

**MAYOR AND COUNCIL
REGULAR MEETING
May 26, 2020
7:00 P.M.**

CALL TO ORDER

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 8, 2020 and was placed on the Official Bulletin Board in the Municipal Building.

Furthermore, notice of the change in the meeting to an electronic meeting via Zoom was sent to the New Jersey Herald and Daily Record on May 21, 2020 and was placed on the official website of the Borough of Stanhope.

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:

Councilman Cipollini – present	Councilman Romano - present
Councilwoman Kuncken - present	Councilman Thornton - absent
Councilman Riccardi – present	Councilman Wronko - present

Mayor Zdichocki – present

CORRESPONDENCE (List Attached)

On motion by Councilwoman Kuncken, seconded by Councilman Romano and unanimously carried by voice vote, the list of correspondence for March, April and May was accepted and ordered placed on file.

COUNCIL COMMITTEE REPORTS

Public Safety – Councilwoman Kuncken/Councilman Thornton

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

Councilwoman Kuncken stated at the last meeting she gave reports on the Police Department, Fire Department and the Ambulance Squad. No new reports will be available until June. A Public Safety Committee meeting will be held on Monday, June 1st, to begin discussions about how to bring the employees back to their regular schedule and how to open the building. This is all very preliminary. Administrator McNeilly is working on a draft. Councilman Thornton will be attending as a representative of the Public Safety Committee but his input on the infrastructure will be helpful as he is chairman of the Infrastructure Committee.

Finance & Administration – Councilman Romano/Councilwoman Kuncken

Councilman Romano stated he has no updates on the tax payments. The water and sewer bills will be mailed out soon. Administrator McNeilly stated all the meter reads have been completed, the bills are printed and the envelopes have been stuffed. The bills will be mailed out at the end of this week.

Community Development – Councilman Wronko/Councilman Riccardi

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

Councilman Wronko stated on June 6th food is being collected at the Valley Road School. Flyers have been distributed. The food will be distributed on June 12th from 10am to 12pm to help those within the community. Stanhope Day has been rescheduled to October. It will now be a fall festival. The committee will meet next week to discuss this.

Municipal Infrastructure – Councilman Thornton/Councilman Wronko

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

No report was given due to Councilman Thornton's absence.

Information Technology – Councilman Riccardi/Councilman Cipollini

Councilman Riccardi stated he had no report.

Boards/Commissions – Councilman Cipollini/Councilman Romano

Councilman Cipollini stated the Sussex County Fair has been cancelled for this year. There will be no Miss Stanhope contest this year. Ms. Jenkins, the current Miss Stanhope, will carry on until next year and will attend any events that may arise.

Councilman Cipollini stated the rabies clinic in Stanhope was cancelled. Hopatcong Borough is holding a free rabies clinic on Friday, May 29th, from 10:00AM to 1:00PM at the Senior Center located at 32 Lakeside Boulevard. Stanhope residents are welcome to attend. There is a resolution on the agenda this evening to extend the pet licensing to June 30th. After that date, late fees will be incurred.

Councilwoman Kuncken asked if a new sash should be purchased for Ms. Jenkins for this year. Mayor Zdichocki stated perhaps the new date could be added to her sash or a new one could be ordered.

Mayor Zdichocki stated it was a year ago this Thursday that the tornado hit Stanhope Borough. The Borough built itself back up and thankfully no one was hurt and we were able to overcome that. Hopefully we will be able to do the same with this virus which is going around. People need to have faith and be smart.

ADMINISTRATOR'S REPORT

Elected Official's Training - Administrator McNeilly stated the Elected Official's Training which was scheduled has been cancelled. Wayne Dietz will try to reschedule for September or October. Mr. Dietz would prefer not to have the training done through a Zoom meeting because it defeats the synergy of the questions and answers portion.

Condominium Services Reimbursement 2019 – Administrator McNeilly stated he is working on the condominium services reimbursement for 2019 with the CFO and DPW Superintendent.

Rabies Clinic – Administrator McNeilly stated a Nixle message regarding the rabies clinic will be sent. The materials for the rabies clinic which would have been sent to Stanhope and Byram have been sent to Hopatcong. This has enabled this rabies clinic to be a jointly held clinic.

Borough Hall – Administrator McNeilly stated in order to open Borough Hall plexiglass partitions are going to be installed in the front office.

Crosswalks - Administrator McNeilly stated that he and Eric Keller, Borough Engineer, met with the County Engineer and spoke about the crosswalk at Brooklyn Road, Crestview and Grove Road. This project is still slated for the summer of 2020. The profiles are being set for the ADA approaches. Administrator McNeilly stated that he made them aware that the Borough has budgeted funding to provide for a crosswalk at Maple Terrace and Brooklyn Road. The site will be surveyed which may cause the crosswalk to be moved slightly. The ADA landing pad is very specific on where it can be located on both sides of the crosswalk. The State is aware that Stanhope is interested in installing a crosswalk and that the funds are available.

