

**MAYOR AND COUNCIL  
WORK SESSION AND  
AGENDA MEETING  
March 10, 2015  
7:00 P.M.**

**CALL TO ORDER**

**SALUTE TO COLORS**

Mayor Maio invited all those present to stand in a salute to the colors.

**MAYOR'S STATEMENT AS TO COMPLIANCE WITH P.L. 1975**

Adequate Notice of this Meeting has been provided according to the Open Public Meetings Act, Assembly Bill 1030. Notice of this Meeting was included in the Annual Meeting Notice sent to the New Jersey Herald and the Daily Record on January 7, 2015 and was placed on the Official Bulletin Board in the Municipal Building.

In the event the Mayor and Council have not addressed all items on this Agenda by 11:00 PM and they are of the opinion that they cannot complete the Agenda in a reasonable time period, the Mayor and Council may exercise their option to continue this meeting at an agreed to date, time and place within ten (10) days of this meeting. Please turn off all cell phones for the duration of this meeting.

**ROLL CALL**

Council Members:

Councilman Romano – present	Councilwoman Kuncken – present
Councilwoman Zdichocki - present	Councilman Depew – present
Councilman Thornton – present (7:20 pm)	Councilwoman Thistleton – present

Mayor Maio – present

**ADMINISTRATOR'S REPORT**

Administrator McNeilly reminded the Governing Body of the Open House on March 16, 2015 sponsored by Sheriff Strada. The Open House will be from 5:00 p.m. to 8:00 pm. Anyone interested in attending should inform the Deputy Clerk who will RSVP for the Borough officials.

Administrator McNeilly informed the Governing Body that there is a public officials' pre-construction meeting for the Route 183/Route 206 overlay project scheduled for tomorrow at 10:30 a.m. at the Roxbury Municipal Building. Administrator McNeilly will attend the meeting. The Governing Body asked the Administrator, while at the meeting, to bring to their attention the "dip" in the road as you turn off Route 183 onto Main Street.

**WORK SESSION**

Resolution Re: Restoration of Funding to State Park Programs – Mayor Maio noted a copy of the resolution adopted by the Board of Chosen Freeholders was distributed. It has been requested that a similar resolution be adopted by the Governing Body. Council agreed to have the resolution prepared for adoption by the Governing Body.

American Legion Memorial Day Parade – Mayor Maio stated the American Legion has requested permission to conduct their annual Memorial Day Parade. Council agreed to grant the request. A resolution granting permission for the Memorial Day Parade will be put on the next meeting agenda.

Marc Clawson Request (Linden Avenue Sidewalk) – Mayor Maio noted an email was received from Mr. Clawson regarding an issue with his children's bus stop being at the section of Linden Avenue where there is no sidewalk and he questioned why the sidewalk does not continue to the end. Mayor Maio deferred discussion to the Administrator. Administrator McNeilly gave a brief history of the 1994/1995 Linden Avenue project that included Belgian Block curbing and having the sidewalks redone. There are two houses on Linden Avenue (passed the Ambulance Squad building) that have very little parking. At the

time of the project a concern was raised since those residents park their cars at the end of the road and it was agreed to continue to provide that portion for parking. The Borough offers no maintenance of that area. The cars park parallel to the road and you would not be able to park there if a sidewalk was installed. Mayor Maio asked if this information was communicated to Mr. Clawson. Administrator McNeilly responded in the affirmative. The Governing Body discussed the issue of the bus stop being at a location on Linden Avenue where there is no sidewalk. Councilwoman Zdichocki suggested contacting someone about moving the bus stop to a new location, i.e. Church and Main Street. Administrator McNeilly offered to contact the Administrator of Stanhope School about changing the location of the bus stop. Mayor Maio stated it is not a Stanhope School bus, it is a Byram School bus and expressed her opinion that it is not within the purview of the Governing Body. Administrator McNeilly said he will, as a courtesy, reach out to the school and ask if there is something that can be done to accommodate the students. Mayor Maio stated she would prefer if Mr. Clawson contact the school since it is not the responsibility of the Governing Body to get involved with school transportation. Administrator McNeilly will contact Mr. Clawson and encourage him to contact the school about the bus stop.

