

**MAYOR AND COUNCIL  
REGULAR MEETING  
December 15, 2015  
6:00 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 7, 2015 and was placed on the Official Bulletin Board in the Municipal Building.

Furthermore, notice of the time change for this meeting was sent to the New Jersey Herald and Daily Record on December 2, 2015 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 Romano – present

Councilwoman Zdichocki – present

Councilman Thornton – present (arrived 6:05)

Councilwoman Kuncken – present

Councilman Depew – present

Councilwoman Thistleton – present

Mayor Maio – present

**WORK SESSION**

*2016 Municipal Budget* – Mayor Maio stated the Governing Body does not have any revenue information at this time. A review of the requested expenditures, submitted by the department heads, boards or commissions, was done. The discussion began with Index #3. Mayor Maio asked why the percentage of increase is not included.

Councilman Thornton arrived at this time (6:05PM).

*3-1 Administrator* – Mayor Maio asked why conference costs are increasing. Administrator McNeilly stated the increase is due to joining the Municipal Managers Association.

*3-3 Mayor & Council* - No change.

*3-5 Clerks Operating Expenses* - Mayor Maio stated the budget shows a decrease. Mayor Maio asked Ellen Horak, Borough Clerk, for input. Ms. Horak stated a signature pad must be purchased for registrar duties. The signature pad is mandatory for registering births in the Borough. The Borough does not have a hospital but occasionally a home birth will occur. The cost is \$200 which has been added to the budget for supplies. Linda Chirip, Deputy Clerk, did not take any classes last year due to the fact the classes were held on Saturdays and she had a prior family commitment on two of the days. Mayor Maio asked if the funds are included in this year's budget for the classes. Ms. Horak confirmed the funds are included.

4-1 Finance - Payroll services increased perhaps due to contract. Administrator McNeilly will ask CFO for clarification. Mayor Maio asked Administrator McNeilly to also ask why seminars and conferences increases every year.

4-4 Computer Services – Mayor Maio stated there is an increase above 2%. The maintenance for the server needs clarification.

4-15 Tax Collector – The Tax Collector budget has decreased. Mayor Maio asked what costs are incurred for the Homestead Rebate. Additional information is needed.

4-18 Tax Assessor – No change.

4-1 Finance - Administrator McNeilly stated the budget amount for conferences will be decreased to \$702. Payroll Services costs are spread out over water, sewer and general. The anticipated amount for 2016 is \$5,030. Mayor Maio asked Administrator McNeilly to ask the CFO to list the services provided by Payroll Services.

Administrator McNeilly stated the server was purchased last year. Maintenance costs were not incurred last year but will be in 2016.

4-15 Tax Collector – Mayor Maio asked Administrator McNeilly why there is a \$154.00 credit for the Homestead Rebate. It is listed as out of pocket costs. Administrator McNeilly will ask the CFO for clarification.

Mayor Maio asked if the tax maps are being kept up to date. Administrator McNeilly stated Jason Laliker, Tax Assessor, will be giving a presentation at tonight's meeting and he will be able to address this issue. Mr. Stein stated the Borough has been patching the maps.

Legal Services – Mr. Stein has requested an increase of \$100 per month on the retainer. Mayor Maio stated the line item needs to be increased to \$33,000.

COAH – Mr. Stein stated the COAH court case is going to continue into next year. Background information is being obtained at this time. In January, a number will have to be determined and the Fair Share Plan will have to be done in April. There is still a significant amount of work that the court is requiring to be done next year. Mr. Stein stated he is of the opinion that \$4,000 is sufficient to cover the costs for his office. Mr. Stein does not know what the costs for the Planner will be. Mr. Stein stated up to 20% of the COAH funds can be used for administrative expenses. Mayor Maio stated any work done by the Planner must come from this budget. A very minimal amount may come from the Land Use Board budget. Mayor Maio stated an additional line item needs to be added for the Planner. As a place holder \$4,000 will added for this item until the actual amount needed can be determined. Mr. Stein stated he will confirm the amount for legal costs with his office and email the information to Administrator McNeilly tomorrow.

5-2 Land Use Board – Mayor Maio stated the \$10,000 amount will be reduced to \$3,500, as per a conversation Mayor Maio had with the CFO. The CFO has spoken with Bill Hamilton, Planner, and determined \$3,500 will be adequate for next year. The total billing to date has been \$8,400. Administrator McNeilly will confirm this information with the CFO. Mayor Maio questioned why the line item for the Planner is only budgeted for \$100. Ms. Horak stated the Land Use Board has not used a Planner at the meetings in several years. If an application is received that requires the Planner, the costs would be covered by escrow.

Lake Musconetcong Regional Planning Board – Mayor Maio stated she is aware of letter which will be sent to the Borough requesting an additional \$1,000 this year. The funds will be used to pursue the chemical treatment used last year. A test was done last year and the treatment reduced the sediment at the bottom of the lake by 30%. This year the board would like to treat the shoreline at Musconetcong Park to conduct a more extensive test. The letter will be sent to all of the communities and the two counties which belong to the board to request an additional \$1,000 from each entity. Mayor Maio stated her recommendation is to add the \$1,000 to the budget. Mayor Maio stated she is unsure why this budget shows a 2% increase. The LMRPB

budget will not be determined until January and then the letters will be sent out. Mayor Maio asked where the cost for spraying the lake is located within this budget.

Administrator McNeilly stated the spraying costs are included under Buildings and Grounds. Last year \$1,200 was budgeted. Mayor Maio stated the additional \$1,000 needs to be shown as a one-time charge. Discussion took place regarding why the spraying costs are under Buildings and Grounds. The decision was made to move the Herbicide Treatment costs to the LMRPB budget from Buildings and Grounds and the additional special assessment will be listed separately in the LMRPB budget. Mayor Maio stated the budgeted amount for the LMRPB will change once the board sends their information to the Borough.

Construction – No Change. Mayor Maio stated the CFO informed her there has been an increase in the amount of permits this year. The increase, in part, is due to Highpoint Condominiums requirement to have all the owners change their electrical panels. Administrator McNeilly stated there has also been an increase in the number of people submitting OPRA requests for information regarding properties they are considering buying.

