

**MAYOR AND COUNCIL
WORK SESSION AND
AGENDA MEETING
April 12, 2016
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 6, 2016 and was placed on the Official Bulletin Board in the Municipal Building.

In the event the Mayor and Council have not addressed all items on this Agenda by 11:00 PM and they are of the opinion that they cannot complete the Agenda in a reasonable time period, the Mayor and Council may exercise their option to continue this meeting at an agreed to date, time and place within ten (10) days of this meeting. Please turn off all cell phones for the duration of this meeting.

ROLL CALL

Council Members:

Councilman Depew – present	Councilwoman Thistleton – present
Councilwoman Kuncken - present	Councilman Thornton – present
Councilman Romano – present	Councilwoman Zdichocki – present

Mayor Maio – present

PUBLIC HEARING ON THE 2016 MUNICIPAL BUDGET

Resolution 073-16

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF STANHOPE AUTHORIZING READING OF
THE MUNICIPAL BUDGET BY TITLE**

WHEREAS, N.J.S.40A:4-8 provides that the budget may be ready by title only at the time of the public hearing if a resolution is passed by not less than a majority of the full Governing Body, provided that at least one (1) week prior to the date of public hearing a complete copy of the approved budget, as advertised, has been posted in the Municipal Building and copies have been made available by the Clerk to persons requesting them; and

WHEREAS, these conditions have been met;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that the 2016 Municipal Budget shall be read by title at this Public Hearing for same.

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:

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

Mayor Maio invited Raymond Sarinelli, Borough Auditor, forward to comment on the budget. Mr. Sarinelli stated having no public present is a good indicator no one has any complaints. Mr. Sarinelli stated the Borough's budget was subject to State review this year. There were a few

questions which were easily cleared. The State has approved the budget for adoption tonight. The budget amount is \$4,691,000. This is \$68,000 more than last year which is a 1.46% increase. The tax levy is \$3,324,000. This is \$51,000 more than last year which is a 1.54% increase. The budget is under the levy cap and the appropriation cap. The tax rate increase is \$1.06. There is a slight increase in the ratable of \$432,000. The average tax payer will see an approximate increase of \$33.00. The municipal share has reduced the reliance on the one time revenue and increased the pay down on the debt to \$305,000. Mr. Sarinelli stated Dana Mooney, CFO, has informed him the Borough will be adopting an ordinance in the amount of \$305,210. This is almost the amount which will be paid off in this year's budget and Mr. Sarinelli stated in his opinion this is a good plan. Mr. Sarinelli stated this is a very tight budget and every dollar is managed. This budget is structured not only for this year but will put the Borough in a good position for next year.

Mayor Maio and the Governing Body thanked Mr. Sarinelli for his guidance and assistance. Mayor Maio also thanked Dana Mooney, CFO, and Administrator McNeilly for the work they have done in preparing the budget. Administrator McNeilly stated on July 15th the memos will be sent to the department heads regarding next year's budget. The most significant improvement for the next budget will be the temporary capital. Mayor Maio stated she recently spoke with the Deputy Mayor of Roxbury Township. Roxbury Township has their capital budget in place by December 1st each year. Administrator McNeilly stated Stanhope Borough will be close to doing the same. This will be a benefit when attending the League of Municipalities Conference. Administrator McNeilly has suggested Bill Storms, DPW Superintendent, attend at least one day of the conference to walk the floor with the Governing Body. Mayor Maio stated the budget session went very well this year and she thanked everyone involved.

Resolution 074-16

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF STANHOPE ADOPTING THE 2016
MUNICIPAL BUDGET**

BE IT RESOLVED by the Governing Body of the Borough of Stanhope, County of Sussex, that the budget herein before set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of \$4,691,388.39 for municipal purposes.

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

Mayor Maio opened this portion of the meeting to the public for discussion on this item only. Seeing no one wishing to speak, Mayor Maio closed this portion of the meeting.

Roll Call:

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

ADMINISTRATOR'S REPORT

DPW – Administrator McNeilly stated he, Bill Storms and Jason Titsworth will be attending a class regarding water entitled “Lead and Copper”. The class is clearly geared toward the current events for water providers. The Borough is going to be proactive with this issue. Mayor Maio stated she has heard there is an issue with the water in Hopatcong Borough. Administrator McNeilly confirmed this. Administrator McNeilly stated he does not have the specifics but apparently Hopatcong Borough ran some tests and have encountered some problems.

