

**MAYOR AND COUNCIL
WORK SESSION AND
AGENDA MEETING
June 11, 2013
8:00 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 2, 2013 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 Zdichocki – yes	Councilman Depew – yes
Councilman Thornton - yes	Councilwoman Thistleton – yes
Councilwoman Kuncken - yes	Councilman Benson – yes

Mayor Maio – Present

ADMINISTRATOR'S REPORT

JIF Insurance Award – Administrator McNeilly reported that the Borough has received the JIF's Safety Incentive Award for 2012. This is the first time the Borough has qualified for the program and the award was received based on having an active safety program in place. Additionally, the loss time ratio has continued to drop which will result in a positive impact on future premiums. The Borough received a \$250 gift certificate from Graingers.

New Traffic/Parking at Stanhope School – Administrator McNeilly asked the Governing Body if an ordinance should be drafted to prohibit parking at the top of Elm Street, Oak Street and Hickory Street during specified school hours. These areas are a major concern during drop off and pick up at the school. Administrator McNeilly stated that he has received positive feedback regarding the new procedure that has been implemented. Councilwoman Kuncken stated that she spoke with Mr. McCann and Gina, from Stanhope School. They confirmed there has been an improvement with the implementation of the new system that the Borough assisted in developing. Information regarding the new drop off and pick up procedure will be distributed in the August school packets. The criteria for obtaining a placard will be determined.

Mayor Maio asked if Eric Keller, Borough Engineer, needs to be consulted about the parking restriction ordinance. Administrator McNeilly replied that Mr. Keller's services will not be necessary. The new ordinance will be modeled after the existing ordinance that addresses the parking regulation from Valley Road to Oak Street. Mayor Maio asked the Governing Body if they were all in favor of moving ahead with the ordinance. Seeing no one opposed Mayor Maio instructed Administrator McNeilly to move forward with the ordinance. Councilman Thornton stated that several parents have mentioned how pleased they are with the changes.

Garbage and Recycling – Administrator McNeilly reported that Waste Management, the new vendor for recycling, did not encounter any problems with their first pick up this past Wednesday. Administrator McNeilly stated that Bill Storms has informed him that the collection at the DPW yard is going well. A notification will be included in the next water bill to inform residents about the new single stream recycling program.

Tax Assessor Memo – Administrator McNeilly stated he has responded to the Tax Assessor indicating that all in-rem properties are being reviewed by the Mayor and Council for possible sale. The designations of the properties are not to be changed. They are to remain in their current status as vacant, Borough owned properties. Administrator McNeilly stated that the main focus is on the property next door to the Municipal Building and the lot located on Route 206 across from the Black Forest. Mayor Maio stated there is a double lot on Kyner Avenue that should be included. Administrator McNeilly stated that sewers are not located at the property on Kyner Avenue and it may not be as marketable. Mayor Maio asked Administrator McNeilly if his recommendation is to list all three properties with a realtor at one time. Administrator McNeilly confirmed this. Mayor Maio stated that the Governing Body is in agreement that a realtor should be contacted. Mayor Maio stated that the property next door is to be commercial downstairs and residential upstairs. Administrator McNeilly replied that all the conditions must be determined and stated upfront.

Musconetcong Watershed Association – Administrator McNeilly stated he has spoken with Eric Keller, Borough Engineer, about joining the Musconetcong Watershed Association. Mr. Keller has recommended that the Borough join to take advantage of the educational services.

Water Improvement Project – Administrator McNeilly reported that the initial contact with Sussex County Engineering has taken place with regard to the Water Improvement Project. Lee Purcell will arrange a meeting to discuss project timing, core boring, detour plans and paving specifications for Brooklyn Road. In addition, the DEP has provided the Borough with an Environmental Summary Statement. The report indicates there are no adverse environmental impact issues. A legal advertisement will be submitted for publication announcing that the report is available for review at Borough Hall.

