

**MAYOR AND COUNCIL
WORK SESSION AND
AGENDA MEETING
February 13, 2018
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 3, 2018 and was placed on the Official Bulletin Board in the Municipal Building.

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

ROLL CALL

Council Members:

Councilwoman Kuncken – present
Councilman Riccardi – present
Councilman Romano – present

Councilwoman Thistleton - present
Councilman Thornton - present
Councilwoman Zdichocki - present

Mayor Maio – present

ENGINEER'S REPORT

Mayor Maio stated a discussion will take place regarding capital projects to be scheduled for 2018, regardless of any projects for long term or to be combined for bonding. Mayor Maio invited Eric Keller, Borough Engineer, to come forward to give his report.

TAP Grant (Sparta Road Project) – Eric Keller, Borough Engineer, gave an update on the Sparta Road Project. The surveys have been completed. The wetlands have been flagged. The construction plans are 30% completed. Mr. Keller stated he and Administrator McNeilly will be meeting with the DOT regarding the federal grant on Thursday. Once feedback is received from the DOT, this will give the Borough a better idea for the design schedule going forward. The estimate presented in December has been revised with regard to the Welcome To Stanhope sign and so on. The cost of the sign has been reduced to approximately \$40,000. The estimate for all phases of the project is \$1.4 million. There is \$825,000 in TAP Grant funds and \$180,000 in the Local Aid Grant for the milling and resurfacing. The municipal share would be \$395,000 which is on the TAP Grant side. Mayor Maio asked why the estimate is approximately \$400,000 more than the amount received. Mr. Keller stated the original TAP grant application for the project was estimated to be more than the amount of the grant awarded. Mayor Maio stated a detail list needs to be provided to see where costs can be cut back. Mr. Keller stated when he meets with DOT they will discuss the initial plans for the project and the exceptions for the width of the bike lanes. The travel lanes are being narrowed to 10 feet. The parking lane will remain on the existing side at 7 feet. The bike lanes will be 4 ½ feet on each side. The total width of the road is 36 feet of pavement. Much discussion took place regarding the items included in the grant. Mayor Maio stated she is of the opinion the project total was \$1.1 million. Mr. Keller stated since October the project total has been \$1.4 million. Mr. Keller will review the original TAP Grant application to compare the costs. The signage and the speed display signs have been cut back since the schematic design process began. There are quite a few trees and landscaping planned for the project which can be reduced. A fire hydrant at the high school was added which will cost approximately \$8,000. Mayor Maio asked for a list of items included in the original

grant application as compared to the current items included in the project. Administrator McNeilly asked what items can be value engineered out of the project. Mayor Maio asked if any changes are made to the project will it impact the meeting with the DOT. Mr. Keller stated the DOT will be providing the issues with their design exception process. Administrator McNeilly stated the meeting is also taking place to review the 12 page checklist in detail and to get their input on what to expect with the project. Mr. Keller stated the key elements of the grant are the lighting of the walkways, the bike path, the pedestrian enhancements and streetscape beautification. If for example the curb returns are changed at Lenape Drive that will not be a concern to the DOT. Mayor Maio stated if the cost to make this change is too expensive it will have to be eliminated. Mr. Keller stated it is a pedestrian issue. The South end is critical due to the higher pedestrian movement to cross there. The proposed change will reduce the exposure time for the pedestrians in the road by half. Mayor Maio stated to consider an additional \$400,000 along with the other capital items for this year would be approximately a million and a half dollars in bonding. The annual capital amount is usually \$300,000. Mr. Keller stated this is why the discussions need to happen now. Once the project moves past the 30% construction drawings, the next stage begins with more detailed designs and a more defined cost estimate.

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.

ENGINEER'S REPORT (continued)

Capital Budget – Mr. Keller reviewed the documentation listing the Infrastructure/Capital Program Budget. The various roadway projects are outlined including the removal of the hump on Maple Terrace which is estimated at a cost of \$30,000 and the Pedestrian Crossing Flashers. A grant for the Pedestrian Crossing Flashers was applied for but the Borough did not receive the grant.