Mayor Maio stated Stanhope Borough is not due for testing until 2017. Administrator McNeilly confirmed this and stated the last testing took place in 2014. The DEP and the EPA call out for the inspections to be conducted every three years. There are 40 locations which were created according to DEP requirements for obtaining the samples for testing. Mayor Maio asked what the cost would be for the Borough to run an interim test. The cost is approximately \$100 per sample. Of the 40 locations, approximately 20 are actually processed. The cost would be approximately \$2,000. Mayor Maio stated under the circumstances she is of the opinion more than 50% of the samples would be provided for testing.

Administrator McNeilly stated he has discussed this issue with Bill Storms, DPW Superintendent, several times since January and Mr. Storms is confident the water is fine but if the Governing Body wants to run interim testing then the results would be available should someone inquire. Mayor Maio stated the Borough has never had an issue with lead in the water and she does not anticipate one, but in her opinion having the additional testing done would be proactive. The Borough has recently replaced the old water mains and changed to ceramic meters, all of which are designed to prevent lead in the water. Due to the high mineral content in the water, coatings are being used as well. Administrator McNeilly stated the lead issue is a national concern at this time and people are concerned.

Mayor Maio asked the Governing Body if they were in agreement to have the Borough water tested. There were no objections. Mayor Maio asked Administrator McNeilly to have the Water Operator conduct the testing. Administrator McNeilly stated the testing will be done at the normal locations according to the DEP and EPA guidelines. Councilwoman Kuncken asked if the water testing will include the schools. Administrator McNeilly stated the testing has to stay specific to the established testing locations and the schools are not included. The schools would have to conduct their own tests.

Musconetcong Park (By Enrite Station) – Mayor Maio stated she would like to call the Musconetcong Park located by the Enrite Station, “Lakeside Park”. Calling it Memorial Park is not advisable due to the fact the Borough already has Salmon Memorial Park and the park in Netcong at the lake is called Memorial Park. Mayor Maio asked the Governing Body for any objections. Seeing none, Mayor Maio asked the Borough Clerk to prepare a resolution for the next agenda stating the park will now be referred to as “Lakeside Park”.

Administrator McNeilly stated a memo was provided to the Mayor and Council regarding the parking area at Lakeside Park. Bill Storms, DPW Superintendent, obtained quotes for various types of stone. The brown stone estimate is \$4,400, the white decorative stone is \$5,800 and the quarry processed stone in a grayish/white is \$1,200. The posts, rope and cement cost is approximately \$380. The area on the hill behind the gas station could have fabric and wood chips put in place to improve the appearance. The property is not owned by the Borough but Administrator McNeilly stated he is of the opinion enhancing the area would not receive any objections. The cost would be approximately \$200 for the fabric. Mayor Maio asked if an area in the middle of the fencing will be open to allow people access the park. Administrator McNeilly stated there will be an opening. The posts will be placed 12 feet apart. There will be times when access will be required for tree work, DPW, the Fire Department or an ambulance. The work will not include signage. Signage would have to be approved by SHPO, the preservation office.

Administrator McNeilly stated the Fire Department was concerned about having access. The park was never intended to be an emergency services location. There is an area straight in with a head wall where the water is the deepest. The small amount of brush located there can be removed to provide access for drafting. Administrator McNeilly stated some type of bumper, which will not detract from the view, should be placed in that area to stop vehicles. Administrator McNeilly stated the stone will be delivered to the DPW yard and when time allows, the work at the park will take place.

Oak Drive – Administrator McNeilly stated Eric Keller has reported that the FY2016 DOT Municipal Aid Project List does not include Stanhope’s request. The Borough did not receive the funding for the Oak Drive project.

Annual JIF Public Officials Training – Administrator McNeilly stated Wayne Dietz is still finalizing the training date with Hopatcong Borough. The training has to take place by May 1st. The proposed date is April 27th to take place in Hopatcong. If that date is not convenient for Hopatcong, Stanhope’s training will be held on April 26th in Stanhope at 6:00 PM.

Website – Administrator McNeilly stated the service contract for Curio Electro has been reviewed and deemed acceptable by both parties for the website project. Administrator McNeilly thanked the Clerk for adding the resolution to the agenda for this evening. Administrator McNeilly stated he has been working with Nicole from Curio Electro in regard to the email addresses. There is information Nicole must capture from the existing site. Mayor Maio stated the existing website was hacked and the decision was made to remove the information from the main page. Administrator McNeilly stated the rest of the website is still accessible.

