

**MAYOR AND COUNCIL  
WORK SESSION AND  
AGENDA MEETING  
March 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	Councilwoman Thistleton - present
Councilman Riccardi – present	Councilman Thornton - absent
Councilman Romano – present	Councilwoman Zdichocki - present

Mayor Maio – present

**ENGINEER'S REPORT**

Mayor Maio invited Eric Keller, Borough Engineer, to come forward to present his report.

*TAP Grant (Sparta Road Project)* - Mr. Keller stated he has copies for the Governing Body of all of the estimates and the TAP grant application. Mayor Maio stated, for the public's benefit, the TAP Grant is a project which will include work on Sparta Road and the lighting of the paths from the Highpoint Condominiums to the school and from the Delaware Avenue path which goes to Lenape High School. Mr. Keller stated last month the Governing Body asked him to look into where we are, where we are going and how the costs can be controlled for the project. The TAP Grant is for the enhancements and the Local Aid Grant is for the milling and paving. The estimated cost at the time of the applications was \$1,250,000. The TAP Grant awarded is for \$825,000, which is basically everything the Borough asked for, and the Local Aid Grant is \$180,000. The amount requested for the Local Aid Grant was \$250,000. Based on these figures it was anticipated that the Borough would have to contribute \$175,000 for the overall project. There were some key items which were not included in the grant such as the gateway sign. The rectangular flashing beacons were not included because they were part of another grant application which the Borough did not receive. The original design included 20 lights for Sparta Road however, during the design phase it became apparent 25 lights were needed. The extra lights are an added expense along with all the associated conduits and wiring. There are some additional drainage improvements which have been added between the Little League Field and the Lenape Drive connections. The project at this time, without contingencies, is \$1.243 million which is right at the estimate of \$1.25 million. Mr. Keller stated the project is not far enough along for him to be able to say the project will cost this amount. Mayor Maio asked if the current estimate includes the items which were not part of the original application. Mr. Keller confirmed this and stated the contingencies of 10% are not included and the contingencies would be an additional \$124,000. The estimate with the contingencies would be \$1.36 million. Mr. Keller stated he has looked at the plan to see where costs can be cut without impacting the purpose of the grant and what we are trying to accomplish.

Mayor Maio asked Mr. Keller what the cost estimate was for the Local Aid Grant to mill and pave Sparta Road. Mr. Keller stated the construction estimate for the project was \$305,000, the Borough requested \$250,000 and we received \$180,000. Mayor Maio stated in her opinion the Borough was prepared to pay the difference for the Local Aid Grant. Mayor Maio does not want to hurt the TAP Grant for something that it is not affected by. The commitment to Sparta Road would have included the Borough paying the difference for the Local Aid Grant. Mr. Keller stated the difference for the grant is \$125,000. Mayor Maio stated she is good with that figure. Mr. Keller stated the grants total \$1,005,000. Adding \$125,000 brings the total to \$1,130,000 and if we get to the \$1.25 million, the Borough's contribution will be \$95,000. This does not include the contingencies. At this time the construction costs are too high. When the contingency costs are factored in we will be over that amount. There will be additional costs for items such as engineering, oversight, inspections and construction administration, as well as the cost for the engineers design proposal. Mr. Keller stated when a road is repaved; all the inlet castings must be made compliant with regulations for water quality. There are a lot of inlets along Sparta Road. If the DPW starts now and makes any necessary repairs and brings the inlets into compliance, the Borough can remove this issue from the contract which will save approximately \$10,000 - \$15,000. Administrator McNeilly stated once the weather permits this work can begin. Mr. Keller stated he will remove the manhole wraps for the sanitary sewers which will save \$7,000. The island which will be created by the Little League Field was going to be dressed up at a cost of \$1,500. Perhaps just grass will be planted. The trail from Elm Street to the High School has some overhanging trees which need to be cleared. Instead of having the contractor do this work, the Borough can have Peterson's do the tree work and that should save approximately \$5,000. Benches were proposed for installation along the Lenape Valley Trail. Removing the benches from the plan will save \$5,000. A more elaborate access gate was proposed for the trail at the Elm Street pathway. The existing one is not in good shape. A more basic gate can be installed. Mayor Maio stated she would like to see the choice for the gate first. Mr. Keller stated an add alternate or a delete alternate can always be included. The largest cost item is the gateway sign. Currently the cost estimate for the sign is \$40,000. Mr. Keller asked the Governing Body for their vision and what the budget should be for the sign. Much discussion took place regarding the sign. The Governing Body made the decision to set the budget for the sign at \$10,000. The suggestion was made to install a sign similar to the existing Stanhope signage. Mr. Keller stated at this time, without touching the gate at the Lenape Valley Trail, the cost reduction is at \$63,000, making the new total \$1,180,000. The additional 10% would bring the total to just under \$1.3 million. Costs will continue to be reviewed and reduced where possible.

