent sewer and water charges less than \$1,500.00 and 18% on all delinquent sewer and water charges in excess of \$1,500.00, received after the due date.

**Resolution 011-16**

**RESOLUTION ESTABLISHING INTEREST RATES FOR  
DELINQUENT PROPERTY TAXES AND ASSESSMENTS**

**WHEREAS**, N.J.S.A. 54:4-67 permits the Governing Body of each municipality to fix the rate of interest to be charged for nonpayment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope as follows:

1. Property taxes shall be due and payable quarterly on February 1<sup>st</sup>, May 1<sup>st</sup>, August 1<sup>st</sup> and November 1<sup>st</sup> of each year, with a ten-day grace period. If the last day of the ten-day grace period falls on a Saturday or Sunday, the following Monday will be the final date to pay property tax without interest charges. After such dates, if property taxes become delinquent, interest will be charged as set forth below and will revert back to the due date on any quarterly installment of taxes.
2. The rate of interest for delinquent property taxes is fixed at 8% per annum on the first \$1,500.00 of delinquency and 18% per annum on any amount of taxes in excess of \$1,500.00.
3. A certified copy of this resolution shall be provided by the Borough Clerk to the Tax Collector, Utility Billing Clerk, Borough Attorney and the Borough Auditor for the Borough of Stanhope.

**Resolution 012-16**

**RESOLUTION AUTHORIZING THE TAX COLLECTOR TO CANCEL CERTAIN TAX PAYMENTS**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope that the Tax Collector be and is hereby authorized to cancel any over or under payment in the amount of Ten Dollars (\$10.00) or less for the tax year 2016.

**Resolution 013-16**

**RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO INVEST IDLE FUNDS**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope that the Chief Financial Officer and/or Treasurer be authorized to invest idle funds of the Borough of Stanhope in investment instruments so specified in New Jersey State Law of any bank or trust company having its place of business in the State of New Jersey and organized under the laws of any State in the United States, or the State of New Jersey Cash Management Fund in 2016.

**Resolution 014-16**

**RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO SELL BOND ANTICIPATION NOTES AND BONDS**

**WHEREAS**, N.J.S.A. 40A:2-28 requires that a Resolution be adopted authorizing a Financial Officer of the Borough to sell Bond Anticipation Notes and Bonds;

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope that the Chief Financial Officer is hereby authorized to sell Bond Anticipation Notes and Bonds; and

**BE IT FURTHER RESOLVED** that following each sale the Chief Financial Officer shall report to the Council the principal amount of the sale, interest rate, date of maturity and name of the purchaser.

**Resolution 015-16**

**RESOLUTION AUTHORIZING THE TAX COLLECTOR, UTILITY COLLECTOR OR CHIEF FINANCIAL OFFICER TO IMPOSE A SERVICE CHARGE TO AN ACCOUNT FOR WHICH A CHECK OR OTHER WRITTEN INSTRUMENT WAS RETURNED FOR INSUFFICIENT FUNDS**

**WHEREAS**, P.L. 1990, Chapter 105, supplementing Title 40 of the New Jersey State Revised Statutes has been enacted to allow a municipality the authority to impose a service charge to be added on an account which was by check or other written instrument returned for insufficient funds; and,

**WHEREAS**, whenever an account is owing a municipality for property tax, municipal utility charges or special assessment, the service charge authorized by this section shall be included on whatever list of delinquent accounts is prepared for the enforcement of the lien.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope that the Tax Collector, Utility Collector or Chief Financial Officer be authorized to charge the aforementioned fee at a rate of \$20.00 per check or other written instrument for all checks returned for insufficient funds during the year; and,

**BE IT FURTHER RESOLVED**, that the Tax Collector, Utility Collector or Chief Financial Officer may require future payments to be tendered in cash or by certified or cashier’s check; and,

**BE IT FINALLY RESOLVED** that a certified copy of this Resolution be forwarded to the Chief Financial Officer, Tax Collector, Utility Collector and the Borough Auditor.