Rehabilitation of Lake Musconetcong Dam – Administrator McNeilly stated he has emailed the Governing Body's concerns regarding the Lake Musconetcong Dam Project and is awaiting a reply.

Road Resurfacing: Area "A" and Area "B" - Administrator McNeilly stated he has spoken with Eric Keller and informed him that funding for the road resurfacing projects will be available on May 19th. Mr. Keller is preparing his final engineers and project estimate. Resolutions may be available for the April 26th meeting. Mayor Maio asked Administrator McNeilly to ask Mr. Keller to attend that meeting.

Route 183/Route 206 Sidewalk Project – Administrator McNeilly stated Mr. Keller is contacting the State to determine if funding is still available for the Route 183/Route 206 Sidewalk Project. Mayor Maio stated the Borough received a letter which stated the awarding of the contract had to be done by October 2015 and failure to do so would jeopardize the funding. Administrator McNeilly stated problems exist with the easements. Mr. Stein will be attending the next meeting to discuss the easement issues.

Shred Day/Clean Up Day – Administrator McNeilly stated the first Shred Day is scheduled for Saturday, April 23rd and Clean Up Day will be held on Sunday, April 24th. A copy of the flyer was provided to the Governing Body. Dana Mooney, CFO, was able to have trash bags, gloves and safety cones provided for the cleanup from the NJ Clean Water Challenge. This was made possible because Lakeside Park has been included in the cleanup locations.

Old Waterloo Road Bridge Replacement (Orange Bridge/White Bridge located near the cemetery) – Administrator McNeilly stated he hosted a meeting in Stanhope to review the proposed detour plan for the bridge replacement. The Stanhope Police Chief and a representative from the Mount Olive Police Department attended. The Engineers will be posting signage on Route 183 to inform the public of the road closure. The Stanhope Union Cemetery and nearby funeral homes will be notified of the closure as well. The closure will be for a minimum of 8-9 months. Construction may begin in late 2017.

Background Checks – Administrator McNeilly stated he had hoped to present a program which is utilized by Roxbury Township and has been recommended by the Borough's Risk Manager. Risk Management recommended the Red Light/Green Light Plan from the National Center for Safety Initiative. Administrator McNeilly stated at first glance this seemed to be a good program. Green Township had selected this plan and upon review by their attorney it was not acceptable. The program is not a true background check, it is a data mine done through the internet. Administrator McNeilly provided copies of a plan recently approved by Green Township.

Councilwoman Kuncken suggested Administrator McNeilly contact the schools to see if they use a program to conduct background checks for their volunteers.

Mayor Maio stated the Red Light/Green Light Plan would allow the Borough to do background checks on volunteers who are not members of the Recreation Commission. Administrator McNeilly stated by structuring the requirements it will come with limitations. Mayor Maio stated the costs and the other options available need to be obtained. Councilman Romano stated the Borough wants a program to satisfy the liability requirement. Mayor Maio stated putting a program in place is for the Borough's peace of mind and that of the residents. Administrator McNeilly stated no law is in force requiring background checks/fingerprinting. Roxbury Township has a huge recreation department and they utilize the Red Light/Green Light Plan. Mayor Maio stated she would like Administrator McNeilly to obtain the information regarding the Red Light/Green Light Plan. The Governing Body will discuss the issue with Mr. Stein at the next meeting.

Senior Citizen Group Funds – Administrator McNeilly asked Mayor Maio to ask the Senior Citizen Group to submit their request for funds as soon as possible once the budget is in place. In the past the request has not been received until September. Mayor Maio stated the seniors actually changed their fiscal year to coincide with the funds being available in August but she will make the request.

Domestic Violence Recognition Month – Councilwoman Zdichocki asked for a status update on the SOP from the Police Department regarding the Domestic Violence Program. Administrator McNeilly stated he has not received any additional information and will send the Police Chief an email. Mayor Maio asked Administrator McNeilly to inform the Police Chief that the SOP is needed. Councilwoman Zdichocki stated the program was supposed to have begun on January 1st. Mayor Maio asked Administrator McNeilly to ask the Police Chief to submit the SOP or if that is not possible, ask the Police Chief to attend the next scheduled meeting to explain why it cannot be done.

Shred Day – Councilwoman Zdichocki asked if the paperwork stored in the shed, which can be destroyed, will be shred on Saturday. Administrator McNeilly stated the government records to be shred must maintain a chain of command and will not be part of this Shred Day. Another date will be chosen to have the government records destroyed.