Route 183/206 Sidewalk Project – Eric Keller, Borough Engineer, stated the DOT has inspected the Route 183/206 Sidewalk Project and there are two issues. The breakaway sign was installed improperly and needs to be fixed. The second issue is that DOT wants an affirmation from the Borough stating there is enough manpower to maintain the sidewalk. The sidewalk was inspected in February, after the winter storms, and there were leaves and grit on the sidewalk. Administrator McNeilly stated JCP&L had caused some rutting issues by driving on the sidewalk and that is being addressed. Administrator McNeilly stated he will send a response to DOT stating in addition to the Borough's commitment of its own \$90,000 sidewalk along the State highway, the Borough has purchased a \$40,000 piece of equipment to insure that the area will be kept clear. Discussion took place regarding the DOT requests. Mr. Keller stated a final change order will be processed with Your Way Construction and that will complete the project.

Inflow and Infiltration (I&I) Flow Meters – Eric Keller, Borough Engineer, stated the flow meters will be installed on Thursday. They will remain in place for two months and will record flow data at five locations. The meters will be located at Lloyd Avenue near Canfield Street, (the original plan was to place the meter at Lloyd Avenue out by Brooklyn Road but the manhole is 20 feet deep), two meters will be placed on either side of the Port Morris Pump Station in the easement areas. Last fall DPW cleaned the front portion of the easement toward the point. The meters will be installed in the manholes on either side to the west of the weed harvester. The line was videotaped going in the other direction and no visual evidence of infiltration was found but that does not mean it is not coming in through the joints or the lateral connections. One will be installed on Musconetcong Avenue upstream of the pump station and one on Plane Street which heads to the trunk line. Administrator McNeilly stated the meter on Plane Street will provide verification that the meter chamber is accurate. Mayor Maio asked if the meter on Musconetcong Avenue will indicate activity of sump pumps on Musconetcong Avenue which is a concern. Mr. Keller stated the meter will pick up Hill Road, lower Maple Terrace, Spring Lane and a portion of Musconetcong Avenue. The meter on Plane Street will pick up the Port Morris Pump Station flows and the Musconetcong Pump Station flows. Administrator McNeilly stated

the last MSA meter reading was at 78%, which put us over the 75% for one month's reading. Over the past 14 months there is something amiss. It goes up and down and does not necessarily track with the weather. Mr. Keller stated the data will be analyzed, compared with the rain data and the next steps will be identified. Administrator McNeilly stated the proposal will be discussed at the meeting at the end of the month.

Mayor Maio and the Governing Body thanked Mr. Keller for attending this evening's meeting.

Mayor Maio amended the agenda for the benefit of the public and moved to the Work Session at this time.

## **WORK SESSION**

*Ordinance Restricting Parking on Maple Terrace* – Mayor Maio stated the hill on Maple Terrace is a blind hill and is not a safe area. The long term plan is to level the hill however, at this time the work will not be done this year and it may not be done next year due to the infrastructure work required. The hill is unsafe with regard to travel patterns. The Borough is going to restrict parking on the hill in order for cars to stay to their side of the hill and avoid moving to the center of the road which could result in meeting someone coming from the opposite direction. Administrator McNeilly stated each property owner has been provided with a map. The parking restriction will be on both sides of the road from the corner of Brooklyn Road for a distance of 325 feet. Much discussion took place regarding the area for the parking restriction.

