

**MAYOR AND COUNCIL
REGULAR MEETING
January 22, 2019
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 9, 2019 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 10:00 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. Please turn off all cell phones for the duration of this meeting.

ROLL CALL

Council Members:

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

Mayor Maio – present

CITIZENS TO BE HEARD

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

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

MINUTES FOR APPROVAL

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

December 4, 2018	Work Session/Agenda Meeting & Closed Session
December 11, 2018	Business Meeting & Closed Session

On motion by Councilwoman Zdichocki, seconded by Councilwoman Kuncken and carried by voice vote, the above listed minutes were approved.

CORRESPONDENCE (List Attached)

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

COUNCIL COMMITTEE REPORTS

Public Safety – Councilwomen Kuncken/Thistleton

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

Councilwoman Kuncken read the Fire Departments report for the month of December. They answered 8 calls; the number of man hours was 40.5 hours; they responded to one mutual aid call; there was one call assisting EMS; number of man hours was 8.5 hours. They had two drills and number of man hours was 59.5 hours and they had one meeting with number of man hours of 15 hours. There was one special detail which was the Santa Run with 54 hours. The total number of man hours volunteered was 177.5 hours.

Councilwoman Kuncken reported the Fire Marshal, in addition to alarm and sprinkler certifications, responded to and investigated one fire at 11 Delaware Avenue.

Councilwoman Kuncken reported for the month of November, the Police Department had 242 calls and for the month of December had 243 calls, most of which were motor vehicle stops.

Councilwoman Kuncken read the Ambulance Squad's December report. They answered 23 call in Stanhope and 38 calls in Netcong. There were no stand-by calls. They responded to calls in Byram, Hopatcong and Mt. Olive. The total number of calls for the month was 66. They treated 48 patients. They travelled 1,120 miles and had volunteer hours totaling 218 hours 29 minutes. There were two assists from the Stanhope Fire Department. Councilwoman Kuncken read the Ambulance Squad's November report. They answered 21 calls in Stanhope and 24 calls in Netcong with 1 stand-by. They responded to calls in Hopatcong and Mr. Olive. The total number of calls for the month was 52. They treated 41 patients. They travelled 1,003 miltes and had volunteer hours totaling 202 hours 09 minutes. Councilwoman Kuncken informed Council she was approached by the Fire Chief about scheduling a Public Safety Committee meeting. The dates are January 29 or January 31, both of which all committee members are available. She is waiting to hear back from the Fire Chief of which day the meeting will be held.

Finance & Administration – Councilman Romano/Councilwoman Kuncken

Councilman Romano reported tax collection for December was \$123,224.87. The total for the year is \$12,113,586.18. The Borough collected 96.16% for the fourth quarter. Overall tax collection was 97.8% and delinquent collected was 91% Councilman Romano stated he will not read the water/sewer report because, in his opinion, the year to date amount is incorrect. He will request that the report be redone.

Community Development – Councilwoman Zdichocki/Councilman Thornton

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

Councilwoman Zdichocki had no report.

Municipal Infrastructure – Councilman Thornton/Councilwoman Zdichocki

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

Councilman Thornton reported the DPW Superintendent has completed all water samples for the month and the reports were sent to the State. Councilman Thornton praised the work of the DPW during the recent inclement weather, adding he has received positive responses from the residents regarding their work.

Information Technology – Councilmen Riccardi/Romano

Councilman Riccardi reported they are about 15% through the scan project. The process was slowed down due to unnecessary paperwork in the boxes. Councilman Riccardi also reported at the last committee meeting they discussed several items they would like to focus on in the coming year. One item is to make better use of the Google Suite which would result in using less paper. The committee will be making a recommendation to purchase tablets for the governing body to use so everything will always be present on Google Suite. The committee is looking further into on-line payments. They have narrowed down their selection to Municipay. They took into consideration the governing body's concern with Municipay. They will have a billing account separate from the Borough's main accounts so nothing would interact with the Borough's regular accounts. Mayor Maio asked that the topic of Google Suite and on-line payments be placed on the February Work Session Agenda for Council discussion.

Boards/Commissions – Councilwoman Thistleton/Councilman Riccardi

In Councilwoman Thistleton's absence, there was no report. Mayor Maio informed Council that Netcong is putting together a proposal for summer camp based on the individual who runs their after school program. Netcong's Recreation Commission members are very pleased with the outline so far. Mayor Maio stated Stanhope's Recreation Commission does not have the information yet. Councilman Romano informed Council that the Board of Health will be submitting a request regarding the ordinance on fees.

ADMINISTRATOR'S REPORT

Mayor Maio noted in the Administrator's absence, there will be no Administrator's Report.