**Resolution 016-16 RESOLUTION ESTABLISHING MUNICIPAL FEES FOR 2016**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope that the fees as listed below be and are hereby established for 2015:

Water/Sewer/Tax Certification	\$ 15.00
Zoning Ordinance Book	\$ 25.00
Environmental Resource Inventory Book	\$ 25.00
Code Book of the Borough and Code Book updates	at cost
Street Map	\$ 0.75
Master Plan	\$ 25.00
Certified List of Property Owners	\$ 10.00
Tax Sale Redemption Certificate	\$ 10.00
Duplicate Tax Sale Certificate	\$100.00
Duplicate Tax Bill	\$ 5.00
Duplicate Tax Bill – Subsequent	\$ 25.00
Copy of Tax/Water/Sewer Records	\$ .05 per page
Official Tax Search	\$ 10.00
Tax Search Continuation per year	\$ 2.00
Unofficial Tax Search	\$ .05 per page
Municipal Assessment Search	\$ 10.00
Assessment Search Continuation per year	\$ 2.00
Tax Map Page Duplicate	at cost
Annual Dog Licensing, neutered/spayed	\$ 10.00
Annual Dog Licensing, Not neutered/spayed	\$ 13.00
Cat Licensing, neutered/spayed	\$ 10.00
Dog/Cat Licensing Late Fee imposed after April 30	\$ 5.00/month
Death Certificate (Certified Copy)	\$ 5.00
Birth Certificate (Certified Copy)	\$ 5.00
Marriage Certificate (Certified Copy)	\$ 5.00
Check Returned for Insufficient Funds	\$ 20.00
Registration – Public Utility (N.J.S.A. 40:55D-16.1)	\$ 10.00
Mental Health Records Search	\$ 15.00
Notary Public, nonresidents	per statute
Tax Lien Redemption Calculation, 3 <sup>rd</sup> request	\$ 50.00
Copies of Government Documents	\$ 0.05 per letter size page \$ 0.07 per legal size page or actual cost (special charges/fees per statute delivery/ postage fees additional)

**Resolution 017-16**

**RESOLUTION ESTABLISHING DPW FEES FOR THE 2016 CALENDAR YEAR**

**WHEREAS**, from time to time private individuals and/or businesses must be charged for services provided by the Stanhope Department of Public Works due to an emergency situation, vandalism, accident, neglect or other situations requiring the services of the Department; and

**WHEREAS**, said charges must be based upon the DPW Operator’s hourly salary rate and an established rate for the various pieces of equipment utilized by the Department of Public Works in such instances;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope, New Jersey, that charges for said services provided by the Stanhope Department of Public Works shall be as follows for the year 2016:

**EQUIPMENT**

Backhoe/loader	\$50.00 per hour
Vac-All/Sweeper	\$50.00 per hour
Sewer jet truck	\$50.00 per hour
5-yard dump truck	\$40.00 per hour
2-yard dump truck	\$25.00 per hour
Compressor	\$25.00 per hour
Generator	\$10.00 per hour
Mud pump	\$10.00 per hour
Concrete Cutter	\$150.00 per hour including the Operator

**MANPOWER**

DPW Operator’s Hourly Salary Rate times 1.35

**Resolution 018-16**

**RESOLUTION ESTABLISHING PETTY CASH FUNDS FOR THE 2016 CALENDAR YEAR**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope that the following petty cash funds be re-established for 2016:

Chief Financial Officer	\$200.00
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**Resolution 019-16**

**RESOLUTION DESIGNATING AMBULANCE AND FIRE SERVICE AGENCIES FOR THE 2016 CALENDAR YEAR**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope that the Stanhope-Netcong American Legion Ambulance Squad is hereby designated the Borough’s agency provider of ambulance and first aid services for 2016; and

**BE IT FURTHER RESOLVED** that the Stanhope Hose Company No. 1 is hereby designated the Borough’s agency provider for Emergency Fire Response services for 2016.

**Resolution 020-16**

**RESOLUTION DESIGNATING WARD SHERRER, WILLIAM STORMS, JR., AND JAMES BOYLE SUBCONTRACTORS FOR SNOW PLOWING/TEMPORARY LABORER SERVICES**

**WHEREAS**, the Stanhope Department of Public Works desires to hire temporary Snow Plowing/Temporary Laborer operators to provide Borough Snow Plowing/Temporary Laborer relief assistance should the need arise; and

**WHEREAS**, Ward Sherrer, William Storms, Jr., and James Boyle are available and able to provide such services; and

**WHEREAS**, it is deemed to be in the best interest of the Borough that said individuals be retained for future Snow Plowing/Temporary Laborer call outs should the need arise.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey that Ward Sherrer, William Storms Jr., and James Boyle be retained as standby snow plow operators/temporary laborers at the hourly rate of \$12.00 per hour for the 2016 Calendar Year.