SCMUA – Proposed Grinnell Recycling Inc. SWMP Amendment – Mayor Maio noted the letter received from SCMUA regarding Grinnell. Mayor Maio stated this is going to become an issue and it is her opinion that there should be a resolution drafted and sent to SWAC and the Freeholders opposing any further accommodations to Grinnell. Council agreed. Administrator McNeilly will contact Mr. Stein and ask that the resolution be prepared for adoption at the next meeting.

### **NEW BUSINESS**

Mayor Maio stated the Finance Committee met earlier today with Ray Sarinelli, the Borough's Auditor, to review the budget and discuss some concerns of Mr. Sarinelli based solely on the potential for debt service in years ahead. In 2016 and 2017 the Borough will have substantial debt to repay. They reduced that amount of money from \$70,000 to \$40,000 which covers the one-time items in the budget and reduced the budget by an additional \$21,500. They took \$7,500 out of flow control and \$5,000 out of COAH. They reduced the amount of money that was being put back in the budget which increased the tax levy to 0.95% and a payment to the average homeowner of \$18.00. Mayor Maio explained Mr. Sarinelli's concern was, if we use the money towards operating expenses, we would be better off holding it and looking at it as money to pay off debt as it comes due. The CFO re-ran the cover page of the budget so Council has the final report. Mayor Maio stated the Finance Committee was in agreement with Mr. Sarinelli's recommendations. Councilwoman Kuncken stated Mr. Sarinelli has always been cautious and he put the Borough on a path years ago with respect to managing debt and we have managed our debt well. Mr. Sarinelli was concerned because you do not want your notes to have to be converted to bonds and you do not want to rely on them for operating expenses. If notes are not paid off in 10 years, they must be converted to bonds. Council agreed with Mr. Sarinelli's recommendations and the changes made to the budget.

### **RESOLUTIONS**

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

#### **Resolution 066-15**

#### **RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF STANHOPE INTRODUCING THE 2015 MUNICIPAL BUDGET**

**BE IT RESOLVED** that the attached Statements of Revenues and Appropriations shall constitute the Municipal Budget for the 2015 calendar year; and

**BE IT FURTHER RESOLVED** that a Summary of said Budget shall be published in the *New Jersey Herald* and the public hearing and final adoption shall be held on April 14, 2015 at 7:00 p.m. at the Municipal Building at which time and place objections to the 2015 Municipal Budget may be presented by taxpayers or other persons of interest.

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

Roll Call:

Councilman Romano – yes  
Councilwoman Zdichocki – yes  
Councilman Thornton - yes

Councilwoman Kuncken – yes  
Councilman Depew – yes  
Councilwoman Thistleton – yes

On motion by Councilwoman Zdichocki, seconded by Councilman Depew and unanimously carried by voice vote, the Mayor and Council instructed the Borough Clerk to post the resolution and authorized publication of same.

**Resolution 067-15**

**SELF-EXAMINATION OF BUDGET  
RESOLUTION [as required by DCA]**

**WHEREAS**, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

**WHEREAS**, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

**WHEREAS**, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the *Borough of Stanhope* has been declared eligible to participate in the program by the Division of Local government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2015 budget year.

**NOW THEREFORE BE IT RESOLVED** by the governing body of the *Borough of Stanhope* that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:

- a. Payment of interest and debt redemption charges
- b. Deferred charges and statutory expenditures
- c. Cash deficit of preceding year
- d. Reserve for uncollected taxes
- e. Other reserves and non-disbursement items
- f. Any inclusions of amounts required for school purposes.

2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).

3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.

4. That pursuant to the Local Budget Law:

- a. All estimates of revenue are reasonable, accurate and correctly stated,
- b. Items of appropriation are properly set forth
- c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.

5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.

6. That all other applicable statutory requirements have been fulfilled.

**BE IT FURTHER RESOLVED** that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

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

Roll Call:

Councilman Romano – yes  
Councilwoman Zdichocki – yes  
Councilman Thornton - yes

Councilwoman Kuncken – yes  
Councilman Depew – yes  
Councilwoman Thistleton – yes

**CONSENT AGENDA** (All items listed on the Consent Agenda are considered routine by the Borough Council and were enacted by one motion of the Borough Council with no separate discussion.)