Census - Councilwoman Kuncken asked Administrator McNeilly if there is anything the Borough should be doing to encourage the residents to complete their Census. Administrator McNeilly stated the Borough is at a response rate of 70% but he will review this again. This is much better than the state average. Councilwoman Kuncken suggested that a Nixle message be sent.

Clinic - Mayor Zdichocki asked Administrator McNeilly to contact Hopatcong to see if they need any assistance for the rabies clinic. There could be a very large turnout. Councilwoman Kuncken stated perhaps Monique McNeilly, Board of Health Secretary, could reach out to them as well. Administrator McNeilly stated the clinic has 500 doses of vaccine. The people attending will have to stay in their cars. There will probably be more of a traffic issue. Administrator McNeilly stated he will contact Hopatcong.

ENGINEER'S REPORT

Eric Keller, Borough Engineer, stated the County had changes and additions to the plans and specifications. The bid notice for the water system improvements for Brooklyn Road and Baker Place will be published in the NJ Herald tomorrow. The bid opening will take place on June 30th. This will give the bidders enough time to obtain, prepare and return the bid packets. The contractors are not allowed to return the bid to Borough Hall because it is closed. The contract can then be awarded at the first meeting in July. The County did say that the repaving work that we were concerned with will not be taking place until 2021 at the earliest.

Mayor Zdichocki stated Borough Hall is not closed. Business is taking place as usual. The only difference is that the public is not permitted to enter the building.

Councilwoman Kuncken asked Mr. Keller if he was working on the survey for the routes to school project. Mr. Keller stated that project dealt with a proposal regarding crossing guards which was received from the Chief of Police. There is no money in the budget for this project and it was decided this would be discussed again in the fall. At this time it is not known what will be happening with schools opening. It cannot be done or planned for at this time. Councilwoman Kuncken stated the state aid is also unknown at this time. Administrator McNeilly stated the traffic flow is so low right now that a traffic study would not be accurate.

Councilman Romano asked for a status update on Musconetcong Avenue's speed humps. Mr. Keller stated he has to contact Lakeside Construction regarding the installation of the speed humps. Mayor Zdichocki asked Mr. Keller to get an answer soon. The residents will be asking. Mr. Keller stated once there is solidly warm weather the installation can be done.

Administrator McNeilly asked Mr. Keller to share the good news from the pre-construction meeting which was held last Friday. Mr. Keller stated he received a call from Tom Pershouse, Construction Official, informing him that Mr. Bajwa was starting construction on the 7th Heaven Market and Delta Gas Station on Route 206. The tank permits and other construction permits are issued. Trees are being cut and work is beginning. Councilwoman Kuncken stated she hopes the work moves along as quickly as the new QuickChek in Byram has. Administrator McNeilly stated Mr. Bajwa was told that the sediment and erosion control has to be kept in control at all times. We want to be good neighbors.

COUNCIL DISCUSSION

No discussion was held.

NEW BUSINESS

Councilman Riccardi asked if this property, Lot 3, is located back in the wetlands marsh. Administrator McNeilly stated the property is a lot approximately 40 x 190 located by the Stanhope School on Valley Road back in the woods. Usually the Borough acquires these orphan lots through non-payment of taxes. However, the owners of this property want to turn over the property to the Borough in the right way.

Mayor Zdichocki offered the following ordinance for introduction and first reading which was read by title. {Public Hearing on June 23, 2020}

Ordinance for Introduction and First Reading

Ordinance 2020-07

AN ORDINANCE AUTHORIZING THE ACQUISITION OF PROPERTY IN ACCORDANCE WITH THE NEW JERSEY LOCAL LANDS AND BUILDINGS LAW, N.J.S.A. 40A:12-1, ET SEQ.

WHEREAS, the Stanhope Borough Mayor and Council desires to accept the donation of real property within the Borough located at Valley Road, designated as Block 10801, Lot 3 on the Stanhope Borough Tax Map for public purposes; and

WHEREAS, the Local Lands and Buildings Law, N.J.S.A. 40A:12-1, et seq., authorizes the acquisition of real property for public purposes.

NOW, THEREFORE, BE IT ORDAINED by the Stanhope Borough Mayor and Council, that the Borough is hereby authorized to acquire the vacant lot known as Block 10801, Lot 3 on the Stanhope Borough Tax Map from the donors, M.W. Flint, Jr. and A.M. Zalewski.

BE IT FURTHER ORDAINED, that the Mayor and Borough Clerk are authorized to sign the acquisition documents in order to complete the acceptance of the donation, upon the approval of the form of such documents by the Borough Attorney. Title being conveyed shall be by Bargain and Sale Deed with covenants against Grantor's Act in a form acceptable to the Borough Attorney.

Severability. If any provision of this ordinance or the application of this ordinance to any person or circumstances is held invalid, the remainder of this ordinance shall not be affected and shall remain in full force and effect.

Repealer. All ordinances or parts of ordinances or resolutions inconsistent or in opposition to the provisions of this Ordinance are hereby repealed in their entirety.