Administrator McNeilly stated there is a line item of \$1,000 for the Mitchell Humphrey system which will be budgeted in 2017. The system was purchased in 2014 but it was recently installed late in 2015 and comes with one year of maintenance and therefore Administrator McNeilly is of the opinion this amount does not need to be budgeted in 2016. Administrator McNeilly will confirm this with Ms. Mooney, CFO.

5-8 Zoning – No change.

6 Insurance - Administrator McNeilly suggested this item be held for discussion when Ms. Mooney, CFO, is available. More accurate information will also be available by next month.

7 Police – Mayor Maio stated this item will be held for future discussion. The Public Safety Committee is still waiting for the Chief to supply additional information for the operating budget.

7-8 Police Dispatch Service – Police Dispatch Services has increased. Emergency Management will increase 2% according to a letter received from Netcong Borough.

7-8 First Aid Contribution - The contribution to the First Aid Squad will remain at \$14,000. Mayor Maio stated the funds agreed to last year for the radios are also \$14,000. Administrator McNeilly confirmed this and stated the radios are a capital expense.

Mayor Maio stated additional clarification is still required from the Fire Department. A meeting will be scheduled with the new Chief of the Fire Department and the officers after their installation.

8-1 Road Maintenance – No changes to first page. Administrator McNeilly stated there is no change in the tipping fee for solid waste this year. The recycling increase is due to the contract agreement.

8-8 Buildings and Grounds – Mayor Maio stated there is an increase of \$1,000 this year for generator maintenance.

9-1 Shade Tree Commission – No changes.

9-4 Police Department Vehicle Maintenance – On hold for future discussion.

9-6 Fire Department Vehicle Maintenance – On hold for future discussion.

9-8 DPW Vehicle Maintenance – Administrator McNeilly stated the final figures for the month are required prior to determining this budget. The fleet of vehicles is old and maintenance issues are more of a concern. Additional funds are going to be required for this budget. Replacement of vehicles is not necessary. The equipment is solid and the department can handle most of the needed repairs in-house.

9-12 Board of Health – No increases this year. The budgeted amount for Animal Control Services has been reduced. The contract for Animal Control Services is based on an hourly rate.

Mayor Maio stated the next budget discussion will begin with 10-1 Recreation. Discussion will also take place regarding the Fire Department and Police Department budgets if meetings have been held prior with the Fire Chief and Police Chief.

### **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.

Jacob Schoupe, 7 Central Avenue, stated approximately three months ago a new water pipe was installed behind his house. Mr. Schoupe showed a picture of the water from his home. Administrator McNeilly asked Mr. Schoupe if he has contacted the Department of Public Works. Mr. Schoupe stated he has contacted them many times and a DPW employee did come to his home. Mr. Schoupe stated it is costing him more money to purchase water than the amount of his water bill. The water is cloudy and has lots of air in it. Mr. Schoupe stated he is concerned the water may be contaminated. The problem has existed for approximately three to four months. Administrator McNeilly stated he will follow up with Bill Storms, DPW Superintendent, and will ask Mr. Storms to go to Mr. Schoupe's home. Mayor Maio asked if the water clears once it sits. Mr. Schoupe stated the water will clear but it takes a very long time. The Mayor and Council agreed the problem with the water was unacceptable. Mayor Maio stated the problem will be taken care of. Administrator McNeilly stated a determination will have to be made where the problem exists.

Mayor Maio asked Mr. Schoupe who he reported the problem to. Mr. Schoupe stated he spoke with the women in the office who left notes for the Superintendent. Mr. Schoupe stated in the beginning his water was brown. The DPW worker came and hooked his home up to the new line but now he has this problem with the water. Administrator McNeilly stated he will have the DPW at Mr. Schoupe's home between the hours of 9-12 tomorrow. Mayor Maio thanked Mr. Schoupe for bringing this matter to their attention.

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

### **PRESENTATIONS**

Mayor Maio invited Ray Sarinelli, Borough Auditor, forward to begin his presentation. Mayor Maio stated the Governing Body is looking for guidance from Mr. Sarinelli based on a conversation which was held last year at the end of the budget cycle. Mr. Sarinelli thanked the Governing Body for inviting him to be part of the budget process. Mr. Sarinelli stated he reviewed the fund balance for the past several years which has remained around \$1.6 million. The fund balance was increased two years ago from \$700,000 to \$715,000. Mr. Sarinelli stated he is of the opinion this figure should be used again barring any unexpected issues. Mr. Sarinelli stated he has spoken with Ms. Mooney regarding the revenue and it appears to be stable. Tax collections have increased as we are now in recovery and no longer in a recession. The anticipated revenue for interest on taxes in the amount of \$50,000 may fall short. The unexpended balance of appropriations is consistent with the previous year. The expense budget for 2016 looks like there is a fairly reasonable increase.

Mr. Sarinelli stated last year \$40,000 was used from the revenue from the sale of assets. There is \$210,000 remaining from the sale of assets. Administrator McNeilly stated this includes the \$35,000 from the sale of the property located next to the Municipal Building. Mr. Sarinelli stated the options are to (1) continue to have it reduce the operating expenses and the tax payers will benefit from this for the next three or four years and then the money will be gone; (2) use the money for a one-time expense, normally a capital item or; (3) use this one-time found revenue to pay off existing debt instead of using it for capital. Mr. Sarinelli stated in his opinion option (1) which would soften the operating expenses is not recommended. Mr. Sarinelli stated the most conservative choice is option (2) which is to pay off existing debt by bringing the \$210,000 into the budget. Mr. Sarinelli's recommendation is to use the one time revenue wisely. If there is a

one-time need or a capital need, use the funds for that purpose. In this case the \$40,000 would not be moved over to the operating budget and a determination would be made regarding how much would be used for capital. Mr. Sarinelli stated perhaps the funds could be used for the purchase of a significant vehicle or piece of equipment.

Mr. Sarinelli stated this does not appear to be a difficult budget year for the Borough. Ms. Mooney stated the pension increase for PERS is 4.07% and PFRS is 7.45%.