COUNCIL DISCUSSION

Deborah Arce – Request for Waiver of Water/Sewer Charges (7 Musconetcong Ave) – Mayor Maio stated she spoke to the Administrator about this matter and he informed her some of this issue is bound by ordinance. Mayor Maio recommended tabling discussion on this request until the Administrator is present.

Rosa Taddei – Request for Refund of Interest on Water/Sewer Bill – Mayor Maio stated the resident sent a note stating she delivered her water/sewer bill to the Borough and claims the check was lost. She was charged interest on the next quarterly bill and she is requesting the interest be forgiven. The amount of the interest is \$5.03. Mayor Maio noted there is a process in place that when someone pays their bill, it is stamped. It is unclear how this person delivered her check. Mayor Maio reminded Council there is precedent on this topic. Councilman Thornton said he would like to know how the check was delivered. If it was delivered personally and there was an error on the Borough's part, the interest should be forgiven. Councilman Romano agreed he would like to know how the check was delivered. Council agreed they do not have enough information to make a decision. Mayor Maio instructed the Clerk to ask the Administrator to contact Ms. Taddei and request additional details on this issue.

Henry Abrahams – Request to Purchase Piece of Property (3 Hickory Drive) – Mayor Maio stated she has a concern with this request because it is a piece of property that goes out to the street and in effect, he would be taking property between the right of way and the homeowner's deeded property. The problem is what happens when we start plowing snow because it will be put on this piece of property. Mayor Maio said she spoke to the Administrator about this request and he expressed the same concern. Councilman Romano stated he does not think it is a good idea to and is not in favor of granting the request. Councilwoman Kuncken stated she is concerned about the right-of-way and is not in favor of granting the request. Councilman Thornton, Councilman Riccardi and Councilwoman Zdichocki all stated they are not in favor of granting the request. Mayor Maio instructed the Clerk to ask the Administrator to contact Mr. Abrahams and inform him that they are not interested in selling the property.

TAP Grant – Mayor Maio noted this topic is on the agenda on a regular basis and will continue to be on the agenda. Mayor Maio stated it is her understanding that everything that the State requested has been sent. As soon as funds are available, the Borough Engineer will send out the RFP's for the inspector that needs to be hired and the contract.

Councilman Thornton stated he was approached by a leader of Cub Scout Pack 151 and they want to get involved with community service for town beautification. One of their ideas is to clean-up the corner of Kelly Place and Main Street where the benches are. They asked who to contact to discuss the proposal. Mayor Maio stated they should be directed to speak to the Administrator.

Mayor Maio asked Council to, at some point, go to the Lenape Valley Board of Education website and read their minutes of November 30, 2018. They have approved the hiring of an engineer to pursue the installation of another turf field. The request that came from administration was different. The indication was that if they establish this turf field, they would get more students wanting to attend Lenape Valley. They also went on about other schools that have two turf fields. They also claimed that the cost would never be passed onto the taxpayers because they have a \$1 Million Dollar reserve. Mayor Maio urged Council to read the minutes and, with their permission, she would like to pursue this. Mayor Maio added, they have a capital plan with items that are necessary for the school and the turf field was not on it.

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 February 12, 2019]

Ordinance 2019-01

BOND ORDINANCE APPROPRIATING \$431,800, AND AUTHORIZING THE ISSUANCE OF \$409,900 BONDS OR NOTES OF THE BOROUGH, FOR VARIOUS IMPROVEMENTS OR PURPOSES AUTHORIZED TO BE UNDERTAKEN BY THE BOROUGH OF STANHOPE, IN THE COUNTY OF SUSSEX, NEW JERSEY

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 several improvements described in Section 3 of this bond ordinance are hereby respectively authorized as general improvements to be made or acquired by The Borough of Stanhope, New Jersey. For the said several improvements or purposes stated in said Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriations made for said improvements or purposes, said sums, except as described in said Section 3, being inclusive of all appropriations heretofore made therefor and amounting in the aggregate to \$431,800 including the aggregate sum of \$21,900 as the several down payments for said improvements or purposes required by law and more particularly described in said Section 3 and now available therefor by virtue of provision in a previously adopted budget or budgets of the Borough for down payment or for capital improvement purposes.

Section 2. For the financing of said improvements or purposes and to meet the part of said \$431,800 appropriations not provided for by application hereunder of said down payments and grant, negotiable bonds of the Borough are hereby authorized to be issued in the principal amount of \$409,900 pursuant to the Local Bond Law of New Jersey. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable notes of the Borough in a principal amount not exceeding \$409,900 are hereby authorized to be issued pursuant to and within the limitations prescribed by said Local Bond Law.