Shed – Councilwoman Zdichocki asked if information has been obtained regarding the smaller shed which was requested for use by the Recreation Commission. Administrator McNeilly stated he will ask Chief Pittigher about the use of the shed which is at the DPW yard and is currently used to store bicycles.

Electronic Sign – Councilwoman Thistleton stated the Easter Egg Hunt was held recently and was very well attended. Councilwoman Thistleton asked why the electronic sign was not placed out on the road sooner. Administrator McNeilly replied there are forms to be submitted in order to request the use of the Electronic Sign and to have Nixle messages sent out. Administrator McNeilly stated he did not receive a request for the use of the sign. Administrator McNeilly stated he did receive a request to send a Nixle message. Councilwoman Thistleton stated she was told the request was submitted. Administrator McNeilly stated in addition to the request forms, a memo also has to be submitted for any special requests such as road closures etc. regardless of the fact that it may be an event that takes place every year.

Councilwoman Thistleton stated she will have the requests sent in for Family Fun Day. Mayor Maio asked why the electronic sign would be used for Family Fun Day. In her opinion this will attract people outside of Stanhope Borough. Councilwoman Kuncken stated Family Fun Day was started after the Centennial and it is for Stanhope residents only. Councilwoman Zdichocki stated the sign informs residents who live in the Borough who rent and may not receive a water bill with the event information. Mayor Maio stated this issue will have to be discussed at another time. Administrator McNeilly stated this is just one of the many reasons he requires written requests.

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.

Mr. Timothy Nicinski, Superintendent Stanhope School, came forward to thank the Borough for the road clean-up during the winter. Regional partners had school closures or delays but Stanhope School was able to open due to the awesome job done by the DPW. Mr. Nicinski stated he also appreciates the assistance the Police Department provides with the parking lot. Mr. Nicinski stated the new gymnasium has been completed and the big boxes are in the process of being removed. A shed is going to be placed in the area. Mr. Nicinski stated Brian McNeilly, Bill Storms and Jason Titsworth have been very helpful. The area was not well maintained and there was a giant concrete tube which needed to be removed. Mr. Nicinski extended his thanks for the assistance provided by the DPW.

Mr. Nicinski invited all the members of the Governing Body to the Arbor Day Ceremony and stated if anyone would like to speak at the ceremony, they are welcome to do so. Mayor Maio stated she would be glad to read the Arbor Day Proclamation. Mr. Nicinski stated he is working with the social studies teacher to have one of the students read an essay on how their town works.

Mayor Maio stated the Borough Clean-up Day takes place at the school every year. It has been brought to her attention that the bags of trash collected are picked up and disposed of by the janitor before the DPW can get there on Monday to collect them. Mayor Maio asked Mr. Nicinski to ask the janitor to leave the bags for the DPW. The Borough gets credit for the

amount of trash collected on clean-up day and needs the bags to be weighed. Mr. Nicinski asked Administrator McNeilly to email a reminder to him.

Mayor Maio stated in years past the school would meet with the Borough's Finance Committee at a point when the budget was cast to review it. This helps the Finance Committee to understand the budget and they in turn will present the information to the full Governing Body. Mr. Nicinski stated he will speak with the School Board and make arrangements. The school budget hearing is scheduled for April 27th and the committee is meeting the Wednesday before on April 20th. Mayor Maio asked Mr. Nicinski to coordinate with Administrator McNeilly to plan a meeting with the Finance Committee which is strictly for informational purposes only.

Councilwoman Kuncken stated the Governing Body appreciates all that Mr. Nicinski has brought to the community with his work at the school and hopes he will remain for quite some time. Mr. Nicinski thanked the Governing Body and also extended his thanks again to Bill Storms and Jason Titsworth for their assistance.

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

WORK SESSION

Fingerprinting (Recreation Commission) – Mayor Maio stated the fingerprinting issue was discussed earlier in the meeting and no further discussion is necessary at this time.

Sagamore Road – Mayor Maio stated a memo has been received from Eric Keller, Borough Engineer, stating he is of the opinion a problem does not exist from Spencer Street to the Sagamore Road cul de sac. Mayor Maio stated if there are no objections, the Governing Body will follow Mr. Keller's recommendation and leave Sagamore Road as is. The Governing Body had no objections.

Resolution to Support Sussex County CLEAR Program (Community Law Enforcement Addiction Recovery) - Mayor Maio stated she is not familiar with this program. Ellen Horak, Borough Clerk, stated the sample resolution was forwarded to all the towns in the county. Mayor Maio asked Administrator McNeilly to contact Chief Pittigher for information regarding this program. Additional information is needed before a decision can be made.