Councilwoman Kuncken asked Mr. Sarinelli if the amount of \$40,000 would be the maximum amount to utilize if the Governing Body chose option (1), which is Mr. Sarinelli's least desirable choice. Mr. Sarinelli agreed. Councilwoman Kuncken asked Mr. Sarinelli if the Governing Body decides to go with option (3) to pay down the debt service, would Mr. Sarinelli recommend which debt should be paid off. Mr. Sarinelli stated the debt has been managed very well. Mr. Sarinelli recommends paying off \$300,000 plus per year. Discussion took place regarding last year's budget and how that will impact this year's budget. Mr. Sarinelli stated the Borough should continue to pay off its debt to avoid getting into a bonding situation. This is a very conservative position to be in. It is admirable that the Borough has been able to control the debt capital spending. To keep a town of this size functioning and still be able to pay your debt without bonding it out over twenty years is hard work.

Mr. Sarinelli stated moving the timing of the budget forward allows for better planning. Mr. Sarinelli stated Administrator McNeilly has voiced his concern at having the capital authorization well into the year. This causes delays with the bidding process and the ability to receive bids from certain contractors, many of which already have work schedules in place for the season. Mr. Sarinelli stated the timing can be changed but it takes some extra planning. Instead of waiting until the budget is introduced and adopted, the capital budget can be part of the budget. A temporary capital budget, which is equal to the proposed budgeted amount, can be adopted at the January reorganization meeting. This would require a review to be done in October, November and December of the prior budgeting year to determine what the capital expenses will be. The CFO would then prepare the temporary budget for the operating expenses and a temporary capital budget can also be done at that time. Ms. Mooney stated the Annual Debt Statement is due by January 31<sup>st</sup>. Mr. Sarinelli stated shortly after that Administrator McNeilly would have the authority to request bond council to prepare the capital ordinance in February for introduction and then adopt it in March. This would allow the Borough to go out to bid right after the capital ordinance is adopted. Administrator McNeilly stated this past year the Borough's reclamation project did not receive any bids. Administrator McNeilly is of the opinion this was due to waiting to go to bid later in the year when the funds were available. Ms. Mooney asked if a basic temporary budget could be adopted and then modified later on. Mr. Sarinelli stated the temporary budget could be modified in the introduced budget. Administrator McNeilly stated he would prefer wait and follow this plan for 2017. Mayor Maio stated the capital budget will have to be prepared and presented to the Governing Body in August or September.

Mayor Maio and the Council thanked Mr. Sarinelli and Ms. Mooney for attending tonight's meeting.

Ms. Mooney provided the Governing Body with copies of the Water & Sewer Budget pages.

*Jason Laliker, Tax Assessor* - Mayor Maio invited Jason Laliker, Tax Assessor, forward to begin his presentation and thanked him for coming to the meeting this evening. Mr. Laliker thanked the Governing Body for inviting him to speak tonight. Mr. Laliker provided a handout to the Mayor and Council. The handout gives an overview of activities which occurred in the Tax Assessor office for 2015 and what can be expected in 2016. Mr. Laliker stated it is all very positive and stable. The assessed valuation will increase by approximately \$350,000 due to added assessments. There is a very little change of \$200 in the average home value. The average commercial value will not change. The ratio of assessed value to market value is changing from 89.3% to 90.72%. The 90% rate is a good place to be. This rate gives the tax payers confidence in knowing the price they may have just paid for their home is in the range of the assessed value and helps neighbors know what their home is worth. This rate also helps during tax appeals. There is a Chapter 123 Corridor which is used during tax appeals. This process takes the Borough's ratio and adds 15% to it in both directions. If the assessment falls

within that window of correctness, it is deemed to be reliable. The ratable base has not had a huge change. Mr. Laliker stated construction permits are still down due to the market drop over the past few years. This seems to have stabilized and will hopefully come back up soon.

Mr. Laliker stated there were a total of 14 properties with added assessments for 2015 due to work that was done on the properties. The increase in assessed value was just under \$200,000. The total taxes generated were \$7,356. After paying the taxes to the County, there was slightly over \$6,000 for the Borough.

Mr. Laliker stated there is a new system in place in conjunction with the Building Department. The CO's and all permits are being reviewed by Mr. Laliker on a weekly basis which is very helpful. Mr. Laliker stated during inspections that were done this year, some things were discovered which maybe should have been added previously. This new system will help to eliminate some items being missed. Administrator McNeilly stated this is a result of the new Mitchell Humphrey software and working with Tammy Minniti, Construction Secretary. Mr. Laliker stated Tammy has been very helpful. Mr. Laliker stated he also checks the MLS listings to compare homes for sale to the assessment on file.

Mayor Maio asked Mr. Laliker about the situation with the condominiums and the issue with the number of bedrooms. The condominiums are often listed as having more bedrooms than what is on record with the Borough. A Certificate of Occupancy cannot be issued if the number of bedrooms does not match the Borough's records. Mr. Laliker stated he is only looking at it in terms of market value. The number of bedrooms does not affect the assessment which is calculated by the overall square footage. An issue may occur if the market value increases due to the third bedroom. Mayor Maio stated she is of the opinion this is happening. Mayor Maio stated she has a relative who recently sold a condominium as a two bedroom, which was originally a one bedroom with a den in Stonegate. When the new owners found out the CO for the condominium could not be issued as a two bedroom they were of the opinion the purchase price was too high. Mr. Laliker stated if the extra bedroom was not being assessed, the assessments would be lower than the average of 90% and he has not seen any evidence of this happening. The other scenario is that the sales would drop and that has not occurred either. The sales have remained very consistent.

Mayor Maio asked Administrator McNeilly why the number of bedrooms at the condominiums has become an issue. Administrator McNeilly stated this is a legacy issue that goes back twenty years ago when it was a problem. The condominiums and townhouses have a filed subdivision that specifically calls out the types of units. This information is on file in the Construction Department and when a CO is requested, the information on file is used to determine the number of bedrooms. Mr. Stein stated he does not know why the site plan was done indicating one, two or three bedrooms back in the early 1970's unless it was just something traditional that was carried forward. The only place in the law where it makes any difference is with regard to properties which have septic systems. The health code requires the size of the septic system to be designed based on the number of bedrooms. Mr. Stein stated the condominium properties in the Borough have been on the sewer system from the beginning. This is just a "historical oddity". Councilwoman Kuncken stated the number of bedrooms may have had something to do with determining the number of school children. Mayor Maio stated in her opinion the number of bedrooms in this day and age is irrelevant unless work was done without permits. Administrator McNeilly stated in some cases owners have created an additional room by taking advantage of the cathedral ceiling space and therefore additional square footage has been created which would require an added assessment. Mr. Laliker stated, between the re-evaluation and the re-assessment, many of the condominium units have been inspected.