Borough Hall/Police Station Renovations – Administrator McNeilly reported the renovation work has been completed in the Police Station. Minor open issues are in the process of being completed. The Secretary's furniture will be installed on Monday, June 17th and then the records will be transferred from the trailer to the office. Councilwoman Kuncken asked how long the process will take to empty the trailer. Administrator McNeilly replied that Chief Pittigher has advised that the process will take two weeks. Mayor Maio stated that the trailer should be removed by July 1st. Administrator McNeilly confirmed that the trailer should be removed before the end of the month and the electric will be disconnected next week. There is minor work to be completed in the foyer of the Police Department. A cost breakdown will be available for the June 25th meeting.

Ambulance Squad Request – Administrator McNeilly stated that the Governing Body previously approved funds for the Ambulance Squad to upgrade to narrow-band radio. The vendor will bill the Borough directly. Mayor Maio stated the funds have been set aside to be used for that purpose.

Fire Department – Administrator McNeilly stated that the Fire Department will be conducting a mutual aid water carrying drill at Highpoint Condominiums on Saturday, June 15th at 8:30AM. Administrator McNeilly stated the drill allows the fire departments to determine timing and access to water. Mayor Maio asked how they are going to access the area behind Dollar General. Administrator McNeilly replied that the Fire Department has made arrangements with Crunch Gym to close off the area with cones for the drill. Councilwoman Kuncken asked how this will be handled in case of an emergency. Councilwoman Kuncken also asked if Arlene Fisher, Zoning and Code Enforcement Officer, has reviewed the site plan. Administrator McNeilly replied that this is private property. Mayor Maio stated there is no site plan readily available. Ms. Fisher is reviewing old records for information. It appears there is no site plan or fire plan on file for the time when Dollar General purchased the property. Councilwoman Kuncken asked if there are site plans that date back to when the Economy was located there. Administrator McNeilly replied that he has not seen the plan but it may show a no parking designation for the one space located along the river. Mayor Maio stated there is no designation for a fire zone.

Administrator McNeilly stated in the past that area of the parking lot had never been used. Councilwoman Kuncken stated that she, Councilwoman Thistleton and Mayor Maio met with the Fire Department to discuss various issues and the Fire Department mentioned that while Crunch Gym is fortunate to need all of the parking spaces it may be a problem for the Fire Department to have access to the water. Administrator McNeilly stated that he has spoken with the Fire Department and they may be able to park the fire truck further out and run a line from the truck to the water. The drill will determine if the new speed bumps on Dell Road are going to be an issue for the fire trucks.

Water Tower – Administrator McNeilly stated the pumps were replaced at the water tower. The pumps are designed to be used alternately but the old pumps were so worn out that they were running continuously. A spare pump is being reconditioned and will be stored in case of emergency. The cost for the pumps was \$1,500 each. The old pumps were pumping 600 gallons a minute. The new pumps are pumping 825 gallons per minute. The increase in gallons per minute is allowing the water to be fed to the Borough but it is also putting water back into the tower which has increased the pressure. Mayor Maio stated there was a noticeable change in water pressure the day after the pumps were replaced.

COUNCIL DISCUSSION

Recreation Commission – Administrator McNeilly stated that Dana Mooney, CFO, was unavailable today and therefore the results of the CFO meeting that took place between Stanhope Borough, Netcong Borough and Byram Township will be presented at the June 25th meeting.

Capital Bond Ordinance – The Governing Body reviewed the Capital Projects for 2013. Mayor Maio stated there are two capital ordinances on the agenda for tonight. One ordinance is for the Fire Department consisting of air masks and air bottles and the other is for the sewer utility for the radio read units. The following capital issues were discussed.

Fire Department - Mayor Maio stated that the Kenwood radios in the fire trucks are not compatible with the high band system and therefore the trucks cannot communicate with the pumper or the ladder operator. The cost of the required equipment is \$5,100. The PPE (Personal Protective Equipment) costs for the Fire Department are generally calculated based on the purchase of 8 sets. The number of PPE units has been reduced to 7 which results in an additional \$3,600 to the capital fund that was anticipated for the Fire Department. This purchase will conclude the project and the communication system for the Fire Department will now be state of the art.

Police Department - Administrator McNeilly stated that the Police Department will replace the 2001 Detective's car.

