

**MAYOR AND COUNCIL  
WORK SESSION AND  
AGENDA MEETING  
June 9, 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	Councilwoman Thistleton – present

Mayor Maio – present

**PRESENTATION**

*Fire Department Home Fire Preparedness Campaign (American Red Cross)* – Mayor Maio invited Fire Chief Gary Card to come forward. Chief Card introduced Fred Spages who is the representative from the American Red Cross. Chief Card stated there have been many fatalities due to fire in the state of New Jersey and New York State. The Stanhope Fire Department, in coordination with the American Red Cross, is working to provide smoke detectors to the community. Residents will be able to sign up to receive smoke detectors and the Fire Department and the Red Cross will install them. A waiver will be signed before entering any residences.

Mr. Spages stated the Red Cross campaign begins with getting people to sign up. A table can be set up at Stanhope Day for the registration. Any additional methods of informing the residents about the free smoke detectors would be appreciated. Mayor Maio asked if the program is only for Stanhope residents. Stanhope Day is attended by people outside of the Stanhope community. Mr. Spages confirmed the program at this time is for Stanhope residents. Residents from out of town who identify where they are from may be set up for another time. Chief Card stated there will be a sign stating registration is for Stanhope residents. Mr. Spages stated the surrounding towns will be contacted in the future. At this time Stanhope was chosen as a starting point due to the senior citizen population and the number of multi-family residences. Many of these homes do have smoke detectors but the Red Cross has found that often times the detectors do not work. The Red Cross will replace existing detectors as well. The detectors generally last for ten years and it is recommended the batteries be changed annually. The detectors should be tested every six months. When the residents sign up they will let us know how many detectors are needed for their home. If the Red Cross determines more detectors are necessary, they will install them at that time.

Mr. Spages stated when smoke detectors work properly they can greatly reduce the loss of life in a home fire. The Red Cross will also provide a floor plan and involve the children in a “game” to teach what to do in case of a fire. The parents should continue to talk about and teach their children what to do in case of a fire. One life saved is worth it all. Mr. Spages stated the Red

Cross would like to work with the Fire Department, Police Department and any volunteer members; either retired, active or inactive.

Mayor Maio asked what Mr. Spages needs from the Governing Body. Mr. Spages stated the Red Cross needs the Borough to provide the list of residents who are interested in participating. Chief Card stated the Fire Department will have sign-ups on Stanhope Day. Mayor Maio stated at the end of the month there is a Senior Citizens Meeting. Mayor Maio offered to hold sign-ups at the meeting. Councilwoman Zdichocki asked if residents can install the smoke detectors on their own. Mr. Spages stated he will have to check with his office for that answer. If the resident is adamant about it the Red Cross would not want to refuse them but the reason for providing the detectors is to have them installed properly and in the correct location. Councilwoman Zdichocki stated Family Fun Day is scheduled for July and asked if that would be past the deadline for signups. Mayor Maio asked when the installation will take place. Mr. Spages replied August 15<sup>th</sup> is the scheduled date for installation.

Chief Card stated the Fire Department has smoke detectors and carbon monoxide detectors available through a different program. Residents can stop by any Monday night or the second Wednesday of the month to obtain a detector. If there is a fire call and there is a faulty CO detector, the Fire Department replaces the detector.

Administrator McNeilly asked who will be performing the installation of the detectors. Mr. Spages stated the Red Cross will do the installation. Available volunteers would be part of the team headed by a Red Cross member. The Red Cross member will make sure the waiver is signed. They will also present the information about fire safety and preparedness and if any fire hazards are evident they can be pointed out to the residents. Administrator McNeilly stated if the Fire Department members are doing any installations an additional waiver will be needed due to the liability on the Borough's side. Mr. Spages stated a second waiver would not be an issue and it can be added. Administrator McNeilly stated Risk Management has prepared a waiver which has been reviewed and signed off on by Mr. Stein.

Councilman Thornton asked how the commercial properties with apartments above will be handled. Mr. Spages stated the residential units can request smoke detectors. Mayor Maio stated the Governing Body is in agreement with the program and gave approval for the Red Cross and the Fire Department to set up a registration table on Sunday. Mayor Maio asked Chief Card to provide her with sign-up sheets to bring to the Senior Citizens Meeting at the end of the month.

