

STANHOPE BOROUGH
MAYOR AND COUNCIL
REORGANIZATION MEETING
JANUARY 1, 2012
12:00 PM

OPENING STATEMENT AS TO COMPLIANCE WITH P.L. 1975

Richard Stein, Borough Attorney, called this meeting to order at 12:00 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 22, 2011 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

Mr. Stein led all those in attendance in a salute to the colors.

INVOCATION

Reverend Nicholas Bozza of St. Michael's Church offered the invocation.

ELECTION RESULTS – STATEMENT OF DETERMINATION

Municipal Clerk, Ellen Horak, read the *Statement of Determination* from the Board of County Canvassers certifying that at the November 8, 2011 election the following were duly elected to terms set forth:

Rosemarie Maio ó Mayor ó 4 year term
James Benson ó Council ó 3 year term
Michael Depew ó Council ó 3 year term
Doreen Thistleton ó Council ó 2 year unexpired term

OATH OF OFFICE FOR MAYOR AND COUNCIL MEMBERS

Richard Stein, Borough Attorney, administered the Oath of Office to Rosemarie Maio, elected Mayor at the November 8, 2011 election.

Richard Stein, Borough Attorney, administered the Oath of Office to James Benson and Michael Depew, elected Councilmen at the November 8, 2011 election.

ROLL CALL

Council Members

Councilman Depew ó Present	Councilman Graham - Present
Councilwoman Thistleton ó Present	Councilman Benson ó Present
Councilman Murphy ó Present	

Others present: Mayor Maio, Attorney Richard Stein

MAYOR'S INTRODUCTION

Mayor Maio extended a warm welcome to all present at the 2012 annual reorganization meeting. She thanked the residents of Stanhope for attending on New Years Day and welcomed and introduced the many state, county and local officials in the audience. Mayor Maio offered a special thank you to the American Legion for use of their hall and to the Stanhope Senior Citizen Club for their help today with refreshments and set up. Mayor Maio extended a special thank you and appreciation to outgoing Mayor Diana Kuncken for her leadership and guidance over the past eight years.

Mayor Maio said that Stanhope is a wonderful community filled with kind and caring people. The volunteers on the Fire Department and Ambulance Squad and those who serve on the boards and commissions are invaluable.

No doubt there will be challenges in the year ahead. Some are already anticipated. Others will come as a result of the aging infrastructure or from mandates and requirements delivered to the Borough from Trenton or Washington. Some will be financial challenges resulting from the difficult economic times that we are facing as a state and a nation. Mother Nature will also have difficulties in store for us. We are ready to meet whatever comes our way. We are blessed with hard working knowledgeable employees and professionals. We have residents who have a track record of coming together in the face of adversity. The members of the governing body are dedicated to doing what is right for the residents of Stanhope now and in the future.

Mayor Maio looks forward to serving as Mayor and thanked the community for their confidence and support and wished everyone and their families a healthy and prosperous new year filled with joy.

RESOLUTIONS

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

Resolution 001-12 **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, as revised and adopted on February 24, 2004, be hereby reinstated and shall be effective for the Calendar Year 2012.

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

Roll Call:

Councilman Depew ó yes	Councilman Graham -yes
Councilwoman Thistleton ó yes	Councilman Benson óyes
Councilman Murphy ó yes	

ELECTION OF COUNCIL PRESIDENT

On nomination by Councilman Murphy, seconded by Councilman Depew, Councilman George Graham was nominated Council President for 2012.

On nomination by Councilwoman Thistleton, seconded by Councilman Benson, Councilman James Benson was nominated Council President for 2012.

On motion by Councilman Benson, seconded by Councilman Depew, nominations were closed.

By majority voice vote, Councilman Graham was elected Council President for 2012.

Resolution 002-12 **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 2012 as follows.

