

**MAYOR AND COUNCIL
WORK SESSION AND
AGENDA MEETING
November 12, 2019
6:00 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.

Furthermore, notice of the meeting time change was sent to the New Jersey Herald and Daily Record on October 30, 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 – present

Mayor Maio – present

2020 BUDGET DISCUSSION

Administrator McNeilly stated the figures provided in the current printout for “2019 Charged” do not include the last three months of expenditures. There are still figures which will be updated such as COAH. Ursula Leo, Borough Attorney, and Bill Hamilton, Borough Planner, are still gathering information for COAH. Eric Keller, Borough Engineer, has just provided information with regard to stormwater regulations.

Section 3-a General Administration – No changes were made.

Section 3-b Mayor & Council – The percentage of increase is 3.21% which is a result of an increase to Line 10511024 Calendar and Line 10511025 Meetings & Seminars. Councilwoman Kuncken suggested the rotating schedule for attending the Sussex County League of Municipalities monthly meeting be eliminated and the budget should provide for all the council members to attend. It will be a rare occurrence that all seven members attend at the same time. Councilwoman Zdichocki agreed with Councilwoman Kuncken and stated the meetings are an important part of what they do. It was also suggested that the council member should be required to reimburse the Borough if they have make a reservation to attend and then cancel without providing enough notice. The Governing Body agreed. Line 10511025 Meetings & Seminars was adjusted to include 8 meetings/year at \$30/meeting for 7 people to attend each meeting for a total of \$1,680.

Section 3-c Municipal Clerk – The Clerk’s budget has a slight increase. Ellen Horak, Borough Clerk, stated an email was received from the County Board of Elections stating election costs will be increasing next year due to the increased number of mail in ballots which have to be sent out. Councilwoman Zdichocki asked who would incur the cost of having a Police Officer present at the Presidential Election to cross people from the parking lot to the American Legion on Route 183 now that two districts are voting at that location. Administrator McNeilly that cost would be incurred by the Borough.

Section 4-a Financial Administration – There has been a decrease due to the fact the Fixed Assets Program has been paid for. Line 10513026 Seminars/Conferences has increased. The costs will no longer be split between Stanhope Borough and Stillwater Township. Councilman Romano asked if enough has been budgeted for Payroll Services. Administrator McNeilly stated he has discussed this with the CFO and she is of the opinion the budgeted amount is sufficient.

Section 4-b Computer Services – Mayor Maio asked Administrator McNeilly to find out why Line 10514024 Internet/Website has been increased and which computer systems are scheduled to be replaced.

Section 4-c Tax Collector – There is an increase in the budget. Classes are being attended by an employee in the Tax Collector’s Department. No changes were made.

Section 4-d Tax Assessor – No changes were made.

Section 5-a Legal Services & Engineering Services – There are several issues still to be determined on this page. This will be revisited.

Section 5-b Land Use Board – No changes were made.

Section 5-c Regional Planning Board – There has been a significant increase due to the fact the State has not funded the Board at all and no longer pays for the disposal of the weeds. There has been a 15% increase across the board to the four communities which support the Board and the two Counties. Stanhope Borough has the largest portion of shoreline and therefore contributes the largest share of the funding. Mayor Maio stated the Planning Board has protested to the State regarding their lack of funding.

Section 5-d Construction - No changes were made.

Section 5-e Zoning – Mayor Maio asked Administrator McNeilly to find out why Line 10520025 Dues & Subscriptions was budgeted for \$40 for 2019 and \$125 has been charged.

Section 6-a Insurance – No changes were made.

Section 7-a Police Department – This will be revisited.

Section 7-b Police Dispatch & 911 Services – Administrator McNeilly stated 2017 was the last year and it is being held at zero for four years 2018-2023.

Councilwoman Zdichocki stated she has never met the Emergency Management Coordinator and she did not see him during the tornado event. Councilwoman Kuncken stated he is present at emergencies. Administrator McNeilly stated the Emergency Management Coordinator worked round the clock during the tornado event. Much discussion took place regarding the OEM position. Councilwoman Kuncken stated she has been involved with the OEM many times over the years and he does a great job. Administrator McNeilly stated the OEM manages the situation between the police department, fire department, State, news press and County OEM. During the tornado incident he was also working with the school officials as well. Administrator McNeilly described the various other duties performed by the OEM during the year.