*Mayor Maio opened to the public for questions or comments on this topic only.*

*James Benson*, 22 Maple Terrace, stated according to the tax map, the restriction on the south side of Maple Terrace starts at Lot 17 and is closest to Mr. Calvert's mailbox where the road starts to slope. Mr. Benson stated there is a hidden driveway sign which lines up with his front door and is basically located in the middle of the block. Mr. Benson stated his mailbox is on the property line between Lot 17 and Lot 16.01. Mr. Benson stated in his opinion the length of the restriction should be extended to include the area where his mailbox is located. The character of the neighborhood has changed over the years and putting the restriction in place as shown will just push the problem further up the hill or down the block, which he is not in favor of. If the parking restriction goes to Mr. Calvert's mailbox, cars will be parked right up to that mailbox causing an issue for Mr. Calvert. In addition, this will create a bigger blind spot as you look down the hill. It is a very sharp drop. Councilwoman Zdichocki stated several options have been discussed previously such as changing the street to be one way, making no changes and hoping no one gets hurt or this option to create a parking restriction. Discussion took place regarding the pros and cons of a parking restriction on one side of the road along with the number and types of vehicles usually parked on the road. Mayor Maio asked the Governing Body if they are in agreement with Mr. Benson's recommendation to move the parking restriction up to the location of his mailbox. Mr. Benson asked if the no parking sign could be placed on the other side of his property along with the hidden driveway sign which is now located in line with his front door. Administrator McNeilly stated Mr. Benson's recommendation is to bring the zone in its entirety up to the boundary between Lot 16.01 and Lot 17. Mr. Keller stated the ordinance can be written with different distances for each side of the road if necessary. Mayor Maio confirmed with Mr. Calvert that the area located across from Mr. Benson's mailbox is not in line with his driveway.

Mayor Maio asked if anyone else in the public would like to comment.

*Matt Cinnotti*, 46 Brooklyn Road, asked if this has always been a safety issue, why it is just now suddenly being addressed. What has changed? Mayor Maio stated the amount of traffic has increased and cars are now being parked in this area. Mr. Cinnotti asked where the cars will go which are currently parking in the area. Mayor Maio stated all the homes have driveways and there is enough off street parking. Councilwoman Kuncken stated this route has a significant amount of school traffic in the mornings and afternoons. There are also children walking in this area. The speed in which people are traveling through the neighborhood area is excessive despite the Borough's efforts to maintain the speed limits. Mayor Maio stated a concern was raised by one of the bus drivers who drives through this area on route to Lenape High School. Mr. Cinnotti asked if the change will affect the crossing guard who parks outside his house. Mayor Maio stated the crossing guard will have to park on the other side of Maple Terrace. Mr. Cinnotti stated there was mention of an infrastructure change to address the slope and if it is

changed would the parking restriction be eliminated? Mayor Maio stated the Borough is researching the option of removing the slope but it would be costly.

Mayor Maio asked if there were any additional comments or concerns, seeing none, Mayor Maio thanked Mr. Cinnotti, Mr. Benson and Mr. Calvert for their input and for attending tonight's meeting.

### **ADMINISTRATOR'S REPORT**

Nixle – Administrator McNeilly stated some complaints have been received regarding the overlap of Hopatcong's Nixle messages. Nixle has been contacted and they are working on the issue.

Summer Recreation Program – Administrator McNeilly stated Byram Township has a new Recreation Director and Byram is beginning to layout their summer recreation program. Councilwoman Thistleton stated she and Councilman Riccardi attending a meeting with Netcong. The Netcong representative is trying to contact the new Byram Township Recreation Director regarding the summer program. Another meeting is scheduled for Monday night. Councilman Riccardi stated the Stanhope and Netcong art teachers are both interested in participating with the summer program.

Pot Hole Repair – Administrator McNeilly stated it is that time of year when complaints will be coming in regarding pot holes. During this time of year repairs can only be made with cold patch.

Easter Egg Hunt – Administrator McNeilly stated he has received an email from the Recreation Chairperson regarding the possible need for an alternate location for the egg hunt. If the snow has not melted, the egg hunt will not be able to take place at the park. Mayor Maio stated the Recreation Chairperson has met with the Ambulance Squad Captain and they have worked out a backup plan for the egg hunt to take place at the Squad Building.