**Resolution 021-16**

**RESOLUTION ESTABLISHING THE BOROUGH'S HOLIDAY SCHEDULE FOR 2015**

**WHEREAS**, Chapter 32, Section 12 of the Code of the Borough of Stanhope establishes the Holiday schedule for Borough employees; and

**WHEREAS**, normal business operations, except for necessary services, are suspended and Borough offices are closed on said list of Holidays established;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey, in accordance with the Code of the Borough of Stanhope, the following dates be and are hereby determined to be the Borough Holiday schedule for the year 2016:

New Year's Day:	Friday, January 1
Martin Luther King Day:	Monday, January 18
President's Day:	Monday, February 15
Good Friday:	Friday, March 25
Memorial Day:	Monday, May 30
Independence Day:	Monday, July 4
Labor Day:	Monday, September 5
Columbus Day:	Monday, October 10
Veterans Day:	Friday, November 11
Thanksgiving Day:	Thursday, November 24
Day after Thanksgiving:	Friday November 25
Christmas Eve:	Friday, December 23 (Observed)
Christmas Day:	Monday, December 26 (Observed)

**BE IT FURTHER RESOLVED** this Resolution shall be posted in the Municipal Building and copies made available to Borough personnel.

**Resolution 022-16**

**RESOLUTION AUTHORIZING THE BOROUGH'S TAX ASSESSOR AND BOROUGH ATTORNEY TO REPRESENT THE BOROUGH BEFORE THE SUSSEX COUNTY BOARD OF TAXATION AND NEW JERSEY TAX COURT**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope that the Municipal Tax Assessor and Municipal Attorney be and are hereby authorized to defend before the Sussex County Board of Taxation and Tax Court of the State of New Jersey all contested appeals and to initiate municipal appeals to correct the Borough of Stanhope's tax list including but not limited to rollback complaints, added and omitted assessment complaints, and such other appeals as are necessary to correct the assessments for the Borough of Stanhope;

**AND BE IT FURTHER RESOLVED** that the Municipal Tax Assessor and Municipal Attorney be and are hereby designated as the agents of the Borough of Stanhope for the purpose of signing settlements of the foregoing matters by stipulation.

**Resolution 023-16**

**RESOLUTION AUTHORIZING THE BOROUGH ADMINISTRATOR TO EXECUTE HOLD HARMLESS AGREEMENTS ON BEHALF OF THE BOROUGH WITH ANY PERSON OR**

**ENTITY UTILIZING BOROUGH OWNED  
LANDS OR BUILDINGS**

**WHEREAS**, the Borough of Stanhope is a member of the Morris County Joint Insurance Fund which approved a standard form of hold harmless to be used by the member municipalities; and

**WHEREAS**, this standardized hold harmless must be executed by any person, entity, organization, or corporation wishing to use, rent, or otherwise temporarily occupy any land and/or structure owned by the Borough of Stanhope; and

**WHEREAS**, the process of executing this hold harmless would be greatly hampered if the Borough Council had to authorize the execution of each separate hold harmless agreement and instead the Borough Administrator should be authorized to execute those agreements on behalf of the Borough of Stanhope.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope that the Borough Administrator is hereby authorized to execute on behalf of the Borough all hold harmless agreements made necessary by the use of Borough owned land and/or structures by any person, entity, organization, or corporation.

**Resolution 024-16**

**RESOLUTION DESIGNATING THE BOROUGH  
ADMINISTRATOR, DEPARTMENT HEADS, AND  
TAX ASSESSOR AS DEPUTY CUSTODIANS OF  
PUBLIC RECORDS**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope that the Borough Administrator, all Department Heads, and the Tax Assessor be designated as Deputy Custodians of Public Records to assist the Custodian of Records in the performance of duties related to P.L. 2001, c404, commonly referred to as the Open Public Records Act (OPRA).