Councilwoman Kuncken stated another area of concern is the fact that if someone is utilizing the downstairs as a bedroom, there is a safety concern. Those rooms were never intended to be bedrooms due to the fact there is no egress. Administrator McNeilly stated this would be an issue to be addressed by the Construction Department. Mr. Laliker stated he has seen, in other towns, where developers have built townhomes with two bedrooms and the third bedroom is built with three walls set and two double closets but without completing the last wall. The reason is the developer would be charged extra because this would add more children to the school. Administrator McNeilly stated this issue should be discussed with Tom Pershouse, Construction Official.

Mr. Laliker stated there were three county tax board appeals. Two appeals were affirmed. One was a stipulated reduction. The home was vacant and had some mold issues. They received a reduction of \$14,600. This was a very good year for tax appeals. Mr. Laliker stated he is hesitant to forecast for 2016 but the budget increase is reasonable which will keep appeals down and the ratio of 90% will also keep appeals down. The appeals for 2016 will most likely be similar to 2015. Mr. Stein stated he remembers a time back in the 1980's where three appeals equaled \$160,000.

Mr. Laliker stated the sales for 2015 had a total of 69 sales with 24 useable sales. There were 10 short sales/foreclosures. The ratios are fairly consistent with the rest of the County. The 2015 sales were at 91.4%. The coefficient of deviation is at 8.74%. This is a study of uniformity. This looks at all the sales to determine how uniform the assessments are. The number should be at 10 or less. That shows that the assessments are uniform. Active listings, as of last week, were at 38 which is very typical. In 2014 there were a few more sales. There were 33 useable sales and 11 short sales/foreclosures which is typical. Ultimately, the Borough is very stable in all areas. Mr. Laliker stated the taxpayers he has spoken with have been reasonable and had typical questions.

Mayor Maio asked the Council if they had any questions. Councilwoman Kuncken stated she appreciates the information provided. Mr. Stein stated he rarely hears from Jason, which is a very good thing for the Borough. Administrator McNeilly asked Mr. Laliker if the 2016 Projected Assessed Value to be certified on January 30<sup>th</sup> will be \$293 million. Mr. Laliker confirmed the amount will be in that area, it may change slightly. Administrator McNeilly stated he will pass this information along to Dana Mooney, CFO.

Administrator McNeilly asked Mr. Laliker if there is anything missing from his budget. Mr. Laliker stated he has reviewed the budget and it is fine. Mayor Maio asked Mr. Laliker for the status on the tax maps. Mr. Laliker stated he has spoken with Maureen Kaman, the previous Tax Assessor, and she informed Mr. Laliker that she provided the Borough Engineer with updates every year. The Engineer has provided new maps each year. Mr. Laliker stated he has some information that he will be sending to the Engineer in the near future. Mr. Laliker stated with the re-evaluation it was important to have the maps updated. Mr. Laliker was not here at that time but he knows Maureen was diligent and he has no concerns.

Mayor Maio and the Council thanked Mr. Laliker for attending tonight's meeting.

### **MINUTES FOR APPROVAL**

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

November 10, 2015                      Work Session/Agenda Meeting & Closed Session

On motion by Councilwoman Kuncken, seconded by Councilman Depew and carried by voice vote the above listed minutes were approved. Councilwoman Zdichocki abstained from the November 10, 2015 minutes.

### **CORRESPONDENCE (List Attached)**

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

### **COUNCIL COMMITTEE REPORTS**

#### **Public Safety – Councilwomen Kuncken/Thistleton**

(Police, Fire, Ambulance, Court & Violations Bureau, Emergency Management)

Councilwoman Kuncken stated the Police Department had 212 calls for the month.

Councilwoman Kuncken stated for the month of November 2015, the Ambulance Squad reported there were 52 in town calls, 23 in Stanhope, 25 to Netcong and 4 stand-bys. There were 4 out of town calls; 2 to Roxbury, 1 to Hopatcong and 1 to Budd Lake. There were 20 patients and 20

trips to the hospital for a total of 509 miles and 182 hours and 21 minutes of volunteer time. There were no assists by the Police Department or the Fire Department.

Councilwoman Kuncken stated no report was submitted by the Fire Department.

**Finance & Administration – Councilman Romano/Councilwoman Kuncken**

Councilman Romano stated the tax collections, as of November 30<sup>th</sup>, totaled \$11,296,000 as compared to \$11,319,000. Collections are fairly current and are at 96%. Water collections year to date are at \$509,091 compared to \$512,044 last year. Sewer collections were \$773,070 compared to \$795,303. In all cases the Borough is current.

**Community Development – Councilwoman Zdichocki/Councilman Thornton**

(Zoning, Construction, Code Enforcement, Economic Development, Chamber of Commerce, Downtown Revitalization)

Councilwoman Zdichocki stated there were 8 permits, 3 summons and 20 violations issued by the Zoning Official.

Councilwoman Zdichocki stated the new Borough sign has been installed. The business signs will be added as soon as possible. The individual signs which have been placed on the corner should be removed soon. Ms. Fisher did send a summons to Ashley Furniture for placing signs throughout the Borough. Mayor Maio stated she spoke with Administrator McNeilly regarding the removal of the individual signs. Mayor Maio would like to have the signs removed immediately but Administrator McNeilly suggested the signs should be removed after Christmas. Administrator McNeilly stated Paula Zelif-Murphy has just started visiting with the business owners regarding the purchase of signs. Councilwoman Zdichocki suggested a solar light be placed on the sign in the future. Administrator McNeilly stated “wings” are already going to be necessary for the sign due to the number of business commitments already received. Administrator McNeilly explained the design plan for the area with the brick border and plantings for the future.