Solid Waste and Recycling – Administrator McNeilly stated the resolutions authorizing the Borough to go to bid for Solid Waste and Recycling have been added to the agenda for this evening. The State Statute requires a 60 day advertising period. The projected bid opening day is May 15<sup>th</sup>. The new contract will take effect on June 1, 2018.

Construction Department – Administrator McNeilly stated the Construction Official has notified him there has been a change in the permit regulations. Permits are no longer required for the following work: Appliance Replacement (Dish Washers, Dryers or Washers), Roofing, Siding, and Alarm System Installations. There are additional items which no longer need permits including some electrical work. The homeowner is still required to meet State code but the work is no longer inspected. The rough projection of lost revenue is \$14,000 to \$15,000 per year. The CFO has accounted for this in the revenue projection on the budget.

Banners – Administrator McNeilly asked for an update from the Community Development Committee regarding the banners. Administrator McNeilly asked if the choice has been finalized. Mayor Maio stated she was of the opinion no further discussion was needed once the number of banners was determined. Administrator McNeilly stated he will follow up on the banners.

Budget Personnel – Administrator McNeilly stated there was a memo included in the budget paperwork relative to a specific employee and he does not recall a discussion on the matter. Mayor Maio stated it was stated at the meeting that the increase was for all employees other than those were required to get other raises. The memo is not going to be addressed. Councilwoman Zdichocki stated she is of the opinion a discussion should be held. Administrator McNeilly stated any discussion would have to be done in Closed Session. Administrator McNeilly stated he is of the opinion the memo needs to be answered. Mayor Maio asked the Clerk to add the Closed Session discussion to the next agenda and to send a RICE Notice.

### **WORK SESSION**

Mayor Maio stated no further discussion is required at this time with regard to the parking restriction on Maple Terrace, flow monitors or the TAP Grant. Mayor Maio asked the Governing Body if there were any additional items to be discussed. There were none.

**NEW BUSINESS**

**ORDINANCE**

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

*Ordinance for Introduction and First Reading [Public Hearing on March 27, 2018]*

**Ordinance 2018-03**

**BOND ORDINANCE PROVIDING FOR THE IMPROVEMENT OF SPARTA ROAD AND VARIOUS TRAILS IN AND BY THE BOROUGH OF STANHOPE, IN THE COUNTY OF SUSSEX, NEW JERSEY, APPROPRIATING \$1,095,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$90,000 BONDS OR NOTES OF THE BOROUGH FOR FINANCING SUCH APPROPRIATION.**

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

Section 1. The improvement described in Section 3 of this bond ordinance is hereby authorized as a general improvement to be made or acquired by The Borough of Stanhope, New Jersey. For the said improvement or purpose stated in said Section 3, there is hereby appropriated the sum of \$1,095,000, said sum being inclusive of all appropriations heretofore made therefor, including the sum of \$180,000 received or expected to be received by the Borough from the New Jersey Department of Transportation and the sum of \$825,000 received or expected to be received by the Borough from the United States of America's Transportation Alternative Grant program as grants-in-aid of financing the said improvement or purpose.

Section 2. For the financing of said improvement or purpose and to meet the part of said \$1,095,000 appropriation not provided for by application hereunder of said grants, negotiable bonds of the Borough are hereby authorized to be issued in the principal amount of \$90,000 pursuant to the Local Bond Law of New Jersey. In anticipation of the issuance of said bonds and to temporarily finance said improvement or purpose, negotiable notes of the Borough in a principal amount not exceeding \$90,000 are hereby authorized to be issued pursuant to and within the limitations prescribed by said Local Bond Law.

Section 3. (a) The improvement hereby authorized and purpose for the financing of which said obligations are to be issued is the improvement of Sparta Road in and by the Borough thereof by the construction or reconstruction therein of new roadway pavements at least equal in useful life or durability to a roadway pavement of Class B reconstruction (as such term is used or referred to in section 40A:2-22 of said Local Bond Law), and the construction of pedestrian pathways and streetscape improvements in the vicinity of the Lenape Valley Regional High School and Valley Road, including all lighting, pedestrian and bicycle pathways, sidewalks, curbing, crosswalks and signage, together with for all the aforesaid all milling, landscaping, curbing, drainage facilities, equipment, site work, work and materials necessary therefor or incidental thereto, all as shown on and in accordance with the plans and specifications therefor on file or to be filed in the office of the Borough Clerk and hereby approved.