Title	Name	Term	Term Expires
Chaplain	Rev. Nicholas Bozza	1 year	12.31.12
Administrator	Brian McNeilly	1 year	12.31.12
Municipal Clerk	Ellen Horak		tenure
Local Registrar	Ellen Horak		tenure
Deputy Municipal Clerk	Linda Chirip	1-year	12.31.12
Deputy Registrar	Linda Chirip	1-year	12.31.12
Chief Finance Officer	Dana Mooney	4-year**	12.31.12
Tax Collector	Dana Mooney	4-year**	12.31.12
Deputy Tax Collector	Toni Grisaffi	1-year	12.31.12
Compliance Officer (PACO)	Brian McNeilly	1 year	12.31.12
Appointing Officer	Brian McNeilly	1 year	12.31.12
Alternate Appointing Officer	Steven Pittigher	1 year	12.31.12

Tax Assessor	Maureen Kaman		tenure
Certifying Officer	Brian McNeilly	1 year	12.31.12
Assessment Searcher	Ellen Horak	1 year	12.31.12
Tax Search Officer	Dana Mooney	1 year	12.31.12
Assistant Treasurer	Brian McNeilly	1 year	12.31.12
Sewer Treasurer	Dana Mooney	1 year	12.31.12
Water Treasurer	Dana Mooney	1 year	12.31.12
Water/Sewer Cashier	Toni Grisaffi	1 year	12.31.12
Deputy Water/Sewer Cashier	Vacant	1 year	12.31.12
Tax Cashier	Toni Grisaffi	1 year	12.31.12
Overseer of the Poor	Jeanne Schwartz	1 year	12.31.12
Housing Officer	Thomas Pershouse	1 year	12.31.12
Building Inspector	Thomas Pershouse	1 year	12.31.12
Electrical Inspector	Robert Moentenich	1 year	12.31.12
Construction Secretary	Vacant	1 year	12.31.12
Code Enforcement Officer	Arlene Fisher	1-year	12.31.12
Zoning Officer	Arlene Fisher	1-year	12.31.12
Municipal Housing Liaison	Arlene Fisher	1-year	12.31.12
Water Operator	William Storms	1 year	12.31.12
Sewer Operator	William Storms	1 year	12.31.12
Court Administrator	Ana Torres	1-year	12.31.12
Deputy Court Admin.	Shauna Tillotson	1 year	12.31.12
Police Chaplain	Rev. Hugh Matlack	1 year	12.31.12
Fire Chief	Gary Card	1 year	12.31.12
Deputy Emergency Management Coordinator	Steven Pittigher	1 year	12.31.12
Police Detective	Officer Christopher Bork	1 year	12.31.12
Special Police Officers:	Vacant Class I	1 year	12.31.12
	Kurt Redling, Class II	1 year	12.31.12
Matron	Rebecca Southard	1 year	12.31.12
Matron	Virginia Citarella	1 year	12.31.12
Police Secretary	Virginia Citarella	1 year	12.31.12
Crossing Guards	Barbara Bawkins	1 year	12.31.12
	John Castellucci	1 year	12.31.12
	Maureen Cerni	1 year	12.31.12
	Adrienne Hade	1 year	12.31.12
	Sharon Muller	1 year	12.31.12
Crossing Guard, Alternate	Barbara Crawford	1 year	12.31.12
	Rebecca Southard	1 year	12.31.12
	Rachel Delia	1 year	12.31.12

** 4-year appointment. Appointed 07.14.08

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 2012.

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

Resolution 003-12

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 2012 as follows.

Title	Name	Term	Term Expires
Borough Attorney	Richard Stein	1 year	12-31-12
Borough Prosecutor	Anthony Arborre	1 year	12-31-12
Public Defender	Chris H. Colabella	1 year	12-31-12

Borough Engineer	Eric Keller	1 year	12-31-12
Borough Planner	Scarlett Doyle	1 year	12-31-12
Borough Auditor	Nisivoccia & Company	1 year	12-31-12
Bond Counsel	Robert Beinfield	1 year	12-31-12
Labor Counsel	Robert Merryman	1 year	12-31-12
Conflict Counsel	Mark Hontz	1 year	12-31-12
Dr. of Psychological Testing	Matthew Guller, M.D.	1 year	12-31-12

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 2012.

