

**MAYOR AND COUNCIL
WORK SESSION AND
AGENDA MEETING
May 8, 2012
8:00 P.M.**

SALUTE TO COLORS

Mayor Maio invited all those present to stand in a salute to 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 3, 2012 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:

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

Mayor Maio – Present

ADMINISTRATOR'S REPORT

DPW – Administrator McNeilly reported that Bill Storms will be on vacation until May 21st. Administrator McNeilly and Mr. Storms have prepared a schedule for the DPW Department which Administrator McNeilly will monitor.

Parking Lots – Administrator McNeilly stated that Kelly Place has been sealed and striped. The work on the Borough Hall parking lot will begin after May 21st. Weather permitting the work will be done prior to Memorial Day.

Musconetcong Sewerage Authority – Administrator McNeilly stated that he received a letter from Jim Schilling, MSA Director, requesting a potable water supply to the Acorn Street Pump Station #6. After much discussion the Governing Body approved the request with the connection to be made at the water main. Administrator McNeilly stated that the MSA will then become a water utility customer. Councilman Murphy noted the ordinance would require they also become a sewer utility customer. Administrator McNeilly will contact Mr. Stein for a determination. Mr. Keller, Borough Engineer, will be involved in the project. Administrator McNeilly stated that all costs for this project will be the responsibility of the MSA. Administrator McNeilly will send a letter to Mr. Schilling granting the Borough's approval and stating the requirements for the project.

No Smoking Signs for Borough – Administrator McNeilly reported that he met with Mr. Stein to determine where the no smoking signs will be required for the Borough properties. The total number of signs needed at this time total 11. The Morris County Co-op can supply the signs. The pricing for the signs, with the posts, cost \$40.00 each for a total of \$440.00. The DPW has the equipment to install the signs. Councilman Graham asked what the availability of the signs would be. Administrator McNeilly stated that they are a stock item. There would be an additional sign underneath stating the ordinance. The Governing Body requested that the signs be printed in green and white.

Sparta Road Water Line – Administrator McNeilly stated that he met with Bill Storms, DPW Superintendent, Eric Keller and Frank Russo, both from Omland Engineering, for a walk through of the project site. The project will be advertised on May 22nd and the bid opening will be held on June 7th. Mr. Keller and Mr. Stein will review the bids in order for the accepted bid to be awarded at the June 12th Mayor and Council Meeting. The contract will state that the project must be completed prior to August 30th. The final paving will be scheduled for October.

Grant Writer – Administrator McNeilly stated that he spoke with the Administrator at Mt. Olive and they are unable to enter a shared service agreement for a grant writer at this time. There is an interest in revisiting this suggestion in the future. Administrator McNeilly stated that he sent an email to Ed Farmer at Millennium Strategies, at the Governing Bodies' request, stating that the Borough is interested in entering into a 6 month contract from July to December for grant writing services.

MEL - Administrator McNeilly stated that Bob Merryman has signed off on the employment practice documentation for the deductible threshold. Administrator McNeilly will contact MEL to have the deductible lowered.

Mayor Maio stated that Dr. Cleary, Chief School Administrator of Stanhope School, has requested to extend the time allowance for the right hand turning restriction at the school. Much discussion took place regarding early dismissal days, wording for signs and the legalities regarding this issue. Administrator McNeilly will speak with Mr. Stein to determine if there are any options available.

COUNCIL DISCUSSION

Memorial Day Parade – Mayor Maio stated that the Memorial Day Parade will be held on Monday, May 28th. Mayor Maio, Councilwomen Kuncken and Thistleton and Councilman Graham will be participating in the parade. Mayor Maio asked the Clerk to contact the American Legion to let them know the number of participants from the Governing Body that will be participating.

Fire Department (High Band Radios) – Mayor Maio invited Alan Bookspan to come forward to discuss the proposal of high band radios for the Fire Department. Mr. Bookspan provided quotes for the various systems that are available. Mr. Bookspan stated that the Fire Department was asked to put together a plan that would allow the Fire Department to move ahead in a positive direction if the Borough were to do away with the sirens. If the sirens were no longer working for our dispatches what would have to be done to increase the communication capabilities to allow that to happen effectively. Mr. Bookspan has contacted two local communications companies that have worked with the Fire Department in the past. The Fire Department met with the vendors and put together a list of equipment that would be required to switch over to the new system. Some of the existing equipment that the Fire Department has can be converted and some new equipment would need to be purchased. The purchase would include pagers, a base station, radios and equipment that Sparta would require in order to be able to dispatch to the Fire Department on the new frequency. Mr. Bookspan stated that having a designated Borough frequency would allow Sparta dispatch to contact the Fire Department but would also allow for expansion in the future when changing over to the County system. This frequency will also be used as a town-wide frequency for events and will allow for communications within the town between the police, fire and ambulance. All the components in the proposal are available through the Morris County Co-op. This would be a direct purchase and would not require going out to bid. Mr. Bookspan stated that both companies are comparable in price and have both installed and maintained equipment for the Fire Department.

Councilman Murphy asked if the high band radios would expand the capabilities with communications of other emergency service organizations such as Morris County. Mr. Bookspan responded positively. Mr. Bookspan stated that the low band system that the Fire Department currently uses has a lot of limitations due to the topography of this area. High band works much better in areas such as Stanhope. Most of Sussex County has moved to the use of high band radios. The County plans to take over the dispatching operation in the future and they will be using high band radios. Mr. Bookspan stated that the new system will allow the Fire Department to communicate with other towns in Sussex County. This system will bring the technology up to date and will remain so for many years. Morris County has a different type of

system but most of the towns still have high band systems that will allow Stanhope to communicate with them.

Councilwoman Kuncken stated that at the Public Safety meeting they were informed that the Fire Department would continue to maintain the low band radio system. Councilwoman Kuncken asked Mr. Bookspan to explain why that system will continue to be maintained. Mr. Bookspan stated that Sussex County has 5 licensed low band frequencies. Most of the towns in Sussex County no longer use these frequencies but they still maintain them. Occasionally they are used during an operation. The Fire Department will be maintaining the use of the low band system which will be done without cost to the Borough. Sparta Dispatch has the ability to simulcast on the low band radios if necessary. The proposal submitted requests the purchase of 40 new pagers. The Fire Department is constantly growing in membership along with the Junior Fire Fighting Program. Maintaining the use of the low band system will allow for the older pagers to still be used in conjunction with the new system. Councilman Murphy asked if there is a maintenance contract for the equipment. Mr. Bookspan stated that the current base radio is from 1972 and there are no maintenance contracts. Mayor Maio asked if the new antenna will replace the old one. Mr. Bookspan replied in the negative and stated that the existing equipment would remain in place.

