

**MAYOR AND COUNCIL
WORK SESSION AND
AGENDA MEETING
February 14, 2017
7:00 P.M.**

CALL TO ORDER

SALUTE TO COLORS

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

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

Adequate Notice of this Meeting has been provided according to the Open Public Meetings Act, Assembly Bill 1030. Notice of this Meeting was included in the Annual Meeting Notice sent to the New Jersey Herald and the Daily Record on January 4, 2017 and was placed on the Official Bulletin Board in the Municipal Building.

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

ROLL CALL

Council Members:

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

Mayor Maio – present

ADMINISTRATOR'S REPORT

Hoer Property – Administrator McNeilly stated that he, Arlene Fisher, Code Enforcement Official and Bill Storms, DPW Superintendent, have inspected the Hoer Property and found no evidence of dumping.

Schuffenhauer Property – Administrator McNeilly stated Tom Pershouse, Construction Official, has issued permits for construction for the Schuffenhauer Property. The construction and the needed demolition will begin as soon as possible, weather permitting. Mr. Pershouse will be monitoring the progress. The front of the building and the fire damaged portion will be demolished and the building will be renovated back to a residential non-conforming use in the highway zone. Sussex County has signed off on the septic field.

NJDOT Route 206 – Administrator McNeilly stated he received a call from Senator Oroho's office today. They have indicated that the Borough will have a formal DOT answer on the speed reduction request soon. Mayor Maio stated she received the approval. Administrator McNeilly stated the request has been granted to lower the speed limit from 50MPH to 45MPH on Route 206 from Acorn Street to Belton on the South bound side and from Stonegate Village to Acorn Street on the North bound side. Mayor Maio stated this will allow access for commercial development along this section of Route 206. The highway classification access will change to a more agreeable situation for the properties in this area. Administrator McNeilly stated a resolution will be prepared for the February 28th meeting. Byram Township will also have to provide a resolution. Administrator McNeilly stated he will follow up with Byram Township's Administrator. The next step will be to inform the business owners.

Route 183/Route 206 Sidewalk – Administrator McNeilly stated the Borough Engineer, Eric Keller, has submitted a monthly report regarding the sidewalk project. The construction easements with PSE&G, Stanhope Mountain and Mr. Grafe have all been taken care of. The next step will be to meet with the property owners to review the plans with them. Mr. Keller has

suggested a meeting date of March 14th. This would allow for the resolution to be placed on the March 28th meeting in order to go to bid for the project. The March 14th meeting will begin at 6:00PM with the information session at the beginning of the meeting. Administrator McNeilly stated he will work with the Tax Assessor to obtain a list of property owners. The letters will be sent out this week. Mayor Maio asked Administrator McNeilly to contact Ursula Leo, Borough Attorney, with regard to the necessary resolutions.

Byram Sewer Request – Administrator McNeilly provided a copy of the addendum of the Borough’s Service Agreement with the MSA to the members of the Governing Body. The addendum will adjust the calculation for gallonage at the plant and reduce the Borough’s costs for the operating budget. A resolution will be prepared for the February 28th meeting agenda.

Certified Recycling Coordinator – Administrator McNeilly stated the annual service agreement with the SCMUA for the Certified Recycling Coordinator is due for renewal. The documents have been prepared and the resolution will be prepared for the February 28th meeting. There are no changes to the agreement and the cost remains \$250 per year. Administrator McNeilly stated that he, Bill Storms and Jason Titsworth will be attending the next two recycling sessions regarding recycling at SCMUA. One of the sessions will be discussing ways for communities to increase recycling among businesses. Mayor Maio asked if there is control over the businesses which use dumpsters as opposed to those with curbside pickup. Administrator McNeilly stated the Borough receives recycling figures for each individual business. The companies that pick up the dumpsters send reports to the municipalities. Much discussion took place regarding recycling in dumpsters and recycling that might be disposed of in other municipalities.