Public Works – Administrator McNeilly stated that the replacement of the gas pumps; the liquid pre-treat system and the DPW garage renovations have already been awarded. Administrator McNeilly stated that box spreaders for the 2 DPW trucks will allow access to the tighter areas and the smaller parking lots. Councilman Benson asked why the spreaders are needed along with the liquid system that will be used. Administrator McNeilly replied that the liquid is a pre-treat system that is put down prior to the storm and the spreaders will be used for any accumulation of ice and snow over 2 inches. The 2004 F350 4x4 Ford pick-up truck will be replaced.

Infrastructure Repair/Maintenance – Administrator McNeilly stated that the Borough has submitted a grant application for last three years to address issues with the Maple Terrace roadway reconstruction with no success. The road continues to deteriorate. The state grant would have been in the amount of \$150,000. In addition, the Borough did not receive grants for the pedestrian walkway or Main Street. Administrator McNeilly suggested that the funds that would have been spent on those projects be used to complete the Maple Terrace Project. This would not require any in house work. The project would be handled by the Borough Engineer and the Borough would go out to bid with outside contractors for the curb drainage, water pipe and the milling and paving from Brooklyn Road to Musconetcong Avenue. Councilwoman Kuncken stated she is in favor of considering this recommendation. The Borough continues to have issues with this area and if it is not addressed it will only get worse. Mayor Maio stated the major issue with that street is the water main and the drainage. The lack of curbing and seepage

is going to cause the road to collapse eventually. Mayor Maio stated that \$240,000 was to be used for the pedestrian walkway. The Borough's share of what would have been allocated for the Maple Terrace project was anticipated to be \$255,000. The proposed cost for the Maple Terrace project is \$405,000 which is less than the Borough's costs would have been for the two combined projects.

Administrator McNeilly stated that James Street and Young Drive will have to be addressed next year and that is going to be more expensive. Mayor Maio asked the Council if they were in favor of moving forward with the Maple Terrace project. The Governing Body agreed to include the Maple Terrace project as a capital project for this year. Administrator McNeilly stated the funds will be available by the end of July after the first and second reading. Administrator McNeilly will contact Mr. Keller and advise him that this project will be scheduled for the spring.

Administrator McNeilly stated the sidewalk project has been put on hold.

Administrator McNeilly stated the standard paving, crack repair and sealing will be done.

Buildings & Grounds Repair/Maintenance - Administrator McNeilly stated that the Main Street lighting, paving of the municipal parking lot and the DPW garage roof replacement have already been awarded.

Water Utility - Administrator McNeilly stated that 650 radio read units and 300 pads will be purchased for the water utility to accelerate completion of that project for the entire Borough. Reading the meters used to take three to four days but can be completed in approximately 15 minutes now. Meters will be installed on all building that currently have none such as Borough Hall, the Fire Department and the Ambulance Squad. The reports for metered water and cumulative usage of meters should match but with areas without meters the reports are not complete. The Borough will then be able to inform those organizations about their usage and indicate what they are receiving at no charge. The variable frequency drives (VFD) final setups for Wells 2 and 3 will be done in order to complete this life saving feature for all the motors. The Well 4 rehabilitation will eliminate the sand in the beds and it will increase the capacity of the well. The Well 3 generator will provide more than one site with a generator.

Administrator McNeilly stated the water meter replacement program will provide the Borough with greater accuracy. The current meters all have metal fittings which decrease the accuracy. There are more gallons used than are recorded. The new meters contain no lead or metal which have an accuracy guarantee of 20 years. This project will provide replacement meters throughout the Borough. There are over 1,900 units and the cumulative loss in gallons is a loss of revenue to the Borough. Administrator McNeilly stated that this program has the ability to pay for itself. Mayor Maio stated that the meter replacement will not begin until the radio reads are completed.

Administrator McNeilly stated that the water report indicated there are occasionally issues with odor and suspended solids. Administrator McNeilly recommended that the Borough make the final improvement in the future to capture these issues at the well sites in order to remove the suspended solids from the system. This would help the residents, the reservoir, the pumps and the tower. This improvement could substantially reduce how and where the hydrant flushing is done. The only costs would be for the installation. There would not be any ongoing costs. The Borough would follow the process similar to how the chlorination system was designed and implemented.