Mr. Bookspan stated that one of the vendors, Spectrum Communications, has offered to set up their equipment on a weekend using the ladder truck as an antenna to test how the system will work within the Borough. The Fire Department will test the system throughout the Borough to ensure that the frequency works properly. The Fire Department is aware of areas in the Borough that may be problematic and they can be eliminated quickly. This will allow the Borough to be assured that once a contract is signed and the equipment is installed that it will work.

Councilwoman Kuncken asked if there will be any negative impact by changing over to the high band system with regard to communications with the Ambulance Squad. Mr. Bookspan stated that the Ambulance Squad does not use the current low band system. The Fire Department acquired a second hand portable low band radio that was converted over to the Fire Department's frequency and that was given to the Ambulance Squad which is how they communicate with the Fire Department when they are on the scene of a fire. The police, ambulance and surrounding towns all use the high band radio system which is a clearer, stronger frequency.

Councilwoman Kuncken asked, from the perspective of the Fire Department, how will the educational aspect of this system be implemented. Mr. Bookspan stated that some members do rely on the siren when they are out cutting the grass for example but all the members of the department have radios and are proficient with their use. The capabilities of the new system will be much broader. The current system is not the most reliable. Mr. Bookspan stated that the current radios are supposed to have a radius of five miles. However, during the storm this past fall, Mr. Bookspan stated that he was three blocks away from who he needed to communicate with and the service for the portable radios did not function. This will not happen with the high band system.

Councilman Graham asked how a power outage would affect the high band system. Mr. Bookspan stated in this proposal there is a provision for the Borough to obtain their own radio frequency. With the purchase of the new system and the upgrade to the base station, this will allow for the base station to act as a dispatch center. If Sparta Dispatch is not functioning, Stanhope would be able to dispatch their own trucks. Andover currently provides back-up for Stanhope in the event that Sparta is not in service. In the event that the entire County is not functioning, Stanhope would be able to dispatch fire and EMS and be able to communicate with the police. In the future, the purchase of a building-wide generator should be considered. Portable generators can be used to run the radio system but this is not the best scenario. Mr. Bookspan stated that the Fire Department has discussed the new radio system and the members are in favor of moving in this direction.

Councilman Murphy asked how the calls would get routed to the Fire Department in the event of a County-wide power failure. Administrator McNeilly stated that should the dispatch center be down or overwhelmed, they do have the ability to contact the Fire Chief by cell phone. Mr. Bookspan stated that the Fire Department is not looking to become their own dispatch center but having the ability would be beneficial in the case of an emergency. Mayor Maio stated that the Governing Body will review the proposal. The quotes that were received for the new siren

equipment were significantly higher than the cost to purchase the high band radio equipment. Mayor Maio stated that the purchase of the high band radios would be a step forward in technology as opposed to the continued use of the siren.

Councilman Graham asked if the Fire Department has contacted the County regarding the proposed system. Mr. Bookspan stated that he has spoken with Joe Inga, County Fire Marshal. Mr. Bookspan stated that Mr. Inga is aware of Stanhope's intent to move to the high band system and has asked to be apprised when the radio system becomes active and to make sure that he is informed of the frequencies. Mr. Inga will keep the Fire Department informed regarding the County plans and when the time comes the County will integrate Stanhope into the system. Mr. Bookspan stated that the high band system can be unplugged and plugged into any functioning dispatch center. The system that the Fire Department is proposing is compatible with the County's plans.

Councilman Graham asked if this would be a capital expense and is it possible to implement at this time. Mayor Maio responded positively. Mayor Maio asked Administrator McNeilly to prepare an initial plan to be reviewed at the next meeting. Councilwoman Kuncken asked if the Borough can submit their request directly to the co-op stating what they wish to purchase and from what vendor. Administrator McNeilly responded positively. Administrator McNeilly stated that as long as the vendor has already been awarded a bid from the co-op the process is similar to purchasing from a catalog. Mayor Maio stated that this allows the Borough to specifically purchase what is needed through the co-op. Substitutions are not made for something similar.

Councilman Graham asked if the Ambulance Squad could be updated to eliminate the use of their siren. Mayor Maio stated that the Ambulance siren does not go off during the night but there are additional issues with that siren due to the Netcong portion of the Ambulance Squad. Councilman Graham asked that this issue be researched further to determine if the problems can be solved which would allow the Ambulance Squad to switch to the new system as well. Mr. Bookspan suggested that additional portable radios be added to the proposal for the Ambulance Squad. This would allow for better communication between the two departments and would be one step toward updating the Ambulance system. Councilman Murphy stated that discussions need to take place with the Ambulance Squad just as they have with the Fire Department. Mayor Maio recommended that Public Safety meet with the Ambulance Squad and Mr. Bookspan to discuss the issue of the high band radio system. Mayor Maio thanked Mr. Bookspan for his presentation.

Highlands (opt-in/opt-out) – Mayor Maio stated that at the last meeting she was in receipt of a letter from the Highlands stating that they were satisfied with what the Borough had submitted. The Highlands made some changes to the original documentation that was submitted and they have sent the Borough a disk containing additional maps and documentation. Mayor Maio turned all of the information over to Councilman Graham for an analysis and to formulate a plan. The Governing Body is going to be required to make a determination, by this summer, as to whether to opt-in or opt-out of the Highlands. Councilman Graham printed all of the information contained on the disk that was received from the Highlands. The Clerk will have the information available for anyone wishing to review it. Councilman Graham stated that the Borough has gone through all of the modules possible at this time and all the grant money due has been received. There are several areas that need to be discussed. One of the areas of concern is that even though COAH is not included, it actually is an issue. The Borough needs to determine what the COAH liabilities will be with the Highlands and without the Highlands. There is another module that the Borough should pursue relative to a grant that would benefit the Master Plan. This became an issue when the Borough sought to obtain a town center designation. Councilman Benson stated that the Borough had a town center designation which was going to expire unless certain requirements were met at that time. Councilman Graham is of the opinion that part of the Permit Extension Act holds the town center designation in abeyance at this time. If the Borough should make the decision to move away from the Highlands, the town center designation plan needs to be addressed. Councilwoman Kuncken stated that the Council members who are not familiar with the Highlands need to familiarize themselves with the issue. Mayor Maio stated that even when you think you have an understanding of the Highlands there will still be gray areas and more questions. Councilman Graham stated that the Highlands reference a regional master plan. We are all affected regionally by what our neighbors do. The decisions that the neighboring towns have made do have implications on Stanhope. Mayor Maio asked the Clerk to add this

topic to the agenda for council discussion at the first meeting in June. Councilman Murphy requested a copy of the disk.