Section 3. The improvements hereby authorized and the several purposes for the financing of which said obligations are to be issued, the appropriation made for and estimated cost of each such purpose, and the estimated maximum amount of bonds or notes to be issued for each such purpose, are respectively as follows:

<u>IMPROVEMENT OR PURPOSE</u>	<u>APPROPRIATION AND ESTIMATED COST</u>	<u>ESTIMATED MAXIMUM AMOUNT OF BONDS AND NOTES</u>
(a) Acquisition by purchase and installation, as necessary, including a fire gear washer and dryer for use by the Fire Department of the Borough and a live scan work station for use by the Police Department of the Borough, together with all equipment, appurtenances and accessories necessary therefor or incidental thereto, all as shown on and in accordance with the specifications therefor on file or to be filed in the office of the Borough Clerk and hereby approved	\$40,600	\$38,450
(b) Improvement of various roads in and by the Borough by the construction or reconstruction therein of roadway pavements at least equal in useful life or durability to a roadway pavement of Class B construction (as such term is used or referred to in Section 40A:2-22 of said Local Bond Law) including, without limitation, Young Drive, MaryAnn Terrace, the Municipal Building parking lot, the Post Office driveway and the Salmon Park lot, together with all structures, appurtenances, milling, curb and sidewalk reconstruction, drainage improvements, retaining walls, equipment, 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	310,500	294,850
(c) Acquisition by purchase of new and additional		

vehicular equipment, including one (1) pickup truck for use by the Department of Public Works of the Borough and one (1) utility vehicle for use by the Police Department of the Borough, together with all equipment, appurtenances and accessories necessary therefor or incidental thereto, all as shown on and in accordance with the specifications therefor on file or to be filed in the office of the Borough Clerk and hereby approved, the \$63,700 hereby appropriated therefor being exclusive of the sum of \$34,600 appropriated therefor for the pickup truck on the date hereof by a water utility bond ordinance and a sewer utility bond ordinance of the Borough

63,700

60,500

(d) Acquisition by purchase and installation, as necessary, of new and additional equipment for use by the Police Department of the Borough, including licensing, software, lighting, cameras, tablets, vehicle viewers and mobile docks, together with all equipment, appurtenances and accessories necessary therefor or incidental thereto, all as shown on and in accordance with the specifications therefor on file or to be filed in the office of the Borough Clerk and hereby approved

17,000

16,100

Totals

\$431,800

\$409,900

The excess of the appropriation made for each of the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the said down payment for said purpose.

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

(a) The said purposes described in Section 3 of this bond ordinance are not current expenses and each 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 benefited thereby.

(b) The average period of usefulness of said purposes within the limitations of said Local Bond Law and taking into consideration the respective amounts of the said obligations authorized for the several purposes, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is 9.61 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 \$409,900, and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

(d) Amounts not exceeding \$45,000 in the aggregate for interest on said obligations, costs of issuing said obligations, engineering costs 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 costs of said improvements and are included in the foregoing estimate thereof.

Section 5. 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 at not less than par 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 6. 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 7. 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 8. 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 Councilman Romano and unanimously carried by the following roll call vote, the foregoing ordinance was introduced.

Roll Call:

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

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

Ordinance 2019-02

BOND ORDINANCE APPROPRIATING \$82,000, AND AUTHORIZING THE ISSUANCE OF \$82,000 BONDS OR NOTES OF THE BOROUGH, FOR VARIOUS IMPROVEMENTS OR PURPOSES AUTHORIZED TO BE UNDERTAKEN BY THE BOROUGH OF STANHOPE, IN THE COUNTY OF SUSSEX, NEW JERSEY, FOR THE WATER SUPPLY AND DISTRIBUTION SYSTEM OF THE BOROUGH

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 several improvements described in Section 3 of this bond ordinance are hereby respectively authorized as general improvements to be made or acquired by The Borough of Stanhope, New Jersey. For the said several improvements or purposes stated in said Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriations made for said improvements or purposes, said sums being inclusive of all appropriations heretofore made therefor and amounting in the aggregate to \$82,000.

Section 2. For the financing of said improvements or purposes and to meet the said \$82,000 appropriations, negotiable bonds of the Borough are hereby authorized to be issued in the principal amount of \$82,000 pursuant to the Local Bond Law of New Jersey. In anticipation

of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable notes of the Borough in a principal amount not exceeding \$82,000 are hereby authorized to be issued pursuant to and within the limitations prescribed by said Local Bond Law.