Administrator McNeilly stated the DPW made use of the electrical outlets on the street lights this year when decorating for the holidays. Netcong Borough called Administrator McNeilly to find out how the Borough was able to get outlets on the poles. Netcong does not own their light fixtures. Mayor Maio stated she also received a call from Netcong asking about the outlets.

**Municipal Infrastructure – Councilman Thornton/Councilwoman Zdichocki**

(Water Distribution, Sewer Collection System, Road Construction & Maintenance, Buildings & Grounds)

Councilman Thornton stated leaf collection will be completed by this Friday. Administrator McNeilly stated a full town wide sweep will be done and again on Friday. Councilwoman Kuncken stated at the corner of Hickory Drive and Elm Street there are piles of bagged leaves at the curb. The home was sold recently. Administrator McNeilly stated the DPW will have to break open the bags.

**Information Technology – Councilmen Depew/Romano**

Councilman Depew stated there was a plan in place to design a new website. However, after seeing different options available at the NJ League of Municipalities meeting, a new direction is going to be pursued. Councilman Depew stated a Technology meeting will be scheduled to discuss the options. Councilman Romano stated a meeting will be scheduled in January. Councilman Romano stated he spoke with Dana Mooney, CFO, to find out if the funds from 2015 for this project can be reserved.

**Boards/Commissions – Councilwoman Thistleton/Councilman Depew**

Councilwoman Thistleton stated the tree lighting went very well. Councilwoman Thistleton extended a thank you to George Graham for playing Santa and to Patty Zdichocki for playing Frosty. There was a bit of disappointment with cookie donations this year. Lakeview Heights did donate cookies for the event and a thank you will be sent to them. Councilwoman Zdichocki stated this year there were approximately 60 children who came to have pictures taken with Santa and Frosty. There was a large number of people who attended the tree lighting and the church was packed. Ms. Marshall was here from the Valley Road School with the children to sing carols.



Councilwoman Thistleton stated the house decorating contest will be judged this week. Much discussion took place regarding the number of homes that are decorated this year and how nice they all look. Councilwoman Zdichocki stated signs will be placed in the winner's front yards.

### **ADMINISTRATOR'S REPORT**

*Closed Case* – Administrator McNeilly stated the case of Michael Metzgar vs. Stanhope Borough has been closed and therefore can be discussed at this time. The case has been finalized and letters from the prosecutor's office that clearly state, as a result of his guilty plea, that his job at Stanhope Borough has been forfeited along with any jobs in the public sector in the State of NJ. Administrator McNeilly stated he will complete the 35B for Civil Service and Mr. Metzgar has requested to withdraw from the pension program. Administrator McNeilly stated the process will now begin to fill the vacant position.

*Condominium Association Agreements* – Administrator McNeilly stated the agreements with the Highpoint Condominium Association are current for 2014 and 2015 and Stonegate Condominium Association is current for 2015 as well as solid wastes. The resolutions are on tonight's agenda for adoption.

### **COUNCIL DISCUSSION**

*Reorganization Meeting* – Mayor Maio stated the Reorganization Meeting will be held on January 5th at 7:00PM. Mayor Maio asked Administrator McNeilly if confirmation has been obtained from the American Legion for the use of their facility for the meeting. Administrator McNeilly stated he has not received confirmation. Ms. Horak, Borough Clerk, stated Pastor Lynn Zaremba from the Stanhope Methodist Church is available to provide the invocation at the meeting.

### **NEW BUSINESS**

### **RESOLUTIONS**

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

#### **Resolution 214-15**

#### **RESOLUTION AUTHORIZING CONTRACT CLOSEOUT CHANGE ORDER FOR JAMES STREET ROADWAY PROJECT**

**WHEREAS**, the Borough of Stanhope heretofore advertised for the receipt of sealed competitive bids for James Street Roadway Project; and

**WHEREAS**, the Borough accepted sealed, competitive bids on May 28, 2015 for the James Street Roadway Project; and

**WHEREAS**, the Borough received four (4) sealed competitive bids; and

**WHEREAS**, Reivax Contracting Corp. was determined to be the lowest responsive, responsible bidder with a bid in the amount of \$357,481.00; and

**WHEREAS**, by Resolution No. 132-15 adopted on June 9, 2015, the Borough awarded a contract to Reivax Contracting Corp. in an amount not to exceed \$357,481.00 for the James Street Roadway Project; and

**WHEREAS**, the project is now substantially complete; and

**WHEREAS**, the Borough Engineer has prepared a final contract change order based on quantity unit prices resulting in a contract reduction of \$5,133.85 or a final project cost of \$352,447.15;

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Stanhope that the Borough does hereby approve a final contract change order with Reivax

Contracting Corp. to reduce the final contract amount by \$5,133.85 for a final contract price of \$352,447.15.

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

Roll Call:

Councilman Romano – yes

Councilwoman Kuncken – yes

Councilwoman Zdichocki – yes

Councilman Depew – yes

Councilman Thornton - yes

Councilwoman Thistleton – yes

**Resolution 215-15**

**RESOLUTION ADOPTING A SECOND DEFERRED  
COMPENSATION PLAN FOR THE BOROUGH OF  
STANHOPE**

**WHEREAS**, in order to attract and retain qualified employees there exists a need to adopt and implement a DEFERRED COMPENSATION PLAN for the employees of the Borough of Stanhope (hereinafter referred to as “Employer”), which will provide employees the opportunity to enhance their financial security at retirement through savings of compensation on a deferred basis as provided by Section 457 of the Internal Revenue Code of 1986, as amended (“Code”); and

**WHEREAS**, in 2015 the Employer adopted a DEFERRED COMPENSATION PLAN provided by AXA-Equitable and assigned the plan identifier (66-PD- Equitable-053107) Borough of Stanhope by the Division of Local Government Services; and is hereby adopted and signed by the employer; and

**WHEREAS**, the offering of additional investments from another contractor will provide additional retirement investment options to participating employees; and

**WHEREAS**, there is no direct financial cost to the Employer to adopt and implement an additional employee deferred compensation plan and Service Agreement; and

