

**MAYOR AND COUNCIL  
WORK SESSION AND  
AGENDA MEETING  
September 10, 2013  
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 2, 2013 and was placed on the Official Bulletin Board in the Municipal Building.

Furthermore, notice of the meeting time change for the Work Session/Agenda Meetings was forwarded to the New Jersey Herald and Daily Record on July 25, 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 – present

Councilman Thornton - present

Councilwoman Kuncken – arrived at 8:55PM

Councilman Depew – present

Councilwoman Thistleton – present

Councilman Benson – absent

Mayor Maio – Present

**WORK SESSION**

Mayor Maio stated this is the first of the new structured work session meetings and there is more scheduled than can be covered in an hour. In addition, there is a presentation scheduled for 7:30 PM.

*ERI* – Mayor Maio stated that copies of the ERI have been provided to the members of the Governing Body and Mayor Maio asked that they review the information for future discussion. The ERI will have to be revised prior to updating the Master Plan. A decision will have to be made to determine how much of this should be integrated with the Highlands portion of the ERI that the engineer prepared. A determination also needs to be made as to whether or not these changes can be done exclusively by the Environmental Commission or will help be required from a professional to make this one complete document.

*Storm Preparedness* – Mayor Maio stated that Marie VanNess has volunteered to be the liaison between the Senior Club members and the Borough during emergency situations; such as storms. Mayor Maio stated that Ms. VanNess is active in the community and knows many of the seniors. Ms. VanNess is also a member of the Stanhope Board of Health Commission. Mayor Maio stated that unless there are any objections, she would like to appoint Ms. VanNess to the position of liaison as soon as possible in order for Ms. VanNess to begin compiling information that will be beneficial during an emergency. The information will include information regarding health issues, those that live alone or might require some type of assistance. At the next work session there will be a discussion about preparedness in terms of DPW and at some point between now

and then, the Public Safety Committee should meet with the Emergency Management Coordinator.

Real Estate Sales – Administrator McNeilly stated that Mr. Stein has prepared a proposal for the real estate sales and the advertisement for the newspaper. The minimum price is based on the current assessed value. Much discussion took place regarding the minimum bid price. Mayor Maio suggested that the price for the property on Main Street should be listed between \$85,000 - \$90,000. Administrator McNeilly suggested the property on Route 206 just before Route 80 be listed between \$185,000 - \$200,000. Mayor Maio is of the opinion that it should not be lower than \$200,000. Administrator McNeilly stated that the realtor's commission cannot exceed 5% by law. Mayor Maio asked that the ordinance for the RFP be prepared for the next scheduled meeting. All members of the Governing Body were in agreement.

Administrator McNeilly stated the property at 67-69 Main Street is .19 acres and Mr. Stein has suggested a minimum bid of \$72,500. Mayor Maio suggested the minimum be set at \$75,000 and polled the members of the Council. The results are as follows: Councilman Thornton – yes, Councilman Depew – yes, Councilwoman Zdichocki – yes and Councilwoman Thistleton – yes. Administrator McNeilly read the Special Conditions of the Sale which states; “the successful bidder shall be required to construct a new building on the property site, consisting of two stories with a retail, business office or professional use for the first floor and residential apartment(s) for the second floor. The street façade of the proposed building shall be subject to the prior review and approval of the Borough Council.” Administrator McNeilly stated that the Governing Body will have the opportunity to control the look and character of the building.

Administrator McNeilly stated there are time constraints to be considered as well. The draft RFP states that the successful bidder will have 180 days to apply to the Land Use Board for site plan approval. From the date of the preliminary or final site plan approval construction must commence and be diligently pursued through to the issuance of the Certificate of Occupancy. Failure to comply will result in penalty charges. Mayor Maio stated these constraints were put in place when the property was sold several years ago and she is of the opinion that they may be too restrictive. After much discussion regarding the time constraints, Mayor Maio polled the Governing Body for approval to have Administrator McNeilly proceed with the publication of the RFP. The results of the poll are as follows: Councilwoman Zdichocki – yes, Councilwoman Thistleton – yes, Councilman Thornton – yes, Councilman Depew – yes. Mayor Maio asked Administrator McNeilly to contact Quick Chek as soon as possible regarding the property. An ordinance to approve the sale of the properties will be on the agenda for the next scheduled meeting.