Section 7-c Fire Department – This item will be revisited.

Section 8-a, 8-a-1, 8-a-2 Road Maintenance – This budget has a 0.17% increase. The water and sewer budget is not completed as yet.

Section 8-b Solid Waste – These figures are good for two more years. After that time recycling costs could rise to be as high as garbage collection. Source separation may have to be reinstated with collection taking place every other week. This is a problem state and nationwide. Discussion took place regarding the lack of competitive bids.

Section 8-c Buildings & Grounds – This budget anticipates the plan to have another activated crosswalk installed at the intersection of Brooklyn Road and Maple Terrace. The activated crosswalk which will be installed at the intersection of Grove Road and Brooklyn Terrace may have to be wired for electric if solar power is not an option at that location. The installation date has not been determined to date. Councilwoman Zdichocki asked for a status update on the renovation for the Municipal Building. Administrator McNeilly stated this issue was still in Infrastructure Committee discussions. Councilwoman Kuncken stated this was tied in with the bonding and debt service. Councilwoman Zdichocki stated the issue does need to be discussed. The building is not ADA compliant and it is not workable for the citizens and the people working in it. This is an important issue and needs to be ADA compliant. Administrator McNeilly stated the cost is large and cannot be handled by bond anticipation notes. The renovation would require long term financing and regular financing. Councilman Thornton stated there is a plan but it is a matter of finding a way to fund it. Administrator McNeilly stated Raymond Sarinelli, Borough Auditor, will be present at the December meeting and perhaps he can provide some insight into what the payments would be. Renovation funding cannot be drawn out for the same period of time as new construction.

Councilman Riccardi asked if the budget includes the costs for maintaining the duct cleaning, maintenance and carpet cleaning for the municipal building. Administrator McNeilly confirmed this.

Mayor Maio stated the budget discussion will continue at the next scheduled meeting.

PRESENTATION

Mayor Maio invited Kyle Richter, Musconetcong Watershed Association, to come forward to begin his annual training presentation for this evening. Mr. Richter stated the Musconetcong Watershed Association is a non-profit group dedicated to protecting and improving the quality of the Musconetcong River and its Watershed, which Stanhope is a part of, including its natural and cultural resources. The Musconetcong River flows 42 miles from Lake Hopatcong to the Delaware River and is fed by numerous tributaries. It has a 158 square mile drainage area and includes four counties; Hunterdon, Morris, Sussex and Warren, and 26 municipalities. The river is part of the National Wild and Scenic River System, except in this particular area due to the lakes and dams. Mr. Richter stated he is here this evening to provide the required public education and outreach program that focuses on educating and involving the community through the use of pollution prevention activities related to the impacts of stormwater discharges on surface and groundwater. Stanhope is a Tier A municipality and is required to annually conduct activities that total at least 12 points and must include activities from at least three of the five categories set forth in Attachment B (Points System for Public Education and Outreach Activities). The Municipal Stormwater Management Plan addresses stormwater related water quality, groundwater recharge and water quantity impacts of major development, and may also address stormwater related water quality; water quantity and groundwater recharge impacts of existing land uses. For purposes of this subchapter, major development is limited to projects that ultimately disturb one or more acres of land. The Stormwater Regulations are intended to change the way municipalities handle stormwater in order to reduce or eliminate what enters the waterways with stormwater runoff. Stormwater is water that originates during precipitation events and snow/ice melt. Stormwater can soak into soil (infiltration), be held on the surface and evaporate, or runoff and end up in nearby streams, rivers, or other water bodies. It is important to remember that stormwater runoff is not just water. Anything on the land that gets carried with the water such as oil, litter, soil, and pesticides can be carried into the rivers and streams. Stormwater runoff needs to be managed to slow down pollution and prevent flooding. More development creates more impervious surfaces and causes more stormwater runoff. In January the stormwater management rules are changing. Green infrastructure is going to be implemented. In New Jersey there is 675,200 acres of impervious coverage. Stanhope has approximately 14% impervious coverage. Green Infrastructure is defined as stormwater management measures that manage stormwater close to its source either by infiltration into subsoil, treatment by vegetation or soil, or storage to reuse. Past rules dealt with moving the stormwater away. The new guidelines require capturing the water for reuse by utilizing such things as cisterns, rain barrels, green roofs, green gardens and vegetative filter strips. The DEP is proposing amendments to the

