

**MAYOR AND COUNCIL
REGULAR MEETING
April 23, 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 - present
Councilman Riccardi - present	Councilman Thornton - present
Councilman Romano – present	Councilwoman Zdichocki - absent

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:

March 12, 2019	Work Session and Agenda Meeting
March 26, 2019	Business Meeting

On motion by Councilman Romano, seconded by Councilman Riccardi and carried by voice vote, the above listed minutes were approved.

CORRESPONDENCE (List Attached)

On motion by Councilwoman Kuncken, seconded by Councilwoman Thistleton and unanimously carried by voice vote, the list of correspondence was accepted and ordered placed on file.

Borough Auditor Report - Mayor Maio amended the agenda and asked Raymond Sarinelli, Sr., Borough Auditor, to come forward to give his report. Mr. Sarinelli, Sr. stated Raymond Sarinelli, Jr. will be providing the report this evening. Mr. Sarinelli, Jr. stated the financial review for 2018 is good. The planning is being done correctly. The Borough has an experienced Administrator and CFO and the right decisions are being made which is reflected in the financial position. The fund balance started the year at \$1,706,000 and \$820,000 was used to balance the budget. The Borough regenerated \$836,000. The ending fund balance is \$1,722,000 which is an increase of \$16,000 which is good news. All the reserves from tax appeals, sick and vacation and storm recovery are very healthy. In the water utility the fund balance is up approximately \$65,000 and is at \$258,000. The sewer utility is also doing well and it is up \$88,000 and is at \$838,000. Mr. Sarinelli, Jr. stated they always look for a multi-year plan when it comes to the

budget to make sure things are not being put off to try and manipulate the budget. This is a good balanced budget. The revenues have increased but stayed conservative to keep the financial position and there is a minimal increase in the taxes to meet the needs of the Borough. Mayor Maio thanked Mr. Sarinelli, Jr. for his report. Mayor Maio asked Mr. Sarinelli, Sr. if he agreed with the report. Mr. Sarinelli, Sr. stated he agreed and the Borough has been doing things right for quite some time. Mayor Maio thanked Mr. Sarinelli, Sr. for his help and stated it is appreciated.

COUNCIL COMMITTEE REPORTS

Public Safety – Councilwomen Kuncken/Thistleton

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

Councilwoman Kuncken stated the March Fire Department report indicates there were 6 calls answered with a total of 60.5 man hours; 3 mutual aid calls, no assists by EMS, 4 drills totaling 115 man hours and 1 meeting totaling 12 man hours. The total number of man hours volunteered was 180.

Councilwoman Kuncken stated the County Fire Inspection report indicates there were a variety of inspections done for the month of March.

Councilwoman Kuncken stated the Police Department reported a total of 375 calls for the month of March. The motor vehicle stops totaled 197.

Finance & Administration – Councilman Romano/Councilwoman Kuncken

Councilman Romano stated the tax collections for the month of March were \$137,006.11. The year to date tax collection total is \$3,054,214.53 which is 95% of first quarter taxes and seem to be in a similar position as last year.

Councilman Romano stated the water collections for the month of March total \$96,520.29 as opposed to last year's figure of \$78,899.45. The sewer collections for March total \$116,395.53 as opposed to last year's figure of \$110,675.10.

Councilman Romano stated he would like to address a letter received from the Fire Department which was sent by email and a copy is in the meeting packet. Anyone can come before the Governing Body to make a statement or send a letter. However, if you are an employer you are involved in the operation of this Borough and certain procedures and policies must be followed. The Finance Committee was aware of the issue that is addressed in the letter. It was presented to us approximately six weeks or a month ago. The Finance Committee referred it back to the Administrator to have this rectified before it was presented to the Council. The policies and procedures were not followed in this case and before it is rectified it should not come before the Governing Body. Mayor Maio stated Councilman Romano is correct. Administrator McNeilly stated the CFO has been doing a great job. The Finance Department, right from the start, raised all kinds of bells, flags and whistles. The information was presented to Administrator McNeilly in a timely manner and the backup documentation has been provided to the Governing Body for review. This will ultimately become a policy decision. Mayor Maio stated this must be reviewed before a discussion takes place. Administrator McNeilly stated the issue was further complicated because it was delivered just 24 hours before the meeting.

Community Development – Councilwoman Zdichocki/Councilman Thornton

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

Mayor Maio stated due to Councilwoman Zdichocki's absence no report was given this evening.

Municipal Infrastructure – Councilman Thornton/Councilwoman Zdichocki

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

Councilman Thornton stated hydrant flushing will begin Monday, May 6th and will continue throughout the month. The Borough will experience low water pressure at certain times.

Councilman Thornton stated leaf and brush collection will take place from Monday, May 6th, through Friday, May 10th. Pickup of leaves and brush is this week only for all zones. Everything needs to be to the curb by May 5th.

Information Technology – Councilmen Riccardi/Romano

Councilman Riccardi stated the scanning project was temporarily placed on hold during the budget process. The scanning will resume shortly. The security training is in process now. The capital ordinance is on tonight's agenda for the iPads.