Best Practices Inventory Checklist – Mayor Maio and Administrator McNeilly explained the Best Practices Inventory Checklist procedure. Mayor Maio asked the members of the Governing Body to review the copy provided to them by the CFO in preparation for discussion and approval at the October 8<sup>th</sup> meeting.

### **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.

Tom and Ros Bruno, 110 Main Street, Whistling Swan, stated that signs advertising local businesses are located at the ends of Main Street. Mr. & Mrs. Bruno would like to have a sign to designate where the Whistling Swan is located and they had heard that discussion had taken place regarding the placement of a sign that could list all the businesses. Mayor Maio responded and explained that the issue has been brought up in the past and the Chamber of Commerce was going to pursue this. That plan never moved forward. There is a site distance issue and the property is not owned by the Borough. The Chamber of Commerce would have to find out what the local businesses would agree to with regard to a community sign and the existing individual signs would have to be removed. Mrs. Bruno asked if there are funds available and if a sign was installed who would maintain it. Mayor Maio replied that funds are not available through the Borough but may be through the Chamber of Commerce. Mrs. Bruno asked who would maintain the sign and the surrounding area. Mayor Maio replied that usually the Borough does maintain the area at both ends of Main Street but this has been a difficult year with emergency projects. Mayor Maio suggested that Mr. & Mrs. Bruno contact Paula Murphy, President of the

Chamber of Commerce. Administrator McNeilly suggested that Mr. & Mrs. Bruno contact the State DOT and request the blue signs that would direct people to their business. Mayor Maio stated that sponsorship signs are also an option.

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

### **ENGINEER'S REPORT**

Mayor Maio invited Mr. Keller, Borough Engineer, to come forward to discuss two potential projects. One of the projects deals with the lower end of Maple Terrace and the second is a repair for Mountain Terrace.

*Maple Terrace* - Mr. Keller stated that the survey work for Maple Terrace will begin in the next few weeks. The road is 24 feet in width and the telephone poles are located close to the road. There is a new pole which is located closer than the older one was, cars are parked on both sides of the road and there are trees, fences and retaining walls in the right of way. Mr. Keller, presuming there is a 40 foot right of way (on a paved width of 24 feet); suggested installing a mountable curb which would allow cars to be parked on both sides of the street and would maintain the structural integrity of the pavement. A vertical curb will not work in this location due to the fact that the road would have to be widened and it would only allow for parking on one side of the street. The only other option would be to use a concrete gutter or curbing which is not in keeping with the aesthetics of the Borough. Mayor Maio asked if there are drainage issues that need to be corrected. Mr. Keller replied that drainage would need to be added along the way and the mountable curbing would assist with the drainage. Mayor Maio asked if the street can be made wider. Mr. Keller said it could be made wider however, the picket fence at the daycare would have to be moved back, there is a retaining wall issue and arborvitae is in the right of way. If the road is widened to 25 or 26 feet, 7 feet would be for parking on one side only which would leave 19 feet for driving. Mayor Maio asked if parking on only one side of the street should be considered. Mr. Keller stated that several driveways are quite short and would be an inconvenience for the residents on that side of the road. Administrator McNeilly asked Mr. Keller how wide the road would have to be in order to park on both sides of the street. Mr. Keller replied that a 30 foot paved road would allow parking on both sides of the street, 28 feet would provide parking on one side of the street.

Currently there are three telephone poles which cannot be moved. Administrator McNeilly stated the mountable curbing would maintain status quo in the neighborhood for parking issues by allowing people to pull over the curbs and the curbs will control the water. Mayor Maio asked if people will realize they can pull over the curb. Mr. Keller stated that residents do pull over the curb on Linden Avenue even though the curbs are higher. Mayor Maio stated this decision should not be based on the fact that the utility company has placed a pole in the right away. Councilman Depew stated that he is aware that several residents are looking forward to the repairs and suggested that the residents be consulted. Administrator McNeilly replied that a decision has to be made first regarding what is best for the Borough. Mayor Maio agreed with Administrator McNeilly. Much discussion took place regarding the widening of the road. Councilman Depew asked if the telephone pole was not an issue, how much space could be gained. Mr. Keller replied that two feet would be available on that side of the street. Administrator McNeilly is of the opinion that the extra footage should be obtained to allow parking on both sides of the street if the road is widened. Mr. Keller stated the road is not centered in the right of way. The survey will determine where the pavement is in relation to the right of way. Mayor Maio asked Administrator McNeilly to contact JCP&L and request the telephone pole be moved out of the right of way. Councilwoman Zdichocki asked if many residents park on the road. Mr. Keller suggested that the parking issue be viewed on a weekend. Administrator McNeilly stated the survey will be done in October and Mr. Keller can give a report of the findings at the end of the month. The Governing Body agreed to wait for the results of the survey and asked Mr. Keller to attend the October 22<sup>nd</sup> meeting.