Section 3. The improvements hereby authorized and the several purposes for the financing of which said obligations are to be issued, the appropriation made for and estimated cost of each such purpose, and the estimated maximum amount of bonds or notes to be issued for each such purpose, are respectively as follows:

<u>IMPROVEMENT OR PURPOSE</u>	<u>APPROPRIATION AND ESTIMATED COST</u>	<u>ESTIMATED MAXIMUM AMOUNT OF BONDS AND NOTES</u>
(a) Acquisition by purchase of new and additional vehicular equipment, including one (1) pickup truck, together with all equipment, appurtenances and accessories necessary therefor or incidental thereto, all as shown on and in accordance with the specifications therefor on file or to be filed in the office of the Borough Clerk and hereby approved, the \$17,300 hereby appropriated therefor being exclusive of the sum of \$34,550 appropriated therefor on the date hereof by a sewer utility bond ordinance and a general capital bond ordinance of the Borough	\$17,300	\$17,300
(b) Acquisition by purchase of new and additional equipment, including composite meters, together with all appurtenances and accessories necessary therefor or incidental thereto, all as shown on and in accordance with the specifications therefor on file or to be filed in the office of the Borough Clerk and hereby approved, the \$20,700 hereby appropriated therefor being exclusive of the sum of \$20,700 appropriated therefor on the date hereof by a sewer utility bond ordinance of the Borough	20,700	20,700
(c) Improvement of the water supply and distribution system in and by the Borough, including the rehabilitation of water mains in and along various roads, including Young Drive and MaryAnn Terrace, together with all structures, 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	<u>44,000</u>	<u>44,000</u>
Totals	\$82,000	\$82,000

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

(a) The said purposes described in Section 3 of this bond ordinance are not current expenses and each 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 benefited thereby.

(b) The average period of usefulness of said purposes within the limitations of said Local Bond Law and taking into consideration the respective amounts of the said obligations

authorized for the several purposes, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is 26.3 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, while the net debt of the Borough determined as provided in said Local Bond Law is not increased by this bond ordinance, 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 \$82,000, and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

(d) Amounts not exceeding \$8,000 in the aggregate for interest on said obligations, costs of issuing said obligations, engineering costs 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 costs of said improvements and are included in the foregoing estimate thereof.

(e) This This bond ordinance authorizes obligations of the Borough solely for purposes described in paragraph (h) of section 40A:2-7 of said Local Bond Law, and the said obligations authorized by this bond ordinance are to issued for a purpose which is self-liquidating within the meaning and limitations of section 40A:2-45 of said Local Bond Law and are deductible, pursuant to paragraph of (c) of section 40A:2-44 of said Local Bond Law, from the gross debt of the Borough.

Section 5. 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 6. 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, unless paid from revenues of the water supply and distribution system of the Borough, 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 7. 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 8. 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 Councilman Riccardi, seconded by Councilwoman Zdichocki and unanimously carried by the following roll call vote, the foregoing ordinance was introduced.

Roll Call:

Councilwoman Kuncken – yes
Councilman Riccardi - yes

Councilwoman Thistleton - absent
Councilman Thornton – yes

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

Ordinance 2019-03

BOND ORDINANCE APPROPRIATING \$38,000, AND AUTHORIZING THE ISSUANCE OF \$38,000 BONDS OR NOTES OF THE BOROUGH, FOR VARIOUS IMPROVEMENTS OR PURPOSES AUTHORIZED TO BE UNDERTAKEN BY THE BOROUGH OF STANHOPE, IN THE COUNTY OF SUSSEX, NEW JERSEY, FOR THE SANITARY SEWERAGE SYSTEM OF THE BOROUGH

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 several improvements described in Section 3 of this bond ordinance are hereby respectively authorized as general improvements to be made or acquired by The Borough of Stanhope, New Jersey. For the said several improvements or purposes stated in said Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriations made for said improvements or purposes, said sums being inclusive of all appropriations heretofore made therefor and amounting in the aggregate to \$38,000.

Section 2. For the financing of said improvements or purposes and to meet the said \$38,000 appropriations, negotiable bonds of the Borough are hereby authorized to be issued in the principal amount of \$38,000 pursuant to the Local Bond Law of New Jersey. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable notes of the Borough in a principal amount not exceeding \$38,000 are hereby authorized to be issued pursuant to and within the limitations prescribed by said Local Bond Law.

Section 3. The improvements hereby authorized and the several purposes for the financing of which said obligations are to be issued, the appropriation made for and estimated cost of each such purpose, and the estimated maximum amount of bonds or notes to be issued for each such purpose, are respectively as follows:

<u>IMPROVEMENT OR PURPOSE</u>	<u>APPROPRIATION AND ESTIMATED COST</u>	<u>ESTIMATED MAXIMUM AMOUNT OF BONDS AND NOTES</u>
(a) Acquisition by purchase of new and additional vehicular equipment, including one (1) pickup truck, together with all equipment, appurtenances and accessories necessary therefor or incidental thereto, all as shown on and in accordance with the specifications therefor on file or to be filed in the office of the Borough Clerk and hereby approved, the \$17,300 hereby appropriated therefor being exclusive of the sum of \$34,550 appropriated therefor on the date hereof by a water utility bond ordinance and a general capital bond ordinance of the Borough	\$17,300	\$17,300
(b) Acquisition by purchase of new and additional equipment, including composite meters, together with all appurtenances and accessories necessary therefor or incidental thereto, all as shown on and in accordance with the specifications therefor on file or to be filed in the office of the Borough Clerk and hereby approved, the \$20,700 hereby appropriated	<u>20,700</u>	<u>20,700</u>

therefor being exclusive of the sum of \$20,700 appropriated therefor on the date hereof by a water utility bond ordinance of the Borough

Totals	\$38,000	\$38,000
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Section 4. The following additional matters are hereby determined, declared, recited and stated:

(a) The said purposes described in Section 3 of this bond ordinance are not current expenses and each 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 benefited thereby.

(b) The average period of usefulness of said purposes within the limitations of said Local Bond Law and taking into consideration the respective amounts of the said obligations authorized for the several purposes, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is 10.44 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, while the net debt of the Borough determined as provided in said Local Bond Law is not increased by this bond ordinance, 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 \$38,000, and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

(d) Amount not exceeding \$4,000 in the aggregate for interest on said obligations, costs of issuing said obligations, engineering costs 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 costs of said improvements and are included in the foregoing estimate thereof.

(e) This bond ordinance authorizes obligations of the Borough solely for purposes described in paragraph (h) of section 40A:2-7 of said Local Bond Law, and the said obligations authorized by this bond ordinance are to issued for a purpose which is self-liquidating within the meaning and limitations of section 40A:2-45 of said Local Bond Law and are deductible, pursuant to paragraph of (c) of section 40A:2-44 of said Local Bond Law, from the gross debt of the Borough.

Section 5. 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 6. 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, unless paid from revenues of the sanitary sewerage system of the Borough, 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 7. 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 8. 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 Councilman Riccardi, seconded by Councilwoman Kuncken and unanimously carried by the following roll call vote, the foregoing ordinance was introduced.

Roll Call:

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

On motion by Councilman Romano, seconded by Councilwoman Zdichocki, 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 033-19

RESOLUTION AUTHORIZING DISCHARGE OF BOROUGH OF STANHOPE AFFORDABLE HOUSING PROGRAM MORTGAGE

WHEREAS, Ed and Donna Wroblewski (“Borrowers”), the owners of One Main Street, Stanhope, New Jersey, Block 11203, Lot 15, obtained from the Borough of Stanhope a loan through the Stanhope Affordable Housing Program for the completion of code deficiency repairs on or about February 12, 1997, which Mortgage was recorded in the Sussex County Clerk’s Office in Mortgage Book 3401, Pages 272-274 on January 27, 1999 (the “Mortgage”); and

WHEREAS, the Borrowers have re-paid the full loan amount, on or about October 24, 2018, and have requested that the Mortgage be discharged; and

WHEREAS, the Mayor and Council agree to discharge the mortgage.

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

1. The Mortgage given to the Borough of Stanhope by the Borrowers is hereby discharged and the Mayor and Borough Clerk are authorized to sign the Mortgage Discharge document, a copy of which is attached to this Resolution as Exhibit A.

2. A copy of this Resolution shall be placed on file with the Clerk of the Borough.

3. If any section, subsection, sentence, clause or phrase in this resolution is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this resolution.

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

Resolution 034-19

AUTHORIZE SHARED SERVICES AGREEMENT WITH SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY FOR THE PROVISION OF CERTIFIED RECYCLING PROFESSIONAL SERVICES TO CERTIFY AND SUBMIT THE 2018 RECYCLING TONNAGE REPORT TO NJDEP

WHEREAS, New Jersey’s Recycling Enhancement Act (REA) requires that reports or other recycling-related documents be signed/certified by a Certified Recycling Professional (CRP); and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A 40A:65-1, et, seq.) (hereinafter, “the Act”) provides that local units of government may enter into a contract to provide or receive any service that either local unit participating in the Agreement is empowered to provide or receive within its own jurisdiction, including services incidental to the primary purposes of any of the participating units (N.J.S.A. 40A:65-4); and

WHEREAS, the Borough of Stanhope will prepare the 2018 Recycling Tonnage Report; and

WHEREAS, the Borough of Stanhope has requested the services of the SCMUA in the form of the District Recycling Coordinator as a Certified Recycling Professional to certify and submit the required 2018 Borough of Stanhope Recycling Tonnage Report to NJDEP by April 30, 2019; and

WHEREAS, SCMUA has the qualified staff to certify the Recycling Tonnage Report prepared by the Borough of Stanhope and electronically submit it to NJDEP on behalf of the Borough of Stanhope under the terms and conditions set for in the Shared Services Agreement.