Plaster Mill (Wayne McCabe Report) – Mayor Maio stated that Mr. McCabe visited the Plaster Mill with her, Administrator McNeilly, Councilman Murphy and Councilman Graham. Mr. McCabe was asked to provide a report stating his recommendations for the Plaster Mill remains. Mayor Maio stated that Mr. McCabe’s report suggests having some of the larger trees and limbs cut down. Mr. McCabe’s firm will provide a full study for a cost of \$2,900 which will outline the actions to be taken in order to stabilize the ruins of the historic Plaster Mill. Mayor Maio stated that Mr. McCabe suggested hiring a professional company to remove the large tree limb that currently leans on the mill. DPW can cut the grass and remove some of the debris that is inside the fenced area. Administrator McNeilly stated that he discussed this project with Bill Storms and the area on the outside of the fencing will be cleared first and then the area around the outside of the Mill will be cleared out. Councilman Murphy asked if the professional tree removal company should also be hired to clear some of the larger trees inside the fenced area. Mayor Maio stated that a determination needs to be made regarding the costs associated with this project. This project is not included in the budget and therefore funds may not be available. Administrator McNeilly will obtain quotes for the tree removal. Mayor Maio stated that in the interim the area around the outside of fencing should be cleared. Administrator McNeilly stated that this has been added to the DPW list of projects. Councilman Murphy asked that the CFO be consulted to determine whether or not funding is available to proceed with the project. Councilman Benson stated that a decision needs to be made as to the purpose of proceeding. Administrator McNeilly stated that Mr. McCabe’s plan would be done in phases and would cost several thousands of dollars per year to stabilize the existing structure. Councilman Graham noted that this project may benefit from obtaining a grant, and he suggested that Millennium Strategies be contacted to see if they can obtain a grant for this project.

Noxious Weed Ordinance – Councilman Murphy stated that last weekend during the annual Arbor Day clean-up he noticed that the hill below the fire department, Salmon Park and various areas around town contain a significant amount of ailanthus, a species of invasive tree. Japanese Knotweed was also found which can take over a hillside and eradicate all the other plants. Councilman Murphy requested that these plants be added to the ordinance regarding noxious weeds in order to educate residents and alert them to these invasive species. Councilman Murphy stated that the ailanthus is also a problem at the Plaster Mill. Mayor Maio stated that the ailanthus in that area has been identified and the DPW will be removing it. Administrator McNeilly suggested contacting the Shade Tree Commission who in turn can contact the Forrester, Ron Farr, to obtain a full list of invasive species. Mayor Maio said that in the past Mr. Farr advised that there are chemicals that would be safe to use on the invasive species which would not harm the lake or the river. Mayor Maio asked Administrator McNeilly to review the ordinance as it currently exists and to obtain the information from the Shade Tree Commission for the next meeting. Councilman Murphy stated that he has a list from Mr. Farr stating which plants are invasive and what plants are beneficial. Councilman Murphy will forward the list to Administrator McNeilly.

OLD BUSINESS

Ordinance for Public Hearing and Final Adoption

Mayor Maio offered the following ordinance for public hearing and final adoption:

Ordinance 2012-09

AN ORDINANCE OF THE BOROUGH OF STANHOPE COUNTY OF SUSSEX, NEW JERSEY FIXING THE SALARY AND WAGES FOR BOROUGH EMPLOYEES AND OFFICIALS

BE IT ORDAINED by the Mayor and Council of the Borough of Stanhope, New Jersey as follows:

SECTION 1. That the Annual salary, wage and compensation to be paid to Borough employees and officials be as follows:

Mayor \$ 3,013.00

Borough Council Member	2,739.00
Administrator	92,460.00
Borough Clerk	55,180.00
Deputy Borough Clerk	32,805.00
Registrar	3,342.00
Deputy Registrar	1,612.00
Chief Financial Officer/ Tax Collector	90,709.00
Utility Collector/ Assistant Tax Collector	40,000.00
Accounts Payable	22,000.00
Tax Assessor	24,192.00
Custodian	7,101.00
POLICE DEPARTMENT	
Chief of Police	As per contract
Sergeant	As per contract
Sergeant's Stipend	As per contract
Detective's Stipend	As per contract
Patrolman	As per contract
Clerk Typist - Police Dept.	\$ 31,296.00
Police Matron	\$20.21 per hour
Police Matron – Call-out	\$50.00 per call-out
Special Officer	\$19.58 per hour
Crossing Guard	\$13.71 per hour
DEPARTMENT OF PUBLIC WORKS	
Superintendent	\$ 77,918.00
Water Operator	5,972.00
Sewer Operator	5,972.00
Water T-1 License <u>Stipend</u>	3,500.00
Public Works Repairer	As per contract
Laborer	As per contract
Part-time Laborer	\$12.12 to \$12.78 per hour
CONSTRUCTION DEPARTMENT	
Construction Official	21,035.00
Fire Subcode Official	3,174.00
Plumbing Subcode Official	3,649.00
Electrical Inspector	9,186.00
Zoning Officer	9,911.00
Code Enforcement Officer	10,315.00
Municipal Housing Liaison	\$38.76 per hour
Clerical –Construction	8,000.00
BOARDS AND COMMISSIONS:	
Land Use Secretary	\$ 8,569.00
Board of Health Secretary	4,047.00
Secretary to:	
Shade Tree	\$25.00 per month*
Environmental Commission	\$25.00 per month*
Recreation Commission	\$25.00 per month*

*submission of monthly minutes required.

SECTION 2. Salaries and wages for all Borough employees and officials shall be paid in bi-weekly installments as nearly equal as possible.

SECTION 3. Unless otherwise provided herein, remuneration for all employees shall be retroactive to January 1st of each year.

SECTION 4. The salaries and wages herein established shall be in lieu of any and all fees to which the respective incumbents of said offices might otherwise be entitled by statute or

ordinance; which fees shall immediately upon collection thereof be paid over to the Treasurer for use of the Borough except as otherwise provided herein.