*Mountain Terrace* – Mr. Keller stated that the survey for Mountain Terrace has been completed and has revealed that in 12 feet there is over a foot of drop from the center line to the edge of the pavement to the base of the curb and the curb has pulled away with the pavement which needs to be repaired. This is a safety issue. The entire side needs to be re-established from the Maple Terrace intersection extending approximately 200 feet. The curb will have to be removed,

underlying soil and stone added and compacted to bring it back to the proper grade. Fill will have to be placed behind the curb and sub base drains should be installed to direct the water to the inlets. Ground water and surface water need to be captured. Mr. Keller stated that in his opinion this project should be combined with the Maple Terrace project and bid together. This project is too large for DPW to take on. It was obvious that the pavement had dropped but Mr. Keller was surprised to find out how much it had dropped. Mayor Maio asked if this repair will cause problems elsewhere. Mr. Keller replied that it will not. Mayor Maio asked the Governing Body if they were in favor of combining the two projects into one bid. The results of the poll are as follows: Councilman Depew – yes, Councilman Thornton – yes, Councilwoman Zdichocki – yes and Councilwoman Thistleton – yes. Mr. Keller stated that a more competitive bid will be achieved by combining the two projects. The Governing Body agreed to combine the two projects.

Manholes – Mr. Keller stated that Frank from Omland Engineering accompanied Bill Storms, DPW Superintendent, and the manufacturing representative from the manhole company, to view the situation with the manholes. The only area of infiltration found on Maple Terrace and Hill Road was between the metal casting at the top and the concrete precast sections of the manholes themselves. The problem is not as bad as originally thought. A neoprene seal will have to be installed around the casting and the concrete to seal the area between the two dissimilar materials. At this time the manholes do not need to be coated. The paving around the manholes could be done in conjunction with the Maple Terrace project. Mayor Maio stated that she was under the impression that the manholes on Spring Lane and Musconetcong Avenue had infiltration issues too. Mr. Keller confirmed this and stated the infiltration is only between the casting and the precast sections. Mayor Maio asked if once these repairs are made and infiltration still exists, would this money have been wasted. Mr. Keller replied that there is infiltration and it needs to be repaired. The wrap would need to be done regardless. Mayor Maio stated that originally the manhole project was to be repaired by an outside vendor and our DPW. Administrator McNeilly stated that this type of repair will have to be done by the vendor. Mr. Keller stated that the manhole project should be combined with the Maple Terrace project. Administrator McNeilly asked Mr. Keller to compile a list of all the manholes that need to be repaired. Councilwoman Zdichocki asked what the longevity will be on the wrap for the manholes. Mr. Keller replied that he is unsure of the specifications but it should be a long time.

Furnace Pond – Mr. Keller stated that he met with John Rogalo, Environmental Commission Chairman, and they walked the Furnace Pond property. The area looks good and the pathway is being mowed regularly. People have been able to fish and the area is stable. The invasive species were removed, which was allowed and Mr. Rogalo has pictures of the area. A packet will be completed and sent to NJDEP. Administrator McNeilly stated that no more letters have been received.

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

## **PRESENTATIONS**

Lee Purcell – Mr. Purcell, Lee T. Purcell Associates Consulting Engineers, was invited by Mayor Mail to present the progress report for the water system improvement project. Mr. Purcell provided several color coded project sheets for the water mains to be replaced and the plans for the storage tank which will be rehabilitated. Mr. Purcell stated it is important for the residents to be notified about the Brooklyn Road closure which will occur during the project. Mr. Purcell stated that he and Administrator McNeilly had a meeting with the County Engineering Office and the detour plan is being developed along with the traffic control plan. The project will take place while schools are closed and will be completed before they reopen in the fall. The contractor will be given a specific timeframe in order to complete the project. The County will also require that specific dates be adhered to. The project requires that digging be done to a depth of five feet. Fortunately there are no utilities located in the area, other than the sewer lines, but there is a great deal of rock. The contractor's productivity will be determined by how many linear feet can be replaced in a day. The Borough Utility Department requires that new services come from the mains to the curb box. Mr. Purcell stated that no one knows what will be found underground until the excavating begins. Mayor Maio asked if the homeowners will incur any costs. Administrator McNeilly stated that the Borough is replacing pipe up to the curb box. From the curb box to the house will not have to be replaced. Administrator McNeilly stated that the Borough has some control over the first few feet at the curb box.

