

**MAYOR AND COUNCIL  
REGULAR MEETING  
September 24, 2013  
7:00 P.M.**

**SALUTE TO COLORS**

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

**MAYOR'S STATEMENT AS TO COMPLIANCE WITH P.L. 1975**

Adequate Notice of this Meeting has been provided according to the Open Public Meetings Act, Assembly Bill 1030. Notice of this Meeting was included in the Annual Meeting Notice sent to the New Jersey Herald and the Daily Record on January 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 Meeting was forwarded to the New Jersey Herald 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 – Present

Councilman Depew – Present

Councilwoman Thistleton – Present

Councilman Benson – Absent

Mayor Maio – Present

**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.

Nancy Hoyt, 33 Lawrence Avenue, stated that she has been attending the monthly meetings and is upset that Audrey Dressel's Medicare payment is listed on the bills list each month. Mrs. Hoyt asked why Ms. Dressel receives medical insurance paid for by the Borough and no one else receives this benefit. Mayor Maio stated it is her understanding that there was a six or eight month time period that allowed any State employee that retired during that time to be grandfathered for those benefits. Mrs. Hoyt stated that employees that had 25 years of service were also entitled to those benefits. Mrs. Hoyt stated she retired after 26 years and at that time the Governing Body would not provide her those benefits. Mr. Stein stated that the law was changed for a brief period of time to make that available for the employees that fell into the limited category. Ms. Dressel met the requirements and the Governing Body at the time discussed the issue and agreed to participate in the program allowing Ms. Dressel to receive those benefits. Mrs. Hoyt stated that when she retired some of the council members still serving today were on the council then and one was adamant about not providing benefits. Mrs. Hoyt said she feels this is unfair. Councilwoman Kuncken stated that she served on the council when Ms. Dressel retired and it is exactly as Mayor Maio and Mr. Stein have stated. The Governing Body at that time had the power to make that decision and that is what they did. Mayor Maio asked if the program was available when Mrs. Hoyt retired. Councilwoman Kuncken stated the program was not available when Mrs. Hoyt retired. Mayor Maio stated that the program was only available for a small period of time and then it was rescinded.

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

Mayor Maio stated that the Deputy Clerk, Linda Chirip, is absent this evening due to an unexpected death in the family and therefore several items are being held over to the next scheduled meeting.

**MINUTES FOR APPROVAL** (Held until October 8, 2013)

**CORRESPONDENCE** (Held until October 8, 2013)

**COUNCIL COMMITTEE REPORTS** (Held until October 8, 2013)

**ADMINISTRATOR'S REPORT**

Mayor Maio stated that the Administrator McNeilly was unable to attend tonight's meeting. Administrator McNeilly did provide a written report to the Governing Body.

*Infrastructure* - Mr. Stein stated that the hydrant flushing has been completed. The Stanhope sign at the end of Main Street has been reinstalled. The road lining has been delayed by weather issues and the contractors scheduling. The tax sale is scheduled for October 7<sup>th</sup>.

*Community Development* – Mr. Stein stated that the new Main Street lights with lower wattage bulbs have been installed.

*Boards and Commissions* – Mr. Stein stated that the Environmental Commission and the Shade Tree Commission will be sponsoring a clean-up day.

*Public Safety* – Mr. Stein stated the new patrol cars have arrived and are in service. Mr. Stein stated that he was speaking to the officers prior to the meeting tonight and they are pleased with the new cars. Councilwoman Kuncken and Mayor Maio stated they too have spoken with some of the officers and they are generally pleased with the new cars.

*Technology* – Mr. Stein stated that the Construction Department and the Administrator have received new computers.

*General Administration* – Mr. Stein stated that the Water Improvement Project Open House is scheduled for October 22<sup>nd</sup> from 6 to 8 PM at Borough Hall. Notification to advise the public regarding the project, which will take place next year, will begin next week.