Stormwater Management Rules to replace the current requirement that major developments incorporate nonstructural stormwater management strategies to the maximum extent practicable to meet groundwater recharge standards, stormwater runoff quantity and quality standards, with a requirement that green infrastructure be utilized to meet these same standards. Mayor Maio asked how a green roof works. Mr. Richter stated a green roof has vegetation growing on the surface such as grass or native plants and flowers to hold the water and bring it back into the water cycle through transpiration. Rain Gardens are simple, cost effective and an easy way to keep water from traveling across impervious cover. There are 319H Clean Water Act Grants available from the DEP. The Watershed Association is available to assist the Borough and Rutgers University has a great water resources program available. Mr. Richter stated he will forward a copy of his presentation to the Administrator. Councilman Riccardi asked Administrator McNeilly to forward a copy to him and Councilwoman Kuncken stated a copy should be forwarded to the Land Use Board. Mayor Maio and the Council thanked Mr. Richter for attending tonight's meeting.

ENGINEER'S REPORT

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

Musconetcong Avenue – Mr. Keller stated two quotes have been received for the installation of the speed humps from Tilcon and Lakeside. The speed hump work is not included in the Morris County Cooperative or State contract, and the aggregate total (for Musconetcong Avenue and Young Drive) exceeds the bid threshold and the Borough would have to employ the QPA. However, the timing of this review would not permit the work to be awarded at this Council meeting and the weather is not favorable. Mr. Keller recommended Lakeside be awarded the contract for the speed hump installation on Musconetcong Avenue only in the amount of \$14,889.92. The speed humps for Young Drive would be awarded in 2020.

Port Morris Pump Station – Mr. Keller stated Rapid Pump began working at the Port Morris Pump Station on Monday, November 11th. The bypass connection has been cut in so they can begin the bypass operations and replace the pumping systems. There was a delay due to an equipment issue. The enclosure which everything sits in will be delivered just after Thanksgiving and the project is scheduled to be completed by the end of the year.

2020 Capital Budget – Mr. Keller stated a second meeting was held with the Infrastructure Committee to discuss the 2020 Capital Improvement Projects, including those projects with Local Aid /TAP Grants that are already planned for 2020. These include Sparta Road (Local Aid and TAP Grant) and Dell Road (Local Aid). Including these three grant-related projects, there are four other projects (3 roadway, 1 water) that are proposed for 2020. The roadway projects include the following: 1) Pavement reclamation of Highland Avenue (Baker Place to northern end) and Baker Place; and the resurfacing of the northern portion of Baker Place and North Central Avenue. 2) Resurfacing of Roberts Place, Lakeview Terrace and Central Avenue 3) Dell Road ADA Ramp Improvement (as a condition of the Local Aid Grant for resurfacing, all ADA ramps must meet standards). Two ADA ramps were done on Dell Road when the work was done on James Street. Three ADA ramps need to be done at Young Drive and at Dell Road and Maryann Terrace there are three. Sidewalk replacement will be done only at the ADA ramps.

The proposed water system project is the replacement of existing water services and saddles along Brooklyn Road (from McKinley Street to Tower Drive) before the County resurfaces this roadway. This project will also replace the substandard 4-inch water main in Baker Place with an 8-inch main, connecting with the existing Highland Avenue water main. The homes on Highland Avenue have challenging water pressure. Administrator McNeilly stated this will fix the pressure for the fire hydrants as well.

