

**MAYOR AND COUNCIL
REGULAR MEETING
July 24, 2012
7:00 P.M.**

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 – Absent
Councilman Depew – Present	Councilman Graham – Present
Councilwoman Thistleton – Absent	Councilman Benson – Present

Mayor Maio – Present

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:

2 Contract – Negotiations for Police and DPW
1 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 7:01 P.M.

At the conclusion of the Closed Session, Mayor and Council reconvened the public meeting at 7:27 P.M. with all present.

Mayor Maio called for a brief recess. The meeting resumed at 8:00 PM.

SALUTE TO COLORS

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

PRESENTATIONS

Automatic Payments – Mayor Maio asked Dana Mooney, CFO, to come forward to make a presentation regarding automatic payments. Ms. Mooney met with the Finance Committee two weeks ago to review this process. Ms. Mooney reported that the ACH Debit program is a service that would allow residents, on a voluntary basis, to sign up with an authorization form in order for them to make automatic payments for their taxes and/or utility accounts. The funds would be debited from their savings or checking account on a set date each quarter. The bank does charge a fee for this service. Ms. Mooney stated that Mr. Stein has confirmed that in order to implement this service the Borough's fee ordinance would have to be revised. Ms. Mooney proposed that the fee for this service would be billed to the homeowner at the rate of \$5.00 for the year per account. If the homeowner signs up to have their property taxes and their water/sewer utility bill debited, the cost would be \$10.00 for the year.

The main purpose for providing this service would be convenience for the residents. Many residents have been asking for some type of online or credit card system. The ACH program is the most economical for the Borough in that the cost of the service can be billed to the customers and at the same time it is not cost prohibitive to them. The payment would be debited through a secure connection that would be instituted by the CFO. Ms. Mooney stated that currently she uses a key which is used for wire transfers that is state of the art for banking and changes its code every so many seconds. Once residents register for the program they will receive a confirmation notice explaining the timing of the debit. From that time on the ACH debits would be automatic. In order for the residents to withdraw from the ACH system, they would have to submit their request in writing 20 days prior to the scheduled withdrawal. Ms. Mooney is of the opinion that the \$5.00 fee will allow the Borough to break even on the costs. If in the future the fee charged raises money, the issue can be analyzed at that time. Ms. Mooney proposed a withdrawal date of the 10th of the month due to the fact that this is the last legal day when payments are due for taxes. The due dates would be November 10th, February 10th, May 10th and August 10th, provided that the bills are mailed out on time. The payment schedule for the water/sewer utility would be the 20th of the month in which it is billed. The bills would be due by the 30th however, this would allow time to process the payments and provide cash flow for the month.

The time necessary to provide the service is only lengthy the first time in order to register all the people that sign up. After the initial set-up the only time required would be to change the amounts to be withdrawn or occasionally if someone changes bank accounts. New users can be added as needed. If there are 125 users, and it can be any combination of property tax and utility users, it will take about half an hour to input the quarterly amounts into the bank system. The Borough's software can be activated very easily because every account is set up as a debit. The system is already set up to receive payments that are made electronically from the bank. Ms. Mooney is of the opinion that the system may save approximately 16 hours per quarter in time. When residents come into the office to make a payment there is a certain amount of time spent with them and the payments that come through the mail also require additional time to manually process the payment.

Ms. Mooney reported that residents have been asking for some type of payment program. Many people come into the office wanting to use credit cards. The use of credit cards is expensive. The cost can range from 2 – 2 ½ % of the cost of the transaction. Ms. Mooney stated that she has spoken with several tax collectors and the consensus is that most people are not using their credit cards for these types of payments especially if their taxes are high.

Ms. Mooney stated that the proposed system would be a convenience for the residents if they are going on vacation or if they do not wish to mail their payments and the system is secure. Several residents travel in the winter and landlords that do not live in the area can benefit from the system. In the event that the account is debited and the funds are insufficient, there would be a \$20 charge and then a request would be made for them to come into the office to pay the bill in cash.

Administrator McNeilly stated that a decision needs to be made by the Governing Body as to whether or not the Borough wants to provide the ACH service to the residents.

Mayor Maio asked Ms. Mooney how many residents need to sign up for the system in order for the Borough to break even. Ms. Mooney replied that 96 enrollments are necessary. Mayor Maio asked what will happen if the minimum enrollments are not met. Ms. Mooney stated that the tax collection budget can handle the costs. When the system is first implemented there may be some cost incurred prior to having enough people enrolled. After the system is in place for a year, an analysis can be done to determine its feasibility. Administrator McNeilly stated that in the event no one signs up for the program in the first year, the cost to the Borough would be \$420.00.