Much discussion took place regarding the detour plans. The County is requiring that the road closure be in place for the duration of the project. The road cannot be opened at the end of the day. Plans will be put in place for emergency situations and local residents. The County, State and Freeholders will all be part of this detour plan. Maps of the detour plan were distributed to the Mayor and Council. Administrator McNeilly stated all routes must be accessible by trucks as well and all the signage will be provided. Mr. Purcell stated that only 100 feet of trench can be open at one time. Paving will be done each day. Mayor Maio stated that the residents on Baker Place and Highland Avenue will have to be informed in advance. Administrator McNeilly stated that plans are being developed for the police department, fire department and ambulance squad, as well as Hopatcong Borough. Stanhope's DPW equipment will have to be stored on this side of the Borough. Mayor Maio stated the Lutheran Church will also have to have an access plan.

Mr. Purcell stated the project involves 2300 linear feet. If 100 feet per day is replaced that would mean the project will take 23 work days. Mr. Purcell stated that NJDEP has approved the plans. Mr. Purcell reviewed the timeframe moving forward. Regardless of the geotechnical investigation, the County will require the same detour and traffic plan. Mr. Purcell stated that a geotechnical investigation is not going to be performed. It would be quite expensive and the Borough is already aware that the area is full of rock. The time line for the project was discussed and the time needed to go out to bid. Two years ago it was thought that interim financing would be needed. In April or May of 2014 the loan will close and therefore interim financing will not be required. Mr. Purcell stated that the project is currently in good shape.

Administrator McNeilly asked what happens if the project is not completed prior to school reopening and if the Borough can set the completion date to be August 15<sup>th</sup>. Mr. Purcell stated that if the dates are too restrictive it may cause the bid price to be higher. Administrator McNeilly and Mayor Maio stressed that it is imperative that the project be completed prior to school reopening. Much discussion took place regarding the completion date for the project. Mayor Maio stated that school is scheduled to close on Friday, June 20<sup>th</sup>, and the project must be completed by Friday, August 22<sup>nd</sup>. Mr. Purcell stated once work begins he will be able to gauge the production and if the work cannot be completed a plan will be devised. Mr. Purcell suggested that if all work cannot be completed it will have to be brought to a connection point between the existing 8 inch line and as far as the contractor has advanced with the new 12 inch line and then come back next summer but that could become very costly. Administrator McNeilly asked if the Borough can dictate that the contractor start the project at the Lutheran Church/Sparta Road. Mr. Purcell confirmed that the Borough can set the starting point.

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

At this time, 8:55 P.M., Councilwoman Kuncken arrived to the meeting.

Musconetcong Watershed Association – Beth, Executive Director from the Musconetcong Watershed Association, came forward to present training to the Governing Body on stormwater regulations. This presentation provides 3 points for elected officials, toward the 10 points required for the Borough's certification for the year. The Governing Body viewed a power point presentation which outlined the stormwater regulations required to protect the streams such as; mapping, training of employees, pollution prevention plan, general permit, guidance documents for the stormwater management plan and a stormwater control ordinance. Stormwater does not just deal with stormwater. Anything that ends up in the surface water gets into the water system. Stanhope is considered a Tier B. In addition to this presentation, the Borough receives points for participation in Stanhope Day, Clean-Up Day and providing a "live link" on the Borough website to [cleanwater.nj.org](http://cleanwater.nj.org). Administrator McNeilly stated that information regarding stormwater is mailed out to the residents every year in the Borough calendar. Beth stated that after tonight's training, she is of the opinion, that the Borough has obtained the 10 points required.

A discussion took place regarding the fact that this is a five year draw down for the Musconetcong River which will begin September 22<sup>nd</sup>. Beth stated that the Musconetcong Watershed Association and the Musconetcong Sewerage Authority are both groups that are located "downstream" and are now represented on the Citizens Advisory Committee. A lengthy discussion took place regarding the downstream locations and how they are affected by the draw down.