Congressman Frelinghuysen – Mayor Maio stated she has received correspondence from Congressman Frelinghuysen announcing his annual meeting with potential applicants for the various military academies. If anyone knows someone who is interested in attending the military academies direct them to attend the meeting at West Essex Regional on Monday, May 2nd. The information will be posted on the Borough bulletin board.

NEW BUSINESS

ORDINANCES

Mayor Maio offered the following ordinances for Introduction and First Reading which were read by title:

Ordinances for Introduction and First Reading [Public Hearing April 26, 2016]

Ordinance 2016-02

AN ORDINANCE OF THE BOROUGH OF STANHOPE COUNTY OF SUSSEX, NEW JERSEY FIXING THE SALARY AND WAGES FOR BOROUGH EMPLOYEES AND OFFICIALS

BE IT ORDAINED by the Mayor and Council of the Borough of Stanhope, New Jersey as follows:

SECTION 1. That the Annual salary, wage and compensation to be paid to Borough employees and officials in 2016 be as follows:

Mayor	\$ 3,013.00
Borough Council Member	2,739.00
Administrator	106,000.00
Borough Clerk	59,146.00
Deputy Borough Clerk	35,162.00
Registrar	3,583.00
Deputy Registrar	1,728.00
Website Content Manager	3,561.00
Chief Financial Officer/ Tax Collector	97,226.00
Utility Collector/ Asst to Tax Collector	36,883.00
Accounts Payable	22,385.00
Tax Assessor	19,333.00
Custodian	7,611.00
POLICE DEPARTMENT	
Chief of Police	109,308.06
Sergeant	As per contract
Sergeant's Stipend	As per contract
Detective's Stipend	As per contract
Patrolman	As per contract
Clerk Typist - Police Dept.	33,545.00
Police Matron	\$21.66 per hour
Police Matron – Call-out	\$50.00 per call-out
Special Officer	\$20.98 per hour
Crossing Guard	\$14.69 per hour
DEPARTMENT OF PUBLIC WORKS	
Superintendent	\$ 83,517.00
Water Operator	6,401.00
Sewer Operator	6,401.00
Water T-1 License Stipend	3,500.00
Supervisor of Public Works	\$ 50,875.00
Public Works Repairer	As per contract
Laborer	As per contract
Part-time Laborer	\$12.00 to \$12.83 per hour
Seasonal Help	\$14.00 per hour
CONSTRUCTION DEPARTMENT	
Construction Official	22,547.00
Fire Subcode Official	3,174.00
Plumbing Subcode Official	3,649.00
Zoning Officer	10,623.00
Code Enforcement Officer	11,057.00
Municipal Housing Stipend	2,016.00
Clerical –Construction	8,140.00
BOARDS AND COMMISSIONS:	
Land Use Secretary	\$ 9,185.00
Board of Health Secretary	4,338.00
Secretary to:	
Shade Tree	\$25.00 per month*
Environmental Commission	\$25.00 per month*
Recreation Commission	\$25.00 per month*

*submission of monthly minutes required.

SECTION 2. Salaries and wages for all Borough employees and officials shall be paid in bi-weekly installments as nearly equal as possible.

SECTION 3. Unless otherwise provided herein, remuneration for all employees shall be retroactive to January 1st of each year.

SECTION 4. The salaries and wages herein established shall be in lieu of any and all fees to which the respective incumbents of said offices might otherwise be entitled by statute or ordinance; which fees shall immediately upon collection thereof be paid over to the Treasurer for use of the Borough except as otherwise provided herein.

SECTION 5. The Borough shall pay medical insurance premiums in accordance with State law, collective bargaining agreements and the Borough's elected participation in any State health benefit program for all eligible employees and their eligible dependents.

SECTION 6. The terms and conditions of all collective bargaining agreements negotiated between the Borough and any bargaining unit representing Borough employees are hereby incorporated into this Ordinance.

SECTION 7. All Ordinances and Resolutions, or parts thereof, inconsistent herewith are hereby repealed.

SECTION 8. This Ordinance shall become effective immediately upon final adoption and publication as required by law.