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

1. The Mayor is hereby authorized to sign the Shared Services Agreement with SCMUA, for the provision of a Certified Recycling Professional Services to certify and submit the 2018 Recycling Tonnage Report to NJDEP.
2. This Resolution shall take effect immediately.

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

Roll Call:

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

Resolution 035-19

RESOLUTION AUTHORIZING AWARD OF CONTRACT TO MILLENNIUM STRATEGIES

WHEREAS, the Borough of Stanhope is in need of the services of a grant consulting firm with knowledge of all aspects of the availability of applications for state and federal grants that may be available to the Borough of Stanhope on a competitive basis to assist the Borough in identifying and applying for such grants; and

WHEREAS, the services of a grant consultant constitute extraordinary unspecifiable services pursuant to the provisions of N.J.S.A. 40A:11-5(1)(a)(ii); and

WHEREAS, Millennium Strategies, LLC has the necessary experience and qualified staff to provide grant consulting services to the Borough on an ongoing basis; and

WHEREAS, Millennium Strategies, LLC has made a written proposal to the Borough of Stanhope to provide grant consultation services; and

WHEREAS, the proposed agreement between the Borough and Millennium Strategies, LLC provides for a retainer of \$1,250 per month, which amount is not in excess of the Borough's bid threshold; and

WHEREAS, said agreement with Millennium Strategies, LLC is terminable at will by the Borough.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the Borough does hereby award a contract for extraordinary unspecifiable services to Millennium Strategies, LLC, a copy of which agreement is attached hereto;

BE IT FURTHER RESOLVED, that the Mayor and Clerk are hereby authorized to execute said agreement on behalf of the Borough.

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

Resolution 036-19

RESOLUTION AUTHORIZING THE AWARD OF NON-FAIR AND OPEN CONTRACTS FOR PROFESSIONAL SERVICES FOR THE BOROUGH OF STANHOPE FOR THE YEAR 2019

WHEREAS, the Borough of Stanhope has a need for professional services for the year 2019 of Borough Attorney, Borough Labor Attorney, Bond Attorney, Borough Engineer, Borough Planner, Borough Auditor and Conflict Counsel; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the position of each of the agreements will exceed \$17,500.00; and

WHEREAS, the anticipated term of each contract is one year; and

WHEREAS, Laddey, Clark & Ryan, LLP has submitted a proposal to provide legal services as Borough Attorney and as Labor Attorney for the year 2019; and

WHEREAS, Robert Beinfield, Esq. of the firm Hawkins, Delafield and Wood has submitted a proposal to provide legal services as Borough Bond Attorney for the year 2019; and

WHEREAS, Bowman Consulting has submitted a proposal indicating that it will provide engineering services as Municipal Engineer and Municipal Planner for the Borough of Stanhope for the year 2019; and

WHEREAS, Nisivoccia & Company, LLP has submitted a proposal indicating that it will provide auditing services as Municipal Auditor for the Borough of Stanhope for the year 2019; and

WHEREAS, Robert Morgenstern, Esq. has submitted a proposal indicating that he will provide legal services to the Borough as Conflict Counsel for the year 2019; and

WHEREAS, each of the aforesaid professionals has completed and submitted a Business Entity Disclosure Certification certifying that they have not made any reportable contributions to a political or candidate committee in the Borough of Stanhope in the previous one year and that the contract will prohibit said professional from making any reportable contribution through the term of the contract; and

WHEREAS, each of the aforesaid professionals has completed and submitted a Political Contribution Disclosure Form; and

WHEREAS, the Chief Financial Officer of the Borough of Stanhope has certified the availability of funds for these contracts pursuant to NJAC 5:30-5.4;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the Mayor and Clerk be and the same are hereby authorized to execute individual agreements with each Borough Professional named herein above; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED that notice of the above contract shall be published by the Borough in accordance with the provisions of the Local Public Contracts Law.

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

Roll Call:

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

Resolution 037-19

**Governor’s Council on Alcoholism and Drug Abuse
Fiscal Grant Cycle July 2014 - June 2020**

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 2020 in the amount of:

DEDR	\$11,304.00
Cash Match	\$ 2,826.00
In-Kind	\$ 8,478.00

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

Resolution 038-19

RESOLUTION AUTHORIZING STANHOPE BOROUGH TO APPLY FOR SAFE AND SECURE COMMUNITIES GRANT APPLICATION 19-1919

WHEREAS, the Borough of Stanhope has a municipal Police Department that participates in the Federal Safe and Secure Communities Grant Program; and

WHEREAS, the Police Department has received application documents from the NJ Division of Criminal Justice of the Department of Law and Public Safety; and

WHEREAS, the Borough wishes to apply for funding of \$30,000 with a match of \$107,920.00 for an approximate project total cost of \$137,920.00 for a project under the Federal Safe & Secure Communities Grant Program;

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

1. The Borough of Stanhope is hereby authorized to apply for a 2019 Safe and Secure Communities Grant for the period of January 16, 2019 through January 15, 2020; and
2. The Chief of Police is hereby authorized to complete and submit a grant application form on behalf of the Borough of Stanhope; and
3. The Borough shall pay fringe benefits and costs in excess of the grant award.

