

**STANHOPE BOROUGH
MAYOR AND COUNCIL
REORGANIZATION MEETING
JANUARY 7, 2014
7:00 PM**

OPENING STATEMENT AS TO COMPLIANCE WITH P.L. 1975

Mayor Maio called this meeting to order at 7:00 PM and read the following:

Adequate Notice of this Meeting has been provided according to the Open Public Meetings Act, Assembly Bill 1030. Notice of this Meeting was sent to the NJ Herald and the Daily Record on December 18, 2013 and was placed on the Official Bulletin Board in the Municipal Building. Please turn off all cell phones for the duration of this Meeting.

SALUTE TO THE COLORS

Mayor Maio led all those in attendance in a salute to the colors.

INVOCATION

Reverend Thomas Kinter, Stanhope Methodist Church, offered the invocation.

ELECTION RESULTS – STATEMENT OF DETERMINATION

County Clerk, Jeff Parrott, read the *Statement of Determination* from the Board of County Canvassers certifying that at the November 5, 2013 election the following were duly elected to terms set forth:

Diana M. Kuncken – Council – 3 year term
Doreen Thistleton – Council – 3 year term
Patricia Zdichocki – Council – 2 year unexpired term

OATH OF OFFICE FOR COUNCIL MEMBERS

Jeff Parrott, County Clerk, administered the Oath of Office to Diana Kuncken and Doreen Thistleton, elected Councilwomen at the November 5, 2013 election.

ROLL CALL

Council Members

Councilwoman Zdichocki – Present	Councilman Depew - Present
Councilman Thornton – Present	Councilwoman Thistleton– Present
Councilwoman Kuncken – Present	Councilman Benson - Present

Others present: Mayor Maio, Attorney Richard Stein, Administrator Brian McNeilly

MAYOR'S INTRODUCTION

Mayor Maio extended a warm welcome to all present and thanked them for braving the cold weather to join them at the 2014 annual reorganization meeting. She welcomed and introduced the many state, county and local officials in the audience. Mayor Maio offered a special thank you to the American Legion for use of their hall and to the Stanhope Senior Citizen Club for their help today with refreshments and set up. Mayor Maio acknowledged Dave Hoyt's retirement after 30 years of service as the Borough's representative on the Musconetcong Sewerage Authority. Mayor Maio, on behalf of the governing body, also thanked the Borough employees, Borough professionals, and the volunteers who serve on the Ambulance Squad, Fire Department and the Boards and Commissions.

RESOLUTIONS

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

Resolution 001-14

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF STANHOPE AUTHORIZING THE
REINSTATEMENT OF THE BY LAWS**

BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that the attached By-Laws and Rules of Order, be hereby adopted and shall be effective for the Calendar Year 2014.

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

Roll Call:

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

ELECTION OF COUNCIL PRESIDENT

On nomination by Councilman Depew, seconded by Councilman Thornton, Councilwoman Diana Kuncken was elected Council President for 2014 on the following unanimous roll call vote.

Roll Call:

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

Resolution 002-14

RESOLUTION APPROVING THE MAYOR’S APPOINTMENTS OF BOROUGH OFFICERS WITH COUNCIL CONCURRENCE

BE IT RESOLVED by the Council that they do hereby concur with the Mayor's appointments to Municipal Officers for the year 2014 as follows.

Title	Name	Term	Term Expires
Chaplain	Reverend Hugh Matlack	1 year	12.31.14
Administrator	Brian McNeilly	1 year	12.31.14
Municipal Clerk	Ellen Horak		tenure
Local Registrar	Ellen Horak		tenure
Deputy Municipal Clerk	Linda Chirip	1 year	12.31.14
Deputy Registrar	Linda Chirip	1 year	12.31.14
Chief Finance Officer	Dana Mooney		tenure
Tax Collector	Dana Mooney		tenure
Deputy Tax Collector	Toni Grisaffi	1 year	12.31.14
Compliance Officer (PACO)	Brian McNeilly	1 year	12.31.14
Appointing Officer	Brian McNeilly	1 year	12.31.14
Alternate Appointing Officer	Steven Pittigher	1 year	12.31.14
Tax Assessor	Maureen Kaman		tenure
Certifying Officer	Brian McNeilly	1 year	12.31.14
Assessment Searcher	Ellen Horak	1 year	12.31.14
Tax Search Officer	Dana Mooney	1 year	12.31.14
Assistant Treasurer	Brian McNeilly	1 year	12.31.14
Sewer Treasurer	Dana Mooney	1 year	12.31.14
Water Treasurer	Dana Mooney	1 year	12.31.14
Water/Sewer Cashier	Toni Grisaffi	1 year	12.31.14
Deputy Water/Sewer Cashier	Maria Mascuch	1 year	12.31.14
Tax Cashier	Toni Grisaffi	1 year	12.31.14
Accounts Payable	Maria Mascuch	1 year	12.31.14
Overseer of the Poor	Jeanne Schwartz	1 year	12.31.14
Housing Officer	Thomas Pershouse	1 year	12.31.14
Building Inspector	Thomas Pershouse	1 year	12.31.14
Electrical Inspector	Robert Moentenich	1 year	12.31.14
Construction Secretary	Maria Mascuch	1 year	12.31.14
Code Enforcement Officer	Arlene Fisher	1 year	12.31.14
Zoning Officer	Arlene Fisher	1 year	12.31.14
Municipal Housing Liaison	Arlene Fisher	1 year	12.31.14
Water Operator	William Storms	1 year	12.31.14
Sewer Operator	William Storms	1 year	12.31.14
Court Administrator	Ana Torres	1 year	12.31.14
Deputy Court Admin.	Shauna Tillotson	1 year	12.31.14
Police Chaplain	Rev. Hugh Matlack	1 year	12.31.14
Fire Chief	Gary Card	1 year	12.31.14
Deputy Emergency Management Coordinator	Steven Pittigher	1 year	12.31.14
Police Detective	Officer Christopher Bork	1 year	12.31.14
Special Police Officers:	Vacant Class I	1 year	12.31.14