Boards/Commissions – Councilwoman Thistleton/Councilman Riccardi

Councilwoman Thistleton thanked the Recreation Commission for the work they did in sponsoring the Easter Egg Hunt. It was a beautiful day and there was a great turn out. The children had a wonderful time. The Miss Stanhope Scholarship Program is scheduled for June 22nd with a rain date of June 23rd. The Recreation Commission is also preparing for Family Fun Day. Councilwoman Thistleton stated the Recreation Commission report indicates they are registering children for the Camp Lenape Summer Camp. Mayor Maio stated the summer camp program is being run through the Netcong Educational Foundation and all registrations should be done directly with Netcong.

Councilman Romano stated the rabies clinic was well attended and as usual it was a cold and rainy evening.

ADMINISTRATOR'S REPORT

CR 602 / Grove Road Crosswalk – Administrator McNeilly stated the County is reviewing the requested change in the agreement for the CR 602/Grove Road Crosswalk.

Route 183 Crosswalk – Administrator McNeilly stated the lighting specifications for the Route 183 crosswalk were provided to the JCP&L area representative.

Cybersecurity Training – Administrator McNeilly stated cybersecurity training was rolled out to everyone that has access to the Borough computer system and those with a Borough supplied email address. Progress on the training is continuing. There are 30 participants and 19 have completed the training. Administrator McNeilly expects the training to be completed by May 15th. The training is being provided by the JIF. Members of the Governing Body stated they had difficulty using the program on different types of media such as cell phones and iPads. The training is required for the Borough's cyber insurance coverage.

Clean Up Day – Administrator McNeilly stated Dana Mooney, CFO, has confirmed that the shredding truck will be at the DPW yard on April 27th from 9:00am to Noon. Green Vision will be accepting electronics. The information is on the website, displayed on the counter in Borough Hall and Nixle messages will be sent out.

Netcong Education Foundation – Administrator McNeilly stated he received a phone call from Teri Verevet who recently joined the Netcong Education Foundation. Foundations generally fund raise to provide funds to other programs to keep them functioning such as a music program; team uniforms or to fund a scoreboard for example. The Netcong Education Foundation is running Netcong's after care program. Due to the absence of other summer camp programs in the area, Netcong's after care program is offering a summer camp which is being called "Camp Lenape". Ms. Verevet would like to provide a presentation to the Governing Body. Their goal is to have the Borough advertise the program on social media, the Borough's website and have flyers available at Borough Hall. The program is open to Stanhope residents.

Administrator McNeilly stated he asked Ms. Verevet how they vet the employees. Employees are run through Child Family Services and all background checks are done. The same procedure will be used for the summer program. Anyone under 18 years of age is not subject to that type of background check. The insurance is consistent with what is required to run an after care/day care program. The certificates are on file and on display at Netcong School. Administrator McNeilly stated this organization is a 501c-3 and it is not affiliated with any government municipality or school program. Administrator McNeilly stated the Borough could choose to place a flyer on the bulletin board and place the information on the Borough website. Administrator McNeilly is of the opinion that the Borough should not provide the reimbursement for the camp as was done for the municipally run program. There is no way to track or control this and there could be a liability issue. Mayor Maio stated the people running this program have spoken with her. Mayor Maio had instructed them to forward the information to the Administrator. The residents are can sign up for the program but the Borough has no affiliation with the program and as such the Recreation Commission should not be involved at all. Administrator McNeilly will contact the Recreation Commission to inform them. Administrator McNeilly stated there was a

conversation back in December regarding a government sponsored summer program being established for this year. Mayor Maio stated the government sponsored summer program was not created and there is no subsidy from the Borough of Stanhope for a privately run program. Discussion took place regarding whether or not to have the representative give a presentation to the Governing Body. Councilman Romano recused himself from the discussion due to the fact he is part of an organization which provides programs. Mayor Maio stated within the Borough of Stanhope there are many different programs available and in her opinion it is not necessary to have a presentation made. Mayor Maio asked the members of the Governing Body if they would like to have a presentation and if they were in favor of advertising the program. Councilman Romano recused himself. Councilwoman Thistleton replied no to a presentation and in favor of advertising. Councilwoman Kuncken replied no to a presentation and in favor of advertising. Councilman Riccardi asked if other after care/day care facilities are publicized through the Borough. Administrator McNeilly stated the Borough does generally post information for non-profits upon request. Councilman Riccardi stated no to a presentation and approved the advertising of the program. Councilman Thornton stated no to a presentation and no to promoting the program. Councilman Thornton is concerned that due to the fact the Borough has sponsored a program in the past, this will cause confusion. Residents may think the Borough has an affiliation to the program and it does not. Mayor Maio stated the results of the poll indicate that a presentation is not desired and the Borough will advertise the program. Administrator McNeilly stated he will follow up with the Recreation Commission.

Construction Official – Administrator McNeilly stated the Governing Body needs to acknowledge that the Construction Official will be handling the Plumbing Subcode and Fire Subcode Official duties due to the pending retirement of the Plumbing/Fire Subcode Official. Mayor Maio asked if this will involve a stipend. Administrator McNeilly stated the Construction Official has stated he will do the inspections for a period of time and then make a determination as to the demand and amount of additional time required. A stipend has not been requested at this time. Mayor Maio asked if the Construction Official has all the required licenses. Administrator McNeilly confirmed the Construction Official is licensed in all the subcodes. Mayor Maio polled the Governing Body and asked if they are in favor of the Construction Official providing inspections for all the subcodes. The results are as follows: Councilman Romano – yes; Councilwoman Thistleton – yes; Councilwoman Kuncken – yes; Councilman Thornton – yes; Councilman Riccardi – yes. Administrator McNeilly stated the workload should be monitored and suggested the Personnel Committee meet at the end of the summer to review the situation.