**Resolution 068-15**

**RESOLUTION DECLARING SEAT ON ENVIRONMENTAL COMMISSION VACANT**

**WHEREAS**, Vanessa Butkus was previously appointed to and served on the Stanhope Borough Environmental Commission; and

**WHEREAS**, her term expired as of December 31, 2014; and

**WHEREAS**, the Mayor reappointed Ms. Butkus to the Environmental Commission with a term to expire on December 31, 2017; and

**WHEREAS**, Ms. Butkus has declined the Mayor’s appointment and has failed and refused to serve on the Borough’s Environmental Commission;

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Stanhope that the seat on the Borough’s Environmental Commission heretofore occupied by Vanessa Butkus be and the same is hereby declared vacant; and

**BE IT FURTHER RESOLVED** that the Mayor may make a new appointment to the Environmental Commission for the vacant term expiring December 31, 2017.

**Resolution 069-15**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF STANHOPE AUTHORIZING THE ISSUANCE OF RAFFLE LICENSE RA-603**

**WHEREAS** the following Raffle Application, with required fees, has been submitted for Mayor and Council approval;

<b><u>Raffle #</u></b>	<b><u>Applicant</u></b>	<b><u>Date</u></b>	<b><u>Type of Game</u></b>
RA-603	Stanhope Hose Co.#1	November 23, 2015	50/50 Raffle Off Premise

and;

**WHEREAS** said Raffle Application has been provided to the Mayor, Council and Police Department for their review;

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

1. The appropriate officials are hereby authorized to execute the findings and determination for the above application and shall forward same to the Legalized Games of Chance Control Commission (LGCCC) for review.
2. That the above license shall be issued pending LGCCC approval, pursuant to N.J.A.C. 13.1 et seq.

**Resolution 070-15**

**RESOLUTION AUTHORIZING REFUND OF REDEMPTION MONIES TO OUTSIDE LIEN HOLDER**

**WHEREAS**, the Tax Collector has received payment for the redemption of Tax Title Lien No. 2014-005, representing 2013 property taxes and/or utility charges on Block 10607, Lot 1, known as 14 Lakeview Terrace, assessed to Dorette C Flood, and;

**WHEREAS**, the Tax Collector certifies that reimbursement is now required to be made to the following lien holder for the required redemption amounts as shown below:

To Lienholder:	US Bank Cust for BV001 Trust 50 S. 16 <sup>th</sup> Street, Suite 1950 Philadelphia, PA 19102-2513
Redemption Amount:	Tax Title Lien #2014-005 and Interest to Date of Meeting \$ 973.47 Premium Paid by Lienholder <u>500.00</u>
Total From Current Fund:	\$ 973.47
Total From Tax Premium Account	500.00

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that the Borough Treasurer be authorized to prepare the necessary check as stated above and to forward same to the lien holder.

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution be forwarded to the Borough Chief Financial Officer/Tax Collector.

**Resolution 071-15**                      **RESOLUTION AUTHORIZING REFUND OF REDEMPTION MONIES TO OUTSIDE LIEN HOLDER**

**WHEREAS**, the Tax Collector has received payment for the redemption of Tax Title Lien No. 2014-004, representing 2013 property taxes and/or utility charges on Block 10605, Lot 7, known as 21 Highland Avenue, assessed to Harold L Egan III, and;

**WHEREAS**, the Tax Collector certifies that reimbursement is now required to be made to the following lien holder for the required redemption amounts as shown below:

To Lienholder:	US Bank Cust for BV001 Trust 50 S. 16 <sup>th</sup> Street, Suite 1950 Philadelphia, PA 19102-2513
Redemption Amount:	Tax Title Lien #2014-004 and Interest to Date of Meeting \$ 2,328.41 Premium Paid by Lienholder <u>2,100.00</u>
Total From Current Fund:	\$ 2,328.41
Total From Tax Premium Account	2,100.00

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that the Borough Treasurer be authorized to prepare the necessary check as stated above and to forward same to the lien holder.

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution be forwarded to the Borough Chief Financial Officer/Tax Collector.