Mr. Spages stated the date of August 15<sup>th</sup> has been chosen for the installation. If residents are interested but are unavailable on August 15<sup>th</sup>, Mr. Spages asked that the Red Cross be informed and perhaps a second or third installation date can be added. The installations only take a few hours depending on the number of volunteers. Mayor Maio thanked Mr. Spages and Chief Card.

## **ENGINEER'S REPORT**

Mayor Maio invited Frank Russo, Omland Engineering, to come forward.

*Maple Terrace* - Mr. Russo reported Mr. Milanovich from Maple Terrace is obtaining two more quotes and a decision will be made tomorrow regarding who is going to do the work. This drainage work is holding up the rest of the project for Maple Terrace. Administrator McNeilly recapped this situation. The Land Use Board previously approved an application for an addition to a home on Maple Terrace. A requirement of the approval was to have the onsite drainage dealt with through the municipal drainage system. The offsite improvement consists of approximately 85 feet of pipe and a catch basin.

Mayor Maio stated the problem existed before the renovation. The property traditionally poured water into the street. When the current owners purchased the property they did some piping work which directed the water off the property and into the street. The end result is the top surface of the road is gone. This is the reason the Land Use Board required the drainage improvements to be done.

Administrator McNeilly stated the improvements are also required due to the increase in impervious cover. Ideally the work should have been completed last fall. The resolution did not address how the offsite improvement was to be handled. The resident was given a specific period of time which has since passed. The Borough is still within a comfortable time frame in order to get the milling and paving done but the window is closing. It appears that the next

deadline is going to be missed. The Borough DPW will be forming a crew to do the work on June 27<sup>th</sup>. The job will take one day. There is a cash escrow in place for the work to be done. Administrator McNeilly stated the resident was informed approximately ten times that the Borough preferred the work be done by the homeowner's contractor and then the escrow would be returned.

Administrator McNeilly stated the work will be done on Saturday. The DPW has a full schedule and cannot take time from their regularly scheduled hours. Councilwoman Kuncken asked if the Certificate of Occupancy is being held. Mayor Maio stated the homeowner has a temporary CO. This is an issue that will be addressed at the Land Use Board level due to the way the resolution was written. Administrator McNeilly stated the escrow will cover the cost of the work, inspections and Omland Engineering's involvement in the project. Mayor Maio stated neighbors will have to be informed. The drainage will cross one neighbors' driveway.

Councilman Thornton asked if there is liability on the part of the Borough if the DPW does the work and there is a leak or problem in the future. Administrator McNeilly stated there is no maintenance after it is installed. The Borough will own the lines if they are installed by the Borough. Councilman Depew asked what will happen if the homeowner feels there has been damage done to the property. Administrator McNeilly replied the work is being done in the right of way. There is a maple tree close to the catch basin which will probably not survive. In order to complete the site plan two trees will have to be removed. In order for the paving work to be scheduled with Tilcon, this portion of the project needs to be completed first. The resident is responsible for catching all the drainage across the property to the back side of the catch basin.

Mayor Maio asked Mr. Russo if he has spoken with the homeowner. Mr. Russo replied that Eric Keller spoke with the homeowner this morning but did not receive any additional information. Mayor Maio stated the homeowner must be informed tomorrow that the Borough will be doing the work and the scheduled date. A discussion took place regarding the cost of the work to be done. Administrator McNeilly stated any unused funds from the escrow will be returned to the homeowner. Councilwoman Kuncken stated the Land Use Board should be informed that there were repercussions due to the manner in which the resolution was written. Mayor Maio stated the Land Use Board has been informed and the issue is being addressed.

James Street Pre-Construction Meeting – Mr. Russo stated a pre-construction meeting has been scheduled for next Wednesday, June 17<sup>th</sup>, at 9:00AM for the James Street project. This contractor has done work in town in the past and there were some issues at that time. Mr. Russo stated the contractor contacted him personally to assure him there would be no problems. A discussion took place regarding the cost of the project. Administrator McNeilly stated the bid came in \$23,000 over the estimated cost. The funds will come from the balance of water for that road. Some of the work to be done to the road is a result of the trench from the water line. The NJDOT grant is \$200,000. Mr. Russo stated there was a rock bid item number that may not be necessary.