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

**Resolution 004-12 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 2012; 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. Mark J. Hontz, of the Law firm Hollander, Hontz, Weaver, Hinkes & Pasculli, is hereby retained as the Conflict Counsel for the Borough of Stanhope with the understanding that Mark J. Hontz 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 Engineering firm Omland Engineering, 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. 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;
8. Scarlett Doyle, of the Engineering firm John Cilo, Jr., Associates, Inc. is hereby appointed as Borough Planner for the Borough of Stanhope with the understanding that Scarlett Doyle will be primarily responsible for the work done for the Borough.

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 Murphy, seconded by Councilman Graham and unanimously carried by voice vote the foregoing resolution was duly adopted.

CONSENT AGENDA – Resolutions 005-12 through 025-12

Mr. Stein read the consent agenda resolutions by title.

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

Roll Call:

Councilman Depew ó yes	Councilman Graham -yes
Councilwoman Thistleton ó yes	Councilman Benson óyes
Councilman Murphy ó yes	

Resolution 005-12

**RESOLUTION DESIGNATING DEPOSITORIES FOR THE
2012 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 2012:

- 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.
- Sovereign Bank
- State of New Jersey Asset and Rebate Management Program
- TD Banknorth, N.A.
- Union Center National Bank
- 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:5-14 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 COUNTY 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. Prior to making any such Deposits or any Permitted Investments, such official of the Borough is directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgment kept on file with such official.

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.
- Sovereign Bank
- State of New Jersey Asset and Rebate Management Program
- TD Banknorth, N.A.
- Union Center National Bank
- Valley National Bank

All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official referred to in Section III above.

V. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Official of the Borough referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official referred to in Section III above.

- PFM Asset Management LLC

VI. 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:5-15.1), 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.

VII. 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.

VIII. 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.

VIII. REPORTING REQUIREMENTS (Continued)

- 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.

IX. TERM OF PLAN

This Plan shall be in effect from January 1, 2012 to December 31, 2012. 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 006-12 RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS FOR THE 2012 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 2012; 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 2012 as required by the Open Public Meetings Act.

Resolution 007-12 RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF STANHOPE DESIGNATING MEETING DATES FOR THE 2012 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 2012 at the Municipal Building, 77 Main Street, Stanhope, New Jersey at the dates listed below. All meetings shall convene at 8:00 p.m., except for the Business Meetings, which will convene at 7:00 p.m. and shall be reserved for executive session matters from which the public shall be excluded. The public portion of the meetings shall commence at 8:00 p.m. Formal action may be taken at all Work Session, Agenda and Business meetings.

Work Session/Agenda Meetings		Regular Business Meetings	
January	10	January	24
February	14	February	28
March	13	March	27
April	10		
May	8	May	22
June	12	June	26
July	10	July	24
August	14	August	28
September	11	September	25
October	9	October	23
November	13	November	27
December	11	December	18

BE IT FURTHER RESOLVED, the Annual Reorganization Meeting shall be held on January 1, 2013, 12:00 noon, at the Musconetcong American Legion, Route 183, 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 news media free of charge.

Resolution 008-12

**RESOLUTION AUTHORIZING APPROPRIATIONS
FOR THE 2012 TEMPORARY BUDGET**

WHEREAS, NJSA 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 2012 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 2012; and

WHEREAS, the total appropriations in the 2011 Budget, less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) are as follows:

Current Fund	\$4,429,097.25
Water Utility	576,443.00
Sewer Utility	1,200,080.00

WHEREAS, 26.25 percent of the total appropriations in the 2011 Budget, less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in the said 2011 Budget is as follows:

Current Fund	\$1,252,964.40
Water Utility	129,566.80
Sewer Utility	297,076.34

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 009-12

**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 010-12

**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 1st, May 1st, August 1st and November 1st 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 011-12 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 2012.