Sewer Utility - Administrator McNeilly stated that the radio read units for the sewer utility will be addressed this evening in the bond ordinance. The manhole infiltration rehabilitation project for \$60,000 will go hand in hand with the Maple Terrace and Hill Road project. Once the budget is approved Eric Keller, Borough Engineer, will begin working on this immediately. The camera, cleaning and inspection of the sewer main will not be included on the capital list for this year due to the cost.

Generator Update for Well #5 - Administrator McNeilly stated that the vendor who was awarded the contract to provide the generator for well #5 has 120 days to install the generator. On May 22nd Administrator McNeilly stated that he and Bill Storms received an email from the

vendor stating the generator was on its way. On May 22nd the truck carrying the generator was in an accident and the generator was destroyed. Administrator McNeilly consulted Mr. Stein, Borough Attorney, and sent an email to the contractor advising them that the generator must be installed by July 11th. Administrator McNeilly stated that to date he has not received a response. In the event that the contractor wants to request relief, it must be done in writing and the Governing Body would have to approve the request. Administrator McNeilly stated the contractor has one month from today. Mayor Maio stated that when the generator arrives it must be inspected to insure that it is in new condition and what the Borough ordered.

Administrator McNeilly asked the Governing Body for approval to have Dana Mooney, CFO, prepare the capital bond ordinances. The Governing Body granted the approval. Administrator McNeilly stated the first reading should take place on June 25th with the second reading on July 9th followed by the 20 day waiting period. Administrator McNeilly stated that preparation will begin on the projects that require going out to bid.

OLD BUSINESS

Ordinance for Public Hearing and Final Adoption

Mayor Maio offered the following ordinance for public hearing and final adoption which was read by title:

Ordinance 2013-07 **CAPITAL ORDINANCE APPROPRIATING \$46,000 FOR
VARIOUS IMPROVEMENTS OR PURPOSES
AUTHORIZED TO BE UNDERTAKEN BY THE BOROUGH
OF STANHOPE, IN THE COUNTY OF SUSSEX, NEW
JERSEY**

BE IT ORDAINED by the Borough Council of the Borough of Stanhope, in the County of Sussex, New Jersey, AS FOLLOWS;

Section 1. The several improvements described in Section 3 of this capital ordinance are hereby respectively authorized as general improvements to be made or acquired by the Borough of Stanhope, New Jersey. For the said several improvements or purposes stated in said Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriations made for said improvements or purposes, said sums being inclusive of all appropriations heretofore made therefore and amounting in the aggregate to \$46,000, which has heretofore been set aside for the improvement of purpose stated in Section 3 and now available therefore by virtue of provision in a previously adopted budget or budgets of the Borough for capital improvement purposes.

Section 2. For the financing of said improvements or purposes and to meet the part of said \$46,000 appropriations, the Borough will use \$6,000 from the General Capital Improvement Fund, and \$40,000 from the Sewer Capital Improvement Fund, as described in Section 3.

Section 3. The improvements hereby authorized and the several purposes for the allocation of which said obligations are to be spent, the appropriation made for an estimated cost of each such purpose, and the estimated maximum amount of funds to be spent for each such purpose, are respectively as follows:

Fire Dept – Equipment – Including MSA Style Air Bottles & SCBA Air Masks	\$ 6,000.00	General C.I.F.
Purchase of Radio Read Units & Touchpads	\$40,000.00	Sewer C.I.F.

All the aforesaid improvements or purposes where applicable, are in accordance with specifications on file in the office of the Borough Clerk, which specifications are hereby approved.

Section 4. The following additional matters are hereby determined, declared, recited and stated:

- (a) The said purposes described in Section 3 of this capital ordinance are capital expenses and are each a property or improvement which the Borough may lawfully acquire or make as a general improvement, and no part of the cost thereof has been or shall be specifically assessed on property specially benefited thereby.
- (b) The average period of usefulness of said purposes within the limitations of said Local bond Law and taking into consideration the respective amounts of the said obligations authorized for the several purposes, according to the reasonable life thereof computed by this capital ordinance, is five (5) years.

Section 5. This capital ordinance shall take effect ten (10) days after the first publication thereof after final adoption, as provided by said Local Bond Law.