Port Morris Pump Station – Mr. Keller stated the Port Morris Pump Station Rehabilitation is important from an infrastructure standpoint. It is a big ticket item but it is a potential weak link. Six or seven years ago a repair was made to the pump station to replace the mechanism which grinds the material because the teeth were worn away. Maintenance is a constant issue. The pumps and the control panel are located 12 feet below ground in a 4 foot diameter tube which is a confined space. If the pump station fails and a temporary pump is brought in, there is nowhere to connect it to. No bypass exists. Administrator McNeilly stated the equipment is over 40 years old and has surpassed the end of its life. Mayor Maio asked if the pump station and the force main, which totals \$1,257,000 should be done as an infrastructure trust project. Administrator McNeilly stated, from a cash management standpoint, the pump station has multiple variable failure points and it is at its end of life. The force main is just as old but if a portion of it goes bad; it can be repaired or replaced. It only has one type of failure, either it works or it does not. Administrator McNeilly stated the pump station has to be rehabilitated now. The force main could wait. Mayor Maio asked Mr. Keller if the pump station has to be done this year. Mr. Keller stated as the Borough Engineer he is not telling the Governing Body what has to be done. Mr. Keller stated the pump station is the weakest link in the infrastructure and it is a priority. Mayor Maio stated \$600,000 is twice the amount the Borough usually bonds for. Councilwoman Kuncken stated in order to obtain a loan through the trust the amount has to be a minimum of one million dollars. Much discussion took place regarding how to fund the project.

Mayor Maio asked if road work would need to be bonded for this year. Dana Mooney, CFO, stated she received an email from Ray Sarinelli, Borough Auditor, and he recommends putting a down payment on, obtain a bond and fund the debt over time later. The problem with the infrastructure trust has is that the project has to be included from the beginning. Mr. Keller stated the infrastructure trust has changed and is now done on a rolling basis. It is now the I-Bank and there are no set deadlines. Mr. Keller stated he is unsure if any of the criteria has changed with regard to loan amounts. Administrator McNeilly stated his concerns and Mr. Keller's have been acknowledged and he suggested setting this issue aside and continuing the budget discussion to see what other projects surface.

Road Projects – Councilwoman Kuncken asked for the list to be prioritized. Mr. Keller said to take a step back and look at the roadway side. Musconetcong Avenue and Walton Place resurfacing are entered as a local aid request. The construction estimate is \$260,000 and we requested \$250,000. The Borough has never received more than \$200,000. If that comes through, the Borough would be noticed during the summer and would then have 18 months for it to be awarded. This could be a 2019 project. The water projects, in part or in whole, the numbers are big for any one of the projects. The two smallest projects are to complete the elimination of the four inch lines located in the area of Central Avenue, Roberts Place and Lakeview Terrace. The combined total is \$400,000 and when combined with Young Drive and MaryAnn Terrace the total is over \$1,000,000. Much discussion took place regarding the work to be done at these locations.

Other Projects – Mayor Maio compiled a list of other projects and the costs: Contribution to Ambulance Squad \$75,000; Dump Truck \$78,000; and a Fire Truck \$535,000. The list does not include any roads or the communication tower, the new recording system, lighting in DPW garage. Administrator McNeilly stated the cost of the fire truck alone is \$200,000 more than the Borough usually spends. Much discussion took place regarding long term bonding. The Borough Auditor had suggested in prior discussions to go with long term bonding for a total of \$3,000,000 over twenty years. The fire truck, the pump station and the water projects are twenty year projects. Administrator McNeilly stated the water projects could go through the trust fund. Ms. Mooney stated interest rates are increasing and locking in a lower rate is recommended. Administrator McNeilly stated if the Governing Body wants to know the cost implications for the \$1.468 million water improvement and the \$1.275 million in the sewer utility, those figures will have to be obtained. There are not enough funds to move around to cover these costs or for a bond payment. Mayor Maio stated the roadway project to be done this year is Hickory Drive, Oak Drive and East Drive at a cost of \$195,000. The communication tower also needs to be done this year at a cost of \$35,000. The Police Department has requested new firearms and workstations. The Fire Department has requested turn out gear. New recording equipment is needed. Councilwoman Kuncken asked what projects could be included in the usual bonding amount of \$300,000 to \$350,000. Is it possible to do that in the manner it is usually handled and separate out the other projects. Ms. Mooney stated the projects can be listed in the capital plan and the Governing Body could make a determination whether to proceed with them in a month or three months. When the decision is made to move forward with the project, a bond ordinance is obtained and a down payment is made. Ms. Mooney stated at this time the Borough is cash poor in capital due to the fact the grant money has not been received yet for the sidewalks. Much discussion took place regarding the timing and procedures for funding the projects. Mayor Maio stated the list of projects (up to Oak Drive) totals \$903,680 plus \$603,500 equals \$1,507,180. Mayor Maio stated another \$75,359 has to be added which is 5% of the total. Ms. Mooney reviewed the projects included in the total. Additional funds were added for the dump truck. Mayor Maio stated the new total for the projects is \$1,559,180 and 5% of that is now \$77,959 for a final total of \$1,637,139. Ms. Mooney stated the water capital projects are not included at this time. Mayor Maio stated in order to please the Borough Auditor the Borough would have to pay down \$1,637,000. Administrator McNeilly stated this would be done by going to long term bonding. Mayor Maio asked if the Governing Body wants to commit to \$1,637,000 in capital expenses this year. Councilwoman Kuncken stated all the other projects are not going to go away. Councilman Romano stated sooner or later the Borough has to move forward with the projects, putting them off just makes things worse. Councilwoman Zdichocki stated the interest rates are going to increase too.