Councilwoman Kuncken stated that regardless of the amount of time that may be saved by implementing this program, this is a service that would be provided that only a small number of people may choose to make use of. Councilwoman Kuncken is concerned that residents may think they have to register for the program. If the decision is made to move forward, the program needs to be clearly explained. Ms. Mooney stated that the application form would have to be requested. Ms. Mooney is presenting the ACH program in response to several residents' requests for an alternate payment plan. Mayor Maio is of the opinion that most people are interested in paying with a credit card. Ms. Mooney stated that residents do ask for that service but they do not want to pay the fees that would be required. Administrator McNeilly stated that if once the ACH program is set up, and a third party credit card company comes in, then the fee would be between the user and the credit card company. Ms. Mooney spoke with Walker Online Payments regarding checking accounts. This system is being offered by some banks for free where the user can go in and enter the routing number and account and submit their payment. The Borough's bank does not provide for this.

Administrator McNeilly stated that the County Clerk's Office implemented the ACH system and it worked well. They tried to implement a credit card program but the upfront cost for the service was too expensive. Administrator McNeilly stated that the percentage of a quarterly tax bill would be even more costly. Stanhope Borough does have a large number of rental and managed properties that may benefit from using the ACH system. Councilman Graham is of the opinion that more residents may choose to pay the water/sewer utility with the ACH system. Many residents have their taxes paid through their mortgage company. Councilman Graham is in favor of implementing the ACH system for a one year trial basis from November to November. Councilman Benson is also in favor of offering the service. The cost of \$5.00 or \$10.00 for the year is affordable and there are many people that may benefit from the program. Mayor Maio asked Councilman Depew and Councilwoman Kuncken for their opinions. Councilman Depew and Councilwoman Kuncken are in favor of implementing the program with the stipulation that a review be done after a year. Mr. Stein will prepare an ordinance for introduction at the August meeting. Ms. Mooney stated that she would like to have the program in place for November 1st for only taxes. The information can be distributed in the next water/sewer bill but the program for the utility would not begin until December. Mr. Stein stated that other than putting the ordinance in place for the fee structure everything else is already in place. The information just needs to be sent out to the residents. Mayor Maio asked Mr. Stein if the ordinance should have a sunset provision. Mr. Stein does not recommend having a sunset provision. If the program does not work an ordinance can be issued to repeal the service.

SWAC Report (Solid Waste Advisory Committee) – Don Drake reported that the land fill closure is scheduled to take place in 2018. Mr. Drake submitted a report several months ago that was created last year by the engineers for the land fill that outlines available options. The engineers suggest that once the land fill is closed it could become a transfer station run by the County. The theory being that the County would be able to run more facilities from that location such as composting, hard plastic and electronics recycling whereas private industry cannot. Mr. Drake is of the opinion that when dealing with private contractors arrangements can be made to include these items.

A plan needs to be in place for the day that the land fill closes. SWAC is looking to create a transfer station of some type. SWAC is investigating various options with vendors, mainly European companies, which can reduce the amount of trash by 90% but this will still leave a product that has to be disposed of off-site. SWAC recommended to the Freeholders, in April, to proceed with upgrading the permit with NJDEP. The current permit expires when the land fill is full. Councilman Benson asked if the County has to be in the trash business. Mr. Drake replied that they do not. As part of the land fill closure there is an \$18,000,000 closure fee that has to be made up between now and when it closes. The State has allowed SCMUA to take money from this closure fund to cover operating costs in order to keep tipping fees down. The current dumping fee and any future rates are being calculated to cover the \$18,000,000 cost. Mayor Maio asked if the \$18,000,000 is anticipated to increase. Mr. Drake is of the opinion that the amount may be slightly inflated. If the tipping fees do not generate the amount needed then it will be taken from the general County taxes.

Administrator McNeilly stated that this will allow for better flow control for the next generation of garbage collection. Mr. Drake reported that after the land fill closes, there is a NJDEP 30 year maintenance requirement to monitor the wells etc. which will be under County control. SWAC and the Planning Department are reassessing the report. Proposals are being reviewed from European countries who have been dealing with this issue much longer than we have in the United States. The United States is a disposable country. The European countries generate less trash due to composting and other recycling efforts. Mr. Drake is of the opinion that the trash collection will become more privatized. SWAC is anticipating a decision from the Freeholders in the next two years to determine if the trash collection will be privatized or remain with the County. Councilwoman Kuncken asked if the transfer station is definitely going to exist. Mr. Drake affirmed that a transfer station will be in place but the size of the station and the management of the transfer station are still to be determined. The County owns the land and therefore the County will most likely remain as the owners of the property. Mr. Drake is of the

opinion that the management and operation of the transfer station should go out to bid. It is Mr. Drake's opinion that going to bid would allow the transfer station to run more efficiently and all of the services the County provides could be a provision put into the bid requirements.