**WHEREAS**, the Employer solicited proposals from two or more contractors including AXA Equitable and Lincoln Financial for the administration of the investments of funds under a DEFERRED COMPENSATION PLAN including providing Prototypical Plans and Service Agreements that meet the requirements of the Municipal, County and Authority Deferred Compensation Programs Rule N.J.A.C. 5.37;

**WHEREAS**, the following contractors submitted proposals:

AXA Equitable Life Insurance Company (hereinafter referred to as “AXA Equitable) and Lincoln Financial; and

**WHEREAS**, the Borough of Stanhope reviewed the proposals and met with representatives of the responding contractors of deferred compensation services; and

**WHEREAS**, it was deemed that AXA Equitable has the ability to: (1) maintain complete records of accounts; (2) manage accounts with absolute fidelity; (3) provide advice concerning various categories of investments; and (4) provide continuing consultation to participants.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough of Stanhope that the Mayor and Borough Clerk are hereby authorized to execute the Service Agreement (bearing the identifier: 66-SA-053107 assigned by the New Jersey Division of Local Government) with AXA Equitable for the provision of administrative and investment services.

**BE IT FURTHER RESOLVED** that the Chief Financial Officer/ Tax Collector is hereby designated as Local Plan Administrator for the administration of the DEFERRED COMPENSATION PLAN.

**BE IT FURTHER RESOLVED** that there has been no collusion, or evidence or appearance of collusion, between any local official and a representative of AXA Equitable in the selection of AXA Equitable as contractor for the administration of the Service Agreement pursuant to N.J.A.C. Section 5:37-5.7.

**BE IT FURTHER RESOLVED** that the Borough of Stanhope is adopting a deferred compensation plan substantially similar to one on which a favorable Private Letter Ruling has been previously obtained from the federal Internal Revenue Service except for provision added by reason of The Small Business Job Protection Act 1996 (United State Public Law no. 104-188), the Tax Payer Relief Act 2001 (United States public law no.105-34) and the Economic Growth and Tax Relief Reconciliation Act 2001 (United states public law no.107-16), and all such provisions are stated in the plan in terms substantially similar to the text of those provisions in the Internal Revenue code section 457. The use of the Ruling is for guidance only and acknowledges that for Internal Revenue Service purposes, the Ruling of another employer is not to be considered precedent.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution and all necessary required documents shall be submitted to the Director of the Division of Local Government Services within the State Department of Community Affairs for approval.

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

**Resolution 216-15**

**SAFE AND SECURE COMMUNITIES PROGRAM  
RESOLUTION APPROVING PARTICIPATION  
WITH THE STATE OF NEW JERSEY FEDERAL  
GRANT PROGRAM ADMINISTERED BY THE  
DIVISION OF CRIMINAL JUSTICE,  
DEPARTMENT OF LAW AND PUBLIC SAFETY**

WHEREAS, the Mayor and Council of the Borough of Stanhope wishes to apply for funding of approximately \$30,000 with a match of \$103,616 for an approximate project total cost of \$133,616 for a project under the State of New Jersey Safe and Secure Communities Program; and

WHEREAS, the Mayor and Council of the Borough of Stanhope have reviewed the accompanying application and have approved said request; and

WHEREAS, the project is a joint effort between the Department of Law and Public Safety and the Borough of Stanhope for the purpose described in the application;

NOW, THEREFORE, BE IT RESOLVED the Mayor and Council of the Borough of Stanhope that:

- 1) As a matter of public policy Stanhope Borough wishes to participate to the fullest extent possible with the Department of Law and Public Safety.
- 2) The Attorney General of New Jersey will receive funds on behalf of the applicant.
- 3) The Division of Criminal Justice shall be responsible for the receipt and review of the applications for said funds.
- 4) The Division of Criminal Justice shall initiate allocations to each applicant as authorized by law.

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

Roll Call:

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

**Resolution 217-15**

**RESOLUTION AUTHORIZING EXECUTION OF REIMBURSEMENT AGREEMENTS WITH STONEGATE CONDOMINIUM ASSOCIATION**

**WHEREAS**, the Stonegate Condominium Association is located in the Borough of Stanhope; and

**WHEREAS**, pursuant to the provisions of the Qualified Community Act, N.J.S.A. 40:67-23.2, the Stonegate Condominium Association is entitled to receive certain services from the Borough or to receive compensation for said services in lieu of the Borough providing same; and

**WHEREAS**, the Borough has elected to reimburse the condominium association for street lighting, leaf removal and snow plowing for the internal roadways in the condominium; and

**WHEREAS**, the Borough has also elected to reimburse the Stonegate Condominium Association for the collection and disposal of solid waste; and

**WHEREAS**, the Borough and the Stonegate Condominium Association have agreed on formulas for the calculation of reimbursement; and

**WHEREAS**, the Borough has prepared a reimbursement agreement for the calendar year 2014 for street lighting, leaf removal and snow plowing for the internal roadways in the condominium;

**WHEREAS**, the Borough has also prepared a reimbursement agreement for the calendar year 2015 for the collection and disposal of solid waste; and

**WHEREAS**, said reimbursement agreements have been offered to the Stonegate Condominium Association and have been signed by the Association and returned to the Borough;

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope that the Mayor and Clerk be and the same are hereby authorized to execute a reimbursement agreement with the Stonegate Condominium Association for street lighting, leaf removal and snow plowing for the internal roadways in the condominium for the calendar year 2014; and

**BE IT FURTHER RESOLVED** by the Mayor and Council of the Borough of Stanhope that the Mayor and Clerk be and the same are hereby authorized to execute a reimbursement agreement with the Stonegate Condominium Association for the calendar year 2015 for collection and disposal of solid waste.