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

Roll Call:

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

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

Ordinance 2016-03

CAPITAL ORDINANCE APPROPRIATING \$7,700.00 FOR VARIOUS IMPROVEMENTS OR PURPOSES AUTHORIZED TO BE UNDERTAKEN BY THE BOROUGH OF STANHOPE, IN THE COUNTY OF SUSSEX, NEW JERSEY

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

Section 1. The several improvements described in Section 3 of this capital ordinance are hereby respectively authorized as general improvements to be made or acquired by the Borough of Stanhope, New Jersey. For the said several improvements or purposes stated in said Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriations made for said improvements or purposes, said sums being inclusive of all appropriations heretofore made therefore and amounting in the aggregate to \$7,700.00, which has heretofore been set aside for the improvement or purpose stated in Section 3 and now available therefore by virtue of provision in a previously adopted budget or budgets of the Borough for capital improvement purposes.

Section 2. For the financing of said improvements or purposes and to meet the part of said \$7,700.00 appropriations, the Borough will use \$7,700.00 from the General Capital Improvement Fund, as described in Section 3.

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

Various Equipment for Police Department, including antennas, modems, camera for booking area, software and installation costs for all of the above:

\$ 7,700.00 General Capital Improvement Fund

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

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

(a) The said purposes described in Section 3 of this capital ordinance are capital expenses and are each a property or improvement which the Borough may lawfully acquire or make as a general improvement, and no part of the cost thereof has been or shall be specifically assessed on property specially benefited thereby.

(b) The average period of usefulness of said purposes within the limitations of said Local bond Law and taking into consideration the respective amounts of the said obligations authorized for the several purposes, according to the reasonable life thereof computed by this capital ordinance, is five (5) years.

Section 5. This capital ordinance shall take effect ten (10) days after the publication thereof after final adoption.

On motion by Councilwoman Thistleton, seconded by Councilwoman Kuncken, and unanimously carried by the following roll call vote, the foregoing ordinance was introduced.

Administrator McNeilly stated this ordinance is one portion of the capital plan for the Police Department which is being self-funded.

Roll Call:

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

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

Ordinance 2016-04 BOND ORDINANCE APPROPRIATING \$338,034, AND AUTHORIZING THE ISSUANCE OF \$305,200 BONDS OR NOTES OF THE BOROUGH, FOR VARIOUS IMPROVEMENTS OR PURPOSES AUTHORIZED TO BE UNDERTAKEN BY THE BOROUGH OF STANHOPE, IN THE COUNTY OF SUSSEX, NEW JERSEY.

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF STANHOPE, IN THE COUNTY OF SUSSEX, NEW JERSEY (not less than two-thirds of all the members thereof affirmatively concurring), **AS FOLLOWS:**

The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized as general improvements to be made or acquired by The Borough of Stanhope, New Jersey. For the said several improvements or purposes stated in said Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriations made for said improvements or purposes, said sums, except as described in said Section 3, being inclusive of all appropriations heretofore made therefor and amounting in the aggregate to \$338,034 including the aggregate sum of \$16,179 as the several down payments for said improvements or purposes required by law and more particularly described in said Section 3 and now available therefor by virtue of provision in a previously adopted budget or budgets of the Borough for down payment or for capital improvement purposes and including also, in the case of the improvement described in paragraph (c) of said Section 3, the sum of \$16,655 in the Reserve for Sidewalk Improvements Fund of the Borough.

For the financing of said improvements or purposes and to meet the part of said \$338,034 appropriations not provided for by application hereunder of said down payments and Reserve for Sidewalk Improvements Fund, negotiable bonds of the Borough are hereby authorized to be issued in the principal amount of \$305,200 pursuant to the Local Bond Law of New Jersey. In

anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable notes of the Borough in a principal amount not exceeding \$305,200 are hereby authorized to be issued pursuant to and within the limitations prescribed by said Local Bond Law.

The improvements hereby authorized and the several purposes for the financing of which said obligations are to be issued, the appropriation made for and estimated cost of each such purpose, and the estimated maximum amount of bonds or notes to be issued for each such purpose, are respectively as follows:

<u>IMPROVEMENT OR PURPOSE</u>	<u>APPROPRIATION AND ESTIMATED COST</u>	<u>ESTIMATED MAXIMUM AMOUNT OF BONDS AND NOTES</u>
(a) Acquisition by purchase, of new and additional computer equipment for use by the Police Department of the Borough, together with all appurtenances, apparatus and accessories necessary therefor or incidental thereto, all as shown on and in accordance with the specifications therefor on file or to be filed in the office of the Borough Clerk and hereby approved, the \$48,470 hereby appropriated therefor being exclusive of the sum of \$8,530 appropriated therefor by prior ordinances of the Borough (#2010-13)	\$48,470	\$46,000
(b) Improvement of various roads in and by the Borough by the construction or reconstruction therein of roadway pavements at least equal in useful life or durability to a roadway pavement of Class B construction (as such term is used or referred to in Section 40A:2-22 of said Local Bond Law) including, without limitation, Port Morris Avenue; Spring Lane, and Lake Street, together with all structures, appurtenances, milling, curb and sidewalk reconstruction, drainage improvements, retaining walls, equipment, work and materials necessary therefor or incidental thereto, all as shown on and in accordance with the plans and specifications therefor on file or to be filed in the office of the Borough Clerk and hereby approved, the \$133,130 hereby appropriated therefor being exclusive of the sum of \$119,870 previously appropriated therefor by prior ordinances of the Borough (#2015-10)	133,130	126,430
(c) Improvement of Main Street by the construction or reconstruction of crosswalks and the installation of lighting, together with all sidewalks, landscaping, equipment, site work, work and materials necessary therefor or incidental thereto, all as shown on and in accordance with the plans and specifications therefor on file or to be filed in the office of the Borough Clerk and hereby approved, the \$156,434 hereby appropriated therefor being inclusive of the sum of \$16,655 in the Reserve for Sidewalk Improvements Fund of the Borough and exclusive of the aggregate sum of \$17,065 previously appropriated therefor by prior ordinances of the Borough (#2008-03, #2009-08, #2010-04 and #2015-14)	<u>156,434</u>	<u>132,770</u>
Totals	\$338,034	\$305,200

Except as otherwise stated in paragraph (c) above with respect to the said \$16,655 from the Reserve for Sidewalk Improvements Fund of the Borough, the excess of the appropriation made for each of the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the said down payment for said purpose.

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

The said purposes described in Section 3 of this bond ordinance are not current expenses and each is a property or improvement which the Borough may lawfully acquire or make as a general improvement, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

The average period of usefulness of said purposes within the limitations of said Local Bond Law and taking into consideration the respective amounts of the said obligations authorized for the several purposes, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is 9.54 years.

The supplemental debt statement required by said Local Bond Law has been duly made and filed in the office of the Borough Clerk and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey, and such statement shows that the gross debt of the Borough as defined in said Local Bond Law is increased by the authorization of the bonds and notes provided for in this bond ordinance by \$305,200, and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

Amounts not exceeding \$34,000 in the aggregate for interest on said obligations, costs of issuing said obligations, engineering costs and other items of expense listed in and permitted under Section 40A:2-20 of said Local Bond Law may be included as part of the costs of said improvements and are included in the foregoing estimate thereof.

All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer, provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with the notes issued pursuant to this bond ordinance, and the Chief Financial Officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. 40A:2-8. The Chief Financial Officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the dates of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body of the Borough at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the principal amount, interest rate and maturities of the notes sold, the price obtained and the name of the purchaser.

The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and interest on the said obligations authorized by this bond ordinance. Said obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy ad valorem taxes upon all the taxable property within the Borough for the payment of said obligations and interest thereon without limitation of rate or amount.

The capital budget or temporary capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith and the resolutions promulgated by the Local Finance Board showing all detail of the amended capital budget or temporary capital budget and capital program as approved by the Director, Division of Local Government Services, are on file with the Borough Clerk and are available for public inspection.

This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by said Local Bond Law.

On motion by Councilman Thornton, seconded by Councilman Depew, and unanimously carried by the following roll call vote, the foregoing ordinance was introduced.

Roll Call:

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

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

RESOLUTIONS

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

Resolution 075-16

RESOLUTION REQUESTING APPROVAL FROM THE DIVISION OF LOCAL GOVERNMENT SERVICES TO ESTABLISH A DEDICATED TRUST BY RIDER FOR AFFORDABLE HOUSING TRUST FUND PURSUANT TO N.J.S.A. 40A: 12A-3 et seq

WHEREAS, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonable accurate estimates in advance, and

WHEREAS, N.J.S.A. 40A: 12A-3 et seq provides for receipt of Affordable Housing Trust Fund fees by the municipality to provide for the operating costs to administer this act; and,

WHEREAS, N.J.S.A. 40A:4-39 provides the dedicated revenues anticipated from the Affordable Housing Trust Fund are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirement,

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

1. The Mayor and Borough Council hereby request permission of the Director of the Division of Local Government Services to pay expenditures for Affordable Housing Trust Funds as per N.J.S.A. 40A:12A-3 et seq.
2. The municipal clerk of the Borough of Stanhope is hereby directed to forward two certified copies of this resolution to the Director of the Division 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.