Bucket Drop – Administrator McNeilly stated both the Fire Chief and the Police Chief have been briefed on the process for filing the Bucket Drop Application with the NJDOT. The resolution is on the agenda this evening for approval. Tomorrow they will both receive sealed copies of the resolution and copies of the maps. The Borough Administration will no longer be part of the procedure. It will be incumbent upon the Fire Chief and the Fire Department to follow up with the Police Chief for the required signatures, certifications and applications. The Borough will provide cones for the event when they are requested.

Short Term Rental – Administrator McNeilly asked the Governing Body if the proposed Short Term Rental Ordinance should be forwarded to the Land Use Board for review and comment. The Governing Body approved the request to have the Short Term Rental Ordinance forwarded to the Land Use Board for review and advice. The ordinance can then be prepared for introduction at the May 28th Mayor and Council meeting.

Proposed Zone Changes – Administrator McNeilly asked the Governing Body if the proposed ordinance for Zone changes in the Industrial/Age Restricted Zone should be forwarded to the Land Use Board for review and comment. The Governing Body approved the request to have the Proposed Zone Change Ordinance forwarded to the Land Use Board for review and advice. The ordinance can then be prepared for introduction at the May 28th Mayor and Council meeting.

Plaster Mill - Councilman Riccardi asked if there are any updates on the Plaster Mill. Administrator McNeilly stated Eric Keller, Borough Engineer, will be in attendance at the May 11th meeting and he will ask Mr. Keller to provide an update.

Clean Up Day – Councilman Thornton asked if the shredding company is also providing the electronics collection. Administrator McNeilly stated there are two different companies. Councilman Thornton asked if electronics collection will take place all day Saturday. Administrator McNeilly confirmed this.

COUNCIL DISCUSSION

TAP Grant – Administrator McNeilly stated there have been some site visits from NJDOT and the details, fine points and specifications are being finalized. Mr. Millen has been the Borough’s Local Aid Representative for several years and he has been transferred to Trenton. A new representative has been assigned. Mr. Keller will provide an update at the May 11th meeting.

OLD BUSINESS

PUBLIC HEARING AND ADOPTION OF THE 2019 MUNICIPAL BUDGET

**Resolution 082-19 RESOLUTION OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF STANHOPE AUTHORIZING READING OF
THE MUNICIPAL BUDGET BY TITLE**

WHEREAS, N.J.S.40A:4-8 provides that the budget may be ready by title only at the time of the public hearing if a resolution is passed by not less than a majority of the full Governing Body, provided that at least one (1) week prior to the date of public hearing a complete copy of the approved budget, as advertised, has been posted in the Municipal Building and copies have been made available by the Clerk to persons requesting them; and

WHEREAS, these conditions have been met;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that the 2018 Municipal Budget shall be read by title at this Public Hearing for same.

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

**Resolution 083-19 RESOLUTION OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF STANHOPE ADOPTING THE 2019
MUNICIPAL BUDGET**

BE IT RESOLVED by the Governing Body of the Borough of Stanhope, County of Sussex, that the budget herein before set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of \$4,884,881.32 for municipal purposes.

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

Mayor Maio opened the meeting to the public for questions or comments on this resolution only. Mayor Maio extended thanks to Dana Mooney, CFO, and the Finance Department and to Administrator McNeilly. Mayor Maio is of the opinion the budget is a very conservative and it is a very efficient budget. The Borough has plans for a great number of projects and the Governing Body has been very tight fisted in spending money. The municipal levy is increasing by 1.07%, just under \$37,000. The average household will see an increase of approximately \$24.00 for the municipal portion of the budget. Mayor Maio stated she appreciates the hard work that went into this budget. Seeing no one from the public wishing to speak, Mayor Maio closed the public portion of the meeting.

Roll Call:

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

ORDINANCE

Mayor Maio offered the following ordinance for Public Hearing and Final Adoption which was read by title.

Ordinance for Public Hearing and Final Adoption

Ordinance 2019-06 CAPITAL ORDINANCE APPROPRIATING \$7,700.00 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, AS FOLLOWS;

Section 1. The several improvements described in Section 3 of this capital 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 therefore and amounting in the aggregate to \$7,700.00, which has heretofore been set aside for the improvement or purpose stated in Section 3 and now available therefore by virtue of provision in a previously adopted budget or budgets of the Borough for capital improvement purposes.

Section 2. For the financing of said improvements or purposes and to meet the part of said \$7,700.00 appropriations, the Borough will use \$5,200.00 from the General Capital Improvement Fund, \$1,250.00 from Water Capital Outlay, and \$1,250.00 from Sewer Capital Outlay, as described in Section 3.

Section 3. The improvements hereby authorized and the several purposes for the allocation of which said obligations are to be spent, the appropriation made for an estimated cost of each such purpose, and the estimated maximum amount of funds to be spent for each such purpose, are respectively as follows:

General Capital Improvement Fund:

General Capital share of cost of portable computer tablets and related equipment, and full funding for outdoor furniture as well as any related hardware for Borough parks.....\$5,200.00

Water Operating Budget – Capital Outlay

Water Capital Outlay – share of cost of portable computer tablets and related equipment.....\$1,250.00

Sewer Operating Budget – Capital Outlay

Sewer Capital Outlay – share of cost of portable computer tablets and related equipment.....\$1,250.00

All the aforesated improvements or purposes where applicable, are in accordance with specifications on file in the office of the Borough Clerk, which specifications are hereby approved.