Mr. Drake asked the Governing Body for their opinion of the situation so that he can report back to SWAC with the Borough's recommendations. The Governing Body wishes to privatize the trash collection. Councilman Benson asked why the County plans to continue in the trash collection business once the land fill closes. Prior to flow control the Borough contracted with various trash companies who disposed of the trash and the costs were lower compared to what they are today. Much discussion took place speculating why the County would decide to remain in the business of trash collection. Mr. Drake stated that the County is obligated by State statute to provide garbage disposal to the residents. The County has reached out to other counties to investigate the possibility of forming a regional program. The other counties are not interested.

Councilman Graham asked if the issue of enforcement has been addressed. Mr. Drake stated there are approximately 30 fines issued every month. Councilman Graham would like pressure to be put on the issue of enforcement. It seems to be easier to let \$1,000,000 disappear each year than it is to enforce the regulations with the vendors. Mayor Maio asked Mr. Drake if SWAC has any jurisdiction regarding enforcement. Mr. Drake replied that the enforcement is under Board of Health control. Mayor Maio asked if SWAC receives reports for enforcement and if so Mayor Maio asked if he could please provide copies to the Governing Body. Mr. Drake will provide the reports. Much discussion took place regarding the issue of enforcement.

Mayor Maio asked if the issue of host fees that are paid to Lafayette have been discussed. Mr. Drake stated that the issue was brought up once but was passed over. Lafayette receives free fees plus \$4.00 per ton. In Mr. Drake's opinion hosting the land fill does pose some detrimental effects to the town but they should not receive free fees and the \$4.00 per ton. The issue does need to be addressed. Mayor Maio stated that if the land fill closes then the host fees should be eliminated. Mr. Drake stated that Lafayette would still be hosting the transfer station. Administrator McNeilly stated that host fees will probably still be paid to Lafayette but in his opinion host fees should also be paid to Newton, Stillwater and Fredon, the towns located along Route 94, which are going to have all the truck traffic which will be heading toward Route 80. Mr. Drake stated that funds are being generated from the methane and the generating of electricity to run the operation.

Mr. Drake explained that Las Vegas currently uses an incineration method for several of the hotels which eliminate 90% of the trash which has been working well for the past two years. The system works because the hotels have the ability to be in control of the separation of the trash.

Mayor Maio polled the Council for their vote as to whether the trash collection should be private or public. Councilman Graham – private, Councilwoman Kuncken – private, Councilman Benson – private but does not want the County involved in the trash business, Councilman Depew – private but he is of the opinion that the only reason the County is looking to remain in this business is for the current employees to keep their jobs, Mr. Drake stated that under the current operating system the County Government cosigned all the bonds. If the land fill is no longer in operation the costs will become the responsibility of the users. Mayor Maio asked Mr. Drake to report back to the SWAC that Stanhope Borough prefers a private operation for the future. Mr. Drake will advise the Governing Body when the vendors will be making presentations to the SWAC. Mayor Maio thanked Mr. Drake for his report.

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 wishing to speak, Mayor Maio closed the public portion of the meeting.

MINUTES FOR APPROVAL

Mayor Maio read aloud the list of minutes being presented for approval:

June 12, 2012	Work Session/Agenda Meeting & Closed Session
June 26, 2012	Regular Business Meeting & Closed Session

On motion by Councilman Benson, seconded by Councilman Graham and unanimously carried by voice vote, the above listed minutes were approved with a correction made to Resolution 131-12 Authorizing Professional Appraisal Services. The minutes indicate a yes vote for Councilman

Graham however he had voted no. Councilwoman Kuncken abstained from the minutes of June 26, 2012.

CORRESPONDENCE (List Attached)

On motion by Councilwoman Kuncken, seconded by Councilman Graham and unanimously carried by voice vote the list of correspondence was accepted and ordered placed on file.

ADMINISTRATOR'S REPORT

DPW – Administrator McNeilly reported that Bill Storms has installed two of the chlorine systems. The vendor is scheduled to be here this week to turn on the system, tune it and train the staff.

NJ Historic Planning Grant – Administrator McNeilly reported that the letter of intent for the Plaster Mill was submitted on time. The application process must be completed by September.