Mr. Keller stated there are two additional road projects under consideration. The first is from Highland Avenue and Baker Place. This would include Highland Avenue from Baker Place to the northern end would be reclamation. The northern leg of Baker Place and North Central Avenue will be paved over. Roberts Place, Lakeview Terrace and Central Avenue would also be a resurfacing project. A condition of the TAP Grant for the Sparta Road Pedestrian Loop Project states that Bowman Engineering could design the project or manage the construction, but not both. The construction management portion will have to go out to bid. Administrator McNeilly stated this was discussed during the Infrastructure Committee meeting. This may end up being a supplemental capital cost as figures are not currently available. Mr. Keller stated he has entered information as a place holder. Councilwoman Kuncken asked if the grant money needs to be

subtracted from the total. Mr. Keller stated he has provided a sheet for each project which includes the construction estimate, soft costs, total and sub-total. The next line contains the DOT Grants in total which is a little over \$1.1 million. The very last line is the bottom line.

Councilwoman Kuncken stated the areas under consideration have been talked about for a long time and are in desperate need of attention. Councilwoman Zdichocki stated the Infrastructure Committee reviewed the areas in need. Mr. Keller stated a road rating was done and eleven roads all have issues. Highland Avenue has a lot of challenges and Baker Place has to have the water main replaced. Councilman Thornton stated with this plan six out of the eleven will be taken care of and these are the ones the committee felt are the most challenging. This will complete a whole neighborhood. Administrator McNeilly stated if the Governing Body wants to have a temporary capital plan in place for introduction at the reorganization meeting, a decision will have to be made and the information has to be sent to the Bond Attorney.

Mayor Maio thanked Mr. Keller for attending this evening's meeting.

ADMINISTRATOR'S REPORT

Town Center Designation – Administrator McNeilly stated he has been in contact with Steve Karp at the State Office of Planning. The Borough's Town Center Designation is active until June 2020. Administrator McNeilly stated he indicated to Mr. Karp that the Borough wants to continue moving forward with the designation. An official letter is required from the Mayor declaring the Borough's intentions and additional information must also be provided to them. This will be worked on over the next month for submission.

Furnace Pond Park Trails – Administrator McNeilly stated he was on a conference call today with the NJDEP Staff, Hopatcong State Park Superintendent Melissa Castellon, Mayor Maio and the Borough Engineer Eric Keller to discuss the Furnace Pond Park Trails. Mayor Maio stated originally Ms. Castellon was going to be the lead for the project; however, the DEP does not want to be the lead. They want to follow the Borough. The DEP is amenable to the Borough doing this work but there is a question as to what type of permits will be required. Three different options were provided depending on the findings. Mr. Keller stated 12 and 13 under the flood hazard rules and 17 if there are fresh water wetlands. Mayor Maio stated Ms. Castellon has agreed to put the wetlands determination and the bald eagle nesting habitat through her system and hopefully DEP will accept her report. Dan Bello, who is a former member of the land management staff at DEP, is now freelancing and Ms. Castellon is hiring him to do some of this work. Administrator McNeilly stated if it is determined that wetlands exist, that will go into a project where they will be delineated. Mr. Keller was included on the call, because just like Ms. Castellon cannot be the lead for her department, Stanhope cannot be the lead either. The Borough Engineer has to be included if the Governing Body desires to move forward. A project plan and cost will have to be formulated and included in the 2020 budget. Councilwoman Zdichocki stated the cost of obtaining the permits would now be the Borough's responsibility. Mr. Keller stated the disturbance would be under an acre which means that this would be a general permit instead of an individual permit under the flood hazard rules. Administrator McNeilly stated the map, created by Mike Balogh of the Environmental Commission, had some creative interpretation about a trail existing on the west side of the slip. That trail is not really there and cannot be envisioned as part of this project. The trail can come down around the backside of the slip and go straight out to Furnace Street as a completion of trail on that end. You could walk from Route 183 in a straight line all the way out to Furnace Street. The loop around the backside and the open space area was not acceptable to them. Mayor Maio stated they also did not want any future plans included. Councilman Riccardi stated he will bring this information to the Environmental Commission. Mayor Maio stated if the Borough decides to move forward based on Mr. Keller's findings and DEP's requirements, oversight on the work will be required. Inspectors will have to be on location to prevent any violations occurring. Administrator McNeilly stated there are two points of access to the pond which have to be eliminated. Mr. Keller will prepare cost figures to be reviewed during the budget process.