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

- (a) The said purposes described in Section 3 of this capital ordinance are capital expenses and are each a property or improvement that the Borough may lawfully acquire or make as a general improvement, and no part of the cost thereof has been or shall be specifically 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 by this capital ordinance, is five (5) years.

Section 5. This capital ordinance shall take effect ten (10) days after the publication thereof after final adoption.

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

Mayor Maio opened the meeting to the public for questions or comments on this resolution only. Seeing no one from the public wishing to speak, Mayor Maio closed the public portion of the meeting.

Roll Call:

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

On motion by Councilman Romano, 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.

NEW BUSINESS

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 May 14, 2019]

Ordinance 2019-07 **AN ORDINANCE OF THE BOROUGH OF
STANHOPE COUNTY OF SUSSEX, NEW JERSEY
FIXING THE SALARY AND WAGES FOR
BOROUGH EMPLOYEES AND OFFICIALS**

BE IT ORDAINED by the Mayor and Council of the Borough of Stanhope, New Jersey as follows:

SECTION 1. That the Annual salary, wage and compensation to be paid to Borough employees and officials in 2019 be as follows:

Mayor	\$ 3,013.00
Borough Council Member	2,739.00
Administrator	113,034.00
Borough Clerk	63,133.00
Deputy Borough Clerk	37,495.00
Registrar	4,324.00
Deputy Registrar	2,343.00
Website Content Manager	3,798.00
Chief Financial Officer/ Tax Collector	103,780.00
Utility Collector/ Asst to Tax Collector	39,332.00
Accounts Payable	23,871.00
Tax Assessor	20,636.00
Custodian	8,116.00

POLICE DEPARTMENT

Chief of Police	As per contract
Sergeant	As per contract
Sergeant’s Stipend	As per contract
Detective’s Stipend	As per contract
Patrolman	As per contract

Clerk Typist - Police Dept.	35,771.00
Police Matron	\$23.10 per hour
Police Matron – Call-out	\$50.00 per call-out
Special Officer	\$21.99 per hour
Crossing Guard	\$15.67 per hour
DEPARTMENT OF PUBLIC WORKS	
D.P.W. Superintendent	\$ 75,350.00
Water Operator	5,502.00
Sewer Operator	5,502.00
Water T-1 License Stipend	3,500.00
Public Works Repairer	As per contract
Laborer	As per contract
Part-time Laborer	\$12.00 to \$13.25 per hour
Seasonal Help	\$14.42 per hour

CONSTRUCTION DEPARTMENT

Construction Official	24,043.00
Fire Subcode Official	3,174.00
Plumbing Subcode Official	3,649.00
Zoning Officer	11,328.00
Code Enforcement Officer	11,791.00
Municipal Housing Stipend	2,016.00
Clerical –Construction	8,680.00

BOARDS AND COMMISSIONS:

Land Use Secretary	\$ 9,795.00
Board of Health Secretary	4,626.00
Secretary to:	
Shade Tree	\$25.00 per month*
Environmental Commission	\$25.00 per month*
Recreation Commission	\$25.00 per month*

*submission of monthly minutes required.

SECTION 2. Salaries and wages for all Borough employees and officials shall be paid in bi-weekly installments as nearly equal as possible.

SECTION 3. Unless otherwise provided herein, remuneration for all employees shall be retroactive to January 1st of each year.

SECTION 4. The salaries and wages herein established shall be in lieu of any and all fees to which the respective incumbents of said offices might otherwise be entitled by statute or ordinance; which fees shall immediately upon collection thereof be paid over to the Treasurer for use of the Borough except as otherwise provided herein.

SECTION 5. The Borough shall pay medical insurance premiums in accordance with State law, collective bargaining agreements and the Borough's elected participation in any State health benefit program for all eligible employees and their eligible dependents.

SECTION 6. The terms and conditions of all collective bargaining agreements negotiated between the Borough and any bargaining unit representing Borough employees are hereby incorporated into this Ordinance.

SECTION 7. All Ordinances and Resolutions, or parts thereof, inconsistent herewith are hereby repealed.

SECTION 8. This Ordinance shall become effective immediately upon final adoption and publication as required by law.

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

Roll Call:

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

On motion by Councilman Riccardi, seconded by Councilman Thornton, 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 084-19 RESOLUTION AUTHORIZING THE ISSUANCE OF NOT EXCEEDING \$4,639,302 BOND ANTICIPATION NOTES OF THE BOROUGH OF STANHOPE, IN THE COUNTY OF SUSSEX, NEW JERSEY

BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF STANHOPE, IN THE COUNTY OF SUSSEX, NEW JERSEY, AS FOLLOWS:

Section 1. Pursuant to a bond ordinance of the Borough of Stanhope, in the County of Sussex (the “Borough”), entitled “Bond ordinance providing for the improvement of the water supply and distribution system in and by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$250,000 therefor and authorizing the issuance of \$237,500 bonds or notes of the Borough for financing such appropriation”, finally adopted on May 25, 2010 (#2010-03), bond anticipation notes of the Borough in a principal amount not exceeding \$3,400 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 2. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance appropriating \$500,000, and authorizing the issuance of \$285,000 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”, finally adopted on May 25, 2010 (#2010 04), bond anticipation notes of the Borough in a principal amount not exceeding \$56,200 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 3. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance providing for the acquisition of new and additional equipment by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$90,000 therefor and authorizing the issuance of \$85,500 bonds or notes of the Borough for financing such appropriation”, finally adopted on November 23, 2010 (#2010-13), bond anticipation notes of the Borough in a principal amount not exceeding \$15,900 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 4. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance providing for the acquisition of new and additional fire fighting equipment by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$37,000 therefor and authorizing the issuance of \$35,200 bonds or notes of the Borough for financing such appropriation”, finally adopted on July 12, 2011 (#2011-13), bond anticipation notes of the Borough in a principal amount not exceeding \$8,500 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 5. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance providing for the improvement of the water supply and distribution system (Sparta Road - Phase II) in and by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$120,000 therefor and authorizing the issuance of \$120,000 bonds or notes of the Borough for financing such appropriation”, finally adopted on May 22, 2012 (#2012-10), bond anticipation notes of the Borough in a principal amount not exceeding \$37,500 shall be issued for the purpose of

temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 6. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance providing for the acquisition of new and additional vehicular equipment for use by the water utility of the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$60,000 therefor and authorizing the issuance of \$60,000 bonds or notes of the Borough for financing such appropriation”, finally adopted on June 26, 2012 (#2012-14), bond anticipation notes of the Borough in a principal amount not exceeding \$18,650 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 7. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance appropriating \$359,000, and authorizing the issuance of \$341,000 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”, finally adopted on June 26, 2012 (#2012-15), bond anticipation notes of the Borough in a principal amount not exceeding \$176,000 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 8. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance providing for the improvement of the water supply and distribution system in and by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$2,300,000 therefor and authorizing the issuance of \$2,300,000 bonds or notes of the Borough for financing such appropriation”, finally adopted on November 27, 2012 (#2012-18), bond anticipation notes of the Borough in a principal amount not exceeding \$27,600 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 9. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance providing for the acquisition of new and additional equipment for use by the water utility of the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$140,000 therefor and authorizing the issuance of \$140,000 bonds or notes of the Borough for financing such appropriation”, finally adopted on July 9, 2013 (#2013-11), bond anticipation notes of the Borough in a principal amount not exceeding \$69,200 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 10. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance appropriating \$91,000, and authorizing the issuance of \$86,450 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”, finally adopted on July 9, 2013 (#2013-12), bond anticipation notes of the Borough in a principal amount not exceeding \$50,950 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 11. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance providing for the improvement of the water supply and distribution system (Maple Terrace/Mountain Terrace) in and by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$104,000 therefor and authorizing the issuance of \$104,000 bonds or notes of the Borough for financing such appropriation”, finally adopted on April 8, 2014 (#2014-07), bond anticipation notes of the Borough in a principal amount not exceeding \$46,977 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 12. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance providing for the improvement of Maple Terrace/Mountain Terrace in and by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$245,000 therefor and authorizing the issuance of \$233,000 bonds or notes of the Borough for financing such appropriation”, finally adopted on