Mayor Maio and the Governing Body thanked Beth for the training provided this evening.

## **ADMINISTRATOR'S REPORT**

*2014 Budget Kick Off* – Administrator McNeilly asked the Governing Body if he could request to have Dana Mooney, CFO, attend the October 8<sup>th</sup> meeting to provide an overview of the budget process, projected timeline and some revenue projections. Ms. Mooney will also be able to report on the Tax Sale that is scheduled for October 7<sup>th</sup>.

Administrator McNeilly stated that the departments, boards and commissions will be receiving their budget worksheets by September 13<sup>th</sup> and they will be requested to return them by October 11<sup>th</sup>. This will give the boards and commissions two meetings in which to prepare the worksheets. A spreadsheet will be kept on the status of completion.

Mayor Maio stated that Ms. Mooney's letter to the boards and commissions must ask for a 0% increase and if an increase is requested, justification must be provided. No increases will be approved if the paperwork is not submitted by the due date.

Administrator McNeilly stated that Ms. Mooney should be able to present the budget and capital requests to the Governing Body by November 12<sup>th</sup>.

*Environmental Commission* – Administrator McNeilly asked the Governing Body for approval to send a letter to the Environmental Commission regarding Clean-Up Day locations. The letter will indicate that no work of any kind is permitted at Salmon Park, Furnace Pond, the Morris Canal or within 150 feet of the Musconetcong River. The clean-up area will be located at Valley Road School and the paths to the condominiums. All future activities must be submitted in writing to the Mayor and Council for review and to obtain any necessary permits. The Governing Body approved the request for Administrator McNeilly to send a letter to the Environmental Commission.

*Discretionary Aid - Route 183/Route 206 Sidewalk* – Administrator McNeilly stated that an application will be submitted to the NJ DOT for the Route 183/Route 206 Walkway Project. The project will cost approximately \$281,000 and 90% of the funding is being requested. Mayor Maio stated the justification for the project is the fact that this is a state road and the sidewalks were not connected all the way through to Stanhope. Administrator McNeilly stated the application will be sent out tomorrow.

*Municipal Aid Funding* - Administrator McNeilly stated that an online application will be submitted for funding to repair James Street this year. This is being referred to as Phase I in an effort to include Young Drive and Maryann Terrace in the future.

*Main Street Lights* – Administrator McNeilly stated that the light fixtures for Main Street have been delivered. Administrator McNeilly will contact Bill Storms to determine the installation scheduled.

## **COUNCIL DISCUSSION**

Councilman Depew stated he was concerned that the Police Department removed the cones from the newly paved parking lot too soon. Administrator McNeilly stated that he had removed the cones after confirming with Bill Storms, DPW Superintendent, that the pavement was set and the paint was dry. Councilman Depew stated that a large box truck was parked on the lot Friday evening which could have ruined the pavement. Administrator McNeilly stated that the work that was done on the parking lot was very well done and no damage occurred.

Mayor Maio asked where the DPW equipment will be stored during the water project. Administrator McNeilly replied that the equipment will be stored at Well #2.

## **NEW BUSINESS**

Ordinance for Introduction [Public Hearing on September 24, 2013]

Mayor Maio offered the following ordinance for introduction which was read by title:

**Ordinance 2013-13**

**AN ORDINANCE OF THE BOROUGH OF STANHOPE  
COUNTY OF SUSSEX, NEW JERSEY, AMENDING  
ORDINANCE 2013-03 FIXING THE SALARY AND WAGES  
FOR BOROUGH EMPLOYEES AND OFFICIALS**

**BE IT ORDAINED**, by the Mayor and Council of the Borough of Stanhope, Sussex County, as follows:

**SECTION I.**

The annual salary, wage and compensation to be paid to Borough employees and officials as contained in Section 1 of Ordinance 2013-03 is hereby amended to create the following salary:

Acting Borough Clerk: \$150.00 per week

**SECTION II**

The position of Acting Borough Clerk shall be effective as of July 11, 2013.

**SECTION III**

This ordinance shall become effective immediately upon final adoption and publication as required by law.

Mayor Maio stated this ordinance will provide a stipend/adjustment for Linda Chirip while she is Acting Clerk.