Resolution 012-12 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 2012.

Resolution 013-12 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 014-12 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 015-12 RESOLUTION ESTABLISHING MUNICIPAL FEES FOR 2012

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 2012:

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 ó 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 ó Public Utility (N.J.S.A. 40:55D-12.1	\$ 10.00
Mental Health Records Search	\$ 15.00
Notary Public, nonresidents	per statute
Tax Lien Redemption Calculation, 3 rd 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 016-12 RESOLUTION ESTABLISHING DPW FEES FOR THE 2012 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 2012:

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 Operatorø Hourly Salary Rate times 1.35

Resolution 017-12

RESOLUTION ESTABLISHING PETTY CASH FUNDS FOR THE 2012 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 2012:

Chief Financial Officer	\$200.00
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Resolution 018-12

RESOLUTION DESIGNATING AMBULANCE AND FIRE SERVICE AGENCIES FOR THE 2012 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 Boroughø agency provider of ambulance and first aid services for 2012; and

BE IT FURTHER RESOLVED that the Stanhope Hose Company No. 1 is hereby designated the Boroughø agency provider for Emergency Fire Response services for 2012.

Resolution 019-12

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 2012 Calendar Year.

Resolution 020-12

RESOLUTION ESTABLISHING THE BOROUGH’S HOLIDAY SCHEDULE FOR 2012

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 2012:

New Year’s Day observed:	Monday, January 2
Martin Luther King Day:	Monday, January 16
President’s Day:	Monday, February 20
Good Friday:	Friday, April 6
Memorial Day:	Monday, May 28
Independence Day:	Wednesday, July 4
Labor Day:	Monday, September 3
Columbus Day:	Monday, October 8
Veterans Day:	Monday, November 12
Thanksgiving Day:	Thursday, November 22
Day after Thanksgiving:	Friday November 23
Christmas Eve	Monday, December 24
Christmas Day	Tuesday, December 25
New Year’s Day	Tuesday, January 1, 2013

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

Resolution 021-12

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 022-12

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 023-12 **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 024-12 **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	JIF Commissioner
Dana Mooney, CFO	Alternate JIF Commissioner

Resolution 025-12 **RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF STANHOPE APPOINTING DIETZ & HAMMER OF THE MORRIS COUNTY JOINT INSURANCE FUND AS THE BOROUGH'S RISK MANAGER**

WHEREAS, the Borough of Stanhope is a member of the Morris County JIF, and

WHEREAS, the Morris County JIF has recommended the employment of a Risk Manager to act on behalf of the Borough of Stanhope; and

WHEREAS, Wayne Dietz of Dietz & Hammer has the qualifications to act as said Risk Manager; and

WHEREAS, the employment of a Risk Manager under a written agreement as provided by the MEL would be at the sole cost and expense of the JIF and would not be charged to the Borough;

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the Borough does hereby appoint Wayne Dietz of Dietz & Hammer as the Borough's Risk Manager for the Morris County JIF; and

BE IT FURTHER RESOLVED that the Borough shall enter into an agreement of the standard form with Dietz & Hammer and Mr. Dietz.

RESOLUTIONS

Resolution 026-12

RESOLUTION AUTHORIZING THE MAYOR AND COUNCIL OF THE BOROUGH OF STANHOPE TO SUBMIT AN APPLICATION FOR A RECYCLING TONNAGE GRANT FOR CALENDAR YEAR 2011

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L.1987, c.102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection has promulgated recycling regulations to Implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a Resolution authorizing this municipality to apply for such tonnage grants for calendar year 2011 will memorialize the commitment of this municipality to recycling and to indicate the assent of the Borough of Stanhope to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed;

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the Borough of Stanhope hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates the Borough Administrator to ensure that the application is properly filed; and

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated Recycling Trust Fund to be used solely for the purposes of recycling.