April 8, 2014 (#2014-08), bond anticipation notes of the Borough in a principal amount not exceeding \$159,301.20 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 13. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance providing for the improvement of the water supply and distribution system (James Street) in and by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$256,000 therefor and authorizing the issuance of \$256,000 bonds or notes of the Borough for financing such appropriation”, finally adopted on June 24, 2014 (#2014-11), bond anticipation notes of the Borough in a principal amount not exceeding \$190,516 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 14. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance providing for the improvement of James Street in and by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$392,000 therefor and authorizing the issuance of \$133,300 bonds or notes of the Borough for financing such appropriation”, finally adopted on June 24, 2014 (#2014-12), bond anticipation notes of the Borough in a principal amount not exceeding \$91,243.91 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 15. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance appropriating \$465,000, and authorizing the issuance of \$191,955 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”, finally adopted on August 12, 2014 (#2014 13) bond anticipation notes of the Borough in a principal amount not exceeding \$139,455 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 16. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance appropriating \$35,000, and authorizing the issuance of \$35,000 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”, finally adopted on August 12, 2014 (#2014 14) bond anticipation notes of the Borough in a principal amount not exceeding \$30,600 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 17. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance providing for the improvement of the water supply and distribution system in and by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$114,002.59 therefor and authorizing the issuance of \$38,100 bonds or notes of the Borough for financing such appropriation”, finally adopted on August 26, 2014 (#2014 18) bond anticipation notes of the Borough in a principal amount not exceeding \$33,700 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 18. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance appropriating \$271,750, and authorizing the issuance of \$258,150 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”, finally adopted on April 28, 2015 (#2015 10) bond anticipation notes of the Borough in a principal amount not exceeding \$187,148.33 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 19. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance appropriating \$128,000, and authorizing the issuance of \$128,000 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”, finally adopted on April 28, 2015 (#2015 08) bond anticipation notes of the Borough in a principal amount not exceeding \$118,500 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 20. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance providing for the improvement of various roads in and by the Borough of Stanhope, in the County of Sussex, New Jersey, appropriating \$120,000 therefor and authorizing the issuance of \$114,000 bonds or notes of the Borough for financing such appropriation”, finally adopted on July 28, 2015 (#2015-14), bond anticipation notes of the Borough in a principal amount not exceeding \$92,795.56 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 21. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance appropriating \$338,034, and authorizing the issuance of \$305,200 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”, finally adopted on April 26, 2016 (#2016-04), bond anticipation notes of the Borough in a principal amount not exceeding \$276,650 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 22. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance appropriating \$170,000 and authorizing the issuance of \$161,500 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”, finally adopted on May 9, 2017 (#2017-03), bond anticipation notes of the Borough in a principal amount not exceeding \$151,500 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 23. Pursuant to a bond ordinance of the Borough entitled: “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 \$1,905,000 therefor and authorizing the issuance of \$90,000 bonds or notes of the Borough for financing such appropriation”, finally adopted on March 27, 2018 (#2018-03), bond anticipation notes of the Borough in a principal amount not exceeding \$85,000 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 24. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance appropriating \$1,622,850, and authorizing the issuance of \$1,328,740 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”, finally adopted on May 8, 2018 (#2018-09), bond anticipation notes of the Borough in a principal amount not exceeding \$1,328,740 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 25. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance appropriating \$688,525, and authorizing the issuance of \$658,525 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”, finally adopted on May 8, 2018 (#2018-10), bond anticipation notes of the Borough in a principal amount not exceeding \$658,525 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 26. Pursuant to a bond ordinance of the Borough entitled: “Bond ordinance appropriating \$54,850, and authorizing the issuance of \$54,850 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”, finally adopted on May 8, 2018 (#2018-11), bond anticipation notes of the Borough in a principal amount not exceeding \$54,850 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 27. Pursuant to a bond ordinance of the Borough entitled: “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”, finally adopted on February 19, 2019 (#2019-01), bond anticipation notes of the Borough in a principal amount not exceeding \$409,900 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 28. Pursuant to a bond ordinance of the Borough entitled: “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”, finally adopted on February 19, 2019 (#2019-02), bond anticipation notes of the Borough in a principal amount not exceeding \$82,000 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 29. Pursuant to a bond ordinance of the Borough entitled: “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”, finally adopted on February 19, 2019 (#2019-03), bond anticipation notes of the Borough in a principal amount not exceeding \$38,000 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor.

Section 30. All bond anticipation notes (the “notes”) issued hereunder shall mature at such times as may be determined by the treasurer, the chief financial officer or the acting chief financial officer of the Borough (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 and shall be signed and sealed by officials and officers of the Borough in any manner permitted by N.J.S.A. §40A:2-25. The Chief Financial Officer shall determine all matters in connection with the notes issued hereunder, 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 at not less than par 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. 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 hereunder 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 31. Any note issued pursuant to this resolution shall be a general obligation of the Borough, and the Borough’s faith and credit are hereby pledged to the punctual payment of the principal of and interest on the notes and, unless otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 32. The Chief Financial Officer is hereby authorized and directed to do all other matters necessary, useful, convenient or desirable to accomplish the delivery of the notes to the purchasers thereof as promptly as possible, including (i) the preparation, execution and dissemination of a Preliminary Official Statement and Final Official Statement with respect to the notes, (ii) preparation, distribution and publication, if necessary, of a Notice of Sale with respect to the notes, (iii) execution of a Continuing Disclosure Undertaking, with respect to the notes in accordance with Rule 15c2 12 promulgated by the Securities and Exchange Commission

and (iv) execution of an arbitrage and use of proceeds certificate certifying that, among other things, the Borough, to the extent it is empowered and allowed under applicable law, will do and perform all acts and things necessary or desirable to assure that interest paid on the notes is not included in gross income under Section 103 of the Internal Revenue Code of 1986, as amended.

Section 33. All action heretofore taken by Borough officials and professionals with regard to the sale and award of the notes is hereby ratified, confirmed, adopted and approved.

Section 34. This resolution shall take effect immediately.

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

Resolution 085-19

RESOLUTION AWARDING CONTRACT TO RAPID PUMP & METER SERVICE COMPANY, INC. FOR PORT MORRIS PUMP STATION REPLACEMENT PROJECT, CONTRACT ST19-01

WHEREAS, the Borough of Stanhope advertised for the receipt of sealed competitive bids for Port Morris Pump Station Replacement Project, Contract ST19-01 (the “Project”); and

WHEREAS, the Borough accepted sealed, competitive bids on April 10, 2019 for the Project; and

WHEREAS, the Borough Attorney has reviewed the bids for compliance with the Local Public Contracts Law and the Borough’s bidding requirements; and

WHEREAS, Rapid Pump & Meter Service Company, Inc. is the lowest responsive, responsible bidder for the Project with a Base Bid of \$444,890.00, Alternate #1 of \$5,000.00 and Alternate #2 of \$48,700.00; and

WHEREAS, the Borough Engineer concurs in the recommendation of the award of the contract to Rapid Pump & Meter Service Company, Inc.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Stanhope that the Borough does hereby award the contract to Rapid Pump & Meter Service Company, Inc. in an amount not to exceed \$444,890.00, Alternate #1 for \$5,000.00 and Alternate #2 for \$48,700.00, for a total amount of \$498,590.00 for the Port Morris Pump Station Replacement Project, Contract ST19-01; and

BE IT FURTHER RESOLVED that the award of this bid is subject to certification of the availability of funds by the Chief Financial Officer.