	Kurt Redling,	Class II	1 year	12.31.14
Matron	Virginia Citarella		1 year	12.31.14
Police Secretary	Virginia Citarella		1 year	12.31.14
Crossing Guards	Barbara Bawkins		1 year	12.31.14
	John Castellucci		1 year	12.31.14
	Maureen Cerni		1 year	12.31.14
	Adrienne Hade		1 year	12.31.14
	Sharon Muller		1 year	12.31.14
Crossing Guard, Alternate				

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey that they do hereby concur with the Mayor's appointments herein for the year 2014.

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

Resolution 003-14 **RESOLUTION APPROVING THE MAYOR'S APPOINTMENTS OF BOROUGH PROFESSIONALS WITH COUNCIL CONCURRENCE**

BE IT RESOLVED by the Council that they do hereby concur with the Mayor's appointments of the Borough Professionals for the year 2014 as follows.

Title	Name	Term	Term Expires
Borough Attorney	Richard Stein	1 year	12-31-14
Borough Prosecutor	Anthony Arborre	1 year	12-31-14
Public Defender	Chris H. Colabella	1 year	12-31-14
Borough Engineer	Eric Keller	1 year	12-31-14
Borough Planner	Scarlett Doyle	1 year	12-31-14
Borough Auditor	Nisivoccia & Company	1 year	12-31-14
Bond Counsel	Robert Beinfield	1 year	12-31-14
Labor Counsel	Robert Merryman	1 year	12-31-14
Conflict Counsel	Robert Morgenstern	1 year	12-31-14
Dr. of Psychological Testing	Matthew Guller, M.D.	1 year	12-31-14

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey that they do hereby concur with the Mayor's appointments herein for the year 2014.

On motion by Councilman Benson, seconded by Councilwoman Thistleton and unanimously carried by voice vote the foregoing resolution was duly adopted.

Resolution 004-14 **MAYOR'S APPOINTMENTS TO COUNCIL COMMITTEES WITH COUNCIL CONSENT**

BE IT RESOLVED by the Council that they do hereby concur with the Mayor's appointments to the Council Committees for the year 2014 as follows.

Committee	Chair	Member
Finance/Administration	James Benson	Diana Kuncken
Public Safety	Diana Kuncken	Doreen Thistleton
Community Development	Patricia Zdichocki	William Thornton
Infrastructure	William Thornton	Patricia Zdichocki
Technology	Michael Depew	James Benson
Boards/Commissions	Doreen Thistleton	Michael Depew

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

Resolution 005-14 **RESOLUTION PROVIDING FOR THE PROFESSIONAL LEGAL, AUDITING, ENGINEERING, AND MEDICAL SERVICES PURSUANT TO N.J.S.A. 40A:11-5**

WHEREAS, the Borough of Stanhope is in need of legal, auditing, engineering and physician services in 2014; and

WHEREAS, N.J.S.A. 40A:11-5 specifically exempts professional services from provisions of public bidding as provided in the Local Public Contracts Law.

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

1. Richard Stein, of the Law firm Laddey, Clark & Ryan, is hereby retained as Attorney for the Borough of Stanhope with the understanding that Richard Stein will be primarily responsible for the work done for the Borough;
2. Robert Beinfield, of the Law firm Hawkins, Delafield and Wood, is hereby appointed Bond Counsel for the Borough of Stanhope with the understanding that Mr. Beinfield will be primarily responsible for the work done for the Borough;
3. Robert Morgenstern, of the Law firm Dolan & Dolan, is hereby retained as the Conflict Counsel for the Borough of Stanhope with the understanding that Robert Morgenstern will be primarily responsible for the work done for the Borough;
4. Robert Merryman, of the Law firm Apruzzese, McDermott, Mastro & Murphy, is hereby retained as Labor Counsel for the Borough of Stanhope with the understanding that Robert Merryman will be primarily responsible for the work done for the Borough;
5. Raymond Sarinelli and Raymond Nisivoccia, of the Accountant firm Nisivoccia & Company, are hereby retained as Auditors for the Borough of Stanhope with the understanding that Mr. Sarinelli and Mr. Nisivoccia will be primarily responsible for the work done for the Borough;
6. Eric Keller, of the Engineering firm Omland Engineering, is hereby appointed as Borough Engineer and Consultant Engineer for the Water and Sewer Utility for the Borough of Stanhope with the understanding that Eric Keller will be primarily responsible for the work done for the Borough;
7. Dr. Matthew Guller, of the Institute for Forensic Psychology, is hereby retained to provide psychological testing as may be required for employment with the Borough of Stanhope;
8. Scarlett Doyle, of the Engineering firm John Cilo, Jr., Associates, Inc. is hereby appointed as Borough Planner for the Borough of Stanhope with the understanding that Scarlett Doyle will be primarily responsible for the work done for the Borough.