SECTION 5. The Borough shall pay medical insurance premiums in accordance with State law, collective bargaining agreements and the Borough's elected participation in any State health benefit program for all eligible employees and their eligible dependents.

SECTION 6. The terms and conditions of all collective bargaining agreements negotiated between the Borough and any bargaining unit representing Borough employees are hereby incorporated into this Ordinance.

SECTION 7. All Ordinances and Resolutions, or parts thereof, inconsistent herewith are hereby repealed.

SECTION 8. This Ordinance shall become effective immediately upon final adoption and publication as required by law.

On motion by Councilwoman Kuncken, seconded by Councilman Graham, and carried by the following unanimous roll call vote, the above ordinance was adopted.

Mayor Maio opened the meeting to the public for comment on this ordinance only. Seeing no one from the public wishing to speak, Mayor Maio closed the public portion of the meeting.

Roll Call:

Councilwoman Kuncken - yes	Councilman Murphy – yes
Councilman Depew -yes	Councilman Graham - yes
Councilwoman Thistleton – yes	Councilman Benson – yes

On motion by Councilman Benson, seconded by Councilman Graham and unanimously carried by voice vote, the Mayor and Council instructed the Borough Clerk to post the ordinance, and authorized publication of same.

NEW BUSINESS

Mayor Maio offered the following ordinance for introduction: [Public Hearing May 22, 2012]

Ordinance 2012-06

AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 106 OF THE CODE OF THE BOROUGH OF STANHOPE ENTITLED "PEACE AND GOOD ORDER" BY ADDING A NEW ARTICLE IV TO PROHIBIT SMOKING OR THE USE OF TOBACCO-RELATED PRODUCTS WITHIN THE BOROUGH'S PARKS, PLAYGROUNDS, RECREATION AREAS, BOROUGH HALL AND DEPARTMENT OF PUBLIC WORKS

WHEREAS, the laws of the State of New Jersey currently prohibit smoking in all public schools and public school grounds, as well as all public buildings; and

WHEREAS, the Mayor and Council of the Borough of Stanhope believe that it is in the best interest of the health, safety and welfare of the general public to also prohibit smoking and the use of tobacco and tobacco-related products on all municipal property and grounds to which are open to the public or to which the public is invited;

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

SECTION I.

Chapter 106 of the Code of the Borough of Stanhope "Peace and Good Order" is hereby amended to add a new Article IV as follows:

Article IV - Use of Tobacco Products Prohibited on Public Property

Section 106-22. Definition of “Smoking” Smoking means the burning of, inhaling from, exhaling the smoke from, or the possession of a lighted cigar, cigarette, pipe or any other matter or substance which contains tobacco or any other matter than can be smoked.

Section 106-23. No person shall engage in smoking or the use of tobacco or tobacco-related products and/or discarding of those products, in any area designed as “tobacco-free” and/or beyond any point which is otherwise marked as “no smoking beyond this point” or similar language, or on any Borough-owned, leased or utilized property open to the public or to which the public is invited, including, but not limited to, the Municipal Building and its grounds, the Department of Public Works Building and its grounds and all public parks, trails and any other public recreational facility or area.

Section 106-24. Violations and Penalties. Any person violating any provision of this Article shall, upon conviction, be subject to the following penalties:

1. A fine of not less than \$50 but not exceeding \$100 for the first offense;
2. A fine of not less than \$100 but not exceeding \$200 for the second offense;
3. A fine of not less than \$200 but not exceeding \$500 for the third and subsequent offense;

SECTION II. When Effective

This ordinance shall take effect after passage and publication as required by law.

On motion by Councilman Benson, seconded by Councilwoman Thistleton, and carried by the following unanimous roll call vote, the above ordinance was introduced.

Roll Call:

Councilwoman Kuncken - yes	Councilman Murphy – yes
Councilman Depew -yes	Councilman Graham - yes
Councilwoman Thistleton – yes	Councilman Benson – yes

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

RESOLUTIONS

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

Resolution 105-12

RESOLUTION CALLING FOR THE RESTORATION OF ENERGY TAXES TO MUNICIPALITIES

WHEREAS, taxes on gas and electric utilities were originally collected by the host municipalities to be used for local purposes and to compensate the public for the use of their rights of way; and

WHEREAS, when the State made itself the collection agent for these taxes, it promised to dedicate the proceeds to municipal property tax relief; since, just as municipalities collect property taxes for the benefit of school districts, counties and other entities; the State is supposed to collect Energy Taxes for the benefit of municipal governments; and

WHEREAS, for years, though, State budget makers have diverted funding from Energy Taxes to fund State programs; and instead of being spent on local programs and services and used to offset property taxes, the money has been spent as successive Legislatures and Administrations have seen fit; and

WHEREAS, while the State may need to have the right to over-ride the statutory dedication of these revenues to local governments, in order to deal with emergencies and crises that may occur; current State policy makers should not exercise that right automatically; and

WHEREAS, while that right should be the exception, it has become the rule; and

WHEREAS, by using tactics such as reducing CMPTRA, which is also comprised of revenues that should be returned to municipalities, State Budget makers have been able to continue collecting Energy Taxes, while keeping additional revenue that should have been returned to provide property tax relief; and

WHEREAS, from \$72 million in State Fiscal Year 2005, to \$505 million in State Fiscal Year 2011, the State's diversion of Energy Taxes has continued to grow; and

WHEREAS, in 2008, 2009 and 2010 (SFY 2009, 2010 and 2011), funding for municipal revenue replacement was slashed by about \$26 million in 2008 and \$32 million in 2009, followed by losses of about \$271 million in 2010; and

WHEREAS, the cumulative impact of years of underfunding has left many municipalities with serious needs and burdensome property taxes; and

WHEREAS, local elected officials are in the best position to decide the best use for these resources, which were always intended to fund local programs and services;

NOW THEFORE BE IT RESOLVED, by the Governing Body of Stanhope Borough, that we join with the League of Municipalities in calling for the immediate restoration of funding diverted from Energy Taxes intended for local use; and

BE IT FURTHER RESOLVED, that we, respectfully, call on State policy makers to end the diversion of our municipal resources to cover State spending and to provide us with this important tool to relieve the worst-in-the-nation property tax burden borne, for too long, by the people of New Jersey; and

BE IT FINALLY RESOLVED, that copies of this Resolution be forwarded to the Governor of the State of New Jersey, our State Legislators and the League of Municipalities.