Sidewalks Route 183 & Route 206 – Mr. Russo stated minor comments have been received from the state regarding the sidewalk project for Route 183 and Route 206. A maintenance agreement has been requested for the non-typical items such as the retaining walls. A stormwater report was requested but the Borough is only moving an inlet from one location to another. The state has done some work in that area recently and they may have addressed that issue. Mr. Russo stated he will look at it later this evening.

Port Morris – Mr. Russo stated the full depth reclamation work for the Port Morris area will be determined once the water portion of the work is completed by the DPW. The plan inspection is complete. Copies have been given to Administrator McNeilly and Bill Storms. Administrator McNeilly stated Bill Storms, DPW Superintendent, has been quoted pricing for the supplies and all the quotes have been over \$20,000. The water main work for Spring Street and Hillside Avenue will require 300 feet of ductile iron pipe and valves. The bid threshold is \$17,500. There is a resolution on the agenda this evening for approval to go out to bid for ductile iron pipe and supplies. The advertisement will run in the newspaper tomorrow. The bid opening will be held on June 23<sup>rd</sup>. No maintenance or performance bonds are required. The resolution to award the contract will be on the agenda for June 23<sup>rd</sup>. It will take approximately two weeks for the supplies to be delivered. The work will take approximately three weeks or more to complete. The road reclamation can then be scheduled for August.

Administrator McNeilly stated this is the second time that the bid threshold has required the Borough to go to bid, which does increase the costs. If the Borough had a qualified purchasing agent the bid threshold would increase to \$36,000. Mayor Maio stated this subject should be discussed at a future time.

Mr. Russo stated the road reclamation will take approximately three to four days. Much discussion took place regarding the bid dates and timeframe for the reclamation portion of the project. Administrator McNeilly stated one of the concerns the Governing Body has discussed is the length of time it takes for capital projects to be authorized. The funds were not available until June 1<sup>st</sup>. Mayor Maio stated the Borough needs to move forward as expeditiously as possible.

Gates and Controllers - Mr. Russo stated the gates and controllers for the well and tower sites are complete. The DPW gate and tracks have not been delivered as yet.

Lloyd, Lawrence and Reeve Avenues – Mr. Russo stated there are a few different scenarios available regarding the work for Lloyd, Lawrence and Reeve Avenues. The work can be done by the co-op which will consist of a straight two inch milling and paving or the Borough can go to bid for milling and paving and include sanitary manholes and wraps. There are a significant of manholes. A full depth reclamation is also an option. The low estimate is approximately \$112,000 for the three roads to be done through the county co-op. The work would stop short of the burms. The high end estimate would be approximately \$250,000. The Morris County Co-op prioritizes their schedules based on the amount of material needed. The less material needed, the lower the job is placed on the priority list. Mayor Maio asked if there is any work required to be completed prior to the co-op doing the work. Administrator McNeilly stated there are very few catch basins. Any issues with the burms will have to take place before, during or after. Some of the area has to be field reviewed for possible profile milling, particularly the sensitive area located on part of Lloyd Avenue. Mayor Maio asked if this project could be combined with Maple Terrace if the Governing Body makes a decision to move forward with this project. Administrator McNeilly is of the opinion the funds need to be determined first for this project. Trying to combine both projects at this time may delay the Maple Terrace project. Maple Terrace should move forward separately and if the second project is ready in time it could be added. Mayor Maio asked Mr. Russo when the figures will be available for the milling and paving. Mr. Russo replied they will be ready in approximately ten days.

Mayor Maio polled the Governing Body to determine if they are in favor of milling and paving Lloyd, Lawrence and Reeve Avenues as opposed to the more expensive option. The results are as follows: Councilman Depew – yes, Councilwoman Zdichocki – yes, Councilman Thornton – yes, Councilman Romano – yes, Councilwoman Thistleton – yes, Councilwoman Kuncken - yes Mayor Maio stated the decision of the Governing Body is to go ahead with the two inch milling and paving of Lloyd, Lawrence and Reeve Avenues working with the Morris County Co-op. The CFO and the Administrator will determine how the project will be funded. Omland Engineering will provide the hard costs for the meeting on June 23<sup>rd</sup> at which time a final determination will be made.

Mayor Maio thanked Mr. Russo for attending tonight's meeting.