BE IT FURTHER RESOLVED, that this Resolution is contingent upon the receipt of a fully executed professional services contract detailing the scope of services and established fees for said professional services; and

BE IT FURTHER RESOLVED, that this Resolution is contingent upon the receipt of a completed C.271 Political Disclosure Form pursuant to N.J.S.A. 19:44A-20.4 et seq., commonly known as the Pay-to-Play Law;

AND, BE IT FURTHER RESOLVED, that this Resolution is contingent upon the aforementioned professionals being members in good standing in their respective professions;

On motion by Councilman Benson, seconded by Councilman Thornton and unanimously carried by voice vote the foregoing resolution was duly adopted.

CONSENT AGENDA – Resolutions 006-14 through 026-14

Mr. Stein read the consent agenda resolutions by title.

On motion by Councilwoman Kuncken, seconded by Councilman Benson and unanimously carried by the following roll call vote the following resolutions were duly adopted.

Roll Call:

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

BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey that the following banks are hereby designated depositories for the Borough of Stanhope for 2014:

- Bank of America, N.A.
- Capital One, N.A.
- Fulton Bank of New Jersey
- HSBC Bank USA, N.A.
- JP Morgan Chase Bank, N.A.
- Lakeland Bank
- New Jersey Cash Management Fund
- PNC Bank, N.A.
- Santander Bank
- State of New Jersey Asset and Rebate Management Program
- TD Banknorth, N.A.
- Union Center National Bank
- Valley National Bank

**CASH MANAGEMENT PLAN OF THE
BOROUGH OF STANHOPE, NEW JERSEY**

I. STATEMENT OF PURPOSE

This Cash Management Plan (the “Plan”) is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits (“Deposits”) and investment (“Permitted Investments”) of certain Public funds of the Borough of Stanhope (the Borough) pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments. All investments shall be made on a competitive basis insofar as practicable.

II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN

- A. The Plan is intended to cover the deposit and/or investment of the following funds and accounts of the Borough:
- Current Fund
 - Water Operating Fund
 - Sewer Operating Fund
 - Capital Fund
 - Water Capital Fund
 - Sewer Capital Fund
 - POAA Funds
 - Animal Trust Fund
 - Developer’s Escrow Trust
 - Other Escrow Trust
 - Public Defender Trust Fund
 - Other Trust Fund
 - Recycle Trust Fund
 - SUI Trust Fund
 - Payroll Trust Fund
 - Any other accounts within the Borough’s name and any of its agencies

III. DESIGNATION OF OFFICIALS OF THE BOROUGH OF STANHOPE AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN

The Chief Financial Officer of the Borough the “Designated Official” is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan and shall thereafter be relieved of any liability for loss of such moneys due to insolvency or closing of any depository designated by, or the decrease in value of any investment authorized, by the Cash Management Plan.

IV. DESIGNATION OF DEPOSITORIES.

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

- Bank of America, N.A.
- Capital One Bank, N.A.
- Fulton Bank of New Jersey
- HSBC Bank USA, N.A.
- JP Morgan Chase Bank. N.A.
- Lakeland Bank
- New Jersey Cash Management Fund
- PNC Bank, N.A.
- Santander Bank
- State of New Jersey Asset and Rebate Management Program
- TD Banknorth, N.A.
- Union Center National Bank
- Valley National Bank

V. AUTHORIZED INVESTMENTS

- A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:
- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
 - (2) Government money market mutual funds;
 - (3) Any obligation that a federal agency or federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
 - (4) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
 - (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
 - (6) Local government investment pools;
 - (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52:18A-90.4); or
 - (8) Agreements for the repurchase of fully collateralized securities if:
 - (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
 - (b) the custody of collateral is transferred to a third party;
 - (c) the maturity of the agreement is not more than 30 days;

- (d) the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.17:9-41); and
 - (e) a master repurchase agreement providing for the custody and security of collateral is executed.
- B. Any investments not purchased and redeemed directly from the issuer, government money market mutual fund, local government investment pool, or the State of New Jersey Cash Management Fund, shall be purchased and redeemed through the use of a national or State bank located within this State or other financial intermediary through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1997, c.93 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

For purposes of the above language, the terms “government money market mutual fund” and “local government investment pool” shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust:

- (a) which is registered with the Securities and Exchange Commission under the “Investment Company Act of 1940,” 15 U.S.C. sec. 80a-1 et seq., and operated in accordance with 17 C.F.R. sec. 270.2a-7.
- (b) the portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec.270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; in which direct investment may be made pursuant to paragraphs (1) and (3) of subsection (a) of this section and
- (c) which has:
 - (i) attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
 - (ii) retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the “Investment Advisors Act of 1940”, 5 U.S.C. sec.80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.
- (d) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value.

Local Government Investment Pool. An investment pool:

- (a) which is managed in accordance with 17 C.F.R. sec. 270.2a-7;
- (b) which is rated in the highest category by a nationally recognized statistical rating organization;
- (c) which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities. Same as Money Market;
- (d) which is in compliance with rules adopted pursuant to the “Administrative Procedure Act,” P.L. 1968, c.410 (c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- (e) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the

time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and

- (f) which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government securities.

Any official involved in the designation of depositories or in the authorization for investments as permitted pursuant to section 8 of P.L. 1977, c.396 (C.40A:5-15.1), or any combination of the preceding, or the selection of an entity seeking to sell an investment to the local unit who has a material business or personal relationship with that organization shall disclose that relationship to the governing body of the local unit and to the Local Finance Board or a county or municipal ethics board, as appropriate.

VI. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Borough, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Borough of Stanhope to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investments are either received by the Borough or by a third party custodian prior to or upon the release of the Borough's funds.

To assure that all parties with whom the Borough deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official.

VII. REPORTING REQUIREMENTS

On the first day of each month during which this Plan is in effect, the Designated Official(s) referred to in Section III hereof shall supply to the governing body of the Borough a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Borough as Deposit or Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted Investments.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body of the Borough.