*Fuel Pumps* - Mr. Stein stated that he has reviewed the bid received from Petro Mechanics for the new fuel pumps and everything is in order. There were two different types of monitoring systems, Alternate A and Alternate B. Alternate B is more sophisticated than the other. The cost for Alternate A was \$5,900 and Alternate B is \$9,800. The base bid with Alternate A is \$47,350 and the base bid with Alternate B is \$51,250. This item is listed for Council Discussion tonight. Mr. Stein stated that the Borough has sixty days to award the contract. Alternate B offers enhancement for electronic fuel level inventory as opposed to manually measuring the tank. Also the amount of fuel delivered by the vendor can be verified after delivery to ensure the proper amount has been received. Mr. Stein stated that Bill Storms, DPW Superintendent, has recommended Alternate B.

*Budget* – Mr. Stein stated that Administrator McNeilly has provided a department budget attachment. Two budget requests have been returned out of the 16 departments. CFO, Dana Mooney, has requested that Stillwater Township be reimbursed by the Borough for two nights at the convention in November. Ms. Mooney has sent a letter to the Governing Body with this request.

*Fresh Start Opportunities Block 11801 Lot 13* – Mr. Stein stated this property was allowed to redeem in installments due to the fact that they were still working with NJDEP for approval to develop the property. They sent an email regarding wetlands delineation of the 17 acres across from Elm Street. They are current on their property taxes. The taxes for 2013 are \$9,736.92. If they are unable to develop the property due to wetlands, this may become an issue. Mayor Maio stated that the report which has been received regarding the property indicates that most of the area is wetlands. Mr. Stein stated that the Borough has a tax sale certificate on this property already and if necessary it would be added to the next batch of properties for foreclosure.

Property Sale – Mr. Stein stated only one inquiry has been received regarding the RFP for the brokers to market and auction the lot next door and the commercial property located on Route 206. Mayor Maio stated that Administrator McNeilly provided her with the following information. Weichert Realtors has responded to the RFP and the agent is Judy Togno. Ms. Togno is a former Stanhope resident who knows the Borough quite well. Mayor Maio stated that Administrator McNeilly voiced his concern to her regarding the fact that the response deadline is next Friday. Mayor Maio asked Mr. Stein if no other replies are received, can the Borough move forward with Weichert Realtors. Mr. Stein confirmed that the Borough can proceed with Weichert Realtors. This is not a bid. It is a Request For Proposals which was advertised. In addition, Administrator McNeilly sent the RFP to all the local broker's offices and it is up to the brokers to respond if they are interested. If no one but Weichert Realtors responds, the Borough can proceed with Weichert Realtors.

Fresh Start Opportunities - Mayor Maio stated that the Fresh Start Opportunities property may result in a tax loss of approximately \$10,000.

CFO Request - Mayor Maio stated the request from CFO, Dana Mooney, for reimbursement to Stillwater Township, is due to the fact that Ms. Mooney is also Vice President of one of the tax organizations and will be working at the convention center. Ms. Mooney will be staying at Caesar's in Atlantic City for this year's conference. Mayor Maio stated that Ms. Mooney's letter states Stillwater Township will pay for the reservation at Caesar's for four days and she has asked to have Stanhope Borough reimburse Stillwater for two days at the rate that the Borough is paying for the Tropicana. Councilwoman Kuncken stated in the past the Borough had set a two day limit on the number of days for attending the conference. This will mean that Ms. Mooney will be out of the office for four days. Moving forward this issue should be addressed. Mayor Maio agreed that the issue does need to be discussed. Mayor Maio stated she is of the opinion that at this time the request should be approved but Administrator McNeilly needs to indicate to Ms. Mooney that the subject of attendance at the League Conference will be discussed during the budget process.

Budget - Mayor Maio stated that the Tax Assessor and the Construction Department have returned their budget information. Mayor Maio stated that Administrator McNeilly has said he will provide an update to the Governing Body at every meeting and he has also said that the departments are going to be held to the due dates. If they do not submit the budget requests on time, their budgets will remain the same as last year.

Fuel Pumps - Mayor Maio stated that Administrator McNeilly and Bill Storms, DPW Superintendent, are both recommending the Alternate B option for the fuel pumps because it has an alarm sensor to indicate if water is in the tank in addition to other sensors. Mayor Maio is of the opinion that the Borough should choose Alternate B. This will be further discussed under Council Business.