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

Resolution 106-12

RESOLUTION AUTHORIZING THE ISSUANCE OF NOT EXCEEDING \$2,015,445 BOND ANTICIPATION NOTES OF THE BOROUGH OF STANHOPE, IN THE COUNTY OF SUSSEX, NEW JERSEY.

BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF STANHOPE, IN THE COUNTY OF SUSSEX, NEW JERSEY, AS FOLLOWS:

Section 1. Pursuant to a bond ordinance of the Borough of Stanhope, in the County of Sussex (herein called "local unit"), entitled: "Bond ordinance providing for the acquisition of a new and additional fire truck by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$600,000 therefor and authorizing the issuance of \$571,000 bonds or notes of the Borough for financing such appropriation", finally adopted on June 28, 2005 (#2005-9), Bond Anticipation Notes of the local unit in a principal amount not exceeding \$260,000 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any Bond Anticipation Notes heretofore issued therefor.

Section 2. Pursuant to a bond ordinance of the local unit entitled: “Bond ordinance providing for the acquisition of new and additional fire fighting equipment by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$50,000 therefor and authorizing the issuance of \$47,600 bonds or notes of the Borough for financing such appropriation”, finally adopted on June 28, 2005 (#2005-10), Bond Anticipation Notes of the local unit in a principal amount not exceeding \$20,000 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any Bond Anticipation Notes heretofore issued therefor.

Section 3. Pursuant to a bond ordinance of the local unit entitled: “Bond ordinance providing for the acquisition of new and additional police equipment by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$70,000 therefor and authorizing the issuance of \$66,600 bonds or notes of the Borough for financing such appropriation”, finally adopted on December 19, 2006 (#2006-13), Bond Anticipation Notes of the local unit in a principal amount not exceeding \$40,000 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any Bond Anticipation Notes heretofore issued therefor.

Section 4. Pursuant to a bond ordinance of the local unit entitled: “Bond ordinance providing for the improvement of Elm Street and Grove Road and Grove Road in and by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$265,000 therefor and authorizing the issuance of \$259,000 bonds or notes of the Borough for financing such appropriation”, finally adopted on March 27, 2007 (#2007-2), Bond Anticipation Notes of the local unit in a principal amount not exceeding \$189,900 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any Bond Anticipation Notes heretofore issued therefor.

Section 5. Pursuant to a bond ordinance of the local unit entitled: “Bond ordinance providing for the acquisition of new and additional equipment by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$30,000 therefor and authorizing the issuance of \$38,000 bonds or notes of the Borough for financing such appropriation”, finally adopted on May 29, 2007 (#2007-06) (as amended by excess proceeds ordinance #2009-13), Bond Anticipation Notes of the local unit in a principal amount not exceeding \$30,500 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any Bond Anticipation Notes heretofore issued therefor.

Section 6. Pursuant to a bond ordinance of the local unit entitled: “Bond ordinance providing for the improvement of the Municipal Building in and by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$236,000 therefor and authorizing the issuance of \$224,700 bonds or notes of the Borough for financing such appropriation”, finally adopted on May 29, 2007 (#2007-05), Bond Anticipation Notes of the local unit in a principal amount not exceeding \$162,600 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any Bond Anticipation Notes heretofore issued therefor.

Section 7. Pursuant to a bond ordinance of the local unit entitled: “Bond ordinance providing for the improvement of various roads in and by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$250,000 therefor and authorizing the issuance of \$238,000 bonds or notes of the Borough for financing such appropriation”, finally adopted on June 26, 2007 (#2007-9) (joined by the Borough with #2007-12) (as amended by excess proceeds ordinance #2009-13), Bond Anticipation Notes of the local unit in a principal amount not exceeding \$201,600 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any Bond Anticipation Notes heretofore issued therefor.

Section 8. Pursuant to a bond ordinance of the local unit entitled: “Bond ordinance amending a bond ordinance of the Borough of Stanhope, in the County of Sussex, New Jersey, heretofore adopted, making a supplemental appropriation of \$75,000 for the improvement of various roads in and by the Borough and authorizing the issuance of \$71,000 bonds or notes of the Borough for financing such supplemental appropriation”, finally adopted on May 20, 2008 (#2008-2), Bond Anticipation Notes of the local unit in a principal amount not exceeding \$62,000 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any Bond Anticipation Notes heretofore issued therefor.

Section 9. Pursuant to a bond ordinance of the local unit entitled: “Bond ordinance providing for the improvement of Main Street and Grove Road in and by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$335,000 therefor and authorizing the issuance of \$326,900 bonds or notes of the Borough for financing such appropriation”, finally adopted on May 20, 2008 (#2008-3), Bond Anticipation Notes of the local unit in a principal amount not exceeding \$137,600 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any Bond Anticipation Notes heretofore issued therefor.

Section 10. Pursuant to a bond ordinance of the local unit entitled: “Bond ordinance providing for the improvement of various roads in and by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$250,000 therefor and authorizing the issuance of \$238,000 bonds or notes of the Borough for financing such appropriation”, finally adopted on September 30, 2008 (#2008-9), Bond Anticipation Notes of the local unit in a principal amount not exceeding \$80,000 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any Bond Anticipation Notes heretofore issued therefor.

Section 11. Pursuant to a bond ordinance of the local unit entitled: “Bond ordinance providing for the improvement of the sanitary sewerage system in and by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$126,000 therefor and authorizing the issuance of \$120,000 bonds or notes of the Borough for financing such appropriation”, finally adopted on September 30, 2008 (#2008-11), Bond Anticipation Notes of the local unit in a principal amount not exceeding \$94,000 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any Bond Anticipation Notes heretofore issued therefor.

Section 12. Pursuant to a bond ordinance of the local unit entitled: “Bond ordinance appropriating \$421,900, and authorizing the issuance of \$230,000 bonds or notes of the Borough, for various improvements or purposes authorized to be undertaken by the Borough of Stanhope, in the County of Sussex, New Jersey”, finally adopted on July 21, 2009 (#2009-08), Bond Anticipation Notes of the local unit in a principal amount not exceeding \$201,095 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any Bond Anticipation Notes heretofore issued therefor.

Section 13. Pursuant to a bond ordinance of the local unit entitled: “Bond ordinance providing for the improvement of the water supply and distribution system in and by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$250,000 therefor and authorizing the issuance of \$235,500 bonds or notes of the Borough for financing such appropriation”, finally adopted on May 25, 2010 (#2010-03), Bond Anticipation Notes of the local unit in a principal amount not exceeding \$167,500 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any Bond Anticipation Notes heretofore issued therefor.