VIII. TERM OF PLAN

This Plan shall be in effect from January 7, 2014 to December 31, 2014. Attached to this Plan is a resolution of the governing body of the Borough approving this Plan for such period of time. The Plan

may be amended from time to time. To the extent that any amendment is adopted by the Borough, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

Resolution 007-14

RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS FOR THE 2014 CALENDAR YEAR

BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that *The New Jersey Herald* is hereby designated the official newspaper of the Borough of Stanhope for Calendar Year 2014; and

BE IT FURTHER RESOLVED that *The New Jersey Herald* and *The Daily Record* are hereby designated to receive all Notices of meetings of the Mayor and Council for the Calendar Year 2014 as required by the Open Public Meetings Act.

Resolution 008-14

RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF STANHOPE DESIGNATING MEETING DATES FOR THE 2014 CALENDAR YEAR

BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, in compliance with the Open Public Meetings Act, N.J.S.A. 10:4-1 et. seq., the Mayor and Council of the Borough of Stanhope hereby announces that it shall hold its scheduled Work Session/Agenda, and Regular Business Meetings in 2014 at the Municipal Building, 77 Main Street, Stanhope, New Jersey at the dates listed below. All meetings shall convene at 7:00 p.m. Formal action may be taken at all Work Session/Agenda and Business meetings.

Work Session/Agenda Meetings		Regular Business Meetings	
January	14	January	28
February	11	February	25
March	11	March	25
April	8	April	22
May	13	May	27
June	10	June	24
July	8	July	22
August	12	August	26
September	9	September	23
October	14	October	28
November		November	25
December	9	December	16

BE IT FURTHER RESOLVED, the Annual Reorganization Meeting shall be held on January 6, 2015, 7:00 p.m., at the Municipal Building, 77 Main Street, Stanhope, NJ.

BE IT FURTHER RESOLVED that all meetings shall be opened to the public and public participation will be entertained at all meetings but limited to five minutes for each speaker to provide the Governing Body sufficient time to complete its work.

BE IT FURTHER RESOLVED that the newspapers to which all Notices required by the Open Public Meetings Act shall be published in *The New Jersey Herald* and *The Daily Record*.

BE IT FURTHER RESOLVED that the all meeting notices shall be posted on the bulletin board in the hallway of the Municipal Building.

BE IT FURTHER RESOLVED that any person requesting a public body to mail to them copies of any regular, special, or rescheduled meeting schedule shall be charged the sum of \$1.00 for each and every Notice to be so mailed. No Notice shall be mailed to said person unless prepayment of the aforementioned charge has been received. Notwithstanding the foregoing, any Notice requested by the news media shall be mailed, or electronically sent to such has news media free of charge.

Resolution 009-14

**RESOLUTION AUTHORIZING APPROPRIATIONS
FOR THE 2014 TEMPORARY BUDGET**

WHEREAS, NJSA 40A:4-19, the Local Budget Act, provides that where any contracts, commitments or payments are to be made prior to the final adoption of the 2014 budget, temporary appropriations be made for the purposes and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of 2014; and

WHEREAS, the total appropriations in the 2013 Budget, less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) are as follows:

Current Fund	\$4,251,258.30
Water Utility	\$ 479,437.00
Sewer Utility	\$ 967,648.54

WHEREAS, 26.25 percent of the total appropriations in the 2013 Budget, less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in the said 2013 Budget is as follows:

Current Fund	\$1,115,954.42
Water Utility	\$ 125,852.16
Sewer Utility	\$ 254,007.58

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Stanhope, County of Sussex, that the above temporary appropriations be made.

AND BE IT FURTHER RESOLVED that a certified copy of this resolution be placed on file with the records of the Borough’s Chief Financial Officer.

Resolution 010-14

**RESOLUTION ESTABLISHING INTEREST RATES FOR
DELINQUENT WATER AND SEWER CHARGES**

BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the rate of 8% be charged on all delinquent sewer and water charges less than \$1,500.00 and 18% on all delinquent sewer and water charges in excess of \$1,500.00, received after the due date.

Resolution 011-14

**RESOLUTION ESTABLISHING INTEREST RATES FOR
DELINQUENT PROPERTY TAXES AND ASSESSMENTS**

WHEREAS, N.J.S.A. 54:4-67 permits the Governing Body of each municipality to fix the rate of interest to be charged for nonpayment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope as follows:

1. Property taxes shall be due and payable quarterly on February 1st, May 1st, August 1st and November 1st of each year, with a ten-day grace period. If the last day of the ten-day grace period falls on a Saturday or Sunday, the following Monday will be the final date to pay property tax without interest charges. After such dates, if property taxes become delinquent, interest will be charged as set forth below and will revert back to the due date on any quarterly installment of taxes.
2. The rate of interest for delinquent property taxes is fixed at 8% per annum on the first \$1,500.00 of delinquency and 18% per annum on any amount of taxes in excess of \$1,500.00.
3. A certified copy of this resolution shall be provided by the Borough Clerk to the Tax Collector, Utility Billing Clerk, Borough Attorney and the Borough Auditor for the Borough of Stanhope.

Resolution 012-14

RESOLUTION AUTHORIZING THE TAX COLLECTOR TO CANCEL CERTAIN TAX PAYMENTS

BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the Tax Collector be and is hereby authorized to cancel any over or under payment in the amount of Ten Dollars (\$10.00) or less for the tax year 2014.