## **WORK SESSION**

Tree Dedication (In Memory of Janice Hunts) – Mayor Maio stated the tree dedication in memory of Janice Hunts will be held at 6:30PM prior to the Mayor and Council meeting scheduled for June 23<sup>rd</sup>. Mayor Maio asked Ellen Horak, Borough Clerk, to contact Paula Zelif-Murphy, Shade Tree Commission; John Rogalo or Owen Newson, Environmental Commission; and Janice's son Doug Hunts. Mayor Maio stated a brass plaque will be made which will be placed at the base of the tree. A proclamation will also be read.

Abandoned Properties – Mayor Maio stated Arlene Fisher, Zoning and Code Enforcement Official, has provided a great deal of information she received at a recent seminar regarding abandoned properties. Mayor Maio stated the Borough can require registration of abandoned homes in order to have some control over the situation. A financial penalty can be imposed on the entities holding the properties to keep the property up to date. There are several homes in the Borough which are not being maintained. Administrator McNeilly stated the penalty fees can increase each year. Several towns have implemented this system. Mayor Maio asked the Governing Body for their opinions. Councilwoman Zdichocki and Councilwoman Kuncken

stated they are in favor of implementing the program. The council members had no objections. Mayor Maio asked Administrator McNeilly to contact Mr. Stein, Borough Attorney, to prepare the necessary information for council review and adoption at the next scheduled meeting. Mayor Maio stated the paperwork needs to include wording for all abandoned homes including those damaged from fire.

## **ADMINISTRATOR'S REPORT**

*Borough Sign* – Administrator McNeilly stated he has provided the Mayor and Council with the quote and pictures of the proposed sign for the southern end of Main Street. A second price quote is needed. The business owner's portion of the sign will cost approximately \$200 for an 8" x 42" sign. A double size sign will cost double the price. Administrator McNeilly stated standard signs for Borough Hall, the Fire Department and the Police Station will be made to use as place holders. Councilwoman Zdichocki asked who will be responsible for maintaining the sign and if there is a warranty. Administrator McNeilly stated there are guidelines for how long the signs will last. Mayor Maio stated the sign has to say "Downtown Business District". Administrator McNeilly stated the Clean Communities phrase needs to be added.

Councilman Depew asked if the Borough will remove the individually placed signs if they are posted after the new sign is installed. Administrator McNeilly stated that the Borough will have to monitor and remove any individual signs. Signs will be collected and the business owners can retrieve them from the DPW yard on a specific day. Mayor Maio stated the Chamber of Commerce will be responsible for selling the business signs. Much discussion took place regarding the business signs. Mayor Maio stated the Chamber of Commerce should be responsible for taking the orders and collecting the fees. Councilwoman Zdichocki stated samples should be made available for the businesses to view. Administrator McNeilly stated the Borough may need to design the order form. Councilman Thornton stated the businesses should also have to sign off on the approved design for their signs. All signs will be the same color and font style.

*Community Garden* – Administrator McNeilly stated late last year there was preliminary discussion on establishing a community garden. Administrator McNeilly suggested that discussion take place in June to address community outreach, a community garden committee, the 2016 budget, site location and preparation. Mayor Maio asked to have this item added to the agenda for the next scheduled work session meeting. Councilman Romano asked if grant money is available. Mayor Maio stated Millennium Strategies has been asked to look for available grants. Administrator McNeilly stated the committee will be responsible for researching how the community garden should be implemented. Mayor Maio stated the Stanhope-Netcong Rotary wants to donate the shed for the garden. Councilwoman Kuncken stated some of the committee members need to be knowledgeable about gardening.

*Stanhope Day* – Administrator McNeilly stated two DPW employees will be working on Sunday for Stanhope Day. The event area has been inspected and will be clean and ready by Sunday.

*DPW New Hire* – Administrator McNeilly stated applications are being reviewed. A recommendation and resolution will be prepared for the June 23<sup>rd</sup> Council meeting.

*Budget 2016 Timeline* – Administrator McNeilly stated the 2016 budget timeline is as follows:

- Department Capital Request Memo will be sent – July 2015
- Department Capital Requests Due Back – August 17, 2015
- Department Budget Request Memo Will be Sent – July 2015
- Department Budget Requests Due Back – August 28, 2015
- Budget and Capital Requests Presented to Governing Body – September 22, 2015
- Proposed 2016 Budget Discussion – October 13, 2015 (Work Session)
- Initial Auditor Presentation – End of January/Early February

The Governing Body is in favor of implementing the new timeline.