Water Improvement Project - Mayor Maio stated that Administrator McNeilly had asked her to provide a press release regarding the Water Improvement Project and to distribute it to the local weekly and monthly newspapers. Mayor Maio has asked Lee Purcell for a smaller 8 ½ x 11 map which could be published. In addition, letters will be sent and the A frame signs may be set up to remind the residents about the meeting. Councilwoman Kuncken asked if Borough Hall is large enough to accommodate everyone. Mayor Maio stated that the meeting on October 8<sup>th</sup> is an open house where people should be coming and going. Councilwoman Kuncken asked if the Governing Body can attend the open house. Mr. Stein stated that the meeting will have to be advertised as a Special Meeting of the Governing Body and that no formal action will be taken. Mr. Stein will instruct the Deputy Clerk to publish the meeting notice.

Clean-Up Day - Mayor Maio stated Clean-up Day is scheduled to be held on for Sunday, September 29<sup>th</sup> this year and will be held at the Stanhope School and trails.

Main Street Lighting - Mayor Maio stated the street lights have been installed but the timers are not set as yet. Mayor Maio stated that she and Administrator McNeilly met with the local representative from JCP&L and he will be attending the Mayor and Council meeting at the end of October to speak to the Governing Body. At that time, we will request to have specific lights turned off on the telephone poles to determine if the new lights will be adequate. Councilwoman

Kuncken stated that the JCP&L representative was at the recent Sussex County League of Municipalities meeting and he indicated that his area includes only two towns in Sussex County.

### **COUNCIL BUSINESS**

Fuel Pump Monitoring System for DPW – Mayor Maio asked the Governing Body for their opinion on which system to choose. Councilwoman Zdichocki stated that she spoke with Administrator McNeilly at length earlier today and she is of the opinion that the additional alarms and monitoring will be added protection for the Borough. Mayor Maio stated the resolution is on the agenda for this evening and based on the input of the Council, Alternate B will be adopted. Councilwoman Kuncken stated that she spoke with Mayor Maio earlier and was informed that every vehicle will have its own monitoring card and every driver will have their own code. The system will be able to monitor who used the pump and what vehicle was serviced. Councilwoman Zdichocki stated that the monitoring system will allow the Borough to determine how much fuel the individual vehicles are using which will assist with maintenance schedules as well. Councilwoman Kuncken stated that the Borough has talked about replacing the fuel pumps for quite some time and she is of the opinion that the extra monitoring should be included.

Environmental Commission (Joint Mt. Olive/Stanhope Trails Grant) – Mayor Maio stated that the Environmental Commission has sent a letter expressing their concern over the current status of the joint Mt. Olive/Stanhope Trails Grant. Mayor Maio stated that she was part of the original discussion with Kathy Murphy and Mayor Maio sent an email to Ms. Murphy but has not received a response. Mayor Maio suggested that Administrator McNeilly be asked to contact Mt. Olive's Administrator and find out what the status is. Mayor Maio stated after the Lake Board Meeting on Wednesday night, she and John Rogalo spoke with the Superintendent of Hopatcong State Park, who is also a DEP employee, and asked why Mt. Olive has been allowed to widen that path through all types of vegetation and do all types of work while Stanhope is not allowed to do any work near the canal. The Superintendent told Mayor Maio and John Rogalo that the whole trail program was originally under the State parks supervision and she was in charge. Mt. Olive went ahead and started the work without approval and the problem has now been turned over to Steve Ellis and DEP. Apparently that project is on hold. Mayor Maio stated that Administrator McNeilly should contact Kathy Murphy and ask her to contact our Environmental Commission because this was a joint project. Mr. Stein stated he will email Administrator McNeilly to contact the Administrator in Mt. Olive.

Real Estate Sales Ordinance – Mayor Maio stated this issue was addressed earlier. Mr. Stein stated that he submitted separate draft ordinances for the sale of the two properties. The lot on Route 206 is a sale with no conditions and the sale of the lot on Main Street would be subject to Mayor and Council approval for the façade of the building. The purchaser would have six months to submit an application for site plan approval to the Land Use Board and pursue it diligently. Construction would have to commence six months after the site plan approval.