Radon Testing Awareness Program – Administrator McNeilly stated he is presently working on a mini grant from DEP to cover the cost of Radon test kits 100% up to \$1,000. January is Radon Awareness month.

Municipal Surplus Equipment – Administrator McNeilly stated he has created an account with Municibid to perform an online auction for surplus municipal equipment. A resolution will be on the November business meeting for consideration.

Electronic Message Board – Administrator McNeilly stated based on a discussion at the Infrastructure Committee Meeting, research was done to find funds to purchase a new message board with 2019 funds. The current message board does not function. The CFO provided a memo stating the availability of the funds. There is an electronic message board available through the State Contract which can run for 12 months without needing an additional power source. Councilwoman Zdichocki stated she is of the opinion a new message board should be purchased to keep the community informed of events. Mayor Maio asked the Governing Body if there were any objections to purchasing a new message board. The price is available until the end of December. There were no objections. Mayor Maio asked Administrator McNeilly to prepare a resolution for the next scheduled meeting.

Budget – Administrator McNeilly stated the 2020 Budget schedule is as follows: November – Capital Discussion; December 10th – Auditor and Assessor Presentations and January 7, 2020 – Introduce Capital Budget

Plaster Mill - Councilman Riccardi asked Administrator McNeilly for a status update on the Plaster Mill. Administrator McNeilly stated this is a budgetary item as well. Mr. Keller stated he found one historic structural preservationist and he will follow up on that.

Radon Kits - Councilman Thornton asked Administrator McNeilly to confirm that he is working on the Radon grant and the funds are not available at this time. Administrator McNeilly confirmed this and stated currently the Board of Health purchases the radon kits through their budget. They purchase 5-6 at a time and they are sold over the counter to the residents at \$10 each. The kits do have an expiration date. Councilman Thornton asked if approval will be granted in time to promote the event for January. Administrator McNeilly stated this is a rolling acceptance for the grant. Millennium Strategies will submit the paperwork.

WORK SESSION

Jose Maldonado – Mayor Maio stated a letter has been received from a Jose Maldonado requesting to have the Vacant Property Registration fee waived for the HUD home is planning to purchase. The request was passed on to the Borough Attorney and as a result a resolution has been added to the agenda for this evening to waive the fees for the HUD home.

TAP Grant – Mayor Maio stated no further discussion with regard to the TAP Grant is needed at this time.

November Business Meeting – Mayor Maio asked the Governing Body for their availability to meet on Monday, November 25th, at 6:00pm instead of Tuesday, November 26th. The Governing Body agreed to the meeting change.

NEW BUSINESS

RESOLUTIONS

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

Resolution 150-19

RESOLUTION AUTHORIZING EXECUTION OF REIMBURSEMENT AGREEMENT WITH HIGHPOINT CONDOMINIUM ASSOCIATION FOR CALENDAR YEAR 2018

WHEREAS, the Highpoint Condominium Association is located in the Borough of Stanhope; and

WHEREAS, pursuant to the provisions of the New Jersey Municipal Services Act, L. 1989, C. 299 (N.J.S.A. 40:67-23.1 et seq.), the Highpoint Condominium Association is entitled to receive certain services from the Borough or to receive compensation for said services in lieu of the Borough providing same; and

WHEREAS, the Borough has elected to reimburse the condominium association for street lighting, leaf removal and snow plowing for the internal roadways in the condominium; and

WHEREAS, the Borough and the Highpoint Condominium Association have agreed on a formula for the calculation of the reimbursement; and

WHEREAS, the Borough prepared reimbursement agreements for the calendar year 2018 based on said reimbursement formula; and

WHEREAS, said reimbursement agreements have been offered to the Association and have been signed and returned to the Borough;

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the Mayor and Clerk be in the same are hereby authorized to execute a reimbursement agreement with the Highpoint Condominium Association for the year 2018.