Effective Date. This ordinance shall take effect immediately; however, it shall be void in the event the parties do not execute a formal purchase contract.

On motion by Councilman Wronko, seconded by Councilman Cipollini and unanimously carried by the following roll call vote, the foregoing ordinance was introduced.

Roll Call:

Councilman Cipollini – yes	Councilman Romano - yes
Councilwoman Kuncken – yes	Councilman Thornton – absent
Councilman Riccardi – yes	Councilman Wronko - yes

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

RESOLUTIONS

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 099-20

RESOLUTION AUTHORIZING WAIVING LATE FEES FOR ANIMAL LICENSES

WHEREAS, Stanhope Borough Code Section 79-4.A requires any person within the Borough who owns an animal that has reached licensing age to annually, on or before the 30th day of April, obtain a license and an official metal registration tag for each animal; and

WHEREAS, Stanhope Borough Code Section 79-7 provides for a late fee for animal license applications made after April 30, currently set at \$5.00 per Code Section 82-2.D(3); and

WHEREAS, the Borough's rabies clinic is regularly scheduled to take place in April of each year, including this year, prior to the Borough requirement that all pets be licensed by April 30th; and

WHEREAS, due to the COVID-19 pandemic, the Borough rabies clinic has been postponed, and the municipal offices have been closed to the public; and

WHEREAS, the Borough Council desires to extend the time for licensing of pets in the Borough, and to waive late fees until June 30, 2020, to allow time for the residents to utilize the Hopatcong Borough rabies clinic on May 29, 2020, and allow time for residents to properly license their pets.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Stanhope that it authorizes extending the time for licensing of animals (Borough Code Section 79-4.A) and staying late fees (Borough Code Section 79-7) until June 30, 2020.

Resolution 100-20

RESOLUTION GRANTING WATER AND SEWER ALLOCATION TO APPLICANT, JAN CZERECHOWSKI, FOR ONE LOT LOCATED ON MUSCONETCONG AVENUE, IDENTIFIED ON THE TAX MAP OF THE BOROUGH OF STANHOPE AS BLOCK 10710, LOT 1

WHEREAS, Jan Czerechowski has filed an application with appropriate fees for water and sewer allocation to service a one-family residential property on Block 10710, Lot 1; and

WHEREAS, the Borough's checklist and Ordinance Sections 100-34C(4) and 100-35D all require a certification from the Mayor and Council that adequate water supply and sewerage capacity exist to service the proposed development; and

WHEREAS, the Mayor and Council wish to comply with the Ordinance requirements to certify the availability of water and sewer for the single-family dwelling;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the application submitted by Jan Czerechowski for water and sewer allocation be and is hereby granted as follows:

Water Allocation: 200 gpd

Sewer Allocation: 200 gpd

Resolution 101-20

RESOLUTION APPROVING SUBMISSION OF THE CORRECTIVE ACTION PLAN FOR THE YEAR ENDED DECEMBER 31, 2019 TO THE STATE OF NEW JERSEY, DIVISION OF LOCAL GOVERNMENT SERVICES

WHEREAS, all municipalities operating under the Local Fiscal Affairs Law must prepare and submit a Corrective Action Plan as part of their annual audit process, and

WHEREAS, the Borough of Stanhope has by Resolution accepted the 2019 audit as prepared and presented by the Borough Auditors, and

WHEREAS, Dana Mooney, the Chief Financial Officer for the Borough of Stanhope has prepared a Corrective Action Plan to address the findings and recommendations for the 2019 audit and presented copies of same to the Mayor, Council, and Administrator,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, in the County of Sussex, that the Corrective Action Plan, attached hereto and made a part hereof, be approved for submission to the Division of Local Government Services.

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

Roll Call:

Councilman Cipollini – yes
Councilwoman Kuncken - yes
Councilman Riccardi - yes

Councilman Romano - yes
Councilman Thornton – absent
Councilman Wronko – yes

Mayor's Appointment

Resolution 102-20

RESOLUTION APPROVING THE MAYOR'S APPOINTMENT OF TRE' M. JENKINS, AS A MEMBER OF THE STANHOPE FIRE DEPARTMENT

Mayor's appointment of Tre' M. Jenkins, 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 Tre' M. Jenkins, as a Member of the Stanhope Fire Department effective immediately.

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

PAYMENT OF BILLS

Resolution 103-20

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 May 26, 2020 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 Wronko, seconded by Councilman Romano and unanimously carried by the following roll call vote the foregoing resolution was duly adopted.

Roll Call:

Councilman Cipollini – yes
Councilwoman Kuncken - yes
Councilman Riccardi - yes

Councilman Romano - yes
Councilman Thornton – absent
Councilman Wronko – yes

CITIZENS TO BE HEARD

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

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

ADJOURNMENT

On motion by Councilwoman Kuncken, seconded by Councilman Riccardi, and unanimously carried by voice vote the meeting was adjourned at 7:30 P.M.

Approved:

Linda Chirip
Deputy Clerk for
Ellen Horak, RMC
Borough Clerk