Document Scanning - Councilman Thornton asked Administrator McNeilly if he has contacted the representative from the document scanning company. Administrator McNeilly stated he has contacted the company. The representative was unavailable but Administrator McNeilly will arrange a meeting within the next two weeks. Councilman Thornton stated if the costs for this service cannot be bonded, he suggested bonding one of the items for DPW such as the tractor. This would provide available funds in the budget for the scanning. Administrator McNeilly stated a determination has not been made as to whether or not the scanning can be bonded. Mr. Sarinelli and Mr. Beinfield will have to make that decision.

WORK SESSION

2017 Municipal Budget – Mayor Maio stated the only remaining item for discussion on the 2017 Municipal Budget is the salary increase percentage for non-union personnel/staff. The Finance Committee recommendation is to increase salaries by 1.75%. This was the same percentage of increase last year. Ms. Mooney’s budget calculations are based on this percentage. The levy will be at or below 1% for the 2017 budget.

Resolution in Support of Clean Water Supplies and Resolution in Support of Open Space, Farmland, Historic Preservation and Stewardship Funding for New Jersey – Mayor Maio stated at the last meeting a presentation was made and two resolutions were requested to be adopted by the Borough. Mayor Maio stated the Governing Body has had time to review the information and asked for their opinions. Councilman Depew stated he is in favor of clean water supplies and open space. Councilman Thornton is in favor of the clean water supply and open space but is not in favor of raising taxes. Councilman Romano, Councilwoman Thistleton and Councilwoman Kuncken agreed with Councilman Thornton. The Borough will not be adopting either resolution.

James McNeilly Community Service Award (Stanhope School) – Mayor Maio stated a letter has been received from the Valley Road School asking if the Borough will be continuing to support the James McNeilly Community Service Award. The donation requested is \$100. Mayor Maio recommended the Borough continue to support this award.

On motion by Councilman Romano, seconded by Councilwoman Kuncken and unanimously carried by the following roll call vote, approval was granted to donate \$100 to Valley Road School for the James McNeilly Community Service Award.

Roll Call:

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

NEW BUSINESS

RESOLUTIONS

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

Resolution 051-17

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 have applied for and have been granted funding of \$30,000, with a match of \$94,116.64, for an approximate project total cost of \$124,116.64 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 previously approved the application and 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;

WHEREAS, the State of New Jersey Office of the Attorney General, Department of Law and Public Safety, Division of Criminal Justice notified the Borough of Stanhope's Police Chief by letter dated January 26, 2017 that the Borough's application for the \$30,000 personnel grant under the New Jersey Safe and Secure Committees Grant Program has been accepted.

NOW, THEREFORE, BE IT RESOLVED by 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 application of said funds.
- 4) The Division of Criminal Justice shall initiate allocations to each applicant as authorized by law.
- 5) As required by the Department of Law and Public Safety's resolution and certification requirements, the Mayor and Council confirm the following information for the grant:
 - a) the name of the Subrecipient's Unit of Government: "Borough of Stanhope"
 - b) the name of the Federal Grant Program is "Safe and Secured Communities Grant Program"
 - c) the Subaward Number: P-6756-17
 - d) the Subaward period: January 16, 2017 through January 15, 2018
 - e) total amount of award: \$30,000; local match \$94,116.64 for a total of \$124,116.64

- f) Acceptance of the grant award: The Borough of Stanhope is authorized to and does accept the \$30,000 grant for the purposes described in the approved grant application.

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

Mayor Maio stated this is the same agreement as in the past. The only difference is the State has changed the wording.

Roll Call:

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

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 052-17 RESOLUTION ACCEPTING DONATION FROM THE STANHOPE/NETCONG ROTARY CLUB

WHEREAS, the Stanhope Borough Police Department provides programming, including the Gang Resistance Education and Training (“GREAT”) program at the Borough’s grammar school; and

WHEREAS, as part of the GREAT program, the Police Department rewards the participating students with prizes; and

WHEREAS, the Stanhope/Netcong Rotary Club has agreed to graciously donate \$500.00 to the Borough of Stanhope for use by the Borough to apply against the costs of the prizes for the GREAT program; and

WHEREAS, N.J.S.A. 40A:5-29 authorizes the Borough to accept gifts such as the donation being made by the Stanhope/Netcong Rotary Club.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the \$500.00 donation from the Stanhope/Netcong Rotary Club is hereby accepted and shall be utilized for the purpose of purchasing the prizes to be used for the Borough of Stanhope’s Police Department’s GREAT program.