Resolution 013-14

RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO INVEST IDLE FUNDS

BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the Chief Financial Officer and/or Treasurer be authorized to invest idle funds of the Borough of Stanhope in investment instruments so specified in New Jersey State Law of any bank or trust company having its place of business in the State of New Jersey and organized under the laws of any State in the United States, or the State of New Jersey Cash Management Fund in 2014.

Resolution 014-14

RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO SELL BOND ANTICIPATION NOTES AND BONDS

WHEREAS, N.J.S.A. 40A:2-28 requires that a Resolution be adopted authorizing a Financial Officer of the Borough to sell Bond Anticipation Notes and Bonds;

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the Chief Financial Officer is hereby authorized to sell Bond Anticipation Notes and Bonds; and

BE IT FURTHER RESOLVED that following each sale the Chief Financial Officer shall report to the Council the principal amount of the sale, interest rate, date of maturity and name of the purchaser.

Resolution 015-14

RESOLUTION AUTHORIZING THE TAX COLLECTOR, UTILITY COLLECTOR OR CHIEF FINANCIAL OFFICER TO IMPOSE A SERVICE CHARGE TO AN ACCOUNT FOR WHICH A CHECK OR OTHER WRITTEN INSTRUMENT WAS RETURNED FOR INSUFFICIENT FUNDS

WHEREAS, P.L. 1990, Chapter 105, supplementing Title 40 of the New Jersey State Revised Statutes has been enacted to allow a municipality the authority to impose a service charge to be added on an account which was by check or other written instrument returned for insufficient funds; and,

WHEREAS, whenever an account is owing a municipality for property tax, municipal utility charges or special assessment, the service charge authorized by this section shall be included on whatever list of delinquent accounts is prepared for the enforcement of the lien.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the Tax Collector, Utility Collector or Chief Financial Officer be authorized to charge the aforementioned fee at a rate of \$20.00 per check or other written instrument for all checks returned for insufficient funds during the year; and,

BE IT FURTHER RESOLVED, that the Tax Collector, Utility Collector or Chief Financial Officer may require future payments to be tendered in cash or by certified or cashier's check; and,

BE IT FINALLY RESOLVED, that a certified copy of this Resolution be forwarded to the Chief Financial Officer, Tax Collector, Utility Collector and the Borough Auditor.

Resolution 016-14

RESOLUTION ESTABLISHING MUNICIPAL FEES FOR 2014

BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the fees as listed below be and are hereby established for 2014:

Water/Sewer/Tax Certification	\$ 15.00
Zoning Ordinance Book	\$ 25.00
Environmental Resource Inventory Book	\$ 25.00
Code Book of the Borough and Code Book updates	at cost
Street Map	\$ 0.75
Master Plan	\$ 25.00
Certified List of Property Owners	\$ 10.00
Tax Sale Redemption Certificate	\$ 10.00
Duplicate Tax Sale Certificate	\$100.00
Duplicate Tax Bill	\$ 5.00
Duplicate Tax Bill – Subsequent	\$ 25.00
Copy of Tax/Water/Sewer Records	\$.05 per page
Official Tax Search	\$ 10.00
Tax Search Continuation per year	\$ 2.00
Unofficial Tax Search	\$.05 per page
Municipal Assessment Search	\$ 10.00
Assessment Search Continuation per year	\$ 2.00
Tax Map Page Duplicate	at cost
Annual Dog Licensing, neutered/spayed	\$ 10.00
Annual Dog Licensing, Not neutered/spayed	\$ 13.00
Cat Licensing, neutered/spayed	\$ 10.00
Dog/Cat Licensing Late Fee imposed after April 30	\$ 5.00/month
Death Certificate (Certified Copy)	\$ 5.00
Birth Certificate (Certified Copy)	\$ 5.00
Marriage Certificate (Certified Copy)	\$ 5.00
Check Returned for Insufficient Funds	\$ 20.00
Registration – Public Utility (N.J.S.A. 40:55D-14.1	\$ 10.00
Mental Health Records Search	\$ 15.00
Notary Public, nonresidents	per statute
Tax Lien Redemption Calculation, 3 rd request	\$ 50.00
Copies of Government Documents	\$ 0.05 per letter size page \$ 0.07 per legal size page or actual cost (special charges/fees per statute delivery/ postage fees additional)

Resolution 017-14

RESOLUTION ESTABLISHING DPW FEES FOR THE 2014 CALENDAR YEAR

WHEREAS, from time to time private individuals and/or businesses must be charged for services provided by the Stanhope Department of Public Works due to an emergency situation, vandalism, accident, neglect or other situations requiring the services of the Department; and

WHEREAS, said charges must be based upon the DPW Operator’s hourly salary rate and an established rate for the various pieces of equipment utilized by the Department of Public Works in such instances;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, New Jersey, that charges for said services provided by the Stanhope Department of Public Works shall be as follows for the year 2014:

EQUIPMENT

Backhoe/loader	\$50.00 per hour
Vac-All/Sweeper	\$50.00 per hour
Sewer jet truck	\$50.00 per hour
5-yard dump truck	\$40.00 per hour
2-yard dump truck	\$25.00 per hour
Compressor	\$25.00 per hour
Generator	\$10.00 per hour
Mud pump	\$10.00 per hour

Concrete Cutter \$150.00 per hour including the Operator

MANPOWER

DPW Operator's Hourly Salary Rate times 1.35

Resolution 018-14 RESOLUTION ESTABLISHING PETTY CASH FUNDS FOR THE 2014 CALENDAR YEAR

BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the following petty cash funds be re-established for 2014:

Chief Financial Officer \$200.00

Resolution 019-14 RESOLUTION DESIGNATING AMBULANCE AND FIRE SERVICE AGENCIES FOR THE 2014 CALENDAR YEAR

BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the Stanhope-Netcong American Legion Ambulance Squad is hereby designated the Borough's agency provider of ambulance and first aid services for 2014; and

BE IT FURTHER RESOLVED that the Stanhope Hose Company No. 1 is hereby designated the Borough's agency provider for Emergency Fire Response services for 2014.