On motion by Councilman Depew, seconded by Councilwoman Zdichocki, 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 - absent	Councilman Benson – absent

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

**RESOLUTIONS**

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

**Resolution 159-13**

**RESOLUTION AUTHORIZING A REFUND OF BUILDING PERMIT FEE**

WHEREAS, G.J. Keller & Sons had obtained Building Permit #13-99 for 120 – 124 Main Street (Maury), and

WHEREAS, the permit for this construction job had already been issued to another builder, who was subsequently not used for the job, thereby creating a duplicate payment for the same permit; and

WHEREAS, Thomas Pershouse recommends that we refund the payment of \$439.00;

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	\$439.00

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 – absent

Mayor Maio asked if Resolution 160-13 should have been removed. Ms. Chirip, Deputy Clerk, stated that the preliminary agenda contained Resolution 160-13 to refund an overpayment of taxes to a resident. In the interim, the resident asked that the refund be applied to their next payment instead of being refunded. Ms. Chirip removed that item from the preliminary agenda and renumbered the remaining resolutions prior to the meeting.

**Resolution 160-13**                      **RESOLUTION AUTHORIZING REFUND OF  
REDEMPTION MONIES TO OUTSIDE LIEN HOLDER**

WHEREAS, the Tax Collector has received payment for the redemption of Tax Title Lien No. 2011-11, representing 2010 property taxes and/or utility charges on Block 11501, Lot 2, C0248, known as 14248 Dell Place, assessed to Barbara Jennings, and;

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

To Lienholder:	Elliot Loeb-Keogh Plan 1 Lakewood Road Saratoga Springs, NY 12866
Redemption Amount:	Tax Title Lien #2011-11 and Interest to Date of Meeting    \$    15,262.76 Premium Paid by Lienholder <u>          3,200.00</u>
Total From Current Fund:	\$    15,262.76
Total From Tax Premium Account	3,200.00

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

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

BE IT FURTHER RESOLVED, that resolution 149-13 is hereby rescinded.

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 – absent



**Resolution 161-13**

**A RESOLUTION APPROVING THE SUBMISSION OF A DISCRETIONARY AID APPLICATION TO THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR NEW SIDEWALKS FROM THE NORTHERN END OF DELL ROAD AND RT. 183 TO THE SOUTHERN END OF ACORN STREET AND RT. 206.**

**WHEREAS**, the Borough of Stanhope wishes to make an application for discretionary aid for the construction of new sidewalks from the northern end of Dell Road and Rt. 183 to the southern end of Acorn Street and Rt. 206 and,

**WHEREAS**, this section of missing sidewalk causes pedestrians to walk in the vehicle traveled lane of both State highways and,

**WHEREAS**, the Borough of Stanhope desires to provide pedestrians a safe walkway separate and apart from the vehicles traveling on the State highways in this section of the Borough;

**NOW, THEREFORE**, be it resolved, that the Mayor and Council of the Borough of Stanhope, in the County of Sussex, State of New Jersey formally approves the Discretionary Aid application for the above stated project.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to submit a paper grant application in the form of SA-96 to the New Jersey Department of Transportation on behalf of the Borough of Stanhope.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Stanhope and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

On motion by Councilwoman Zdichocki, seconded by Councilman Thornton 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 – absent

**Resolution 162-13**

**A RESOLUTION APPROVING THE SUBMISSION OF A GRANT APPLICATION AND THE EXECUTION OF A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE JAMES STREET RECONSTRUCTION PROJECT**

**WHEREAS**, the Borough of Stanhope wishes to make a grant application for State Aid for the roadway reconstruction project entitled “James Street Reconstruction Project”;

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Stanhope, in the County of Sussex, State of New Jersey formally approves the grant application for the above stated project.

**BE IT FURTHER RESOLVED**, that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as *MA-2014-Stanhope Borough-00372* to the New Jersey Department of Transportation on behalf of the Borough of Stanhope.

**BE IT FURTHER RESOLVED**, that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Stanhope and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

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 – absent

### **PAYMENT OF BILLS**

#### **Resolution 163-13**

#### **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 September 10, 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 Councilwoman Kuncken, seconded by Councilwoman Thistleton 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 – absent

### **AGENDA ITEMS**

All items listed on the Agenda for September 24, 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.

### **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 – Personnel

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

Mayor and Council went into Closed Session at 9:34 P.M.

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

### **ADJOURNMENT**

On a motion by Councilwoman Thistleton, seconded by Councilwoman Zdichocki, and unanimously carried by voice vote the meeting was adjourned at 9:45 P.M.

Approved:

Linda Chirip  
Deputy Clerk