On motion by Councilwoman Kuncken, seconded by Councilwoman Zdichocki, and unanimously carried by the following roll call vote, the above ordinance was adopted.

Mayor Maio opened this portion of the meeting for public 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 Zdichocki – yes	Councilman Depew – yes
Councilman Thornton - yes	Councilwoman Thistleton – yes
Councilwoman Kuncken - yes	Councilman Benson – yes

On motion by Councilman Benson, seconded by Councilman Depew 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

Ordinance for Introduction [Public Hearing on June 25, 2013]

Ordinance 2013-08 **CAPITAL ORDINANCE APPROPRIATING \$5,150 FOR VARIOUS IMPROVEMENTS OR PURPOSES AUTHORIZED TO BE UNDERTAKEN BY THE BOROUGH OF STANHOPE, IN THE COUNTY OF SUSSEX, NEW JERSEY**

BE IT ORDAINED by the Borough Council of the Borough of Stanhope, in the County of Sussex, New Jersey, AS FOLLOWS;

Section 1. The several improvements described in Section 3 of this capital ordinance are hereby respectively authorized as general improvements to be made or acquired by the Borough of Stanhope, New Jersey. For the said several improvements or purposes stated in said Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriations made for said improvements or purposes, said sums being inclusive of all appropriations heretofore made therefore and amounting in the aggregate to \$5,150, which has heretofore been set aside for the improvement of purpose stated in Section 3 and now available therefore by virtue of provision in a previously adopted budget or budgets of the Borough for capital improvement purposes.

Section 2. For the financing of said improvements or purposes and to meet the part of said \$46,000 appropriations, the Borough will use \$5,150 from the General Capital Improvement Fund, as described in Section 3.

Section 3. The improvements hereby authorized and the several purposes for the allocation of which said obligations are to be spent, the appropriation made for an estimated cost of each such purpose, and the estimated maximum amount of funds to be spent for each such purpose, are respectively as follows:

Fire Dept – Communications Equipment – \$ 5,150.00 General C.I.F.

All the aforesaid improvements or purposes where applicable, are in accordance with specifications on file in the office of the Borough Clerk, which specifications are hereby approved.

Section 4. The following additional matters are hereby determined, declared, recited and stated:

- (a) The said purposes described in Section 3 of this capital ordinance are capital expenses and are each a property or improvement which the Borough may lawfully acquire or make as a general improvement, and no part of the cost thereof has been or shall be specifically assessed on property specially benefited thereby.
- (b) The average period of usefulness of said purposes within the limitations of said Local Bond Law and taking into consideration the respective amounts of the said obligations authorized for the several purposes, according to the reasonable life thereof computed by this capital ordinance, is five (5) years.

Section 5. This capital ordinance shall take effect ten (10) days after the first publication thereof after final adoption, as provided by said Local Bond Law.

On motion by Councilwoman Kuncken, seconded by Councilman Depew, and unanimously carried by the following roll call vote, the above ordinance was introduced.

Roll Call:

Councilwoman Zdichocki – yes	Councilman Depew – yes
Councilman Thornton - yes	Councilwoman Thistleton – yes
Councilwoman Kuncken - 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 128-13 RESOLUTION AUTHORIZING REFUND OF BUILDING PERMIT FEE

WHEREAS, Marjorie Fluke had obtained Demolition Permit #12-110 for 13 Plane Street, and

WHEREAS, it was recently discovered that the cost for this type of permit should have been \$30.00, but the homeowner was charged \$100.00, and therefore the homeowner was overcharged \$70.00; and

WHEREAS, Thomas Pershouse recommends that we refund the payment of \$70.00;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Stanhope, that a warrant be drawn to the homeowner listed below in the designated amount representing a refund of a Building Permit fee:

Name & Address	Amount
Marjorie Fluke 13 Plane Street Stanhope, New Jersey 07874	\$ 70.00

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

Roll Call:

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

Resolution 129-13 RESOLUTION AUTHORIZING REFUND OF BUILDING PERMIT FEE

WHEREAS, G.J. Keller & Sons had obtained Building Permit #13-80 for 7 Center Street, and