NJ DOT Transportation Enhancement – Administrator McNeilly reported that the application for the acquisition of the Hess Station and streetscape improvements was completed on time and was submitted through DCA's SAGE system. Administrator McNeilly provided the Governing Body with Eric Keller's project cost sheet and the narrative created by Katie from Millennium Strategies. The grant proposal has a cost of \$1.2 million dollars which can be broken down into stages. Two letters of recommendation were also submitted with the application. The letters were provided by the Stanhope Chamber of Commerce and the Growing Stage Theatre.

Councilwoman Kuncken asked if the Governing Body will be consulted regarding their suggestions for the property, should the grant be received. Mayor Maio affirmed that the Governing Body will be consulted. Mr. Keller's report covers a wide breath of possibilities but it does not contain specific details in terms of designs. Councilman Graham asked if a meeting was held to determine the information that was submitted for the grant. Administrator McNeilly responded that he and Mr. Keller walked the property and formulated the plan that was submitted. The consensus at the last Mayor and Council meeting was to acquire the property, and then proceed with the demolition and restoration. The grant available is for streetscapes and historic scenery. The basis for the design that was submitted was in keeping with the theme of the grant. By utilizing the services of the grant writers the Borough was able to propose a thorough grant as opposed to a soft grant. By having a project plan it will allow for the project to be done in stages in the event that a partial grant is received. The turnaround for submission of this grant was completed in only 7 days.

Netcong Day – Administrator McNeilly reported that he was informed by Chief Pittigher that Netcong will be closing their Main Street for Netcong Day on September 9th. Administrator McNeilly contacted Ralph Blakeslee to discuss concerns that the Borough has for directing that level of traffic onto the streets of downtown Stanhope. A follow-up email was sent to Netcong stating that Stanhope Borough cannot be part of a formal detour process that would put our residents and traveling public in danger. Administrator McNeilly stated that the Borough will post the roads on that day to state that no thru traffic is allowed and no trucks are allowed on Main Street, Linden Avenue and High Street. Mayor Maio asked Administrator McNeilly if he has received a response back from Netcong. Administrator McNeilly responded in the negative.

Sparta Road Phase 2 – Administrator McNeilly reported that the last section of pipe has been installed. The job should be complete by the end of the week. Councilman Graham stated that he received a letter of complaint due to the equipment that was stored at the Little League lot. Administrator McNeilly and Mayor Maio stated that at the pre-construction meeting the contractor was told that if they wished to use the Little League property they would have to contact the Little League directly due to the fact that it is private property.

Administrator McNeilly reported that during the water line installation it was determined that the Little League Field is not supplied with municipal water. There is a well that exists onsite for their water needs. A lateral line will be installed in case they need to tie-in to the municipal system at a future date.

Councilwoman Kuncken stated that she is aware that the contractor was told at the pre-construction meeting that the Little League property was owned privately and that if they desired to use that parking area the contractor would need permission from the Little League. Councilwoman Kuncken suggested that in the future perhaps the Borough should contact any entity that might be affected by a project and just let them know what the project will entail and that they may be contacted by a contractor.

Administrator McNeilly stated that the contractor worked so quickly the detour signs were never put in place. The area near the Little League field contained a lot of rock. There was a ledge on both sides of the trench. This contract for 900 feet of temporary line only cost \$4,000. The contractor had the lowest bid due to the fact that they knew that running the lines through the storm drains was the best option. The other contractors all proposed to cut through the road which would have been costly and time consuming.

Borough Hall Renovations – Administrator McNeilly reported that arrangements have been made with the Commander of the American Legion in order to use their meeting room for the Land Use Board meetings and the Mayor and Council meetings during the renovation process at Borough Hall. The remaining boards and commissions will be able to use the front office area at Borough Hall for their meetings. In order to comply with the advertised hearings for the Land Use Board, the Council Chamber will remain in use until August 13th. After that time the meetings will be held at the American Legion beginning with the Mayor and Council meeting on August 14th and including the Land Use Board meeting scheduled for October 15th.

Councilwoman Kuncken asked Administrator McNeilly if the Borough will compensate the American Legion for the use of the building and their expenses such as for air conditioning. Administrator McNeilly stated that the American Legion has asked if the Borough could repair the parking lot with the crack sealer. Mayor Maio asked what type of recording system will be used. Mrs. Horak responded that the old tape recording system will be used.

Administrator McNeilly presented trim and countertop samples for input from the Mayor and Council for the renovation of the Council Chambers. Mayor Maio asked Administrator McNeilly to state his recommendations. Administrator McNeilly stated that the structures such as the dais would be painted and a new counter top installed. The lighting would be reworked to include a florescent circuit, new LED dimmable lighting installed over the dais and new lighting around the room to highlight artwork. The same surface that will be used on the dais will be used to create new window sills. New millwork will be installed around the windows. New millwork for the dais with a raised front could be installed to include outlets as well. New flooring will also be installed. Administrator McNeilly suggested using the same material for the front of the dais and the wall behind the dais. The walls will be sheet rocked with a chair rail. There is a five to six week lead time in order to receive the materials.