(b) The estimated maximum amount of bonds or notes to be issued for said purpose is \$90,000.

(c) The estimated cost of said purpose is \$1,095,000 the excess thereof over the said estimated maximum amount of bonds or notes to be issued therefor being the amount of said \$1,005,000 grants.

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

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

- (b) The period of usefulness of said purpose within the limitations of said Local Bond Law, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is ten (10) years.
- (c) The supplemental debt statement required by said Local Bond Law has been duly made and filed in the office of the Borough Clerk and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey, and such statement shows that the gross debt of the Borough as defined in said Local Bond Law is increased by the authorization of the bonds and notes provided for in this bond ordinance by \$90,000, and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.
- (d) An aggregate amount not exceeding \$90,000 for interest on said obligations, costs of issuing said obligations and other items of expense listed in and permitted under section 40A:2-20 of said Local Bond Law may be included as part of the cost of said improvement and is included in the foregoing estimate thereof.
- (e) This bond ordinance authorizes obligations of the Borough to be issued for a project funded by a grant from New Jersey Department of Transportation and pursuant to section 40A:2-11(c) of said Local Bond Law no down payment is required for such obligations.

Section 5. The funds from time to time received by the Borough on account of the grants referred to in Section 1 of this bond ordinance shall be used for financing the improvement or purpose described in Section 3 of this bond ordinance by application thereof either to direct payment of the costs of said improvement or purpose, or to payment or reduction of the authorization of the obligations of the Borough authorized by this bond ordinance. Any such funds so received may, and all such funds so received which are not required for direct payment of such costs shall, be held and applied by the Borough as funds applicable only to the payment of obligations of the Borough authorized by this bond ordinance.

Section 6. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer, provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with the notes issued pursuant to this bond ordinance, and the Chief Financial Officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. §40A:2-8. The Chief Financial Officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the dates of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body of the Borough at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the principal amount, interest rate and maturities of the notes sold, the price obtained and the name of the purchaser.

Section 7. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and interest on the said obligations authorized by this bond ordinance. Said obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy ad valorem taxes upon all the taxable property within the Borough for the payment of said obligations and interest thereon without limitation of rate or amount.

Section 8. The capital budget or temporary capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith and the resolutions promulgated by the Local Finance Board showing all detail of the amended capital budget or temporary capital budget and capital program as

approved by the Director, Division of Local Government Services, are on file with the Borough Clerk and are available for public inspection.

Section 9. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by said Local Bond Law.

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

Roll Call:

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

On motion by Councilman Romano, 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 054-18**                      **RESOLUTION OF THE MAYOR AND COUNCIL OF THE  
BOROUGH OF STANHOPE INTRODUCING THE 2018  
MUNICIPAL BUDGET**

**BE IT RESOLVED** that the attached Statements of Revenues and Appropriations shall constitute the Municipal Budget for the 2018 calendar year; and

**BE IT FURTHER RESOLVED** that a Summary of said Budget shall be published in the *New Jersey Herald* and the public hearing and final adoption shall be held on April 10, 2018 at 7:00 p.m. at the Municipal Building at which time and place objections to the 2018 Municipal Budget may be presented by taxpayers or other persons of interest.

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

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

**Resolution 055-18**                      **SELF-EXAMINATION OF BUDGET RESOLUTION**  
*[as required by DCA]*

**WHEREAS**, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

**WHEREAS**, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

**WHEREAS**, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the *Borough of Stanhope* has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2018 budget year.

**NOW THEREFORE BE IT RESOLVED** by the governing body of the *Borough of Stanhope* that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:

- a. Payment of interest and debt redemption charges
- b. Deferred charges and statutory expenditures
- c. Cash deficit of preceding year
- d. Reserve for uncollected taxes
- e. Other reserves and non-disbursement items
- f. Any inclusions of amounts required for school purposes.

2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).

3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.

4. That pursuant to the Local Budget Law:

- a. All estimates of revenue are reasonable, accurate and correctly stated,
- b. Items of appropriation are properly set forth
- c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.