WHEREAS, the permit should have been issued by Hopatcong, not Stanhope Borough; and

WHEREAS, Thomas Pershouse recommends that we refund the payment of \$330.00;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Stanhope, that a warrant be drawn to the vendor listed below in the designated amount representing a refund of a Building Permit fee:

Name & Address	Amount
George J. Keller & Sons, LLC P.O. Box 218 Flanders, New Jersey 07836	\$330.00

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

Roll Call:

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

Resolution 130-13 RESOLUTION AUTHORIZING SALE OF EXCESS MUNICIPAL PROPERTY TO SUSSEX BOROUGH

WHEREAS, the Borough of Stanhope is the owner of twenty (20) low-band, low-frequency pager units previously utilized by the Stanhope Borough Fire Department; and

WHEREAS, the Fire Department no longer has a use for the pager units for communication purposes; and

WHEREAS, Sussex Borough has offered to purchase all twenty (20) pager units at a price of \$40.00 each, for a total of \$800.00; and

WHEREAS, agreements to be entered into between a municipality and any other municipality are exempt from the provisions of the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-5(2); and

WHEREAS, N.J.S.A. 40A:11-36 authorizes any municipality to sell any of its personal property no longer needed for public use to any other municipality at private sale without the need for public advertisement or bidding; and

WHEREAS, the Governing Body is of the opinion that the sale of the excess pagers to Sussex Borough is fair and reasonable and is an appropriate disposition of excess municipal property no longer needed for public use;

NOW, THEREFORE, be it resolved by the Mayor and Council of the Borough of Stanhope that the Borough is hereby authorized to sell to Sussex Borough twenty (20) pager units at a price of \$40.00 each, for a total sale price of \$800.00; and

BE IT FURTHER RESOLVED, that the Borough Administrator be and is hereby authorized to take all steps necessary to sell the pager units to Sussex Borough as authorized above.

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

Roll Call:

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

Mayor's Appointment

Resolution 131-13

RESOLUTION APPROVING THE MAYOR'S APPOINTMENT OF PETER COTTER, AS AN ACTIVE MEMBER TO THE STANHOPE FIRE DEPARTMENT

Mayor's appointment of Peter Cotter, as an active member to the Stanhope Fire Department.

BE IT RESOLVED by the Council of the Borough of Stanhope, County of Sussex, State of New Jersey that they do hereby concur with the Mayor's appointment of Peter Cotter, as an active member to the Stanhope Fire Department.

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

PAYMENT OF BILLS

Resolution 132-13

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 11, 2013 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 unanimously carried by the following roll call vote the foregoing resolution was duly adopted.

Roll Call:

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

AGENDA ITEMS

All items listed on the Agenda for June 25, 2013 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.

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

DISCUSSION

Councilwoman Kuncken stated there was an article in the newspaper regarding the G.R.E.A.T. program which is administered to the students at Stanhope School by the Stanhope Police Department. The program is taught by Detective Bork. The article stated how pleased Stanhope School is to have the program available for the students. Councilwoman Kuncken stated it was a nice positive article for Stanhope School and the Police Department.

Councilman Depew asked Administrator McNeilly if there are problems with some of the water meters. Administrator McNeilly replied that no problems exist. There are times when a resident asks to have their meter checked because they are under the impression that it is not working properly. Administrator McNeilly stated that when that occurs the meters generally test in favor of the property owner. Councilman Depew stated that he was told by a resident that their meter reading was estimated. Councilman Depew asked the water utility collector to check the bill for that address and she informed Councilman Depew that there is a problem with that particular meter and the bill was estimated. The water utility collector told Councilman Depew that efforts to contact the owner were unsuccessful. Councilman Depew stated that the problem was corrected today. Administrator McNeilly stated there are a few locations that receive an estimated bill for various reasons such as dogs or meters that are inaccessible. This is a very small percentage.

ADJOURNMENT

On a motion by Councilwoman Kuncken, seconded by Councilman Thornton, and unanimously carried by voice vote the meeting was adjourned at 8:51 P.M.

Approved:

Linda Chirip
Deputy Clerk
For Ellen Horak
Borough Clerk