**Resolution 025-16**

**RESOLUTION ESTABLISHING AN EXECUTIVE SAFETY  
COMMITTEE AS REQUIRED BY THE MORRIS COUNTY  
MUNICIPAL JOINT INSURANCE FUND**

**WHEREAS**, the Borough of Stanhope is a member of the Morris County Municipal Joint Insurance Fund; and

**WHEREAS**, the Morris County Municipal Joint Insurance Fund requires the establishment of an Executive Safety Committee; and

**WHEREAS**, members of the Morris County Municipal Joint Insurance Fund participate in safety programs primarily designed to teach employees to perform in a safe and efficient manner;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that the following employees are hereby authorized to serve on the Executive Safety Committee:

Brian McNeilly, Administrator  
Dana Mooney, CFO

JIF Commissioner  
Alternate JIF Commissioner

**Resolution 026-16**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE  
BOROUGH OF STANHOPE APPOINTING WAYNE F.  
DIETZ OF SKYLANDS RISK MANAGEMENT, INC. AS  
THE BOROUGH'S RISK MANAGER**

**WHEREAS**, the Borough of Stanhope has resolved to join the Morris County Municipal Joint Insurance Fund, following a detailed analysis; and

**WHEREAS**, the bylaws of said Funds require that each Governing Body appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the bylaws; and

**WHEREAS**, the Board of Fund Commissioners established a fee equal to six percent (6%) of the Municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Governing Body; and

**WHEREAS**, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical;

**NOW THEREFORE**, be it resolved that the Mayor and Council of the Borough of Stanhope does hereby appoint Wayne F. Dietz of Skylands Risk Management, Inc. as its Risk Management Consultant in accordance with the Fund's bylaws; and

**BE IT FURTHER** resolved that the Governing Body is hereby authorized and directed to execute the Risk Management Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1) (a) (i).

**MAYOR'S APPOINTMENTS**

**Resolution 027-16**

**RESOLUTION APPROVING THE MAYOR'S APPOINTMENTS TO THE BOARD OF HEALTH WITH COUNCIL CONCURRENCE**

Mayor's appointments to the Board of Health with Council concurrence as follows:

- Monique McNeilly, 3 year term, term to expire 12.31.18
- Thomas Romano, 3 year term to expire 12.31.18
- John Savino, to fill unexpired term, term to expire 12.31.16

**BE IT RESOLVED** by the Council of the Borough of Stanhope that they do hereby concur with the Mayor's appointments herein named to the Stanhope Board of Health.

On motion by Councilwoman Kuncken, seconded by Councilman Thornton and unanimously carried by the following roll call vote the foregoing resolution was duly adopted.

**Resolution 028-16**

**RESOLUTION APPROVING THE MAYOR'S APPOINTMENTS TO THE SHADE TREE COMMISSION WITH COUNCIL CONCURRENCE**

Mayor's appointments to the Shade Tree Commission as follows:

- Maria Grizzetti, 5 year term, term to expire 12-31-20
- Paula Zelif-Murphy, 5 year term, term to expire 12-31-20
- Efstratios Kalemanis, Alt #1, 1 year term, term to expire 12-31-16

**BE IT RESOLVED** by the Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that they do hereby concur with the Mayor's appointment herein named to the Shade Tree Commission.

On motion by Councilman Romano, seconded by Councilwoman Thistleton and unanimously carried by the following roll call vote the foregoing resolution was duly adopted.

**Resolution 029-16**

**RESOLUTION APPROVING THE MAYOR'S APPOINTMENTS TO THE RECREATION COMMISSION WITH COUNCIL CONCURRENCE**

Mayor's appointments to the Recreation Commission as follows:



Patricia Zdichocki, 5 year term, term to expire 12-31-20  
Christine Aemisegeo, to fill unexpired 5-year term, term to expire 12-31-17

**BE IT RESOLVED** by the Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that they do hereby concur with the Mayor's appointment herein named to the Recreation Commission.

On motion by Councilwoman Kuncken, seconded by Councilwoman Thistleton and unanimously carried by the following roll call vote the foregoing resolution was duly adopted.

**Resolution 030-16**                    **RESOLUTION APPROVING THE MAYOR'S APPOINTMENT OF THE BOROUGH REPRESENTATIVE TO SOLID WASTE ADVISORY COUNCIL WITH COUNCIL CONCURRENCE**

Mayor's appointment of Donald Drake as the Borough representative to the Solid Waste Advisory Council for 2016 with Council concurrence.