Mayor Maio asked the Governing Body if they are in approval of moving forward with this capital plan for this year. Mayor Maio took a straw poll vote. The results are as follows:

Councilwoman Zdichocki – yes	Councilwoman Kuncken – yes
Councilman Riccardi – yes	Councilwoman Thistleton – yes
Councilman Thornton – yes	Councilman Romano – yes

Administrator McNeilly confirmed the capital projects will consist of all the projects on the list from Oak Street and above with the addition of the pump station. Mayor Maio asked Ms. Mooney for her input. Ms. Mooney stated she is a firm believer in long term funding, especially bonding. Administrator McNeilly stated the Borough has done this in the past and it has worked very well by taking advantage of the low interest rate. Now it is time to do that again long term. Mayor Maio asked Mr. Keller if he is comfortable with the project list. Mr. Keller confirmed this. Ms. Mooney stated she will send the information to the Borough Auditor in the morning for his input. Mayor Maio asked Ms. Mooney to ask the Borough Auditor how this will affect the

Borough next year in the event that the Borough decides to bond for everything else on the list next year. Mayor Maio stated the list has to be maintained and updated regularly.

Document Scanning – Mayor Maio stated the document scanning is not on the list at this time. Administrator McNeilly stated the scanning for the Construction Department consists of 65 boxes at a cost of \$27,000. Administrator McNeilly distributed the quote from Foveonics. There is a one-time set up charge of \$350 and a monthly charge of \$300. Once the documents are scanned and become permanent files, the actual paper documents can be destroyed. Ms. Mooney will ask if the scanning costs can be bonded.

Flow Meters – Administrator McNeilly stated the Governing Body had previously discussed installing the flow meters in the month of March. Mr. Keller stated he has obtained the updated proposal. Mayor Maio stated this project does have to take place in March.

LUB Application Updates – Mayor Maio stated there was a Land Use Board meeting last night with regard to the gas station/convenience store for Route 206. The application was approved. The resolution will be on the Land Use Board Agenda next month. Mr. Keller stated information is still needed with regard to the projects standing with the NJDOT. Administrator McNeilly stated there were some issues with the department they were dealing with and the second driveway. Apparently that department was unaware that the speed limit had been lowered.

Mayor Maio asked Mr. Keller for an update on the project for the property located next to the Municipal Building. Mr. Keller stated he is waiting for revised plans. The architectural plans and the site plan do not match. Their professionals have to make the corrections. Mr. Keller stated the plans were approved in 2016. The last review Mr. Keller made was in June 2017.

Mayor Maio and the Governing Body thanked Mr. Keller for attending this evenings meeting.

ADMINISTRATOR'S REPORT

State Park – Administrator McNeilly stated Melissa from the State park is filling out the application for the trails. There were some concerns about where the trail was crossing and why it was so close to the water. Administrator McNeilly stated he provided the information to Melissa. Melissa will be submitting the application for land use approval to DEP. Once the approval is received, Melissa will provide the Borough with the approved paperwork. The Borough will then replace reference to the State information and insert the Borough's and submit the application. Mayor Maio stated Melissa is of the opinion the approval should be received before the spring.