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

Resolution 039-19

RESOLUTION AUTHORIZING DISCHARGE OF BOROUGH OF STANHOPE AFFORDABLE HOUSING PROGRAM MORTGAGE

WHEREAS, Mary A. Wilcock, unmarried, (“Borrowers”), the owner of 12 McKinley Street, Stanhope, New Jersey, Block 11402, Lot 47, obtained from the Borough of Stanhope a loan through the Stanhope Affordable Housing Program for the completion of code deficiency repairs on or about November 21, 2012, which Mortgage was recorded in the Sussex County Clerk’s Office in Mortgage Book 9070, Pages 178-181 on November 29, 2012 (the “Mortgage”); and

WHEREAS, the Borrowers have re-paid the full loan amount, on or about January 8, 2019, and have requested that the Mortgage be discharged; and

WHEREAS, the Mayor and Council agree to discharge the mortgage.

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

1. The Mortgage given to the Borough of Stanhope by the Borrowers is hereby discharged and the Mayor and Borough Clerk are authorized to sign the Mortgage Discharge document, a copy of which is attached to this Resolution as Exhibit A.
2. A copy of this Resolution shall be placed on file with the Clerk of the Borough.
3. If any section, subsection, sentence, clause or phrase in this resolution is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this resolution.

On motion by Councilwoman Kuncken, seconded by Councilman Romano 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 - absent
Councilman Thornton – 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 040-19

A RESOLUTION TO ADOPT THE POLICIES AND PROCEDURES MANUAL FOR THE MANAGEMENT OF FEDERAL AID PROJECTS

WHEREAS, the Borough of Stanhope has been awarded a Federally funded Transportation Alternative Grant (TAP); and

WHEREAS, the Borough is required to adhere to specific policies and procedures in compliance with State and Federal law and regulations; and

WHEREAS, in order to comply with these requirements, the Borough of Stanhope has created a Policies and Procedures Manual for the Management of Federal Aid Projects; and

WHEREAS, this Policy and Procedures Manual will be utilized by the Design Engineer, Construction Engineer, Construction Contactor and Borough personnel for management of federal aid projects, including relating to the TAP.

NOW, THEREFORE, BE IT RESOLVED this 22nd day of January 2019 that the Mayor and Borough Council of the Borough of Stanhope hereby adopt the Policies and Procedures Manual for the Management of Federal Aid Projects.

Resolution 041-19

RESOLUTION AUTHORIZING POLICE DEPARTMENT TO DISCARD UNCLAIMED ABANDONED PERSONAL PROPERTY AND OUTDATED, BROKEN OR INOPERABLE POLICE DEPARTMENT EQUIPMENT

WHEREAS, the Police Department of the Borough of Stanhope has come into possession of various items of personal property are abandoned; and

WHEREAS, said property has remained unclaimed for more than one hundred twenty (120) days and is unmarketable, per N.J.S.A. 46:30C-1, et seq.; and

WHEREAS, the Police Department has also accumulated items of equipment over many years, which have become outdated, broken or otherwise inoperable; and

WHEREAS, said abandoned property and items of Police Department equipment have no monetary value and are not suitable for sale pursuant to the provisions of N.J.S.A. 40A:11-36; and

WHEREAS, it is burdensome for the Police Department to continue to maintain and store the abandoned property and outdated, broken or otherwise inoperable police equipment.

NOW, THEREFORE, be it resolved by the Mayor and Council of the Borough of Stanhope that the Borough Chief of Police be and the same is hereby authorized and directed to discard unmarketable abandoned property that has been held by the Police Department for a period of more than one hundred twenty (120) days.

BE IT FURTHER RESOLVED by the Mayor and Council of the Borough of Stanhope that the Chief of Police of the Borough of Stanhope be and the same is hereby authorized and directed to discard said outdated, broken or inoperable police equipment;

BE IT FURTHER RESOLVED that the Chief of Police shall prepare an inventory of all such outdated, broken or otherwise inoperable Police Department equipment being discarded by the Stanhope Borough Police Department.