Section 14. Pursuant to a bond ordinance of the local unit entitled: “Bond ordinance appropriating \$500,000, and authorizing the issuance of \$285,000 bonds or notes of the Borough, for various improvements or purposes authorized to be undertaken by the Borough of Stanhope, in the County of Sussex, New Jersey”, finally adopted on May 25, 2010 (#2010-04), Bond Anticipation Notes of the local unit in a principal amount not exceeding \$256,500 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any Bond Anticipation Notes heretofore issued therefor.

Section 15. Pursuant to a bond ordinance of the local unit entitled: “Bond ordinance providing for the acquisition of new and additional equipment by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$90,000 therefor and authorizing the issuance of \$85,500 bonds or notes of the Borough for financing such appropriation”, finally adopted on November 23, 2010 (#2010-13), Bond Anticipation Notes of the local unit in a principal amount not exceeding \$76,950 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any Bond Anticipation Notes heretofore issued therefor.

Section 16. Pursuant to a bond ordinance of the local unit entitled: “Bond ordinance providing for the acquisition of new and additional fire fighting equipment by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$37,000 therefor and authorizing the issuance of \$35,200 bonds or notes of the Borough for financing such appropriation”, finally adopted on July 12, 2011 (#2011-13), Bond Anticipation Notes of the local unit in a principal amount not exceeding \$35,200 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any Bond Anticipation Notes heretofore issued therefor.

Section 17. Pursuant to the provisions of Section 40A:2-26 of the Local Bond Law of New Jersey, particularly paragraph (f) thereof and in lieu of the sale of more than one issue of bonds as provided for in said Local Bond Law, the several issues of bonds of this local unit authorized pursuant to bond ordinances of the local unit hereinabove in Sections 1 to 16 described, shall be combined into a single and combined issue of bonds in the principal amount of \$2,015,445.

Section 18. The following matters in connection with said Bond Anticipation Notes are hereby determined:

(a) All notes issued hereunder shall mature at such times as may be determined by the chief financial officer or treasurer (the “chief financial officer”) of the local unit, provided that no note issued pursuant to Sections 1 to 16 hereof shall mature later than (i) one year from the date of the first such note issued pursuant to the respective ordinances referred to in said Sections, and (ii) three years from the date of the first note issued pursuant to each such respective ordinance unless the local unit shall have paid and retired amounts of such notes sufficient to allow it, in accordance with provisions of Section 40A:2-8 of the Local Bond Law, to renew a portion thereof beyond the third anniversary date of the first of such notes;

(b) All notes issued hereunder shall bear interest at such rate or rates as may be determined by the chief financial officer of the local unit; and

(c) The notes shall be in the form prescribed by resolution heretofore adopted by the governing body of this local unit determining the form of Bond Anticipation Notes issued pursuant to the Local Bond Law, and any such notes may be signed or sealed by officers of the local unit in any manner permitted by Section 40A:2-25 of said Local Bond Law notwithstanding that said form or resolution may otherwise provide.

Section 19. The chief financial officer of the local unit is hereby authorized and directed to determine all matters in connection with said notes not determined by this or a subsequent resolution, and the chief financial officer’s signature upon said notes shall be conclusive as to such determinations.

Section 20. The chief financial officer of the local unit is hereby authorized to sell said Bond Anticipation Notes from time to time at public or private sale in such amounts as chief financial officer may determine at not less than par and to deliver the same from time to time to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof and payment therefor.

Section 21. The chief financial officer of the local unit is hereby authorized and directed to do all other matters necessary, useful, convenient or desirable to accomplish the delivery of said notes to the purchasers thereof as promptly as possible, including (i) the preparation, execution and dissemination of a Preliminary Official Statement and Final Official Statement with respect to said notes, (ii) preparation, distribution and publication, if necessary, of a Notice of Sale with respect to said notes, (iii) execution of a Continuing Disclosure Undertaking, with respect to said notes in accordance with Rule 15c2-12 promulgated by the Securities and Exchange Commission and (iv) execution of an arbitrage and use of proceeds certificate certifying that, among other things, the local unit, to the extent it is empowered and allowed under applicable law, will do and perform all acts and things necessary or desirable to assure that interest paid on said notes is not included in gross income under Section 103 of the Internal Revenue Code of 1986, as amended.

Section 22. Any instrument issued pursuant to this resolution shall be a general obligation of the local unit, and the local unit's faith and credit are hereby pledged to the punctual payment of the principal of and interest on said obligations and, unless otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 23. The chief financial officer of the local unit is authorized and directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of notes pursuant to this resolution is made, such report to include the amount, description, interest rate and maturity of the notes sold, the price obtained and the name of the purchaser.

Section 24. This resolution shall take effect immediately.

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

Roll Call:

Councilwoman Kuncken - yes	Councilman Murphy – yes
Councilman Depew -yes	Councilman Graham - yes
Councilwoman Thistleton – yes	Councilman Benson – yes

Resolution 107-12

RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF STANHOPE FIXING THE 2012 SALARIES OF BOROUGH EMPLOYEES

WHEREAS, the Borough Council adopted Ordinance # 2012-09 on May 8, 2012; and

WHEREAS, the Borough Council of the Borough of Stanhope desires to set the specific salaries for full-time and part-time non-contract Borough employees for the year 2012,

NOW, THEREFORE, BE IT RESOLVED that the following salaries are retroactive to January 1, 2012:

Rosemarie Maio	Mayor	\$ 3,013.00
James Benson	Council Member	2,739.00
Michael Depew	Council Member	2,739.00
George Graham	Council Member	2,739.00
Diana Kuncken	Council Member	2,739.00
Brian Murphy	Council Member	2,739.00
Doreen Thistleton	Council Member	2,739.00
Brian McNeilly	Administrator	92,460.00

Ellen Horak	Borough Clerk	55,180.00
Linda Chirip	Deputy Borough Clerk	32,805.00
Ellen Horak	Registrar	3,342.00
Linda Chirip	Deputy Registrar	1,612.00
Dana Mooney	Chief Financial Officer/ Tax Collector	90,709.00
Toni Grisaffi	Utility Collector/ Asst. Tax Collector	40,000.00
Maria Mascuch	Accounts Payable	22,000.00
Maureen Kaman	Tax Assessor	24,192.00
Ward Sherrer	Custodian	7,101.00