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

Roll Call:

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

Resolution 151-19

RESOLUTION AUTHORIZING BOROUGH OF STANHOPE TO ENGAGE IN VOLUNTARY FINANCIAL INCENTIVE PROGRAM UNDER STATE HEALTH BENEFITS PROGRAM

WHEREAS, the Borough of Stanhope participates in the New Jersey State Health Benefits Program; and

WHEREAS, the State Health Benefits Program has established a modified Financial Incentive Program (Program) granting financial incentives to subscriber employees who select enrollment into tiered-network medical plan otherwise known as Horizon Blue Cross Blue Shield of New Jersey's OMNIA Plan; and

WHEREAS, the terms of the Program include the following:

- A. The Program shall be available to subscriber employees who are first time enrollees in a tiered network medical plan, beginning Plan Year 2020 and continuing for one (1) plan year through December 31, 2020;
- B. The Program does not extend to participants enrolled under Chapter 375 PL 2005 (certain over-age adult children) and COBRA;
- C. Participation in the Program is entirely voluntary at the option of the Borough;
- D. The financial incentive for eligible employees shall be: \$1,000 at any level of coverage (Single, Member/Spouse, Family, Parent/Child) when changing to a tiered network plan;
- E. The Program incentive amount shall be paid within the first quarter of Plan Year 2020 and is reportable income to the subscriber employees; and
- F. The incentive shall be forfeited and repaid to the Borough in the event the subscriber employee fails to remain enrolled in the Plan for at least one (1) plan year, except that if a subscriber employee is made ineligible for health care through layoff, involuntary separation, reduction to part-time status or classification into an ineligible position or further in the event the subscriber employee voluntarily retires or changes health plans due to a catastrophic or emergency health need as determined by the Borough within the year, then the incentive shall be forfeited on a pro-rata basis.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Stanhope that the Borough shall hereby participate in the Financial Incentive Program; and

BE IT FURTHER RESOLVED that the management and administration of the Financial Incentive Pilot Program shall be solely the responsibility of the Borough.

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

Resolution 152-19

RESOLUTION AUTHORIZING THE INCREASE IN THE AMOUNT OF PURCHASE ORDER #26767 DATED AUGUST 8, 2019 FROM \$27,980.00 TO \$33,986.15 TO SAMSON CONCRETE & MASONRY, LLC FOR MUSCONETCONG ADA RAMPS/SIDEWALKS

WHEREAS, the Borough of Stanhope sought construction bids for the Musconetcong Avenue ADA Ramps and sidewalk reconstruction and awarded Samson Concrete & Masonry, LLC the contract. The Borough of Stanhope adopted Resolution No. 115-19 awarding the contract to Samson Concrete & Masonry, LLC; and

WHEREAS, the Borough of Stanhope has received a summary of the costs for the Musconetcong Avenue ADA Ramp Improvement project and have been advised that the actual cost of the project was \$33,986.15 as reflected in the Samson Concrete & Masonry, LLC Invoice dated September 26, 2019 (Inv. #2019-1070); and

WHEREAS, it is the intent of the Borough of Stanhope to increase the Purchase Order dated August 8, 2019 (#26767) from \$27,980.00 to \$33,986.15; and

WHEREAS, both the Borough’s Qualified Purchasing Agent, Grant Tome, and the Borough Engineer, Eric Keller, concur with the Invoice and recommend the payment of \$33,986.15 for the total cost of the project; and

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

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Stanhope that the Borough does hereby authorize the increase of the amount of the Purchase Order #26767 dated August 8, 2019 from \$27,980.00 to \$33,986.15 to Samson Concrete & Masonry, LLC.