Resolution 020-14 RESOLUTION DESIGNATING WARD SHERRER, WILLIAM STORMS, JR., AND JAMES BOYLE SUBCONTRACTORS FOR SNOW PLOWING/TEMPORARY LABORER SERVICES

WHEREAS, the Stanhope Department of Public Works desires to hire temporary Snow Plowing/Temporary Laborer operators to provide Borough Snow Plowing/Temporary Laborer relief assistance should the need arise; and

WHEREAS, Ward Sherrer, William Storms, Jr., and James Boyle are available and able to provide such services; and

WHEREAS, it is deemed to be in the best interest of the Borough that said individuals be retained for future Snow Plowing/Temporary Laborer call outs should the need arise.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey that Ward Sherrer, William Storms Jr., and James Boyle be retained as standby snow plow operators/temporary laborers at the hourly rate of \$12.00 per hour for the 2014 Calendar Year.

Resolution 021-14 RESOLUTION ESTABLISHING THE BOROUGH'S HOLIDAY SCHEDULE FOR 2014

WHEREAS, Chapter 32, Section 12 of the Code of the Borough of Stanhope establishes the Holiday schedule for Borough employees; and

WHEREAS, normal business operations, except for necessary services, are suspended and Borough offices are closed on said list of Holidays established;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey, in accordance with the Code of the Borough of Stanhope, the following dates be and are hereby determined to be the Borough Holiday schedule for the year 2014:

New Year's Day:	Wednesday, January 1
Martin Luther King Day:	Monday, January 20
President's Day:	Monday, February 17
Good Friday:	Friday, April 18
Memorial Day:	Monday, May 26

Independence Day:	Friday, July 4
Labor Day:	Monday, September 1
Columbus Day:	Monday, October 13
Veterans Day:	Tuesday, November 11
Thanksgiving Day:	Thursday, November 27
Day after Thanksgiving:	Friday November 28
Christmas Eve:	Wednesday, December 24
Christmas Day:	Thursday, December 25
New Year's Day:	Thursday, January 1, 2015

BE IT FURTHER RESOLVED this Resolution shall be posted in the Municipal Building and copies made available to Borough personnel.

Resolution 022-14

RESOLUTION AUTHORIZING THE BOROUGH'S TAX ASSESSOR AND BOROUGH ATTORNEY TO REPRESENT THE BOROUGH BEFORE THE SUSSEX COUNTY BOARD OF TAXATION AND NEW JERSEY TAX COURT

BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the Municipal Tax Assessor and Municipal Attorney be and are hereby authorized to defend before the Sussex County Board of Taxation and Tax Court of the State of New Jersey all contested appeals and to initiate municipal appeals to correct the Borough of Stanhope's tax list including but not limited to rollback complaints, added and omitted assessment complaints, and such other appeals as are necessary to correct the assessments for the Borough of Stanhope;

AND BE IT FURTHER RESOLVED that the Municipal Tax Assessor and Municipal Attorney be and are hereby designated as the agents of the Borough of Stanhope for the purpose of signing settlements of the foregoing matters by stipulation.

Resolution 023-14

RESOLUTION AUTHORIZING THE BOROUGH ADMINISTRATOR TO EXECUTE HOLD HARMLESS AGREEMENTS ON BEHALF OF THE BOROUGH WITH ANY PERSON OR ENTITY UTILIZING BOROUGH OWNED LANDS OR BUILDINGS

WHEREAS, the Borough of Stanhope is a member of the Morris County Joint Insurance Fund which approved a standard form of hold harmless to be used by the member municipalities; and

WHEREAS, this standardized hold harmless must be executed by any person, entity, organization, or corporation wishing to use, rent, or otherwise temporarily occupy any land and/or structure owned by the Borough of Stanhope; and

WHEREAS, the process of executing this hold harmless would be greatly hampered if the Borough Council had to authorize the execution of each separate hold harmless agreement and instead the Borough Administrator should be authorized to execute those agreements on behalf of the Borough of Stanhope.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the Borough Administrator is hereby authorized to execute on behalf of the Borough all hold harmless agreements made necessary by the use of Borough owned land and/or structures by any person, entity, organization, or corporation.

Resolution 024-14

RESOLUTION DESIGNATING THE BOROUGH ADMINISTRATOR, DEPARTMENT HEADS, AND TAX ASSESSOR AS DEPUTY CUSTODIANS OF PUBLIC RECORDS

BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the Borough Administrator, all Department Heads, and the Tax Assessor be designated as Deputy

Custodians of Public Records to assist the Custodian of Records in the performance of duties related to P.L. 2001, c404, commonly referred to as the Open Public Records Act (OPRA).