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

Roll Call:

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

**Resolution 218-15**

**RESOLUTION AUTHORIZING EXECUTION OF REIMBURSEMENT AGREEMENTS WITH HIGHPOINT CONDOMINIUM ASSOCIATION**

**WHEREAS**, the Highpoint Condominium Association is located in the Borough of Stanhope; and

**WHEREAS**, pursuant to the provisions of the Qualified Community Act, N.J.S.A. 40:67-23.2, the Highpoint Condominium Association is entitled to receive certain services from the Borough or to receive compensation for said services in lieu of the Borough providing same; and

**WHEREAS**, the Borough has elected to reimburse the condominium association for street lighting, leaf removal and snow plowing for the internal roadways in the condominium; and

**WHEREAS**, the Borough has also elected to reimburse the Highpoint Condominium Association for the collection and disposal of solid waste; and

**WHEREAS**, the Borough and the Highpoint Condominium Association have agreed on formulas for the calculation of reimbursement; and

**WHEREAS**, the Borough has prepared a reimbursement agreement for the calendar year 2014 for street lighting, leaf removal and snow plowing for the internal roadways in the condominium;

**WHEREAS**, the Borough has also prepared a reimbursement agreement for the calendar years 2014 and 2015 for the collection and disposal of solid waste; and

**WHEREAS**, said reimbursement agreements have been offered to the Highpoint Condominium Association and have been signed by the Association and returned to the Borough;

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope that the Mayor and Clerk be and the same are hereby authorized to execute a reimbursement agreement with the Highpoint Condominium Association for street lighting, leaf removal and snow plowing for the internal roadways in the condominium for the calendar year 2014; and

**BE IT FURTHER RESOLVED** by the Mayor and Council of the Borough of Stanhope that the Mayor and Clerk be and the same are hereby authorized to execute a reimbursement agreement with the Highpoint Condominium Association for the calendar years 2014 and 2015 for collection and disposal of solid waste.

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

Roll Call:

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

**Resolution 219-15**

**RESOLUTION APPROVING WATER USE ALLOCATION FOR PROPERTY AT 6 STANHOPE SPARTA ROAD OWNED BY AIRPORT ROAD PROPERTIES, LLC**

**WHEREAS**, the Borough of Stanhope has heretofore extended a water main along Stanhope Sparta Road into the Borough of Hopatcong; and

**WHEREAS**, said water line abuts the real property known as 6 Stanhope Sparta Road, Block 20002, Lot 2 on the Tax Maps of the Borough of Hopatcong; and

**WHEREAS**, said property is owned by Airport Road Properties, LLC; and

**WHEREAS**, the owner of 6 Stanhope Sparta Road has made application to the Borough of Stanhope to connect said property to the Stanhope Municipal Water line and to receive an allocation from the Borough of Stanhope; and

**WHEREAS**, pursuant to N.J.S.A. 40A:31-23D(1), the Borough of Stanhope may extend municipal water service to properties in other municipalities without being subject to the jurisdiction of the Board of Public Utilities; and

**WHEREAS**, the property owner proposes to construct two commercial buildings totaling 9,600 sq. ft. which may in turn be subdivided into twelve (12) separate units; and

**WHEREAS**, the applicant's engineer has calculated a total water usage of 750 gallons per day based upon an industrial use for the property calculated in accordance with the provision of N.J.A.C. 7:10-12.6;

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough of Stanhope hereby grants the water allocation of 750 gallons per day to Airport Road Properties, LLC for the real property located at 6 Stanhope Sparta Road and designated as Block 20002, Lot 2 on the Tax Maps of the Borough of Hopatcong;

**BE IT FURTHER RESOLVED** that this allocation is subject to the following:

1. The applicant shall pay to the Borough of Stanhope the total cost to the Borough of Stanhope to construct a connection to the water main and installation of the corporation curb stop, curb box and water line between curb stop and curb box.
2. The property owner shall pay to the Borough of Stanhope the water hook up fee.
3. The property owner shall pay to the Borough of Stanhope the cost of the water meter and its installation.
4. The property shall be billed as a non-residential use.
5. The property owner shall pay all road opening permit fees and any bonding required by Sussex County for the road opening of Sparta Stanhope Road, County Route 605.

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

**Resolution 220-15**

**RESOLUTION AUTHORIZING A TRANSFER OF 2015 APPROPRIATIONS**

**WHEREAS**, the Finance Officer certifies that there appear to be insufficient funds in the budgetary accounts listed below to meet the demands thereon for the balance of the year; and

**WHEREAS**, the Finance Officer certifies that there appears to be a surplus in the budgetary accounts listed below, over and above the demand deemed necessary for the balance of the year; and

**WHEREAS**, N.J.S. 40A:4-58 provides that transfers of funds may be made during the last two months of the budget year;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Stanhope that the Borough Finance Officer is authorized to make a transfer in 2015 budget appropriations in the amount of \$23,710.00 within the Current Fund, as follows:

<u>CURRENT FUND</u>	<u>From:</u>	<u>To:</u>
Group Health Benefits	\$ 3,210.00	
Petroleum	\$ 20,500.00	
Group Health Insurance Waiver		\$ 3,210.00
Vehicle Maintenance - DPW		\$ 20,500.00

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

Roll Call:

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

**Resolution 221-15**

**GRANT AGREEMENT BETWEEN BOROUGH OF  
STANHOPE AND THE STATE OF NEW JERSEY BY AND  
FOR THE DEPARTMENT OF ENVIRONMENTAL  
PROTECTION GRANT IDENTIFIER: FS16-127  
GOVERNING BODY RESOLUTION**

The governing body of the Borough of Stanhope desires to further the public interest by obtaining a grant from the State of New Jersey in the amount of approximately \$3,000 to fund the following project:

**Green Communities Grant  
Community Forestry Management Plan**

Therefore, the governing body resolves that Rosemarie Maio or the successor to the office of Mayor is authorized (a) to make application for such grant, (b) if awarded, to execute a grant agreement with the State for a grant in an amount not less than \$3,000.00 and not more than \$3,000.00, and (c) to execute any amendments thereto which do not increase the Grantee's obligations.

The Borough Council of Stanhope authorizes and hereby agrees to match 50% of the Total Project Amount, in compliance with the match requirements of the agreement. The availability of the match for such purposes, whether cash, services or property, is hereby certified. 50% of the match will be made up of in-kind services (if allowed by grant program requirements and the agreement.)

The Grantee agrees to comply with all applicable federal, State, and municipal laws, rules and regulations in its performance pursuant to the agreement.

Introduced and passed: December 15, 2015.