**BE IT RESOLVED** by the Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that they do hereby concur with the Mayor's appointment herein named Borough representative to the Solid Waste Advisory Council for a one-year term to expire on December 31, 2016.

On motion by Councilman Thornton, seconded by Councilman Depew and unanimously carried by the following roll call vote the foregoing resolution was duly adopted.

**Resolution 031-16**                    **MAYOR'S APPOINTMENTS TO THE LAND USE BOARD**

Mayor's appointments to the Land Use Board as follows:

- Class II:            Thomas Pershouse – 1 year term, term to expire 12-31-16
- Class IV:           James Benson – 4 year term, term to expire 12-31-19

**Resolution 032-16**                    **MAYOR'S APPOINTMENTS TO THE ENVIRONMENTAL COMMISSION**

Mayor's appointments to the Environmental Commission are as follows:

- Nicole Member, 3-year term to expire 12-31-18
- John Rogalo, 3-year term to expire 12-31-18
  
- John Rogalo, Chairman, 1-year term to expire 12-31-16

**ELECTION OF COUNCIL REPRESENTATIVE TO THE LAND USE BOARD**

On motion by Councilwoman Kuncken, seconded by Councilman Romano, Michael Depew was elected as Council Representative to the Land Use Board for the year 2016.

Roll Call:

- Councilman Romano – yes                    Councilwoman Kuncken -yes
- Councilwoman Zdichocki – yes            Councilman Depew –yes
- Councilman Thornton – yes                Councilwoman Thistleton - yes

**OATHS OF OFFICE**

Mayor Maio invited Fire Chief Mitch Ellicott and other officers for the Stanhope Hose Company No. 1 to step forward to be sworn in. Richard Stein, Borough Attorney, administered the Oath of Office to the officers of the Stanhope Hose Company No. 1.

Mayor Maio invited all appointees to Boards and Commissions who were present to come forward and have their oaths of office administered by Borough Attorney, Richard Stein.

**MAYOR'S HIGHLIGHTS OF 2015**

Mayor Maio reflected on 2015 in the Borough of Stanhope. It's always a little daunting to look back and review the successes and failures of the year just past. It's difficult to be objective about what's been accomplished, what didn't get done, what worked, and what you wish you had done differently – or perhaps not at all!

On balance I'd say we had a pretty good year.

Our infrastructure projects included the reconstruction of James Street – including curbing, water line and drainage improvements and the milling and paving of Lloyd, Lawrence, and Reeve Avenues all three of which were torn up during the 2014 water project and Maple Terrace which had not had any serious surface work done in an estimated 40 years and was beginning to peel back to dirt and stone in spots.

Following up on our continuing water utility improvements, the DPW staff completed water main and line replacements in the Port Morris area off Brooklyn Road. They also continued replacing water meters and have now installed new ceramic meters in approximately two-thirds of Borough homes. This has been an on-going project and one which we anticipate will be completed this year.

The DPW was also able to clear old and fallen trees surrounding our well houses and in doing so has provided much-needed storage areas for seasonal equipment.

Two ordinances introduced and passed by the Borough Council – one expanding our existing property maintenance ordinance and one establishing guidelines for the maintenance of vacant properties – were designed to ensure that neighboring property values are not negatively impacted by those that have been abandoned or fallen into disarray.

Our plans to install sidewalks along the Rte 183/206 corridor from Dell Road to Acorn Street were delayed waiting for necessary easements and also state approval to permit existing commercial driveway openings to remain intact. This project – for which the Borough received a \$250,000 grant– is expected to move forward this Spring.

The Borough has applied for a Local Aid grant for the reconstruction of Oak Drive citing both the deterioration of the road and existing curbing and the fact that Oak Drive gets significant Valley Road School traffic.

We continued to support – both financially and with volunteer manpower – the efforts of the Lake Musconetcong Regional Planning Board. We applaud their work and note that the lake continues to show improvement and significant reduction in the growth of invasive plants.

We auctioned off a prime piece of downtown property which has sat idle for years and which we anticipate will - in the not too distant future - become a productive commercial ratable and bring added value to our downtown business district.