POLICE DEPARTMENT

Steven Pittigher	Chief of Police	As per contract
	Sergeant	As per contract
	Sergeant's Stipend	As per contract
	Detective's Stipend	As per contract
	Patrolman	As per contract
Virginia Citarella	Clerk Typist - Police Dept	31,296.00
Rebecca Duenskie	Police Matron	\$20.21 per hour
Rebecca Duenskie	Police Matron – Call-out	\$50.00 per call-out
Various	Special Officer	19.58 per hour
Various	Crossing Guard	13.71 per hour

DEPARTMENT OF PUBLIC WORKS

William Storms, Jr.	Superintendent	77,918.00
William Storms, Jr.	Water Operator	5,972.00
William Storms, Jr.	Sewer Operator	5,972.00
William Storms, Jr.	Water T-1 License Stipend	3,500.00
	Public Works Repairer	As per contract
	Laborer	As per contract
Various	Part-time Laborer	\$12.00 to \$12.78 per hour

CONSTRUCTION DEPARTMENT

Thomas Pershouse	Construction Official	21,035.00
Joseph Olivo	Fire Subcode Official	3,174.00
Joseph Olivo	Plumbing Subcode Official	3,649.00
Robert Moentenich	Electrical Inspector	9,186.00
Arlene Fisher	Zoning Officer	9,911.00
Arlene Fisher	Code Enforcement Officer	10,315.00
Arlene Fisher	Municipal Housing Liaison	38.76 per hour
Maria Mascuch	Clerical - Construction	8,000.00

BOARDS AND COMMISSIONS:

Ellen Horak	Land Use Secretary	8,569.00
Monique McNeilly	Board of Health Secretary	4,047.00
Secretary to:		
Shade Tree		25.00 per month*
Environmental Commission		25.00 per month*
Recreation Commission		25.00 per month*

*submission of monthly minutes required.

BE IT FURTHER RESOLVED that the Borough Administrator is authorized to set the salary level according to the salary amounts in Ordinance #2012-09 for the temporary part-time positions of police matron, crossing guards, general part-time, DPW part-time and seasonal employees.

Councilman Graham asked why there is an ordinance and a resolution regarding the same issue. Mayor Maio stated that this has been a requirement for the past several years.

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

Roll Call:

Councilwoman Kuncken - yes Councilman Murphy – yes
Councilman Depew -yes Councilman Graham - yes
Councilwoman Thistleton – yes Councilman Benson – yes

Resolution 108-12 **RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF STANHOPE AUTHORIZING THE ADVERTISEMENT OF BIDS FOR THE SPARTA ROAD WATER MAIN REPLACEMENT PROJECT – PHASE II**

WHEREAS, the Borough has introduced Ordinance 2012-10 to appropriate sufficient funds for the cost of second phase of the Sparta Road water main replacement project; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-4 requires the advertisement and receipt of public bids for purchases that exceed the current bid threshold and are paid for with public funds; and

WHEREAS, the Borough Engineer has developed bid specifications and bidding documents for the purpose of receiving bids by qualified bidders; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey that the Borough Clerk be hereby authorized to advertise for the receipt of sealed competitive bids on June 7, 2012 at 10:00 a.m. for the Sparta Road Water Main Replacement Project – Phase II.

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

Roll Call:

Councilwoman Kuncken - yes Councilman Murphy – yes
Councilman Depew -yes Councilman Graham - yes
Councilwoman Thistleton – yes Councilman Benson – yes

Resolution 109-12 **RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF STANHOPE AUTHORIZING REFUND OF REDEMPTION MONIES TO OUTSIDE LIEN HOLDER**

WHEREAS, the Tax Collector has received payment for the redemption of Tax Title Lien No. 2007-26, representing 2006 property taxes and/or utility charges on Block 11601, Lot 15, known as 22 Young Drive, assessed to Thomas Cerezo, 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:	Levine Investments, LLC 415 Fawns Run Morganville, NJ 07751		
Redemption Amount:	Tax Title Lien #2007-26 and Interest to Date of Meeting	\$	8,446.91
	Premium Paid by Lienholder		<u>500.00</u>
Total From Current Fund:		\$	8,446.91
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.

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

Resolution 110-12

RESOLUTION - EXEMPT FIREMAN CERTIFICATE

WHEREAS, the Chief of the Stanhope Borough Fire Department has certified that Mitchell W. Ellicott and Alan B. Bookspan, members of the Stanhope Fire Department, have served the required number of years as an active fireman and are entitled to a certificate of exemption pursuant to N.J.S.A. 40A:14-59; and

WHEREAS, the provisions of N.J.S.A. 40A:14-59 require the Certificate to be duly executed by the Chief Executive Officer of the Municipality in which the fireman serves, as well as by the Clerk of said municipality; and

WHEREAS, the Borough of Stanhope wishes to duly authorize the issuance of the Certificate of Exemption to Mitchell W. Ellicott and Alan B. Bookspan;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that the Mayor and Clerk be in the same are hereby authorized and directed to duly execute a Certificate of Exemption for Firemen Mitchell W. Ellicott and Alan B. Bookspan.

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

Councilman Benson asked for clarification on this resolution. Councilman Murphy stated that, after serving for seven years and volunteering a certain number of hours, the firemen can be exempt from having to volunteer a specified number of hours per year but still maintain their membership in the department.

Resolution 111-12

A RESOLUTION TO ADOPT THE REVISED EMPLOYMENT POLICIES AND PROCEDURES

WHEREAS, the Borough of Stanhope continuously strives to improve the working conditions for its employees; and

WHEREAS, the Borough continuously strives to improve the level and quality of service provided to the public; and

WHEREAS, in order to accomplish these goals the Borough from time to time adopts and revises its employment policies; and

WHEREAS, it has been determined by the Mayor and Council that revisions are needed with respect to a number of the policies contained in the Borough's Employee Handbook; and

WHEREAS, the revised policies have been reviewed by the Mayor and Council; now therefore

NOW, THEREFORE, BE IT RESOLVED this 8th day of May 2012 that the Mayor and Borough Council of the Borough of Stanhope hereby adopt the attached revised and new Employment Policies:

- (1) Section 202, Americans With Disabilities Act (replaces existing policy 202);
- (2) Section 212, Access to Personnel Files Policy (replace existing policy 212);
- (3) Section 203, Systems Privacy (replaces policy 203); and
- (4) Section 220 Requests for Employment Verification and Reference Procedure

[new]; and be it further

RESOLVED, that the Borough Administrator is directed to take all necessary steps to distribute the revised policies to all Borough employees and enforce the revised policies in an appropriate manner.