Lake Musconetcong Dam Repair – Administrator McNeilly stated work at the lake down below and by the dam is almost complete. The ends are being worked on now. Work is moving quickly due to the fact their permit expires at the end of this month. The work to be done on the Borough's side is not covered by the permit and as such that work is not being done at this time. Administrator McNeilly stated the original door to the gatehouse could not be opened and had to be replaced. In order to move the water out of the lake they were running it through the pipe into the canal. The force of the water was so great that it helped to clear out the spillway which has not had water in it for quite some time.

WORK SESSION

James McNeilly Scholarship (Stanhope School) – Mayor Maio stated a request has been received from the Stanhope School requesting a donation of \$100 for the James McNeilly Scholarship. Mayor Maio asked the Governing Body if they were in favor to providing the donation again this year. There were no objections. Mayor Maio asked the Clerk to contact Stanhope School.

Goose Addling – Mayor Maio stated the Borough of Netcong has been paying to have goose eggs addled in an effort to curtail the goose population. The process is working on Netcong's side of the lake. The EPA and the DEP contacted Netcong and stated the addling should be done to the entire lake in both park areas. Netcong has agreed to give the funds they are currently spending to the Lake Musconetcong Regional Planning Board (LMRP) in order for the LMRPB to use volunteers to do the egg addling. The LMRPB would like permission to do the addling at the Borough's parks. Mayor Maio is of the opinion the Borough should permit the LMRPB to do the egg addling as long as it will not cost the Borough anything and the Borough will not be held accountable or responsible. If the Governing Body approves the egg addling, a letter

granting permission needs to be sent to the LMRPB. Councilman Riccardi asked if the geese have been a problem. Mayor Maio confirmed the geese do make a mess of the park. Administrator McNeilly stated the island in the lake is a particular problem due to the fact there are no natural predators there. The Governing Body had no objections to granting permission to the LMRPB. Mayor Maio asked the Clerk to draft a letter to the LMRPB and to have the letter reviewed by the Borough Attorney.

TAP Grant (Sparta Road Project) – No further discussion at this time.

2018 Budget/Capital – No further capital discussion at this time.

Administrator McNeilly stated Ms. Mooney, CFO, has provided budget sheets for revenue, capital and updated yellow budget sheets. Administrator McNeilly provided a list of changes and information the Governing Body requested at the last meeting. These changes are reflected in the updated budget sheets. Administrator McNeilly and Dana Mooney, CFO, reviewed the list as follows:

Sheet 3-a Line 033 should have been updated to reflect the new cost from Millennium Strategies. Detail is provided on Sheet 3-a-1.

Sheet 4-a Payroll has decreased because more was attributed to water and sewer due to shared costs. Sheet 4-a-4 payroll services spreadsheet was provided.

Sheet 5-c Line 020 Affordable Housing-COAH was reduced to \$1,000. Line 321 Regional Planning Board was increased to \$14,000. Line 322 Lake Treatment was reduced to \$1,500.

Sheet 6-a There is cost sharing for insurance. Line 520 Worker Compensation was shifted because it was distributed between budgets. This line item was decreased.

Sheet 7-a-2 Question: What was purchased in sub-account 022 that over extended the line by \$548.50? Answer: Two additional publications were needed as a result of Bail Reform which was finalized after the budget was adopted last year. There were also increases in regular subscriptions.

Sheet 7-a-2 Question: What was purchased in line 025 that over extended the line by \$288.84? Answer: Unanticipated need to replace the O2 cylinder and valves in the police car.

Sheet 7-a-2 Question: Why is Line 026 increased to \$900 for convention? Answer: The Chief attends every other year. The anticipated cost is \$900.00 for 2018.

Sheet 7-a-2 Question: What was purchased in line 028 Equipment Repair that over extended the line? Answer: A repair of the panic buttons on both sides of the building and central alarm was done. In addition, there was a gun holster and ammo pouch repair.

Sheet 7-a-2 Question: What was purchased in line 030 that over extended the line? Answer: A training program for Active Shooter Training was attended but was not scheduled until after the 2017 budget was in place. Administrator McNeilly stated this was an important training application for both of the schools.