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

Roll Call:

Councilman Romano – yes	Councilwoman Kuncken – yes
Councilwoman Zdichocki – yes	Councilman Depew – yes
Councilman Thornton - yes	Councilwoman Thistleton – 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 222-15**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF STANHOPE AUTHORIZING THE ISSUANCE OF A TAXICAB LICENSE TO STAR LIMO SERVICE LLC**

**WHEREAS**, Chapter 126 of the Stanhope Code of Ordinances requires that anyone operating a taxicab service within the Borough must obtain a license for same; and

**WHEREAS**, Star Limo Service LLC, operating at 122 Route 183, Stanhope have applied to the Borough Clerk for a taxicab license and have complied with all the provisions of Chapter 126; and

**WHEREAS**, the following vehicles are to be operated by Nelson Zuniga and Denise Padilla within the Borough of Stanhope:

Vehicle #1 – 2005 Toyota Sienna, VIN # 5TDZA23C75S339980; and  
Vehicle #2 – 2003 Mercury Grand Marquis, VIN # 2MEFM74WX3X687689; and

**WHEREAS**, the Municipal Clerk and the Zoning Officer have reviewed said application and recommend approval; and

**WHEREAS**, said approval is contingent upon receipt by the Borough Clerk of proof of required insurance and payment of all fees;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that the Borough Clerk is hereby authorized to issue, for the year 2016, said taxicab license to operate expiring at midnight December 31, 2016.

**Resolution 223-15**

**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. 2015-005, representing 2014 property taxes and/or utility charges on Block 10615, Lot 4, known as 4 Spring Street, assessed to John & Robert J Kazawic 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 & Creditors  
50 S. 16<sup>th</sup> Street, Suite 1950  
Philadelphia, PA 19102-2513

Redemption Amount: Tax Title Lien #2015-005 and  
Interest to Date of Meeting \$ 7,503.87  
Premium Paid by Lienholder 3,200.00

Total From Current Fund: \$ 7,503.87  
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.



**Resolution 224-15**

**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. 2015-018, representing 2014 property taxes and/or utility charges on Block 11402, Lot 24, known as 30 Elizabeth Avenue, assessed to B Christiansen c/o Richard 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 & Creditors  
50 S. 16<sup>th</sup> Street, Suite 1950  
Philadelphia, PA 19102-2513

Redemption Amount: Tax Title Lien #2015-018 and  
Interest to Date of Meeting \$ 2,019.19  
Premium Paid by Lienholder 1,800.00

Total From Current Fund: \$ 2,019.19  
Total From Tax Premium Account 1,800.00

**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.

**Resolution 225-15**

**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. 2015-003, representing 2014 property taxes and/or utility charges on Block 10606, Lot 7, known as 119 Brooklyn Road, assessed to James D Losh & Jenneffer Fennelly 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 & Creditors  
50 S. 16<sup>th</sup> Street, Suite 1950  
Philadelphia, PA 19102-2513

Redemption Amount: Tax Title Lien #2015-003 and  
Interest to Date of Meeting \$ 1,954.58  
Premium Paid by Lienholder 1,800.00

Total From Current Fund: \$ 1,954.58  
Total From Tax Premium Account 1,800.00

**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.

**Resolution 226-15**

**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. 2015-033, representing 2014 property taxes and/or utility charges on Block 11801, Lot 12.01, known as 138 Brooklyn Road, assessed to Henry P & J Czubkowski, 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 Pro Cap 4 & CRDTRS 50 South 16 <sup>th</sup> St, Suite 2050 Philadelphia, PA 19102		
Redemption Amount:	Tax Title Lien #2015-033 and		
	Interest to Date of Meeting	\$	1,858.05
	Premium Paid by Lienholder		<u>1,400.00</u>
Total From Current Fund:		\$	1,858.05
Total From Tax Premium Account			1,400.00

**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.

**Resolution 227-15**

**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. 2015-020, representing 2014 property taxes and/or utility charges on Block 11501, Lot 2 C0081, known as 581 Dell Place, assessed to Jacquelyn M Nascimento, 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 Pro Cap 4 & CRDTRS 50 South 16 <sup>th</sup> St, Suite 2050 Philadelphia, PA 19102		
Redemption Amount:	Tax Title Lien #2015-020 and		
	Interest to Date of Meeting	\$	1,010.78
	Premium Paid by Lienholder		<u>900.00</u>
Total From Current Fund:		\$	1,010.78
Total From Tax Premium Account			900.00

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

Roll Call:

Councilman Romano – yes  
Councilwoman Zdichocki – yes  
Councilman Thornton - yes

Councilwoman Kuncken – yes  
Councilman Depew – yes  
Councilwoman Thistleton – yes

**Mayor’s Acceptance of Resignation**

**Resolution 228-15**

**MAYOR’S ACCEPTANCE OF THE RESIGNATION OF TAMMY ARAUJO FROM THE STANHOPE RECREATION COMMISSION WITH COUNCIL CONCURRENCE**

**BE IT RESOLVED** by the Council of the Borough of Stanhope that they do hereby concur with the Mayor’s acceptance of Tammy Araujo’s resignation as an appointed member on the Recreation Commission, effective December 31, 2015.

On motion by Councilwoman Zdichocki, with regret, seconded by Councilwoman Kuncken and unanimously carried by voice vote, the foregoing resolution was duly adopted.

Mayor Maio stated Tammy has been a tremendous asset as a member of the Recreation Commission and she will be sorely missed. Mayor Maio stated that hopefully the Borough will find something else for Tammy to assist with in the future.

**PAYMENT OF BILLS**

**Resolution 229-15**

**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 December 15, 2015 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 Romano – yes  
Councilwoman Zdichocki – yes  
Councilman Thornton - yes

Councilwoman Kuncken – yes  
Councilman Depew – yes  
Councilwoman Thistleton – yes

**ATTORNEY REPORT**

Mr. Stein had no report.

**CITIZENS TO BE HEARD**

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

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

**ADJOURNMENT**

On a motion by Councilwoman Kuncken, seconded by Councilwoman Zdichocki, and unanimously carried by voice vote the meeting was adjourned at 8:15 P.M.

Approved:

Linda Chirip  
Deputy Clerk for  
Ellen Horak, RMC  
Borough Clerk