We continued shared services agreements with Hopatcong for animal control, with Netcong for Emergency Management, with Sparta for dispatch services, and with Sussex County for recycling and fire inspection. In addition, we continue to enjoy a successful relationship with Hopatcong for our shared municipal court.

Our Boards and Commissions also had a productive year...

- Through the work of the Shade Tree Commission, we earned recognition as a Tree City for the seventh consecutive year
- The Environmental Commission saw the completion of the restoration of the Houdaille Road bridge and expects the refurbishing of the Plane Street bridge to be completed this year. These projects, part of a grant received in partnership with Mt. Olive Township, mark a major step in the continuing development of the Borough's trail system.
- The Recreation Commission had a full calendar of successful events and enjoyed record attendance for the summer camp program.

- The Land Use Board began work on updating the Borough's Master Plan and expects to submit the completed project to the governing body later this year.

Given all of this and the dozens of smaller, more routine projects undertaken throughout the year, I would say that 2015 was a pretty good year in the Borough.

We move forward into 2016 with plans to

- continue our efforts to maintain and upgrade our roads, our parks and our infrastructure,
- to introduce a Community Garden,
- to move forward with plans to improve and update the administrative side of the municipal building in much the same way as we did the Police Department and the Council chambers,
- to reconstruct our web site with the goal of making it more informative and easier to use for our residents including the addition of a mobile app, and, of course,
- to craft an efficient and fiscally responsible budget that maintains and supports the quality of life our residents have come to expect.

We have done much and we have much yet to do.

And this year I plan to ask the Council to set aside a portion of our regular work session to discuss projects which – for lack of a better description – I'll call "good stuff"... Things many of us have discussed informally – never violating the rule of quorum, Rich.

Things like....

- completing the trail along the Canal that was started by our Environmental Commission and Shade Tree volunteers a few years ago. It was stopped in its tracks when the DEP stepped in and said "No". I think it's time to push back and develop our land in a way that balances the preservation of the environment with the enjoyment of our residents. We need to pursue this project.

Things like....

- taking ownership of that piece of open space we have informally dubbed "Trestle Park". My guess is that it probably can't be much more than a passive park area but who knows....maybe it's the right spot for the dog park many of our residents have asked us to consider. We need to pursue this project.

Things like....

- moving forward with plans to expand the decorative lighting on Main Street. When we installed the first group of 15 lamp poles back in 2010 we talked about setting aside funding to extend the lights on both ends of Main Street. It was a good idea then and it's a good idea now. We need to pursue this project.

Things like.....

- Re-visiting the plans we developed a few years ago when we applied for grant money to improve the park area on the lake at Route 183. It was an ambitious – and expensive – plan and we tabled it because we didn't get the grant. It was a good idea then and it's still a good idea... let's dust off the plan and come up with a variation we can afford on our own. We need to pursue this project.

Things like....

- Installing safety crosswalks along high traffic areas like Brooklyn Road, Sparta Road and Route 183. We've all agreed it's a good idea worth pursuing. Let's pursue it.

There are certainly more of these projects on the wish list of every member of the governing body. We can't do them all, but we can begin to move forward with some of them.

Infrastructure, public safety and developing a fiscally responsible budget will – and should – always be our first responsibility. But let's make some time for the “good stuff” this year.

And finally, I encourage our residents to continue to challenge us and to work with us to keep Stanhope a community of which we can all be proud. Thank you.

### **CITIZENS TO BE HEARD**

Mayor Maio opened the meeting to the public and invited anyone who wishes to come forward to do so.

Jeanne Schwartz, Overseer of the Poor, thanked the following organizations for their generosity which helped make the holidays happier and more cheerful for 22 families in the Borough: Isolatek, American Legion, Methodist Church, Presbyterian Church including the Ladies Club, Lake Hopatcong Elks, Moms Club of Stanhope and Lakeview Heights Community Club. Mayor Maio recognized and thanked Jeanne Schwartz for her efforts throughout the year.

There being no one further from the public wishing to speak, Mayor Maio closed the public portion of the meeting.

### **ADJOURNMENT**

On motion by Councilwoman Kuncken, seconded by Councilman Depew and unanimously carried by voice vote, the meeting was adjourned at 7:42 P.M.

Approved:

Ellen Horak, RMC  
Borough Clerk