Sheet 7-a-2 Question: What is the cost of the uniform for the most recent police officer? Answer: \$2,150.00

Sheet 7-a-2 Question: Why is ammunition going so low? Answer: The sub-account was \$1,775 but needed to be increased by \$1,000 for a total of \$2,775. Moved \$1,000 from the sub-account 099 Accreditation Training.

Sheet 7-a-2 Question: What was purchased in line 080 that over extended the line? Answer: The psychological exam for the Sergeant Promotion.

Sheet 7-a-2 Question: What is the cost detail for line 099. Answer: Administrator McNeilly stated the 41,000 is the renewal fee for the accreditation. Mayor Maio stated it appears the overall budget has been increased by \$1,000. Administrator McNeilly will ask for further detail regarding this line item.

Sheet 7-b Line 202 has been increased by \$1,000 for the Ambulance Squad.

Sheet 8-a Line 026 Road Maintenance Trim and Removal. Administrator McNeilly stated after further discussion with the DPW Acting Superintendent, a recommendation was made to change the amount from \$5,000 to \$8,000.

Sheet 8-a-2 Line 030 Question: Where is the Borough with the prismatic signage change over? Answer: The DPW Acting Superintendent has indicated all stop signs and speed signs have been replaced. Over time the yellow advisory signs and parking signs will be replaced.

Sheet 8-a-2 Line 029 Question: The white sheet budget amount is \$2,439 and the green sheet stated \$285.94 expended last year, which is correct? Answer: This was a clerical error. The correct figure is \$285.94.

Sheet 8-b Solid Waste and Recycling forecast for upcoming contract. Administrator McNeilly has asked several towns for information and the responses have been in the 3%-9% increase on initial year and then 0%-3% on remaining years. Administrator McNeilly recommends placing \$8,500 to \$10,000 in the Flow Control line as a contingency until we receive bids in May. The contract will affect 7 months for 2018 and this amount should be sufficient. Ms. Mooney stated she has increased the line item by 5%. Administrator McNeilly stated due to the Borough's location we generally do not receive many bids.

Sheet 8-b Line 561 Question: What is the line item and how is it used? Answer: This is a State mandated budget item – not spent but is based on prior year recycling tax. Ms. Mooney stated this is not paid to anyone and technically the recycling budget could be reduced by this amount but the State wants to see it called out.

Sheet 8-c Line 036 Porta John Quote – ARF (A Royal Flush) has a State Contract at \$68.00/month. The current funding level will cover the 8-9 months (March 1st – November 1st) as needed with some extra if the Borough has any special events.

Sheet 9-a Line 321 Question: Are they expecting this to accumulate? Answer: Administrator McNeilly sent an email to Shade Tree requesting information. The request is to return the category back to supplies and take the amount to \$175.

Sheet 9-1 Line 325 Question: How was Ron Farr, the Forrester, paid? Answer: Last time Ron Farr was paid was on 1/9/2017 with funds from 2016. Ms. Mooney stated a purchase order was created in 2016 to encumber the funds ahead of time and then paid him in 2017 from 2016 funds. Ms. Mooney stated now the funds will be budgeted in the proper year.

Sheet 9-b Question: What happened to line 523 Police 2016 Ford Utility to cost so much? Answer: Spectrum Communications had to rewire the lights and the radio system for \$1,960.00.

Sheet 9-b-2 A full breakdown on Fire Department repairs was requested at the last meeting. Administrator McNeilly provided three pages of detailed information. Mayor Maio stated she is of the opinion the brush truck was purchased due to the fact it was a State requirement to fight brush fires. Administrator McNeilly stated the brush truck was purchased by the Fire Department and donated to the Borough. Councilwoman Kuncken stated she spoke with the Fire Chief to let him know the Governing Body has some questions to go over with him.

Sheet 10-a Question: Line 072 Recreation Trips and Dances, the white sheet shows an expenditure of \$875. The updated green sheet does not list the expenditure. Where did it go? Answer: Bus trips run through the revolving fund. Trips are paid in full by attendees. When the trip is scheduled a deposit must be made but the funds have not been collected yet. Funds are used from the Current Fund. Once all the money is collected the expenditure zeros out.

Sheet 10-d Question: Line 022 Why are cell phone costs decreasing? Answer: Cell phones are now being split across the three budgets. Ms. Mooney stated the overall cost is actually increasing due to the fact the Detective will be getting a smart phone. The smart phone has to be integrated with the computer system and must have a camera for evidence purposes. Ms. Mooney stated the cost associated for the Detective phone is \$636.