5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.

6. That all other applicable statutory requirements have been fulfilled.

**BE IT FURTHER RESOLVED** that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

On motion by Councilman Riccardi, seconded by Councilman Romano 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 - absent
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 056-18**

**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. 2017-006, representing 2016 property taxes and/or utility charges on Block 11103, Lot 22, known as 25A+25B State Route 183, assessed to Fulton Bank of New Jersey, formerly Carmine J Todaro, 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 PC7 Firstrust Bank  
50 South 16<sup>th</sup> St, Suite 2050  
Philadelphia, PA 19102

Redemption Amount: Tax Title Lien #2017-006 and  
Interest to Date of Meeting \$ 5,466.02  
Premium Paid by Lienholder 0.00

Total From Current Fund: \$ 5,466.02  
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 057-18**                      **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. 2016-033, representing 2015 property taxes and/or utility charges on Block 11701, Lot 13.18, C915A, known as 1915A Stonegate Lane, assessed to Thomas & Kathryn O'Brien (now Selene Finance, LLP), 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 BV002 Trust & Creditors  
50 S. 16<sup>th</sup> Street, Suite 2050  
Philadelphia, PA 19102-2513

Redemption Amount: Tax Title Lien #2016-033 and  
Interest to Date of Meeting \$ 3,259.32  
Premium Paid by Lienholder 1,500.00

Total From Current Fund: \$ 3,259.32  
Total From Tax Premium Account 1,500.00

**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 058-18**                      **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. 2015-029, representing 2014 property taxes and/or utility charges on Block 11701, Lot 2, known as 273 US Highway 206, assessed to John Mendez, and;

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

To Lienholder: US Bank Cust for Pro Cap 4 & CRDTRS  
50 South 16<sup>th</sup> St, Suite 2050  
Philadelphia, PA 19102

Redemption Amount:	Tax Title Lien #2015-029 and	
	Interest to Date of Meeting	\$ 15,512.40
	Premium Paid by Lienholder	<u>0.00</u>

Total From Current Fund:	\$	15,512.40
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 059-18                      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. 2016-031, representing 2015 property taxes and/or utility charges on Block 11701, Lot 2, known as 273 US Highway 206, assessed to John Mendez, 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 <sup>th</sup> St, Suite 2050 Philadelphia, PA 19102
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Redemption Amount:	Tax Title Lien #2016-031 and	
	Interest to Date of Meeting	\$ 309.57
	Premium Paid by Lienholder	<u>0.00</u>

Total From Current Fund:	\$	309.57
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 060-18                      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. 2015-010, representing 2014 property taxes and/or utility charges on Block 11102, Lot 6 (& Billboard B01) known as 5 Linden Ave, assessed to James & Patricia Dimitriou (now Goshen Mortgage REO, LLC), 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
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Redemption Amount:	Tax Title Lien #2015-010 and	
	Interest to Date of Meeting	\$ 42,149.25
	Premium Paid by Lienholder	<u>0.00</u>

Total From Current Fund:	\$	42,149.25
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 061-18**

**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. 2015-009, representing 2014 property taxes and/or utility charges on Block 11010, Lot 12, known as 2 Ridge Rd, assessed to John J & Maria C Brennan, 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 <sup>th</sup> Street, Suite 2050 Philadelphia, PA 19102-2513
Redemption Amount:	Tax Title Lien #2015-009 and Interest to Date of Meeting \$ 5,934.12 Premium Paid by Lienholder <u>3,400.00</u>
Total From Current Fund:	\$ 5,934.12
Total From Tax Premium Account	3,400.00

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

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

**Resolution 062-18**

**RESOLUTION AUTHORIZING REFUND OF PAYMENT OF WATER & SEWER FEES**

**WHEREAS**, Lien 2015-009 was placed on Block 11010 Lot 12 via the 2015 Tax Sale on October 5, 2015; and

**WHEREAS**, the homeowner was provided a lien redemption payoff figure on January 30, 2018, calculated for the March 13, 2018 meeting; and

**WHEREAS**, the Utility Collector received a payment from the lienholder on February 21, 2018, and inadvertently applied it to the account, although the homeowner had already been provided with a payoff figure; and

**WHEREAS**, the homeowner has subsequently redeemed the lien, so the lienholder no longer had any interest in the property.