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

Roll Call:

Councilman Depew ó yes	Councilman Graham -yes
Councilwoman Thistleton ó yes	Councilman Benson óyes
Councilman Murphy ó yes	

Resolution 027-12

RESOLUTION AUTHORIZING LEASE PAYMENTS TO FORD MOTOR CREDIT COMPANY FOR THE THIRD YEAR OF A THREE-YEAR LEASE PURCHASE AGREEMENT FOR TWO FORD CROWN VICTORIA POLICE VEHICLES

WHEREAS, the Borough of Stanhope had acquired two (2) 2010 Ford Crown Victoria police vehicles in 2010 under a State approved Master Equipment Lease ó Purchase Agreement; and

WHEREAS, the Borough financed the acquisition of the police vehicles through a lease purchase agreement with Ford Motor Credit Company for a period of 36 months; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Stanhope that the Borough shall continue to make payments under the lease purchase agreement with Ford Motor Credit Company for the two 2010 Ford Crown Victoria police cruisers with the 2012 installment payment not to exceed \$19,976.76.

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

Roll Call:

Councilman Depew ó yes	Councilman Graham -yes
Councilwoman Thistleton ó yes	Councilman Benson óyes
Councilman Murphy ó yes	

MAYOR’S APPOINTMENTS

Resolution 028-12

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:

- Janet Gibbons, 3 year term, term to expire 12.31.14
- Paula Zeliff-Murphy, 3 year term, term to expire 12.31.14
- Marie VanNess, to fill unexpired term, term to expire 12.31.13
- Thomas Romano, to fill unexpired term, term to expire 12.31.12

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.

Resolution 029-12

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

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

- Paula Zeliff-Murphy, to fill unexpired term, term to expire 12-31-15

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.

Resolution 030-12

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

Mayor’s appointments to the Recreation Commission as follows:

- Charlotte Zawacki, 5-year term, term to expire 12-31-16
- Tammy Araujo, to fill unexpired term, term to expire 12-31-12
- Patricia Zdichocki, to fill unexpired term, term to expire 12-31-15

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.

Resolution 031-12

RESOLUTION APPROVING THE MAYOR’S APPOINTMENT OF THE BOROUGH’S REPRESENTATIVE TO THE 208 WATER QUALITY COMMITTEE WITH COUNCIL CONCURRENCE

Mayor's appointment of James Benson as the Borough representative to the 208 Water Quality Committee for 2012 with Council Concurrence.

BE IT RESOLVED by the Council of the Borough of Stanhope that they do hereby concur with the Mayor's appointment of the herein named Borough representative to the 208 Water Quality Committee for a one-year term to expire on December 31, 2012.

Resolution 032-12

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 2012 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, 2012.

Resolution 033-12

MAYOR’S APPOINTMENTS TO THE LAND USE BOARD

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

- Class I: Mayor Rosemarie Maio ó term runs with office, expires 12-31-15
- Class II: Thomas Pershouse ó 1 year term, term to expire 12-31-12
- Class IV: William Thornton ó 4 year term, term to expire 12-31-15
- Alt. #1: Andrew Orinick, Jr. ó 2 year term, term to expire 12-31-13

Resolution 034-12

MAYOR’S APPOINTMENTS TO THE ENVIRONMENTAL COMMISSION

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

- John Rogalo, Chairman, 1-year term to expire 12-31-12
- Janice Hunts, 3-year term to expire 12-31-14
- Owen Newson, 3-year term to expire 12-31-14

On motion by Councilman Benson, seconded by Councilman Graham and unanimously carried by voice vote the foregoing resolutions were duly adopted.

Resolution 035-12

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

On nomination by Councilman Murphy, seconded by Councilman Graham, Councilman Michael Depew was nominated Council Representative to the Land Use Board for the year 2012.

On motion by Councilman Murphy, seconded by Councilman Graham nominations were closed.