Work on the squad room will begin on Monday. A portable unit will be located outside.

Administrator McNeilly stated that a meeting is scheduled with Millennium Strategies that will be attended by Mayor Maio, Councilman Benson – Finance Committee, Councilman Graham – Infrastructure Committee, on Thursday at 10:30 A.M. Councilman Graham stated that he will be unable to attend. Councilwoman Kuncken stated that she could attend for half an hour. Administrator McNeilly stated that the purpose of the meeting is to be updated on what actions have taken place and what direction the Borough is moving in.

Camera System – Administrator McNeilly stated that the Police Department has accessed the system to acquire evidence from the video tape located at Musconetcong Park. Another situation arose today that involved the DPW yard. There are two different vendors contracted to remove the oil filters and the waste oil. The vendor came to remove the waste oil and the tank was empty. A review of the video tape was performed and the vendor that was only supposed to remove the filters had taken the waste oil. That vendor was told not to come back to the yard anymore. The basis for that decision is that if the oil was taken without permission what else may or may not have been taken. The vendor was also told to supply the Borough with the proper documentation regarding the disposal of the waste oil or a report will be filed with DEP.

COUNCIL COMMITTEE REPORTS

Public Safety – Councilwomen Kuncken/Thistleton

Police, Fire, Ambulance, Court & Violations Bureau, Emergency Management – Councilwoman Kuncken reported that the Fire Department, for the month of June, had 8 answered calls, 3 mutual aid calls, 1 assist to the Ambulance Squad, 6 drills and 1 meeting for a total of 576.75 volunteered man hours.

Councilwoman Kuncken reported that the Police Department had 197 motor vehicle incidents. In total the Police Department reported a total of 356 various incidents for the month.

Councilwoman Kuncken reported that the Ambulance Squad had a total of 79 calls for the month of June. There were 32 calls in Stanhope, 44 in Netcong, 1 stand-by, 1 out of town call to Byram and 1 out of town call to Hopatcong. The Ambulance Squad dealt with a total of 62 patients, they made 45 trips and travelled 1,131 miles for a total of 376 hours and 21 minutes of volunteer time. In June the Squad answered 31 of 32 requests for service in Stanhope, 4 of the calls were at Capitol Care, 2 calls required medivac, one day they had 7 calls and for three days in the month of June they had 5 calls each day. From 3:00 P.M. on Friday, June 8th, until 5:00 P.M. on Sunday, June 10th, which was the Borough's Stanhope Weekend, the Squad answered 9 calls, stacked the coin drop fundraiser for 4 hours on Friday and 6 hours on Saturday, provided medical stand-by for the Relay For Life at Lenape Valley High School on Friday night and attended Stanhope Day on Sunday for 5 hours.

Councilwoman Kuncken reported that the Public Safety Committee met this past Saturday morning to test the pagers and radios as part of the process for converting the Fire Department over to a high band radio system which will allow for the elimination of the siren. Councilwoman Kuncken reported that she, Mayor Maio and Councilman Graham attended the testing on Saturday. All those in attendance were broken down into groups and the pagers were tested at various locations throughout the Borough. The water tower site was used for the testing of the signal. Due to an equipment malfunction the radios were not able to be tested. The radios will be tested on Monday night. The pagers worked in all the tested locations. Mayor Maio stated that the pagers worked at Shop Rite in Byram and in Hopatcong.

Councilwoman Kuncken reported that she along with Chief Card, Mitch Ellicott and Mayor Maio had a brief Public Safety meeting. Chief Card asked if the Borough could clear the fire lane at the old Morris Canal which is over grown and prevents the Fire Department from being able to draft there. In addition there is a tree which is bent over toward the water and inhibits access for drafting. Councilwoman Kuncken asked Administrator McNeilly to check with Bill Storms and arrange to have the area cleared along with the end of Lawrence Avenue and Central Avenue where they draft from. The area behind Dollar General looks good. Don Drake asked if Musconetcong was mentioned. Councilwoman Kuncken stated that the lake has too many weeds so they will not be able to draft from there. Councilwoman Kuncken stated that the Fire Department may need to replace the #5 GenStar belts. The thermal imaging camera costs were less than expected. Councilwoman Kuncken asked Administrator McNeilly to check with Dana Mooney to find out if the extra money could be used for the purchase of the belts. Administrator McNeilly will find out and report back to the Governing Body with his findings.