Resolution 025-14

RESOLUTION ESTABLISHING AN EXECUTIVE SAFETY COMMITTEE AS REQUIRED BY THE MORRIS COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the Borough of Stanhope is a member of the Morris County Municipal Joint Insurance Fund; and

WHEREAS, the Morris County Municipal Joint Insurance Fund requires the establishment of an Executive Safety Committee; and

WHEREAS, members of the Morris County Municipal Joint Insurance Fund participate in safety programs primarily designed to teach employees to perform in a safe and efficient manner;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that the following employees are hereby authorized to serve on the Executive Safety Committee:

Brian McNeilly, Administrator
Dana Mooney, CFO

JIF Commissioner
Alternate JIF Commissioner

Resolution 026-14

RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF STANHOPE APPOINTING WAYNE F. DIETZ OF D&H ALTERNATIVE RISK SOLUTIONS, INC. AS THE BOROUGH'S RISK MANAGER

WHEREAS, the Borough of Stanhope has resolved to join the Morris County Municipal Joint Insurance Fund, following a detailed analysis; and

WHEREAS, the bylaws of said Funds require that each Governing Body appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the bylaws; and

WHEREAS, the Board of Fund Commissioners established a fee equal to six percent (6%) of the Municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Governing Body; and

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical;

NOW THEREFORE, be it resolved that the Mayor and Council of the Borough of Stanhope does hereby appoint Wayne F. Dietz of Skylands Risk Management, Inc. as its Risk Management Consultant in accordance with the Fund's bylaws; and

BE IT FURTHER resolved that the Governing Body is hereby authorized and directed to execute the Risk Management Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1) (a) (i).

RESOLUTIONS

Resolution 027-14

RESOLUTION AUTHORIZING LEASE PAYMENTS TO FORD MOTOR CREDIT COMPANY FOR THE SECOND YEAR OF A THREE-YEAR LEASE PURCHASE AGREEMENT FOR TWO 2013 FORD POLICE VEHICLES

WHEREAS, the Borough of Stanhope had acquired two (2) 2013 Ford Interceptor Sedan police vehicles with related police equipment in 2013 under State contract from Winner Ford, State Contract No. 82925; and

WHEREAS, the Borough financed the acquisition of the police vehicles through a lease purchase agreement with Ford Motor Credit Company for a period of 36 months;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Stanhope that the Borough shall continue to make payments under the lease purchase agreement with Ford Motor Credit Company for the two 2013 Ford Interceptor Sedan police vehicles with the 2014 installment payment not to exceed \$22,930.00.

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

Roll Call:

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

MAYOR’S APPOINTMENTS

Resolution 028-14 RESOLUTION APPROVING THE MAYOR’S APPOINTMENTS TO THE BOARD OF HEALTH WITH COUNCIL CONCURRENCE

Mayor’s appointments to the Board of Health with Council concurrence as follows:

Doreen Thistleton, 3 year term, term to expire 12.31.16
Marie Van Ness, 3 year term to expire 12.31.16
Patricia Vance, 3 year term to expire 12.31.16

BE IT RESOLVED by the Council of the Borough of Stanhope that they do hereby concur with the Mayor’s appointments herein named to the Stanhope Board of Health.

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

Resolution 029-14 RESOLUTION APPROVING THE MAYOR’S APPOINTMENTS TO THE RECREATION COMMISSION WITH COUNCIL CONCURRENCE

Mayor’s appointments to the Recreation Commission as follows:

Tracy Staples, 5 year term, term to expire 12-31-18

BE IT RESOLVED by the Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that they do hereby concur with the Mayor’s appointment herein named to the Recreation Commission.

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

Resolution 030-14 RESOLUTION APPROVING THE MAYOR’S APPOINTMENT OF THE BOROUGH’S REPRESENTATIVE TO THE 208 WATER QUALITY COMMITTEE WITH COUNCIL CONCURRENCE

Mayor Maio noted there is vacancy in this position which she hopes to have filled shortly.

Resolution 031-14 RESOLUTION APPROVING THE MAYOR’S APPOINTMENT OF THE BOROUGH REPRESENTATIVE TO SOLID WASTE ADVISORY COUNCIL WITH COUNCIL CONCURRENCE

Mayor’s appointment of Donald Drake as the Borough representative to the Solid Waste Advisory Council for 2014 with Council concurrence.

BE IT RESOLVED by the Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that they do hereby concur with the Mayor's appointment herein named Borough representative to the Solid Waste Advisory Council for a one-year term to expire on December 31, 2014.

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

Resolution 032-14 **MAYOR'S APPOINTMENTS TO THE LAND USE BOARD**

Mayor's appointments to the Land Use Board as follows:

- Class II: Thomas Pershouse – 1 year term, term to expire 12-31-14
- Class IV: John Maguire – 4 year term, term to expire 12-31-17
- Class IV: Joseph Torelli– 4 year term, term to expire 12-31-17
- Alt #2 John Mohrle – 2 year term, term to expire 12-31-15

Resolution 035-14 **MAYOR'S APPOINTMENTS TO THE ENVIRONMENTAL COMMISSION**

Mayor's appointments to the Environmental Commission are as follows:

- Lorraine Bender, 3 year term to expire 12-31-16
- Michael Balogh, 3-year term to expire 12-31-16

- John Rogalo, Chairman, 1-year term to expire 12-31-14

Resolution 036-14 **ELECTION OF COUNCIL REPRESENTATIVE TO THE LAND USE BOARD**

On nomination by Councilwoman Kuncken, seconded by Councilman Thornton and unanimously carried by the following roll call vote the foregoing resolution was duly adopted electing Councilman Michael Depew as Council Representative to the Land Use Board for the year 2014.

Roll Call:

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

OATHS OF OFFICE

Mayor Maio invited Fire Chief Gary Card and other officers for the Stanhope Hose Company No. 1 to step forward to be sworn in. Richard Stein, Borough Attorney, administered the Oath of Office to the officers of the Stanhope Hose Company No. 1.

Mayor Maio invited all appointees to Boards and Commissions who were present to come forward and have their oaths of office administered by Borough Attorney, Richard Stein.