*Crosswalks* – Councilman Depew asked if information is available regarding the new material for the crosswalks which Eric Keller spoke of at a previous meeting. Administrator McNeilly stated he will ask Mr. Keller for the information.

## **NEW BUSINESS**

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

**RESOLUTIONS**

**Resolution 131-15**

**RESOLUTION AUTHORIZING SALE OF MUNICIPAL  
PERSONAL PROPERTY TO LENAPE VALLEY  
REGIONAL HIGH SCHOOL BOARD OF EDUCATION**

**WHEREAS**, the Borough of Stanhope currently owns one Model Year 1997 New Holland Backhoe, Model #555E; Machine Id: 31007-455; and

**WHEREAS**, the Borough of Stanhope will be purchasing a replacement backhoe; and

**WHEREAS**, the trade-in value of the replacement backhoe is \$12,500.00; and

**WHEREAS**, the Lenape Valley Regional High School Board of Education has offered to purchase said backhoe from the Borough for its trade-in value of \$12,500.00; and

**WHEREAS**, the Borough is willing to sell said backhoe to the Lenape Valley Regional High School Board of Education; and

**WHEREAS**, the Borough may sell said backhoe to the Lenape Valley Regional High School Board of Education without public bidding, pursuant to the provisions of N.J.S.A. 40A:11-5(2n); and

**WHEREAS**, the Borough Attorney has prepared a Bill of Sale and Transfer Agreement to transfer title from the Borough to the Lenape Valley Regional High School Board of Education for the said backhoe;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope that the Borough shall sell to the Lenape Valley Regional High School Board of Education the New Holland backhoe listed above at a price of \$12,500.00; and

**BE IT FURTHER RESOLVED** that the Borough Administrator be and the same is hereby authorized and directed to execute a Bill of Sale and Transfer Agreement for the said backhoe to Lenape Valley Regional High School Board of Education, together with such other documents as may be reasonably required to effect a transfer of title.

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

Councilman Depew asked if Lenape Valley is paying the trade in value for the backhoe. Mayor Maio confirmed it is the trade in value. Councilwoman Kuncken recused herself from the discussion. Mayor Maio asked when the sale is going to take place. Administrator McNeilly stated the bill of sale is ready and the sale can take place at any time. Mayor Maio asked if the Borough has received the new backhoe. Mayor Maio stated she is of the opinion the sale should not take place until the new backhoe has been received. Councilman Depew agreed. Much discussion took place regarding what will happen if the sale is made but the Borough maintains possession and the backhoe breaks. There is also concern that a situation may arise where a backhoe might be needed. Administrator McNeilly stated the new backhoe will be delivered in a few months. Mayor Maio stated the Borough is preparing to undergo work which may require the use of the backhoe. Administrator McNeilly stated there is a second John Deere backhoe owned by the Borough which is in good working order. If the Borough uses the backhoe that is to be sold and it breaks, the deal will be cancelled. The backhoe being sold is an older extra backhoe which has been used mainly for loading salt trucks. Much discussion took place regarding the sale of the backhoe. Administrator McNeilly stated Lenape Valley has been informed that the backhoe cannot be released prior to the Borough receiving the new backhoe. Mayor Maio stated the backhoe should be set aside and not used in the meantime.

Roll Call:

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

**Resolution 132-15**

**RESOLUTION AWARDING CONTRACT FOR JAMES STREET ROADWAY PROJECT**

**WHEREAS**, the Borough of Stanhope heretofore advertised for the receipt of sealed competitive bids for James Street Roadway Project; and

**WHEREAS**, the Borough accepted sealed, competitive bids on May 28, 2015 for James Street Roadway Project; and

**WHEREAS**, the Borough received four (4) sealed competitive bids in the following amounts: Reivax Contracting Corp., \$357,481.00; Cifelli & Sons General Construction, \$383,430.00; Your Way Construction, \$433,649.39; and Vollers, \$569,905.25; and

**WHEREAS**, the Borough Attorney has reviewed the bids for compliance with the Local Public Contracts Law and the Borough’s bidding requirements; and

**WHEREAS**, Reivax Contracting Corp. is the lowest responsive, responsible bidder for the Borough’s request for bids on May 28, 2015; and

**WHEREAS**, the Borough Engineer concurs in the recommendation of the award of a bid to Reivax Contracting Corp.;

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Stanhope that the Borough does hereby award a bid to Reivax Contracting Corp. in an amount not to exceed \$357,481.00 for James Street Roadway Project; and