On motion by Councilwoman Thistleton, seconded by Councilwoman Zdichocki and carried by the following majority 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 - abstain	Councilwoman Zdichocki – yes

Resolution 153-19

RESOLUTION AUTHORIZING THE CONTRACT FOR THE INSTALLATION OF SPEED HUMPS ON MUSCONETCONG AVENUE TO LAKESIDE CONSTRUCTION COMPANY, INC

WHEREAS, the Borough, through its engineer, solicited quotes for the installation of speed humps on both Young Drive and Musconetcong Avenue; and

WHEREAS, it has been determined, due to weather conditions and budgetary constraints, to move forward with speed humps only for Musconetcong Avenue at this time; and

WHEREAS, Lakeside Construction Company, Inc. was the low bidder and the Borough engineer recommends awarding the contact to Lakeside Construction Company, Inc.; and

WHEREAS, it is the intent of the Borough of Stanhope to award a contract for the installation of speed humps on Musconetcong Avenue to Lakeside Construction Company, Inc. pursuant to the quote received; and

WHEREAS, the Chief Financial Officer has reviewed and approved of the award to Lakeside Construction Company, Inc.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Stanhope that the installation of speed humps on Musconetcong Avenue shall be awarded to Lakeside Construction Company, Inc.

On motion by Councilman Riccardi, seconded by Councilwoman Kuncken and carried by the following majority 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 - abstain	Councilwoman Zdichocki – yes

Resolution 154-19

RESOLUTION AUTHORIZING THE EXEMPTION OF REGISTRATION FEES FOR VACANT PROPERTY OWNED BY THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, the Borough of Stanhope has adopted Borough Code Chapter 110, Section 110-1, et seq., requiring registration of vacant properties in the Borough; and

WHEREAS, the Borough Code requires payment of registration fees for vacant properties; and

WHEREAS, properties owned by the U.S. Department of Housing and Urban Development (HUD) are exempt from Borough Code Section 110-1, et seq.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Stanhope that the properties owned by HUD shall not be required to pay vacant property registration fees.

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

Roll Call:

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

Mayor's Appointment

Resolution 155-19

RESOLUTION APPROVING THE MAYOR'S APPOINTMENT OF SYRINA F. BRUNO, AS A MEMBER OF THE STANHOPE FIRE DEPARTMENT

Mayor's appointment of Syrina F. Bruno, as a member of the Stanhope Fire Department.

BE IT RESOLVED by the Council of the Borough of Stanhope that they do hereby concur with the Mayor's appointment of Syrina F. Bruno, as a Member of the Stanhope Fire Department effective immediately.

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

Resolution 156-19

RESOLUTION APPROVING THE MAYOR’S APPOINTMENT OF KEVIN M. JOUDI, AS A MEMBER OF THE STANHOPE FIRE DEPARTMENT

Mayor’s appointment of Kevin M. Joudi, as a member of the Stanhope Fire Department.

BE IT RESOLVED by the Council of the Borough of Stanhope that they do hereby concur with the Mayor’s appointment of Kevin M. Joudi, as a Member of the Stanhope Fire Department effective immediately.

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

PAYMENT OF BILLS

Resolution 157-19

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 November 12, 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 | Councilwoman Thistleton - yes |
| Councilman Riccardi - yes | Councilman Thornton – yes |
| Councilman Romano - yes | Councilwoman Zdichocki – yes |

AGENDA ITEMS

All items listed on the Agenda for November 25, 2019 were approved.

CITIZEN’S TO BE HEARD

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

Don Drake, SWAC Representative, stated the tonnage for this year for household municipal waste has increased. This means an increase in the revenue and therefore a stable budget. No tipping fee increase is expected for 2020. Recycling is an issue for many municipalities because the market has dried up. The cost of recycling has exceeded their tipping fees and therefore they are choosing to take the recycling to the landfill. This will decrease the life of the landfill. The County is beginning the design for the next phase of the landfill expansion. This has all been approved by the DEP. The next phase should take place in 2023 or 2024. The Governing Body thanked Mr. Drake for this update.

Mitch Ellicott, 1st Assistant Chief Stanhope Hose Co. No. 1, thanked the Mayor and Council for their help this year with equipment and manpower. The assistance is greatly appreciated to continue to keep the Borough safe. The Governing Body thanked Mr. Ellicott.

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
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 8:20 P.M. with all present.

ADJOURNMENT

On motion by Councilman Thornton, seconded by Councilman Riccardi, and unanimously carried by voice vote the meeting was adjourned at 8:20 P.M.

Approved:

Linda Chirip
Deputy Clerk for
Ellen Horak, RMC
Borough Clerk