Finance & Administration – Councilman Benson/Councilwoman Kuncken – Councilman Benson reported that the future reports will contain more information regarding the tax collection and the water/sewer utility. The water rents for June were \$78,571.00 compared to \$40,467.00 a year ago. The sewer fees, both rents and interest, were \$171,438.00 compared to \$98,103.00 a year ago. Councilman Benson stated that future reports will be based on year to date figures compared to last year. Mayor Maio stated that the CFO was advised that the budgeting process for 2013 will begin in August. Administrator McNeilly stated that notices will be going out this month and the information required will need to be submitted by September. The budgets must not be determined by the past years expenditures. Expenditures are separate from value and revenue. The budget cannot wait until those final numbers for the year are available.

Community Development – Councilmen Murphy/Graham

Zoning, Construction, Code Enforcement, Economic Development, Chamber of Commerce, Downtown Revitalization – No Report

Municipal Infrastructure – Councilmen Graham/Murphy

Water Distribution, Sewer Collection System, Road Construction & Maintenance, Buildings & Grounds – Councilman Graham reported that a meeting was held with the County Administrator a few weeks ago that addressed the sewer service area. The other towns are all listed as being in compliance except for Stanhope. There are certain properties that the Borough felt strongly about taking out of the County sewer service area. These properties are going to receive special consideration. It is unknown at this time what the State will determine regarding these properties. Councilman Graham stated that he, Councilman Murphy and Mayor Maio defended these properties and came up with the best plan possible.

Information Technology – Councilmen Depew/Benson

Acquisition of Hardware & Software, Technical Equipment Services, Telecommunication, Cable Television Franchise – Councilman Depew stated that he and Councilman Benson met to discuss a new website for the Borough. The town of Boonton has an interesting website. Councilman Depew asked the Governing Body to make a list of items that they would like to have on the Borough website. There are three vendors; Go Big Studios, CITE Net and Nova Ten. Mayor Maio stated that Nova Ten is located in Byram. Councilman Depew stated that the hosting fees range from \$25 - \$45 per month. Councilman Benson asked permission for the committee to meet with the vendors to obtain additional information. Mayor Maio stated that the committee should obtain additional information.

Councilman Depew stated that he spoke with Administrator McNeilly regarding the telephone line at the Police Department which when rerouted to Sparta becomes a toll call. Dana Mooney will investigate the situation. Administrator McNeilly stated there was a considerable amount of discussion regarding this line prior to the October storm. There is a cost issue with the line. During the storm this was the only working telephone line. Mayor Maio stated this is a Verizon phone and she is of the opinion that there is a service that allows for unlimited regional long distance. Administrator McNeilly stated that this telephone line is unusual because of the way it is rerouted.

Mayor Maio stated that the Governing Body should review the Boonton website and the Information Technology Committee will speak with the website vendors. The issue regarding the website will be continued next month.

Boards/Commissions – Councilwoman Thistleton/Councilman Depew

Board of Health, Regional Planning Board, Environmental Commission, Musconetcong Sewerage Authority, Sanitation & Recycling, Recreation Commission, Shade Tree Commission, Land Use Board – Mayor Maio commended the Recreation Commission for organizing a very successful Family Fun Day. The event was well attended by all age groups. Councilwoman Kuncken stated that the Little Miss and Mr. Contest may have helped to attract the younger families.

COUNCIL BUSINESS

Recreation Commission's Request for Flyer in Water/Sewer Mailing – Mayor Maio stated that the Recreation Commission has made a request to include a flyer in the water/sewer mailing in order to advertise upcoming events. The Governing Body approved the request.

Water System Improvement Report – Administrator McNeilly stated that Mr. Purcell's report has been received. The water tower has been added along with some other minor changes that were requested by Administrator McNeilly and Bill Storms. The base cost is now \$1.2 million dollars. Administrator McNeilly asked the Governing Body to review the document and if the report meets with their approval a resolution is required to accept the report. The resolution will become part of the packet that will be submitted to obtain the funding. Councilman Benson asked what the timing is for the report. Administrator McNeilly replied that the deadline is October. Mayor Maio asked the Governing Body to review the report and it will be discussed at the next meeting. Administrator McNeilly asked if the resolution could also be approved at the next meeting. Mayor Maio stated that the resolution can be prepared for the next meeting but she is of the opinion that it may not be approved at that time should changes need to be made or further discussion may be necessary. Mayor Maio is of the opinion that the resolution should wait until the end of the month.