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Stanhope, that a warrant be drawn to the lienholder listed below in the designated amount representing a refund of a payment of Water & Sewer fees and interest paid:

Block	Lot	Qual	Name & Address	Amount
11010	2		US Bank Cust for BV Trst 2015-1 50 South 16 <sup>th</sup> Street, Suite 1950 Philadelphia, PA 19102-2513	\$327.78

Property Location: 2 Ridge Road

On motion by Councilwoman Kuncken, seconded by Councilman Romano 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 - absent
Councilman Romano - yes	Councilwoman Zdichocki - yes

### **PAYMENT OF BILLS**

#### **Resolution 063-18**

#### **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 March 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	Councilwoman Thistleton - yes
Councilman Riccardi – yes	Councilman Thornton - absent
Councilman Romano - yes	Councilwoman Zdichocki – yes

### **RESOLUTIONS (continued)**

#### **Resolution 064-18**

#### **RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR SOLID WASTE COLLECTION AND DISPOSAL**

**WHEREAS**, the Borough of Stanhope currently provides for the collection and disposal of municipal solid waste for certain properties located in the Borough; and

**WHEREAS**, the Borough's current contract for the collection and disposal of municipal solid waste expires as of May 31, 2018; and

**WHEREAS**, the Borough wishes to continue to provide for the limited collection and disposal of municipal solid waste; and

**WHEREAS**, the Borough Attorney has prepared Bid Specifications in accordance with the Local Public Contracts Law and NJDEP Regulations for the collection and disposal of municipal solid waste, including the required Notice to Bidders;

**NOW, THEREFORE**, be it resolved by the Mayor and Council of the Borough of Stanhope that the Borough is hereby authorized to advertise for a new contract for the collection and disposal of municipal solid waste effective June 1, 2018 in accordance with the prepared bid Specifications.

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

Roll Call:

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

**Resolution 065-18**

**RESOLUTION AUTHORIZING ADVERTISEMENT FOR BIDS FOR RECYCLABLE MATERIALS COLLECTION AND DISPOSAL**

**WHEREAS**, the Borough of Stanhope currently provides for the collection and disposal of municipal recyclable materials for certain properties located in the Borough; and

**WHEREAS**, the Borough’s current contract for the collection and disposal of municipal recyclable materials expires as of May 31, 2018; and

**WHEREAS**, the Borough wishes to continue to provide for the limited collection and disposal of municipal recyclable materials; and

**WHEREAS**, the Borough Attorney has prepared Bid Specifications in accordance with the Local Public Contracts Law and NJDEP Regulations for the collection and disposal of municipal recyclable materials, including the required Notice to Bidders;

**NOW, THEREFORE**, be it resolved by the Mayor and Council of the Borough of Stanhope that the Borough is hereby authorized to advertise for a new contract for the collection and disposal of municipal recyclable materials effective June 1, 2018 in accordance with the prepared bid Specifications.

On motion by Councilman Riccardi, seconded by Councilwoman Zdichocki 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 - absent
Councilman Romano - yes	Councilwoman Zdichocki – yes

**AGENDA ITEMS**

All items listed on the Agenda for March 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.

**COUNCIL DISCUSSION**

*Congratulations* - Mayor Maio extended congratulations to Councilwoman Diana Kuncken who will be inducted into the Elected Officials Hall of Fame tomorrow in recognition for her twenty years of service as an elected official. Councilwoman Kuncken is the second elected official from the Borough to achieve this honor. Councilman Ray Wooten received the honor in 1994. Congratulations were extended to Councilwoman Kuncken. Councilwoman Kuncken thanked all those present.

*Bid Specifications* - Administrator McNeilly stated copies of the bid specifications are available in the Clerk’s office.

**ADJOURNMENT**

On motion by Councilman Romano, seconded by Councilman Riccardi, and unanimously carried by voice vote the meeting was adjourned at 8:05 P.M.

Approved:

Linda Chirip  
Deputy Clerk for  
Ellen Horak, RMC  
Borough Clerk