MAYOR'S HIGHLIGHTS OF 2013

Mayor Maio commented on what a difference a year makes, saying when we gathered here last January to review 2012, the year was pretty much summed up by one word: SANDY! And it wasn't good.

We got a reprieve from Mother Nature in 2013 and it gave us an opportunity to get back on track with various projects that had been delayed by the storm or dropped to the bottom of the priority list because we were caught up in storm-related issues.

From that perspective, 2013 was a winner. We were able to finish up a number of projects that had been planned or started in previous years and we took a giant leap forward on some exciting new programs.

Utilizing funds which were allocated back in 2001, we undertook three extensive – and much needed – renovation projects. First was a nearly complete re-do of the Police Department to provide updated, more efficient use of available space and a more secure environment. Secondly, we completed, with minor cosmetic details yet to be done, a long anticipated renovation of the Council chambers – the first work done since the municipal building was built more than 50 years ago. Finally, we are in the midst of repairs and renovations at the DPW yard including a roof replacement and renovations to bathrooms and a kitchen facility which are particularly critical when members of the staff are spending the night because of snow plowing or other emergencies. When the work at the DPW yard is completed, we hope to take a look at what else we can do to begin renovations to the general office area of the municipal building. Our goal is to improve the efficiency of the space we have, to ease the overcrowding, and to the extent we are able, to provide a more inviting atmosphere for both our employees and our visitors.

We have applied for a state grant for major repairs, including milling, paving and curbing to James Street and we expect to be in construction early this Spring for road and water line repairs for the section of Maple Terrace between Brooklyn Road and Musconetcong Avenue.

We entered into a contract with Weichert Realtors to sell two pieces of commercially-zoned property – one adjacent to the municipal building and one in a prime location on Route 206. Both properties are scheduled for public auction in March.

Working in conjunction with Fire Chief Card and the members of the Fire Department, we completed the purchase and installation of high band radio equipment for our fire emergency notification system. After thorough testing of the new system, we formally retired our 1950's air raid sirens.

We proudly joined with the Borough of Netcong in providing funds for the Stanhope-Netcong American Legion Ambulance Corps to purchase a new ambulance which was delivered last Spring. The new ambulance replaced a 13-year old rig and enables our dedicated volunteers on the squad to continue to provide outstanding service to the members of our two communities.

We were approved for a \$50,000 grant from the Morris County Joint Insurance Program to review policies and procedures of the Police Department to be sure they are on par with current state requirements.

We took possession of two all-wheel drive police vehicles as part of our scheduled replacement plan.

Our Nixle emergency notification system is up and running with nearly 800 subscriber households receiving text or e-mail messages whenever it is necessary to distribute information to our residents.

With the start of a new 5-year contract, the Borough moved to single-stream recycling on a weekly basis eliminating the need for residents to separate paper and comingled items on alternate weeks.

To insure that the Borough's water supply is available regardless of power outages, we replaced a 40-year old emergency generator on one well that was close to failing during the Sandy power outage and installed an additional generator on another.

For the first time in recent history our Board of Health conducted a door-to-door animal census designed to license all dogs and cats owned by borough residents. This process, required by the state, is primarily designed to insure that pets are properly vaccinated against rabies.

To aid the Board of Education in their efforts to insure the safety of students during arrival and dismissal and to alleviate congestion in the area surrounding the school, the Borough instituted limited parking restrictions on Elm Street between Valley Road and Hickory Drive.

We entered into a shared services agreement with Sussex County to utilize the County's Recycling Coordinator to insure that all state-required reports are completed in a timely fashion without taking time from Borough employees.

Finally, we completed the engineering, planning and funding process for the long-anticipated upgrading of our Borough-wide water system. This project, which will cost more than two million dollars, will be repaid from existing water utility fees. We've talked for many years about this project – and the critical need it represents in not only maintaining the delivery of water throughout the Borough, but also in improving water pressure to many homes and insuring that sufficient pressure is available to safely fight fires. The project will be done in phases and will include repairs and upgrades to our existing water tank

and the repair and replacement of pipes, valve and water mains throughout the Borough. The time and opportunity were right and the governing body has taken a giant leap forward in ensuring that this critical service will be in good working order for many years to come. The planning is done and the project is expected to start this Spring.

Given all of this and the dozens of smaller, more routine activities undertaken throughout the year, I would say that 2013 was a pretty good year in the Borough. We accomplished a great deal and we've set in motion a number of key projects for 2014.

The members of your governing body are dedicated to doing whatever it takes to maintain our quality of life here and to do so in an efficient and fiscally responsible manner.

We thank our employees, our professional staff and our volunteers for their on-going efforts and contributions and we encourage you all to continue to challenge us and to work with us to keep Stanhope a community of which we can all be proud.

CITIZENS TO BE HEARD

Mayor Maio opened the meeting to the public and invited anyone who wishes to come forward to do so.

Jeannie Schwartz, 96 Brooklyn Road, spoke as the Boroughs' Overseer of the Poor and thanked all who generously donated to make the holidays brighter for others in our community. Ms. Schwartz recognized the Presbyterian Church, Stanhope Methodist Church, Isolatek, American Legion, Hopatcong Elks, Lakeview Heights and Borough employees for their generosity.

Senator Steven Oroho, on behalf of himself and Assemblywoman McHose and Assemblyman Space, wished all present a Happy New Year. Senator Oroho thanked the many volunteers for their service to the community.

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

ADJOURNMENT

On motion by Councilman Benson, seconded by Councilman Depew and unanimously carried by voice vote, the meeting was adjourned at 7:35 P.M.

Approved:

Ellen Horak, RMC
Borough Clerk