Councilman Graham stated that he would like to see a financial impact on the rate payers. That information would determine which plan should be pursued. Administrator McNeilly suggested that a Finance Committee meeting be scheduled with Ray Sarinelli to discuss the financial issues. Councilwoman Kuncken asked if the report states the potential payment. Administrator McNeilly quoted the report which states the annual debt payment service for Stage 1 Project including cleaning, painting and rehabilitation of 50,000 gallon elevated storage tank will be approximately \$116,000 per year paid over 20 years starting in 2015. Administrator McNeilly is of the opinion that Ray Sarinelli needs to advise how the step adjustments for water and for sewer should be made for 2013. Mayor Maio stated that when Ray Sarinelli attended the last meeting, the Governing Body asked for Dana Mooney to report back with the amount of debt that fell off with the water bonds. That information has not been provided to date. Councilman Benson stated that the information is available.

Mayor Maio stated, as she did when the project began, that the water project is going to be a full Council open discussion at all times so that everyone on the Governing Body and everyone in the public that is interested has the opportunity to hear all the information. To that end Ray Sarinelli should be asked to attend the Mayor and Council meeting to discuss the issue. Administrator McNeilly stated that no commitments are being made at this time and he will work with Mr. Sarinelli and Ms. Mooney to provide the answers that have been posed. This information should be available for the August 14th meeting. Mayor Maio asked that Mr. Sarinelli attend that meeting.

NEW BUSINESS

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

Resolution 140-12 REFUND DUE TO SUCCESSFUL STATE TAX APPEAL

WHEREAS, the following homeowner has had a successful State Tax Appeal for the year 2011, which has resulted in a credit on the homeowner's 2012 property taxes; and

WHEREAS, the homeowner has authorized the issuance of a refund,

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that a warrant be drawn to John E. and Jody L. Ursin, representing a refund of an overpayment of property taxes due to a successful New Jersey State Tax Court judgment as follows:

<u>Block</u>	<u>Lot</u>	<u>Name & Address</u>	<u>Tax Year</u>	<u>Amount</u>
11304	17	John E. & Jody L. Ursin 35 Tamarack Road Andover, New Jersey 07821	2011	\$1,189.61

Property Location: 105 Main Street

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

Roll Call:

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

**Resolution 141-12 RESOLUTION OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF STANHOPE AUTHORIZING THE
ISSUANCE OF A PEDDLERS LICENSE TO LAURA
MARTIN D/B/A LA LA'S ICE CREAM TRUCK**

WHEREAS; Chapter 108 of the Code of the Borough of Stanhope requires any person or organization soliciting or peddling services or goods within the Borough of Stanhope must obtain a license for same; and

WHEREAS, Laura Martin, residing in Stanhope, has applied for a Peddling and Soliciting License to do business as La La's Ice Cream Truck and has complied with all the provisions of Chapter 108 therefore; and

WHEREAS, the Chief of Police has performed and completed the required background investigation and has forwarded his approval of said applicant; and

WHEREAS, said application has been deemed complete by the Municipal Clerk in accordance with all provisions in Chapter 108 of the Borough Code.

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 is hereby authorized to issue a Peddler's License to Laura Martin d/b/a La La's Ice Cream Truck for the year 2012. Said license is to expire at midnight December 31, 2012.

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

Resolution 142-12

RESOLUTION REGARDING LAND USE BOARD ESCROW ACCOUNT BLOCK 11701, LOT 2

WHEREAS, John Mendez, the owner of Block 11701, Lot 2 made an application to the Land Use Board of the Borough of Stanhope for the property at 273 Route 206, Stanhope, New Jersey; and

WHEREAS, as result of said application to the Land Use Board, professional service charges were incurred, which were billed to the applicant to be paid in accordance with the Municipal Land Use Law; and

WHEREAS, the Land Use Board Escrow Account of the Applicant had an unpaid balance of \$4,056.10; and

WHEREAS, the Applicant filed a protest of the escrow charges, pursuant to N.J.S.A. 40:55D-53.2a, protesting the professional service charges of John Cilo; and

WHEREAS, a subcommittee of the Governing Body appointed by the Mayor duly mediated the escrow dispute between Mr. Mendez and Mr. Cilo; and

WHEREAS, the Applicant submitted an agreed upon payment of \$2,028.05; and

WHEREAS, the professional in question, John Cilo, reduced his invoice by \$1,009.50, leaving a balance of \$3,000.00 and submitted a revised voucher in that amount; and

WHEREAS, the Borough has agreed to pay the remaining difference of \$971.95 directly to Mr. Cilo; and

WHEREAS, there was also a bill from Dolan and Dolan, the Land Use Board Attorneys, in the amount of \$112.23; and

WHEREAS, the Applicant had on deposit with the Borough a total of \$65.63, leaving an unpaid balance on the Dolan and Dolan bill of \$46.60, for a total balance for all professional fees of \$1,018.55 which the Borough shall pay;

NOW, THEREFORE, be it resolved by the Mayor and Council of the Borough of Stanhope that the Borough does hereby accept the payment of John Mendez in the amount of \$2,028.05 in full satisfaction of his Land Use Board Escrow Account for the above property;

BE IT FURTHER RESOLVED, that the Borough shall issue payment to John Cilo in the amount of \$3,000.00 in full payment of his revised voucher.