**Resolution 072-15**                      **RESOLUTION AUTHORIZING REFUND OF REDEMPTION MONIES TO OUTSIDE LIEN HOLDER**

**WHEREAS**, the Tax Collector has received payment for the redemption of Tax Title Lien No. 2014-009, representing 2013 property taxes and/or utility charges on Block 10906, Lot 9, known as 88 Brooklyn Road, assessed to Rick Borgstrom, and;

**WHEREAS**, the Tax Collector certifies that reimbursement is now required to be made to the following lien holder for the required redemption amounts as shown below:

To Lienholder:	US Bank Cust for BV001 Trust 50 S. 16 <sup>th</sup> Street, Suite 1950 Philadelphia, PA 19102-2513
Redemption Amount:	Tax Title Lien #2014-009 and

Interest to Date of Meeting	\$	855.27
Premium Paid by Lienholder		<u>300.00</u>

Total From Current Fund:	\$	855.27
Total From Tax Premium Account		300.00

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that the Borough Treasurer be authorized to prepare the necessary check as stated above and to forward same to the lien holder.

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution be forwarded to the Borough Chief Financial Officer/Tax Collector.

**Resolution 073-15                      RESOLUTION AUTHORIZING REFUND OF REDEMPTION MONIES TO OUTSIDE LIEN HOLDER**

**WHEREAS**, the Tax Collector has received payment for the redemption of Tax Title Lien No. 2014-024, representing 2013 property taxes and/or utility charges on Block 11501, Lot 2, C0140, known as 8140 Ashland Court, assessed to Federal National Mortgage Assoc., and;

**WHEREAS**, the Tax Collector certifies that reimbursement is now required to be made to the following lien holder for the required redemption amounts as shown below:

To Lienholder:	Isaac Moradi 520 Elm Street Kearny, New Jersey 07032
Redemption Amount:	Tax Title Lien #2014-024 and Interest to Date of Meeting    \$    992.34 Premium Paid by Lienholder <u>0.00</u>
Total From Current Fund:	\$    992.34
Total From Tax Premium Account	0.00

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that the Borough Treasurer be authorized to prepare the necessary check as stated above and to forward same to the lien holder.

**BE IT FURTHER RESOLVED**, that a certified copy of this Resolution be forwarded to the Borough Chief Financial Officer/Tax Collector.

**Resolution 074-15                      RESOLUTION AUTHORIZING REFUND OF REDEMPTION MONIES TO OUTSIDE LIEN HOLDER**

**WHEREAS**, the Tax Collector has received payment for the redemption of Tax Title Lien No. 2014-021, representing 2013 property taxes and/or utility charges on Block 11501, Lot 2, C0033, known as 333 Alpine Court, assessed to Edward J Yablon, and;

**WHEREAS**, the Tax Collector certifies that reimbursement is now required to be made to the following lien holder for the required redemption amounts as shown below:

To Lienholder:	US Bank Cust for BV001 Trust 50 S. 16 <sup>th</sup> Street, Suite 1950 Philadelphia, PA 19102-2513
Redemption Amount:	Tax Title Lien #2014-021 and Interest to Date of Meeting    \$    1,720.02 Premium Paid by Lienholder <u>1,300.00</u>
Total From Current Fund:	\$    1,720.02
Total From Tax Premium Account	1,300.00

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that the Borough Treasurer be authorized to prepare the necessary check as stated above and to forward same to the lien holder.

**BE IT FURTHER RESOLVED**, that a certified copy of this Resolution be forwarded to the Borough Chief Financial Officer/Tax Collector.

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

Roll Call:

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

### **PAYMENT OF BILLS**

#### **Resolution 075-15**

#### **RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF STANHOPE AUTHORIZING PAYMENT OF BILLS**

**WHEREAS**, the Chief Finance Officer has certified that funds are available in the proper account; and

**WHEREAS**, the Chief Finance Officer has approved payment upon certification from the Borough Department Heads that the goods and/or services have been rendered to the Borough;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope that the current bills list, dated March 10, 2015 and on file and available for public inspection in the Office of the Chief Finance Officer and approved by the Chief Finance Officer for payment, be paid.

On motion by Councilman Depew, seconded by Councilman Romano 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

### **AGENDA ITEMS**

All items listed on the Agenda for March 24, 2015 were approved with the addition of the SCMUA resolution.

### **CITIZENS TO BE HEARD**

Mayor Maio opened the meeting to the public after advising attendees that there is a five (5) minute time limit for each speaker.

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

### **ADJOURNMENT**

On a motion by Councilwoman Kuncken, seconded by Councilwoman Thistleton, and unanimously carried by voice vote the meeting was adjourned at 7:25 P.M.

Approved:

Ellen Horak, RMC  
Borough Clerk