Resolution 053-17 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. 2016-002, representing 2015 property taxes and/or utility charges on Block 10610, Lot 15, known as 122 Brooklyn Road, assessed to Franklin & Mary E Morse, now Federal Home Loan Mortgage Corp, 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 PC6, Sterling National 50 South 16 th St, Suite 2050 Philadelphia, PA 19102		
Redemption Amount:	Tax Title Lien #2016-002 and Interest to Date of Meeting	\$	2,540.35
	Premium Paid by Lienholder		<u>0.00</u>
Total From Current Fund:		\$	2,540.35
Total From Tax Premium Account			0.00

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

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

Resolution 054-17

RESOLUTION AUTHORIZING REFUND OF REDEMPTION MONIES TO OUTSIDE LIEN HOLDER

WHEREAS, the Tax Collector has received payment for the redemption of Tax Title Lien No. 2014-017, representing 2013 property taxes and/or utility charges on Block 11203, Lot 22, known as 10 Kelly Place, assessed to John C Diehl, and;

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

To Lienholder:	US Bank Cust for BV001 Trust 50 S. 16 th Street, Suite 1950 Philadelphia, PA 19102-2513
Redemption Amount:	Tax Title Lien #2014-017 and Interest to Date of Meeting \$ 36,081.62 Premium Paid by Lienholder <u>20,000.00</u>
Total From Current Fund:	\$ 36,081.62
Total From Tax Premium Account	20,000.00

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 055-17

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. 2016-001, representing 2015 property taxes and/or utility charges on Block 10607, Lot 8 known as 3 Walton Street, assessed to Richard J Lutz, Jr, and;

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

To Lienholder:	Ridgeback Ventures LLC P.O. Box 503 Mount Freedom, NJ 07970
Redemption Amount:	Tax Title Lien #2016-001 and Interest to Date of Meeting \$ 5,374.56 Premium Paid by Lienholder <u>0.00</u>
Total From Current Fund:	\$ 5,374.56
Total From Tax Premium Account	0.00

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

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

Resolution 056-17

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. 2016-023, representing 2015 property taxes and/or utility charges on Block 11501, Lot 2, C0263, known as 14263 Dell Place, currently assessed to Lemon Core, LLC (formerly Gordon, Derek A & L A), 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 Actlien Holding Inc. 50 South 16 th Street, Suite 2050 Philadelphia, Pennsylvania 19102		
Redemption Amount:	Tax Title Lien #2016-023 and		
	Interest to Date of Meeting	\$	1,612.80
	Premium Paid by Lienholder		<u>1,400.00</u>
Total From Current Fund:		\$	1,612.80
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.

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

Roll Call:

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

Mayor’s Acceptance of Resignation

Resolution 057-17

MAYOR’S ACCEPTANCE OF THE RESIGNATION OF CHARLES ZWEIGLE 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 Charles Zweigle’s resignation as Police Sergeant with the Stanhope Police Department, effective September 1, 2017.

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

PAYMENT OF BILLS

Resolution 058-17

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 February 14, 2017 and on file and available for

public inspection in the Office of the Chief Finance Officer and approved by the Chief Finance Officer for payment, be paid.

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

Roll Call:

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

AGENDA ITEMS

All items listed on the Agenda for February 28, 2017 were approved. In addition, the resolutions for MSA, the sidewalk project, Route 206 and the recycling coordinator will be added to the agenda.

CITIZEN'S 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 Councilman Romano, seconded by Councilwoman Kuncken, and unanimously carried by voice vote the meeting was adjourned at 7:25 P.M.

Approved:

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