Roll Call:

Councilman Depew – yes

Councilwoman Kuncken – yes

Councilman Romano - yes

Councilwoman Thistleton – yes

Councilman Thornton – yes

Councilwoman Zdichocki – yes

Resolution 076-16

RESOLUTION AUTHORIZING EXECUTION OF WEB DESIGN AND MAINTENANCE AGREEMENT BETWEEN THE BOROUGH OF STANHOPE AND CURIO ELECTRO

WHEREAS, the Borough of Stanhope maintains a website for the public's use and convenience; and

WHEREAS, the Governing Body has heretofore determined to update and enhance the Borough's website; and

WHEREAS, the Governing Body solicited various proposals for a web design and maintenance agreement; and

WHEREAS, the Governing Body was of the opinion that the proposal submitted by Curio Electro was the most advantageous to the Borough price and other factors considered; and

WHEREAS, Curio Electro presented a form of agreement; and

WHEREAS, said form of agreement has been reviewed and revised by the Borough Attorney and is now in acceptable form;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Stanhope that the Borough is hereby authorized to enter into an agreement with Curio Electro for a Web Design and Maintenance Agreement in an amount not to exceed \$7,600.00 for the Borough's website; and

BE IT FURTHER RESOLVED that post-website development e-mail hosting and maintenance costs shall be paid by the Borough in accordance with the terms of the agreement with Curio Electro.

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

Roll Call:

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

CONSENT AGENDA (All items listed on the Consent Agenda are considered routine by the Borough Council and were enacted by one motion of the Borough Council with no separate discussion.)

Resolution 077-16

RESOLUTION SUPPORTING THE CLICK IT OR TICKET SAFETY BELT MOBILIZATION FOR MAY 23 THROUGH JUNE 5, 2016

WHEREAS, a large percentage of the motor vehicle occupants killed in traffic crashes were not wearing a safety belt; and

WHEREAS, use of a safety belt remains the most effective way to avoid death or serious injury in a motor vehicle crash; and

WHEREAS, the National Highway Traffic Safety Administration estimates that 135,000 lives were saved by safety belt usage nationally between 1975 and 2000; and

WHEREAS, the State of New Jersey will participate in the nationwide Click It or Ticket seat belt mobilization from May 23 through June 5, 2016 in an effort to raise awareness and increase seat belt usage through a combination of enforcement and education; and

WHEREAS, the Division of Highway Traffic Safety has set a goal of increasing the seat belt usage rate by 1.5%; and

WHEREAS, a further increase in seat belt usage in New Jersey will save lives on our roadways;

THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Stanhope declares its support for the Click It or Ticket seat belt mobilization both locally and nationally from May 23 through June 5, 2016 and pledges to increase awareness of the mobilization and the benefits of seat belt use.

Resolution 078-16

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. 2014-019, representing 2013 property taxes and/or utility charges on Block 11402, Lot 23 known as 32 Delaware Avenue, assessed to Domenica Pace/Biagio Pace 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: US Bank Cust for BV001 Trust
50 S. 16th St, Suite 1950
Philadelphia, PA 19102-2513

Redemption Amount: Tax Title Lien #2014-019 and
Interest to Date of Meeting \$ 4,686.93
Premium Paid by Lienholder 300.00

Total From Current Fund: \$ 4,686.93
Total From Tax Premium Account 300.00

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 Councilman Thornton and unanimously carried by the following roll call vote, the foregoing resolutions were duly adopted.

Roll Call:

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

PAYMENT OF BILLS

Resolution 079-16

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 April 12, 2016 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 Romano, seconded by Councilwoman Kuncken and unanimously carried by the following roll call vote, the foregoing resolution was duly adopted.

Roll Call:

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

AGENDA ITEMS

All items listed on the Agenda for April 26, 2016 were approved with the addition of a resolution naming Lakeside Park.

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.

Mayor Maio stated it is a disappointment to have no one in attendance for the adoption of the budget. Discussion took place regarding the heading for the newspaper article which was unfavorable in the way it was worded.

ADJOURNMENT

On a motion by Councilwoman Kuncken, seconded by Councilwoman Zdichocki, and unanimously carried by voice vote the meeting was adjourned at 8:05 P.M.

Approved:

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