By-Laws – Mayor Maio asked if the By-Law Committee had a report prepared. Councilwoman Kuncken stated that the committee has not met. Councilwoman Kuncken will arrange to meet with Councilwoman Thistleton and Councilman Depew to discuss the by-laws.

Breast Cancer Awareness Month – Mayor Maio stated that October is Breast Cancer Awareness Month and once again the Borough has been asked to hang pink ribbons of support. Mayor Maio stated that this Thursday the Senior Citizens are meeting and Mayor Maio will ask for volunteers. The Governing Body agreed to meet on Saturday, September 28<sup>th</sup> at 10:30AM at Borough Hall to hang the ribbons.

Sussex County League of Municipality Meetings – Mayor Maio stated that the monthly Sussex County League of Municipality meetings, up until the middle of last year, was attended by three members of the Governing Body. If more than three wished to attend those additional members would reimburse the Borough for the registration fee. A list was kept on a rotating schedule in alphabetical order for all members to attend. A discussion took place regarding the attendance for October's meeting. It was determined that Councilwoman Kuncken and Councilman Depew will attend. Councilwoman Thistleton may attend but needs to determine if there will be a Board of Health meeting that night first.

League of Municipalities Conference - Mayor Maio stated attendance at the League of Municipalities Conference in the past was limited to three members of the Governing Body which was never a problem because we did not have the type of participation and involvement that we have now. Out of respect for the budget and in speaking with the Council President it is their opinion that the Borough should reinstate that policy. Councilwoman Kuncken stated that she will withdraw from attending this year's conference and would like to have first priority for next year. Mayor Maio also withdrew for this year. Councilwoman Zdichocki voiced her concern about the importance of the Governing Body attending the conference to learn and stay current on what is new. Mayor Maio replied it is also important to respect the costs associated with attending. Councilwoman Zdichocki stated that perhaps funds could be allocated from somewhere else due to the importance of the conference. Mayor Maio stated that those who attend will report back to the rest of the Council on the issues that are important. Councilman Depew stated that Councilman Thornton and Councilwoman Zdichocki are new to the Governing Body and should attend the conference. Councilman Depew offered to withdraw so Councilwoman Thistleton can attend. Much discussion took place and Councilwoman Zdichocki asked if the Council could attend and pay their own way. Councilwoman Kuncken stated that a few years ago the issue of how many people were attending was a problem. This year, in addition to the council members attending, the CFO, Administrator and Zoning Officer will be attending. The Clerk has also indicated that she would like to attend this year. Mayor Maio stated that the new council members need to attend the training class for newly elected officials. Councilwoman Kuncken suggested that a discussion be held in the future with regard to whether or not council members could pay to attend on their own. Mayor Maio stated that she is pleased to have an active and interested council but she is of the opinion that for budgeting purposes this needs to be addressed. The Governing Body agreed that Councilwoman Zdichocki, Councilwoman Thistleton and Councilman Thornton will attend the conference this year. Mayor Maio asked Mr. Stein to ask the Deputy Clerk to cancel the other reservations for the Governing Body.

Friends of Waterloo Village Request - Councilwoman Kuncken stated that the Governing Body was kind enough to approve the use of Borough Hall for the Friends of Waterloo Village to hold their meeting recently. The Friends of Waterloo would like to request permission to meet again next Tuesday night, October 1<sup>st</sup> and Councilwoman Kuncken will be in attendance. Mayor Maio stated that the policy has been as long a member of the Governing Body is present and a request is made the permission is granted.

## **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 2013-13**

#### **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
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#### **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.

On motion by Councilwoman Kuncken, seconded by Councilwoman Thistleton, 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.

Mayor Maio stated that this is a temporary arrangement that will exist while the Clerk is on leave.