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

OATHS OF OFFICE

Mayor Maio invited incoming Fire Chief Gary Card 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 2011

Mayor Maio invited outgoing Mayor Diana Kuncken to speak of the highlights of 2011. Diana Kuncken reported that last year at this time we had all spent the previous week digging out after the big snowstorm on December 26th. It was only the beginning of what would turn out to be a long, cold, snowy, icy ó never seem to quit ó winter. It depleted our salt reserves, exhausted our DPW and took its toll on our snow removal equipment. Little did we know how much a player Mother Nature was going to be in 2011. She would turn out to be the wild card!

In the first quarter of the year we began our search for an Administrator. We received numerous resumes, conducted interviews and when the process was completed the governing body hired Brian McNeilly as the new Administrator.

Following the Spring rains, we were able to complete the High Street & Plane Street Project, the Sparta Road Water Main Replacement Project and the repair of Reservoir #2.

The long awaited purchase of the municipal building generator and the crack sealing machine became a reality.

During the course of the year we changed our electric provider and the phone system. As a result of the Energy Audit Grant we replaced lighting in the municipal building, replaced a furnace in the DPW garage and in the storage building and added some insulation. The final piece came later in the year when all of the windows in the municipal building and the police department were replaced. We are hoping to see a savings in energy costs as a result of these changes.

Just like every other municipality in 2011 we faced the new 2% budget cap. I am proud to say that with good prior fiscal planning and a realistic approach to both revenues and expenses we adopted a budget within the 2% cap with no exceptions. We negotiated new contracts with both the PBA and the DPW and I would like to express my thanks to both bargaining units for their cooperation and understanding.

With the retirement of Court Administrator, Lorraine Lupo, and knowing that the physical layout of our Court Room would no longer meet current requirements, we negotiated an agreement with Hopatcong for a shared court.

On the 10th anniversary of the September 11th attack we had a re-dedication ceremony at our 9/11 Memorial and we especially recognized Stanhope resident Joseph Vilardo.

Back to the wild card ó Mother Nature ó after a scorching July came rains in August, the earthquake and Hurricane Irene. When we had barely recovered from that came the õmacro burstõ which sent incredible amounts of water, the likes of which we had never seen, into and out of all kinds of places. And then to add insult to injury came the October 29th blizzard ó piling up snow, knocking down trees and wires and plunging us into 4-6 days without power. As they say, õnever underestimate the power of nature.õ It was an experience that took a great toll on our residents and the Borough. Much of the responsibility for clean-up fell to the DPW and they worked for weeks trying to get things cleaned up. I am told that last Thursday the last of the leaves were picked up and rumor has it that even the Administrator was on leaf patrol.

We said a sad good-bye to Margaret Driscoll who retired after 25 years of service. Margaret wore several hats during her career and we love, respect her and will miss her. She was affectionately known as "the crab" and her office was decorated with several of the creatures. A sign hung outside her door that "The Crab Is In." On her last day she left a note behind which said "The crab is gone and she will miss you." That's our Margaret.

On the day before Thanksgiving our little Borough family was rocked to its core by the news that Officer Joe Johnson's little boy had a brain tumor and would undergo surgery. Suddenly, all that mattered to any one of us was little Joey and we monitor his progress on virtually a daily basis. I hope that whatever your beliefs are that you join us in hoping and praying for Joey and the Johnson family. A fund has been established in Joey's name and if you would like information about donating you can speak to our Police Department or the Borough office.

It has been my honor and pleasure to serve as the Mayor of Stanhope for the past 8 years and I thank the people of our community for that opportunity. I have met and worked with many good people over the years and I am grateful to all of them.

I extend my best wishes to the new Mayor and the Governing Body as they continue the work of the people. Thank you and Happy New Year.

CITIZENS TO BE HEARD

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

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

ADJOURNMENT

On motion by Councilman Murphy, seconded by Councilwoman Thistleton and unanimously carried by voice vote, the meeting was adjourned at 12:45 P.M.

Approved:

Linda Chirip
Deputy Borough Clerk
For Ellen Horak, RMC
Borough Clerk