**BE IT FURTHER RESOLVED** that the award of this bid is subject to certification of the availability of funds by the Chief Financial Officer; and

**BE IT FURTHER RESOLVED** that the Borough Clerk shall notify all bidders on May 28, 2015 of the award of the bid to Reivax Contracting Corp.; and

**BE IT FURTHER RESOLVED** that the bid bond of all of the bidders be returned to said bidder.

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

**Resolution 133-15**

**RESOLUTION AUTHORIZING PUBLIC BIDDING FOR CONTRACT FOR WATER MAIN DUCTAL IRON PIPE AND SUPPLIES**

**WHEREAS**, the Borough of Stanhope wishes to proceed with repairs and improvements to Hillside Avenue and Spring Lane including the replacement of the water main; and

**WHEREAS**, said work shall be undertaken by the Stanhope Borough Department of Public Works; and

**WHEREAS**, the Borough will be required to purchase the ductal iron pipe water main and associated supplies in order for the Department of Public Works to replace the water main; and

**WHEREAS**, the amount of supplies require that their purchase be publicly bid pursuant to the Local Public Contracts Law; and

**WHEREAS**, the Department of Public Works has prepared a list of pipe and supplies needed for the project;

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Stanhope, that the Borough shall publically bid for purchase of ductal iron pipe and supplies in accordance with the list prepared by the Stanhope Borough Department of Public Works with bids to be received on June 23, 2015.

On motion by Councilwoman Zdichocki, 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 Kuncken – yes
Councilwoman Zdichocki – yes	Councilman Depew – yes
Councilman Thornton - yes	Councilwoman Thistleton – yes

**Resolution 134-15**

**RESOLUTION AUTHORIZING REFUND OF  
CERTIFICATE OF HABITABILITY FEE PAID**

**WHEREAS**, Michael DiTaranto had paid \$125 in the form of a money order on April 17, 2015, for a Certificate of Habitability fee for the sale of 19 Dell Road, and

**WHEREAS**, plans to sell the property have been canceled, and the funds have cleared our bank; and

**WHEREAS**, the Construction Official recommends that we refund the \$125.00;

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Stanhope, that a warrant be drawn to the person listed below in the designated amount representing a refund of a Certificate of Habitability fee paid:

Name & Address	Amount
Michael DiTaranto 19 Dell Road Stanhope, New Jersey 07874	\$ 125.00

On motion by Councilwoman Thistleton, 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 Kuncken – yes
Councilwoman Zdichocki – yes	Councilman Depew – yes
Councilman Thornton - yes	Councilwoman Thistleton – yes

**Mayor's Appointment:**

**Resolution 135-15**

**MAYOR'S APPOINTMENT OF CHRISTINE AEMISEGEO  
TO THE BOROUGH OF STANHOPE RECREATION  
COMMISSION**

Mayor's appointment to the Recreation Commission as follows:

Christine Aemisegeo as Alternate #2, for a five-year term, said term to expire 12/31/2019

**BE IT RESOLVED** by the Council of the Borough of Stanhope that they do hereby concur with the Mayor's appointment of Christine Aemisegeo as Alternate #2 to the Recreation Commission, to fill a five-year term, with said term to expire December 31, 2019.

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



**PAYMENT OF BILLS**

**Resolution 136-15**

**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 June 9, 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, with the exception of two bills for Clean Communities which were placed on hold.

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 June 23, 2015 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.

Don Drake, Summit Avenue, asked if the pictures are going to be rehung in the council chambers. Mr. Drake asked about the lettering for the Borough vehicle. Administrator McNeilly stated he has spoken with Sign Art regarding the lettering for the Borough vehicle. A reveal should be ready in approximately two weeks.

Seeing no one 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 (Pact Construction)
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 Romano, seconded by Councilwoman Zdichocki, and unanimously carried by voice vote, the foregoing resolution was adopted.

The Mayor and Council went into Closed Session at 8:30 P.M.

At the conclusion of the Closed Session, the Mayor and Council reconvened the public meeting at 8:40 P.M. with all present.

**ADJOURNMENT**

On a motion by Councilman Thornton, seconded by Councilman Romano, and unanimously carried by voice vote the meeting was adjourned at 8:40 P.M.

Approved:

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