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 – absent

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

### NEW BUSINESS

Ordinance for Introduction [Public Hearing on October 8, 2013]

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

#### Ordinance 2013-14

#### **AN ORDINANCE TO AMEND CHAPTER 126 OF THE CODE OF THE BOROUGH OF STANHOPE, SUSSEX COUNTY, NEW JERSEY, ENTITLED “TAXI CABS” BY REVISION SECTION 126-13 CONCERNING REQUIRED INSURANCE**

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

### **SECTION I.**

1. Section 126-13 entitled “Insurance” of the Code of the Borough of Stanhope is hereby repealed in its entirety and replaced with the following:
  - A. No license granted hereunder shall become effective until the owner of the autocab shall have filed with the Borough Clerk an insurance policy which shall be issued by an admitted insurance company duly licensed to transact business under the insurance laws of New Jersey or a company registered to do business in New Jersey with the policy providing for not less than \$35,000 of motor vehicle liability insurance coverage or the amount of motor vehicle liability insurance coverage required pursuant to Section 1 of P.L. 1972, c. 197 (C.39:6B-1), whichever is greater, to satisfy all claims for damages, by reason of bodily injury to, or the death of, any person or persons resulting from, or on account of, an accident, by reason of the ownership, operation, maintenance, or use of such autocab upon any public street; and to satisfy any claim for damages to property of any person or persons resulting from, or on account of, an accident by reason of the ownership, operation, maintenance, or use of such autocab upon any public street.
  - B. Nothing contained in this subsection shall prohibit the owner of an autocab from obtaining any additional amount of motor vehicle liability insurance coverage from a company licensed outside the State of New Jersey.

- C. The consent shall be effective and operation thereunder shall be permitted only so long as the insurance policy shall remain in force to the full and collectible amounts as aforesaid.
- D. The insurance policy shall provide for the payment of any final judgment recovered by any person on account of the ownership, maintenance, or use of the autocab or any fault in respect thereto, and shall be for the benefit of every person suffering loss, damage or injury as aforesaid.
- E. Any corporation organized under the laws of the State of New Jersey having complied with the provisions of N.J.S.A. 48:16-8 shall be exempt from the provisions of this Section.

## **SECTION II - WHEN EFFECTIVE**

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

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

Mayor Maio stated that the State has changed the insurance requirements and therefore the Borough ordinance must be amended in order to comply.

Roll Call:

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

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

## **RESOLUTIONS**

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

### **Resolution 164-13**

### **RESOLUTION TO AMEND 2013 BUDGET**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount, and

WHEREAS, the Borough of Stanhope has received a total of \$1,990.05 from the Division of Motor Vehicles for the 2013 Drunk Driving Enforcement Fund Grant, and

WHEREAS, the Borough of Stanhope now wishes to amend its 2013 budget to include the additional grant funds approved of \$1,990.05 as a revenue.

NOW THEREFORE, BE IT RESOLVED that the Council of the Borough of Stanhope does hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2013 in the sum of \$1,990.05, which will be available as a revenue from:

- Miscellaneous Revenues
- Special Items of General Revenue Anticipated with Prior Written
- Consent of the Director of Local Government Services – Public

And Private Revenues Offset with Appropriations: 2013 Drunk Driving Enforcement Grant, and

BE IT FURTHER RESOLVED that a like sum of.....\$1,990.05  
be and the same is hereby appropriated under the caption of:  
General Appropriations  
(A) Public and Private Programs Offset by Revenues:  
2013 Drunk Driving Enforcement Grant, and

BE IT FURTHER RESOLVED that the Chief Financial Officer submit one copy of the Chapter 159 certification form to the Director of Local Government Services.

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

Mayor Maio stated this resolution is to include funds that were received from a drunk driving grant.

Roll Call:  
Councilwoman Zdichocki – yes                      Councilman Depew – yes  
Councilman Thornton – yes                      Councilwoman Thistleton – yes  
Councilwoman Kuncken – yes                      Councilman Benson – absent

**Resolution 165-13**                      **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. 2012-02, representing 2011 property taxes and/or utility charges on Block 10608, Lot 5, known as 2-4 Walton Street, assessed to Richard Sellitto, 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:	Ridgeback Ventures LLC P.O. Box 503 Mount Freedom, NJ 07970		
Redemption Amount:	Tax Title Lien #2012-02 and		
	Interest to Date of Meeting	\$	1,636.68
	Premium Paid by Lienholder		<u>0.00</u>
Total From Current Fund:		\$	1,636.68
Total From Tax Premium Account			0.00

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

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

On motion by 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



**Resolution 166-13**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE  
BOROUGH OF STANHOPE AUTHORIZING THE  
ISSUANCE OF RAFFLE LICENSES RA-591 AND RA-592**