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

Resolution 086-19

RESOLUTION AUTHORIZING PROFESSIONAL ENGINEERING SERVICES FOR MILLING, RESURFACING & CURB REPAIR FOR YOUNG DRIVE AND MARYANN TERRACE CONTRACT IN THE AMOUNT OF \$25,000.00

WHEREAS, the Borough of Stanhope proposes to engage in milling, resurfacing and curb repairs on Young Drive and Maryann Terrace, (the “Project”); and

WHEREAS, on December 13, 2018, the Borough Engineer, Bowman Consulting Group, Ltd., submitted a proposal for various professional engineering services for the milling, resurfacing and curb repair of Young Drive and Maryann Terrace for an amount not to exceed \$25,000.00; and

WHEREAS, there exists a need for Bowman Consulting Group, Ltd. to develop construction documents and provide construction administration and observation services for the Project; and

WHEREAS, the Chief Financial Officer, Dana J. Mooney, has certified that funds are available.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey that Bowman Consulting Group, Ltd. is hereby authorized to provide professional engineering services regarding the milling, resurfacing and curb repair of Young Drive and Maryann Terrace, as provided for in the proposal dated December 13, 2018, in an amount not to exceed \$25,000.00.

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

Roll Call:

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

Resolution 087-19

RESOLUTION AUTHORIZING PROFESSIONAL ENGINEERING SERVICES FOR MILLING AND RESURFACING FOR BOROUGH PARKING LOT, POST OFFICE ACCESS AND SALMON PARK PARKING LOT CONTRACT IN THE AMOUNT OF \$15,300.00

WHEREAS, the Borough of Stanhope proposes to engage in milling and resurfacing the Borough Parking Lot, Post Office Access and Salmon Park Parking Lot (the “Project”); and

WHEREAS, on December 13, 2018, the Borough Engineer, Bowman Consulting Group, Ltd., submitted a proposal for professional engineering services for the milling and resurfacing of the Borough Parking Lot, Post Office Access and Salmon Park Parking Lot for an amount not to exceed \$15,300.00; and

WHEREAS, there exists a need for Bowman Consulting Group, Ltd. to develop construction documents and provide construction administration and observation services for the Project; and

WHEREAS, the Chief Financial Officer, Dana J. Mooney, has certified that funds are available.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey that Bowman Consulting Group, Ltd. is hereby authorized to provide professional engineering services regarding the milling, and resurfacing of Parking Lot, Post Office Access and Salmon Park Parking Lot, as provided for in its proposal dated December 13, 2018, in an amount not to exceed \$15,300.00.

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 - yes
Councilman Thornton – yes
Councilwoman Zdichocki – absent

Resolution 088-19

RESOLUTION AUTHORIZING THE PREPARATION OF A STORMWATER OPERATIONS AND MAINTENANCE MANUAL AND 2019 STORMWATER MONITORING CONTRACT IN THE AMOUNT OF \$18,175.00

WHEREAS, the Borough of Stanhope has the need for engineering services regarding stormwater monitoring, and

WHEREAS, on January 22, 2019, the Borough Engineer, Bowman Consulting Group, Ltd., submitted a proposal for professional engineering services to prepare an Operations and Maintenance Manual (“O&M Manual”) addressing the needs for Borough-maintained detention basins, water quality devices, stormwater conveyance systems and outfalls throughout the Borough, as well as to perform certain inspections pursuant to the O&M Manual; and

WHEREAS, there exists a need for Bowman Consulting Group, Ltd. to develop the O&M Manual for all stormwater management facilities throughout the Borough, to provide routine quarterly inspections at all Borough stormwater facilities and inspections after each major storm event; and

WHEREAS, the Chief Financial Officer, Dana J. Mooney, has certified that funds are available.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey that Bowman Consulting Group, Ltd. is hereby authorized to provide professional engineering services regarding preparation of an O&M Manual, and perform inspections as provided for in its proposal dated January 22, 2019, in an amount not to exceed \$18,175.00.

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
Councilman Riccardi - yes
Councilman Romano - yes

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

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

Resolution 089-19

RESOLUTION AUTHORIZING STANHOPE HOSE CO. #1 TO CONDUCT A BUCKET DROP

WHEREAS, Stanhope Hose Company No. 1 has indicated a desire to hold a “Bucket Drop” July 3rd to and including July 7th, 2019, from 8:00am to 8:00pm, at the intersection of State Rt. 183 and CR 602 in the Borough of Stanhope; and

WHEREAS, the Mayor and Council accept the Borough Engineer’s review and the Traffic Safety Plan; and

WHEREAS, Fire Department personnel are to be stationed at the above-mentioned location and all collections shall be done in a manner as to not impede the flow of traffic at any time, pursuant to the Traffic Safety Plan; and

WHEREAS, the Borough directs the Chief of Police to sign the NJDOT application for a charitable solicitation permit and to monitor compliance of the Traffic Safety Plan as necessary; and

WHEREAS, Fire Department members shall wear safety vests and traffic safety setup in shall conform with the “Manual on Uniform Traffic Control”; and

WHEREAS, N.J.A.C. 16:40-3.1 et seq. requires charitable organizations to obtain approval of the Commissioner of Transportation before soliciting contributions within State highways and County Freeholder approval for county highways.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Stanhope, in the County of Sussex, State of New Jersey hereby approves the Stanhope Hose Company No. 1’s request to hold a “Bucket Drop” on July 3rd to and including July 7th, 2019, from 8:00am to 8:00pm, at the intersection of State Rt. 183 and CR 602 in the Borough of Stanhope, per the Traffic Safety Plan and subject to obtaining approval of the Sussex County Board of Chosen Freeholders and a charitable solicitation permit from the New Jersey State Department of Transportation.