BE IT FURTHER RESOLVED, that the Borough shall issue payment to Dolan and Dolan in the amount of \$112.23.

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 – absent
Councilman Depew -yes	Councilman Graham - yes
Councilwoman Thistleton – absent	Councilman Benson – yes

Resolution 143-12

RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF STANHOPE AUTHORIZING THE ISSUANCE OF RAFFLE LICENSE RA-585

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

<u>Raffle #</u>	<u>Applicant</u>	<u>Date</u>	<u>Type of Game</u>
RA-585	Patriot Wrestling Booster Club Inc.	01/15/2013	Off-Premises 50/50

and;

WHEREAS said Raffle Application has been provided to the Police Department for their review;

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

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

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

Resolution 144-12

A RESOLUTION OF THE BOROUGH OF STANHOPE, COUNTY OF SUSSEX, FOR THE NEW JERSEY DEPARTMENT OF TRANSPORTATION, TRANSPORTATION ENHANCEMENT GRANT PROGRAM FOR LAND ACQUISITION AND STREETScape AT ROUTE 183 AND MAIN STREET

WHEREAS, the Borough Council of Stanhope is committed to providing for the economic vitality of Stanhope, and

WHEREAS, the Borough Council of Stanhope is committed to historic preservation efforts, and

WHEREAS, the Borough Council of Stanhope is committed to providing safe pedestrian routes and access to open space, and

WHEREAS, the defunct Hess Gas Station threatens safety and presents an aesthetic eyesore, and

WHEREAS, the Borough of Stanhope wishes to purchase this gas station to create streetscape improvements, and

WHEREAS, without remediation at this site the gateway to Stanhope and Sussex County is compromised, and

WHEREAS, enabling legislation that has created the Transportation Enhancement program directs funding to be spent on such things as land acquisition and streetscapes.

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Stanhope, hereby authorizes and fully supports the application for a Transportation Enhancement grant to fund the acquisition of the Hess Gas Station property and perform streetscape improvements.

Mayor Maio stated that this resolution is part of the grant application and it requires that the Governing Body pass a resolution of approval. Councilman Graham stated that while he is in favor of the grant he is concerned about calling out the particular property due to the fact that the property owner has not been contacted.

Councilwoman Kuncken asked if the Borough has the right to reference the property. Mayor Maio is of the opinion that the Borough can state that there is an interest in purchasing the property. Mr. Stein stated that in order for the Borough to actually acquire the property the Borough would have to adopt an ordinance. The resolution just identifies the property for the purpose of the grant application. This is just a part of the planning process at this time.

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

Mayor's Appointment

Resolution 145-12

MAYOR'S REAPPOINTMENT OF DANA J. MOONEY AS CHIEF FINANCIAL OFFICER WITH COUNCIL CONCURRENCE

Mayor's reappointment of Dana J. Mooney as Chief Financial Officer with Council concurrence.

BE IT RESOLVED that the Council of the Borough of Stanhope do hereby concur with the Mayor's reappointment of Dana J. Mooney as Chief Financial Officer for the Borough of Stanhope;

BE IT FURTHER RESOLVED that Dana Mooney, CFO is and has upon this reappointment attained tenure pursuant to N.J.S.A. 40A:9-140.8.

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

Resolution 146-12

RESOLUTION APPROVING THE MAYOR'S APPOINTMENT OF JONATHAN D. MILLER, AS AN ACTIVE MEMBER TO THE STANHOPE FIRE DEPARTMENT

Mayor's appointment of Jonathan D. Miller, 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 Jonathan D. Miller, as an active member to the Stanhope Fire Department.

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

PAYMENT OF BILLS

Resolution 147-12

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 July 24, 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 – absent
Councilman Depew -yes	Councilman Graham - yes
Councilwoman Thistleton – absent	Councilman Benson – yes

ATTORNEY REPORT

Mr. Stein stated that he had no report.

CITIZENS TO BE HEARD

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

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

ADJOURNMENT

On a motion by Councilwoman Kuncken, seconded by Councilman Graham, and unanimously carried by voice vote the meeting was adjourned at 9:52 P.M.

Approved:

Linda Chirip
Deputy Clerk
For Ellen Horak
Borough Clerk