Resolution 042-19

RESOLUTION ACCEPTING DONATION OF MEMORABILIA FROM SUSAN BAYLOR

WHEREAS, Susan Baylor, daughter-in-law of Roy Baylor who lived in Stanhope and worked at Kelly Beverage, has offered to donate historical memorabilia; and

WHEREAS, the items consist of two Kelly Beverage photo albums, a glass sparkling lemon beverage soda bottle, a wooden plaque consisting of various beverage labels, a 1954 Kelly Beverage wall calendar and a commemorative plate depicting the Waterloo Methodist Church; and

WHEREAS, Susan Baylor has offered to donate these items to the Borough of Stanhope; and

WHEREAS, N.J.S.A. 40A:5-29 authorizes the Borough to accept gifts such as the donation being made by Susan Baylor.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Stanhope hereby accept the donation of Kelly Beverage memorabilia and extend their thanks and appreciation to Susan Baylor for her gracious donation.

Resolution 043-19

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. 2018-024, representing property taxes and/or utility charges on Block 11501, Lot 2 C0331, known as 17331 Aspen Court, assessed to Sec of Veterans Affairs/VA Regional, (now Navy Federal Credit Union), 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:	Stuart Lasher P.O. Box 83 Milltown, NJ 08850
Redemption Amount:	Tax Title Lien #2018-024 and Interest to Date of Meeting \$ 7,487.38 Premium Paid by Lienholder <u>0.00</u>
Total From Current Fund:	\$ 7,487.38
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.

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

Roll Call:

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

Mayor's Appointment

Resolution 044-19

**MAYOR'S APPOINTMENT OF DPW SUPERINTENDENT
JASON TITSWORTH WITH COUNCIL CONCURRENCE**

Mayor's appointment of Jason Titsworth as DPW Superintendent with Council concurrence.

BE IT RESOLVED that Jason Titsworth on May 23, 2017 was appointed Acting DPW Superintendent of the Borough of Stanhope, and was required to complete the New Jersey Certified Public Works Managers Course.

BE IT FURTHER RESOLVED that Jason Titsworth did complete the required courses and successfully passed the certification test within the required two year period. Upon receipt of certification Mr. Titsworth shall be appointed Superintendent and his base salary will increase by an additional \$6,000.00 which will be pro-rated based on his certification date.

THEREFORE, BE IT RESOLVED by the Council of the Borough of Stanhope that they do hereby concur with the Mayor's appointment of Jason Titsworth as DPW Superintendent effective December 17, 2018 at the annual base salary of \$73,155.00, Water System Operator \$5,342, Sewer System Operator \$5,342 and Water T-1 License \$3,500 to be pro-rated in CY2018.

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

Resolution 045-19

**RESOLUTION APPROVING THE MAYOR'S APPOINTMENT
OF THE BOROUGH'S REPRESENTATIVE TO THE
MUSCONETCONG SEWERAGE AUTHORITY WITH
COUNCIL CONCURRENCE**

Mayor's appointment of Brian McNeilly as the Borough representative to the Musconetcong Sewerage Authority with Council Concurrence.

BE IT RESOLVED by the Council of the Borough of Stanhope that they do hereby concur with the Mayor's appointment of Brian McNeilly as the Borough's representative to the Musconetcong Sewerage Authority for a 5-year term effective February 1, 2019;

BE IT FURTHER RESOLVED that the Clerk be and is hereby directed to send a certified copy of this resolution to the New Jersey Secretary of State.

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

PAYMENT OF BILLS

Resolution 046-19

**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 January 22, 2019 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 - absent
Councilman Thornton – yes
Councilwoman Zdichocki – yes

ATTORNEY REPORT

Attorney Ursula Leo stated she has one item for Executive Session.

CITIZENS TO BE HEARD

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

Nancy Hoyt, 33 Lawrence Avenue, asked if the Borough has an ordinance requiring house numbers be placed on the house. She has noticed a number of houses without a house number and noted it makes it difficult for emergency responders. Mayor Maio responded the Borough does not have an ordinance requiring the house number be displayed on the house. Ms. Leo commented when she purchased her house, it was required by her town in order to close on the house. Mayor Maio asked Ms. Leo to check into if the Borough would be able to do the same.

Seeing no one further 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 Matter
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 Riccardi, seconded by Councilwoman Kuncken, and unanimously carried by voice vote, the foregoing resolution was adopted.

The Mayor and Council went into Closed Session at 7:38 P.M.

RETURN TO OPEN SESSION

At the conclusion of the Closed Session, the Mayor and Council reconvened the public meeting at 7:40 P.M. with all present.

ADJOURNMENT

On motion by Councilman Thornton, seconded by Councilwoman Kuncken, and unanimously carried by voice vote the meeting was adjourned at 7:40 P.M.

Approved:

Ellen Horak, RMC
Borough Clerk