Resolution 090-19

**A RESOLUTION BY THE BOROUGH OF STANHOPE
AUTHORIZING THE CONDITIONAL OFFER OF
EMPLOYMENT IN THE STANHOPE BOROUGH POLICE
DEPARTMENT**

WHEREAS, the Borough is seeking to issue a conditional offer of employment for a new Police Officer; and

WHEREAS, one candidate, David DiLauri, will be presented with a Conditional Offer of Employment; and

WHEREAS, Mr. DiLauri has been found to meet the minimum initial requirements for the position of Police Officer, but must meet other additional requirements before the offer becomes final; and

WHEREAS, a psychological and medical evaluation are two of the additional requirements that needs to be completed for Mr. DiLauri; and

WHEREAS, Mr. DiLauri must adhere to all of the conditions of the Conditional Offer of Employment; and

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

Chief Pittigher is hereby authorized to conditionally offer a position of Police Officer to David DiLauri.

Resolution 091-19

**RESOLUTION AUTHORIZING USE OF CO-OP PUBLIC
BID FOR SPARTA ROAD MILLING, PAVING AND
LIMITED STRIPING PROJECT**

WHEREAS, the Borough of Stanhope is in need of roadway milling, paving and limited striping for Sparta Road (“Sparta Road Project”);

WHEREAS, the Borough applied for and received a Local Aid Grant from the New Jersey Department of Transportation; and

WHEREAS, the Borough Engineer’s estimate for milling, paving and limited striping on Sparta Road is \$199,400.55; and

WHEREAS, the Borough is a member of the Morris County Co-Op which has already publicly bid milling, paving and striping services for the year 2019 and has awarded a contract therefore; and

WHEREAS, the Borough may utilize the Co-Op bid price as a member of the Co-Op without the need for further public bidding; and

WHEREAS, the Borough Engineer has recommended the use of the Co-Op bid for the Sparta Road Project;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Stanhope, that the Borough shall utilize the Co-Op awarded bid for milling, paving and striping for 2019 for the Sparta Road Project at the Co-Op awarded bid price.

Resolution 092-19

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. 2018-022, representing property taxes and/or utility charges on Block 11501 L 2, C0273, known as 15273 Aspen Ct, assessed to Carol Babcock, 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 #2018-022 and Interest to Date of Meeting \$ 1,726.71 Premium Paid by Lienholder <u>0.00</u>
Total From Current Fund:	\$ 1,726.71
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 Councilwoman Kuncken, seconded by Councilman Riccardi and unanimously carried by the following roll call vote, the foregoing resolutions were duly adopted.

Mayor Maio stated there is a resolution for a conditional offer of employment for a new Police Officer. Mayor Maio stated she and Administrator McNeilly met the young man who will be replacing Officer Kurt Eller who has retired.

Roll Call:

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

Mayor's Acceptance of Resignation

Resolution 093-19

MAYOR'S ACCEPTANCE OF THE RESIGNATION OF JOSEPH OLIVO WITH COUNCIL CONCURRENCE

BE IT RESOLVED by the Council of the Borough of Stanhope that they do hereby concur with the Mayor's acceptance of Joseph Olivo's resignation as Plumbing Subcode Official/Inspector and Fire Protection Subcode Official/Inspector, effective April 26, 2019.

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

Administrator McNeilly stated Joseph Olivo has been an employee since 1993.

PAYMENT OF BILLS

Resolution 094-19

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 April 23, 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 Councilman Riccardi and unanimously carried by the following roll call vote the foregoing resolution was duly adopted.

Roll Call:

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

ATTORNEY REPORT

Attorney Ursula Leo had no report.

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 for an update on the street light located at Canfield Avenue. Administrator McNeilly stated the street light located at Canfield Avenue is a 100 watt high pressure sodium which is consistent with other street lights in the Borough. Mrs. Hoyt stated the pole is not located at the end of the road and it is very hard to see. The light was installed before the road was built. Councilwoman Kuncken asked if making the light brighter would make a difference. Administrator McNeilly stated there are intersections with similar lighting. This particular light is located approximately 40 feet from the intersection because it was not a street at the time but no other pole exists in that area. Mayor Maio asked Administrator McNeilly to contact the Borough Engineer and JCP&L to see if there are any options available.

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 - Personnel
- 1 - Attorney-Client Advice

3. It is anticipated at this time that the above stated subject matter(s) will be made public at the conclusion of each individual specified subject matter.

4. This resolution shall take effect immediately.

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

The Mayor and Council went into Closed Session at 7:45 P.M.

RETURN TO OPEN SESSION

At the conclusion of the Closed Session, the Mayor and Council reconvened the public meeting at 8:13 P.M. with all present.

ADJOURNMENT

On motion by Councilman Romano, seconded by Councilman Thornton, and unanimously carried by voice vote the meeting was adjourned at 8:13 P.M.

Approved:

Linda Chirip
Deputy Clerk for
Ellen Horak, RMC
Borough Clerk