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

Resolution 112-12 **RESOLUTION AUTHORIZING DISCHARGE OF
MORTGAGE 4 LAWRENCE AVENUE, BLOCK 10404,
LOT 8**

WHEREAS, The Borough of Stanhope heretofore made an Affordable Housing Program Mortgage Loan to Anthony and Gemma Riccardi for the property at 4 Lawrence Avenue, Block 10404, Lot 8 on the Tax Maps of the Borough of Stanhope; and

WHEREAS, a mortgage was given to secure said loan in the amount of \$8,775.00, which mortgage was recorded in the Sussex County Clerk's Office on January 27, 1999 in Mortgage Book 3401, at Page 254; and

WHEREAS, the loan has been repaid in full to the Borough and must be discharged of record in the Sussex County Clerk's Office;

NOW, THEREFORE, be it resolved by the Mayor and Council of the Borough of Stanhope that the Mayor and Clerk be and the same are hereby authorized to execute a Discharge of Mortgage, Book 3401, Page 254 and to record said Discharge of Mortgage with the Clerk of Sussex County.

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

MAYOR'S APPOINTMENTS

Resolution 113-12 **MAYOR'S APPOINTMENT OF VANESSA BUTKUS TO THE
BOROUGH OF STANHOPE SHADE TREE COMMISSION**

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

Vanessa Butkus to fill vacant unexpired term, said term to expire 12/31/2014

BE IT RESOLVED by the Council of the Borough of Stanhope that they do hereby concur with the Mayor's appointment of Vanessa Butkus as a Member of the Shade Tree Commission, to fill the vacant seat with an unexpired 5-year term effective May 8, 2012, with said term to expire December 31, 2014.

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

Resolution 114-12 **MAYOR'S APPOINTMENT OF VANESSA BUTKUS TO THE
BOROUGH OF STANHOPE ENVIRONMENTAL COMMISSION**

Mayor's appointment to the Environmental Commission as follows:

Vanessa Butkus to fill vacant unexpired term, said term to expire 12/31/2014

BE IT RESOLVED by the Council of the Borough of Stanhope that they do hereby concur with the Mayor's appointment of Vanessa Butkus as a Member of the Environmental Commission, to fill the vacant seat with an unexpired 3-year term effective May 8, 2012, with said term to expire December 31, 2014.

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

Mayor Maio stated that Vanessa is a new resident. Vanessa attended clean-up day and the school Arbor Day ceremony and is very interested in being involved in the Borough.

PAYMENT OF BILLS

Resolution 115-12

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 May 8, 2012 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 Benson, seconded by Councilwoman Kuncken and carried by the following unanimous roll call vote the foregoing resolution was duly adopted.

Roll Call:

Councilwoman Kuncken - yes	Councilman Murphy – yes
Councilman Depew -yes	Councilman Graham - yes
Councilwoman Thistleton – yes	Councilman Benson – yes

AGENDA ITEMS

All items listed on the Agenda for May 22, 2012 were approved.

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.

Janice Hunts, 17 Reeve Avenue, stated the Arbor Day Ceremony and annual clean-up were a success. The Lenape Valley High School students from the Go-Green Club participated and did a great job. Mrs. Hunts stated that four redbud trees were delivered to the DPW. One of the trees was planted at Musconetcong Park and three were planted at Salmon Memorial Park. A witch hazel bush was planted near the basketball court. Another tree was purchased and planted at the Valley Road School for the Arbor Day ceremony. The students also participated in the ceremony. A Japanese Lilac tree was replaced on Main Street. There were 18 people that participated in the trail clean-up that began at the Valley Road School. Several 4th grade students participated. There were 9 volunteers at the clean-up along the trail by the canal. Mayor Maio commented that the turn out at the Valley Road School was impressive. Mayor Maio met with the 4th grade students several months ago because they were studying the environment and wanted to know what Stanhope was doing to protect the environment. At that time, Mayor Maio challenged the students to participate in the clean-up and in return she would reward them with pizza for lunch. Last week Mayor Maio did reward the students with pizza. The students have stated that they are going to adopt the area around the school and keep it clean. Mayor Maio thanked Mrs. Hunts for her efforts in coordinating a successful clean-up day.

Mayor Maio stated that the public hearing for the smoke free ordinance will be held on May 22nd. Helen Homeijer and Alan Kantz stated that the American Cancer Society will provide signage for towns that adopt a 100% smoke free policy. Ms. Homeijer presented a sample of the signs that would be available. The Borough would have to provide the posts and the sticker that states the ordinance which would be added to the sign. The American Cancer Society hopes that by providing the signs to all the municipalities with this policy, the signage will be recognizable and uniform. Administrator McNeilly asked what the availability of the signs would be once the

ordinance is adopted. Mr. Kantz will contact the American Cancer Society to check on the availability. Mayor Maio thanked Ms. Homeijer and Mr. Kantz for their assistance.

Janice Hunts, Environmental Commission, stated that their next meeting will be held on Thursday, May 10th. Kathy Murphy, Grant Director for Mt. Olive, will be attending to discuss the ridge connection plans.

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

CLOSED SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231 P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

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

1. The public shall be excluded from discussion of and action upon the hereinafter-specified subject matter(s).
2. The general nature of the subject matter(s) to be discussed is as follows:

1 Potential Litigation

3. It is anticipated at this time that the above stated subject matter(s) will be made public at the conclusion of each individual specified subject matter.
4. This resolution shall take effect immediately.

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

Mayor and Council went into Closed Session at 9:30 P.M.

At the conclusion of the Closed Session, Mayor and Council reconvened the public meeting at 9:45 P.M. with all present.

DISCUSSION

Mayor Maio noted there are three outstanding escrow protests. On motion by Councilman Depew, seconded by Councilman Graham and carried by unanimous voice vote, the Clerk was instructed to send a letter to two of the outstanding escrow protestors advising that, unless they pay the outstanding amount, a resolution to place a tax lien on their property will be adopted at the May 22nd meeting. The Administrator was instructed to contact the third applicant with an outstanding escrow protest.

Mayor Maio stated she will be forming an ad hoc committee for escrow mediation. Mayor Maio appointed Councilwoman Kuncken and Councilman Benson to the Escrow Mediation Committee.

ADJOURNMENT

On a motion by Councilwoman Kuncken, seconded by Councilman Depew, and unanimously carried by voice vote the meeting was adjourned at 9:47 P.M.

Approved:

Linda Chirip
Deputy Clerk
For Ellen Horak
Borough Clerk