**WHEREAS** the following Raffle Applications, with required fees, have been submitted for Mayor and Council approval;

<b><u>Raffle #</u></b>	<b><u>Applicant</u></b>	<b><u>Date</u></b>	<b><u>Type of Game</u></b>
RA-591	DASI	11/17/2013	Tricky Tray Raffle
RA-592	DASI	11/17/2013	50/50 On Premise Raffle

and;

**WHEREAS** said Raffle Applications have been provided to the Mayor, Council and 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 applications 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 Councilwoman Zdichocki, 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 167-13**

**RESOLUTION AWARING CONTRACT FOR NEW FUEL  
PUMPS AND MONITORING SYSTEM**

**WHEREAS**, the Borough of Stanhope heretofore advertised for the receipt of sealed competitive bids for two new fuel pumps for Stanhope DPW; and

**WHEREAS**, the Borough accepted sealed competitive bids on September 19, 2013 for the new fuel pumps and monitoring system; and

**WHEREAS**, the Borough of Stanhope received one (1) sealed competitive bid in the following amount: Petro-Mechanics, Inc. with a base bid of \$41,450.00, a base bid with Alternate A of \$47,350.00 and a base bid with Alternate B of \$51,250.00; and

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

**WHEREAS**, Petro-Mechanics, Inc. is the lowest responsive, responsible bidder for the Borough's request for bids on September 19, 2013.

**NOW, THEREFORE**, be it resolved by the Mayor and Council of the Borough of Stanhope that the Borough does hereby award a bid to Petro-Mechanics, Inc. for its base bid with Alternate B in an amount not to exceed \$51,250.00; and

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

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 Thornton – yes  
Councilwoman Kuncken – yes

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

**Resolution 168-13**

**MAYOR'S APPOINTMENT OF LINDA CHIRIP AS  
ACTING BOROUGH CLERK WITH COUNCIL  
CONCURRENCE**

Mayor's appointment of Linda Chirip as Acting Borough Clerk with Council concurrence.

**BE IT RESOLVED** by the Council of the Borough of Stanhope that they hereby concur with the Mayor's appointment of Linda Chirip as Acting Borough Clerk for the Borough of Stanhope effective September 24, 2013; and

**BE IT FURTHER RESOLVED** that Linda Chirip shall be compensated an additional \$150.00 per week for her appointment as Acting Borough Clerk retroactive to July 11, 2013.

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

Roll Call:

Councilwoman Zdichocki – yes  
Councilman Thornton – yes  
Councilwoman Kuncken – yes

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

**PAYMENT OF BILLS**

**Resolution 169-13**

**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 24, 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 Councilman Depew and unanimously carried by the following roll call vote, the foregoing resolution was duly adopted.

Roll Call:

Councilwoman Zdichocki – yes  
Councilman Thornton – yes  
Councilwoman Kuncken – yes

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

**ATTORNEY REPORT**

Mr. Stein stated the Borough received a letter from an attorney representing the Highpoint Condominium Association regarding the Municipal Services Reimbursement Agreements. The letter states that the Association is prepared to go to court if the Borough does not provide the reimbursement agreements. The Borough was waiting to send them due to the fact that the Association did not sign the 2010 agreement. Administrator McNeilly gathered the necessary figures for 2011 and 2012. Mr. Stein stated he sent a letter to the Highpoint Condominium

Association's attorney along with the agreements for 2010, 2011 and 2012 to be signed and returned. The Association is owed approximately \$28,000 for all three years. Councilwoman Kuncken asked if the Association is looking for any further discussion from the Borough. Mr. Stein replied that the last communication received by Administrator McNeilly from the Association indicated that they thought more should be included in the reimbursement formula. The Borough's response to the Association was that the formula was negotiated and stands as is. Mayor Maio stated that the Borough has asked the Association to comply by providing the detailed information that is required. Mr. Stein stated that the Borough has been very liberal in what has been accepted from them as proof as payment.

### **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 Depew, and unanimously carried by voice vote the meeting was adjourned at 8:47 P.M.

Approved:

Linda Chirip  
Deputy Clerk