Sheet 11-a Question: Lines 120 PERS, 220 SS, 520 PFRS – Council asked for explanation of increase at the last meeting. Ms. Mooney stated this year there was a 12.22% increase in the PERS payment which is the largest increase in a while. The payment this year is based on June 30, 2016 figures. A new detail page was provided 11-a-2.

Sheet 11-b Question: Line 021 Why is this subaccount for stormwater overspent? Answer: Additional supplies were needed for Linden Avenue, Hill Road and McKinley Street for the catch basin repair work.

Sheet 11-c Question: Why is Line 496 on this sheet and not 12-a? Answer: This is a State mandated account number and has to be in numerical order – we do not use it.

Sheet 11-c Question: Line 021 Are charges supposed to be listed for road repair? Answer: Short answer is no. Ms. Mooney explained in 2016, \$25,000 was put into the budget as it is every year, in 2016 the funds were not used at the end of the year. In 2017 the Borough budgeted \$25,000 as usual and meanwhile all of last year Ms. Mooney kept coding to use the older funds first. The 2017 funds of \$25,000 were not used at all. The balance from 2016 has been transferred into general capital as a reserve for road improvements which is approximately \$21,000. There is \$25,000 in appropriation reserves. It does not move to capital until next year. Ms. Mooney stated the Governing Body can choose to not budget \$25,000 this year. Additional funds are going to be needed to increase the capital improvement fund. Ms. Mooney recommended moving the funds this year and then moving the funds back next year. Ms. Mooney asked the Governing Body if they want to take \$25,000 for the 2018 budget and use it to increase the capital improvement fund to \$85,000. Next year the 425,000 would be moved back to the line item and the capital improvement fund would go back to \$60,000. The Governing Body agreed.

12-a-1 Lists the total expenditure budget. Ms. Mooney stated the monthly cost for document scanning has not been included in this figure. Administrator McNeilly suggested the cost be budgeted under Software/Maintenance. After adding the document scanning amount the final budget total is \$4,843,426.50. This is a decrease of .67%. Mayor Maio questioned the \$200,000 difference between the 2017 changed figure and the 2018 requested budget amount. Ms. Mooney stated there are still bills from 2017 to be paid. Administrator McNeilly stated the comparison needs to be made to the final budget amount to the amount requested. The charged amount is a reflection of money that has not been spent for whatever reason and thankfully it is on the correct side. Last year the Borough had a substantial amount of funding unspent from 2015. The Borough was able to go net positive on changing the payment for the bond note from \$305,000 to \$389,500, bought the Ventrac and the pickup truck for cash. The \$200,000 will benefit the Borough in 2019 as part of unutilized funding which comes back in. Administrator McNeilly stated we do not have this same situation from the 2016 budget.

4-b A new line item will be added to this page for document scanning. The budget amount is \$3,600 (\$300 per month).

Mayor Maio asked Ms. Mooney for the current revenue increase. Ms. Mooney stated the increase on the levy right now would be 2.66, which is unacceptable. The budget itself has decreased but the revenues have not necessarily increased, although some have. At this time the increase on the average home is approximately \$40. Mayor Maio stated further cuts need to be made. Ms. Mooney stated a discussion needs to take place regarding the adjustment with water and sewer. A Special Budget Meeting was scheduled for Tuesday, February 20th, at 7:00PM.

NEW BUSINESS

ORDINANCE

Mayor Maio offered the following ordinance for Introduction and First Reading which was read by title:

Ordinance for Introduction [Public Hearing on February 27, 2018]

Ordinance 2018-01

CALENDAR YEAR 2018 ORDINANCE OF THE BOROUGH OF STANHOPE, COUNTY OF SUSSEX, NJ TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Mayor and Council of the Borough of Stanhope in the County of Sussex finds it advisable and necessary to increase its CY 2018 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Mayor and Council hereby determines that a 1.0% increase in the budget for said year, amounting to \$35,285.41 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Mayor and Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Mayor and Council of the Borough of Stanhope, in the County of Sussex, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2018 budget year, the final appropriations of the Borough of Stanhope shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$123,498.94, and that the CY 2018 municipal budget for the Borough of Stanhope be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

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

Roll Call:

Councilwoman Kuncken – yes
Councilman Riccardi - yes
Councilman Romano - yes

Councilwoman Thistleton - yes
Councilman Thornton – yes
Councilwoman Zdichocki – yes

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

RESOLUTIONS

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

Resolution 045-18

Governor's Council on Alcoholism and Drug Abuse Fiscal Grant Cycle July 2014 - June 2019

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and drug Abuse in 1989 to educate and engage

residents, local government and law enforcement officials, schools, non-profit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, the Borough Council of the Borough of Stanhope, County of Sussex, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages: and therefore, has an established Municipal Alliance Committee; and,

WHEREAS, the Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and

WHEREAS, the Borough Council has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Sussex;

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Stanhope does hereby recognizes the following:

1. The Borough Council does hereby authorize submission of a strategic plan for the Lenape Valley Municipal Alliance grant for fiscal year 2019 in the amount of:

DEDR	\$11,420.00
Cash Match	\$ 2,855.00
In-Kind	\$ 8,565.00

2. The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administration compliance and audit requirements.

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

Roll Call:

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

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

Resolution 046-18

**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. 2017-020, representing 2016 property taxes and/or utility charges on Block 11601, Lot 4, known as 8 Dell Road, assessed to Gerald L & Latoya M Holeman, 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 #2017-020 and		
	Interest to Date of Meeting	\$	1,663.67
	Premium Paid by Lienholder		<u>1,600.00</u>
Total From Current Fund:		\$	1,663.67
Total From Tax Premium Account			1,600.00

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 047-18

**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. 2015-024, representing 2014 property taxes and/or utility charges on Block 11501, Lot 2 C0236, known as 13236 Dell Pl, assessed to Donna M Esposito, 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 BV Trst 2015-1 50 S. 16 th Street, Suite 2050 Philadelphia, PA 19102-2513
Redemption Amount:	Tax Title Lien #2015-024 and Interest to Date of Meeting \$ 10,962.07 Premium Paid by Lienholder <u>3,300.00</u>
Total From Current Fund:	\$ 10,962.07
Total From Tax Premium Account	3,300.00

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

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

Resolution 048-18

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF STANHOPE GRANTING APPROVAL TO
THE AMERICAN LEGION, MUSCONETCONG POST 278
TO CONDUCT A PARADE ON MEMORIAL DAY,
MONDAY, MAY 28, 2018**

WHEREAS, the Borough of Stanhope received a request from the American Legion, Musconetcong Post 278 to conduct their annual Memorial Day Parade through the Borough of Stanhope; and

WHEREAS, said parade is scheduled for Monday, May 28, 2018 to begin at 1:00 p.m. at the College Road School in Netcong and end at the American Legion, Musconetcong Post 278 on Route 183 in Stanhope.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey, hereby grants approval to the American Legion, Musconetcong Post 278 to hold a parade on Memorial Day, Monday, May 28, 2018 to begin at 1:00 p.m. at the College Road School in Netcong and end at the American Legion, Musconetcong Post 278 on Route 183 in Stanhope.

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

Roll Call:

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

PAYMENT OF BILLS

Resolution 049-18

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 13, 2018 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:

Councilwoman Kuncken – yes
Councilman Riccardi – yes
Councilman Romano - yes

Councilwoman Thistleton - yes
Councilman Thornton - yes
Councilwoman Zdichocki - yes

AGENDA ITEMS

All items listed on the Agenda for February 27, 2018 were approved.

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.

CLOSED SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231 P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

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

1. The public shall be excluded from discussion of and action upon the hereinafter-specified subject matter(s).
2. The general nature of the subject matter(s) to be discussed is as follows:
 - 1 - Litigation
3. It is anticipated at this time that the above stated subject matter(s) will be made public at the conclusion of each individual specified subject matter.
4. This resolution shall take effect immediately.

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

The Mayor and Council went into Closed Session at 9:40 P.M.

RETURN TO OPEN SESSION

At the conclusion of the Closed Session, the Mayor and Council reconvened the public meeting at 9:55 P.M. with all present.

ADJOURNMENT

On motion by Councilman Thornton, seconded by Councilman Riccardi, and unanimously carried by voice vote the meeting was adjourned at 9:55 P.M.

Approved:

Linda Chirip
Deputy Clerk for
Ellen Horak, RMC
Borough Clerk