

**WORK SESSION AND
AGENDA MEETING**

July 12, 2022

7:00 P.M.

CALL TO ORDER

SALUTE TO COLORS

Councilman Thornton 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 5, 2022 and was placed on the Official Bulletin Board in the Municipal Building and 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:

Councilwoman Kuncken – absent

Councilman Riccardi – present

Councilman Romano – present

Councilman Thornton – present

Councilman Vance – present

Councilman Wronko – present

Mayor Zdichocki – absent

ENGINEER'S REPORT

No report was given due to Eric Keller's absence. Administrator McNeilly stated the Borough Engineer will be attending the work session meeting next month.

ADMINISTRATOR'S REPORT

Valley Road & Delaware Avenue Water Project – Administrator McNeilly stated the saddles are being replace in preparation for the water project. The corroded parts are being removed and replaced with a solid band, which will be good for 50 to 60 years. The saddles on Delaware Avenue are complete. The work on Valley Road is completed half way and will be done by the end of the month. This is two weeks longer than expected but it is not an issue. Once complete, the Borough Engineer will determine what portions of the curbing will need to be replaced based on water drainage. How the water travels is the guide used for the determination. This project is a NJDOT project and, therefore, the ADA ramps must be set. The contract still has to go out to bid and the timeframe is getting too close to the reopening of school. The milling and paving of Valley Road cannot be done when school is in session. Administrator McNeilly stated he will be scheduling weekly meetings on Monday's, possibly via Zoom, with the DPW Superintendent, the Mayor, Borough Engineer and the Municipal Infrastructure Committee to oversee the progress on this project. This is a sensitive street and the project needs to stay on track. Councilman Riccardi asked how many ADA ramps are involved. Administrator McNeilly stated he is of the opinion there are four (4) ADA ramps. The curb installation can be done through the Morris County Co-op but the ramps are not a co-op item. The Borough now has an in-house Qualified Purchasing Agent (QPA) which will enable the Borough Engineer to obtain three quotes and then, once approved, the project can move forward. Reports will be provided to the governing body every two weeks. Everyday at this point is critical. The pick up and drop off at the school and students walking make it impossible to do work while school is in session. The project must be completed by the end of August or work will have to be done on holidays when the school is closed.

Water Project – Administrator McNeilly stated the funds still have not been received for the water project. The responsibility for the funding has been turned over the USEPA who had no program or guidelines in place. This funding is more involved than the TAP grant was. There is now a 20% match required which the Borough was never informed of. Administrator McNeilly stated this will not be an issue fortunately because the milling and paving will be done with funding the Borough has received from the American Cares Act. Administrator McNeilly stated he had been trained on the requirements for the last project and he will be the responsible party for this project as well. There are online seminars which will have to be completed by the Administrator, Borough Engineer and DPW Superintendent.

Water Service Replacement Requirement – Administrator McNeilly stated the water service replacement of galvanized and lead piping must be done within the next ten (10) years and 10% has to be replaced each year. The piping which runs from the main to the water meter has to be replaced. The Borough, by ordinance, can mandate the homeowner to be responsible for the work to be done or the work can be provided by the Borough or some type of seed money or matching program can be implemented. The DPW Superintendent has estimated there are approximately 150 residences in the Borough which will be affected by this requirement. A survey still needs to be conducted. The water job on Overhill, Sunset, Ridge and Mountainview have more than 30 residences with lines which need to be replaced. These will meet the first-year requirement. The estimated cost for the replacement is approximately \$5,000 per residence. There are locations in the Borough with acidic soil and bad electrical grounds where the service lines to the house get blown out every five years. If the Borough provides a program to fully fund the replacement of the galvanized lines, neighbors with copper lines, which are not being replaced as they pose no danger, may be upset. Letters will be sent out, and information will be posted on the website, requiring the homeowners to self-inspect to determine the type of lines they have. The downtown area is most likely galvanized piping. The concern with galvanized piping is that lead solder may have been used. Municipalities are being given the right, by ordinance, to go into residences and inform homeowners what has to be done with the piping.

Ash Trees – Councilman Thornton stated he was contacted by a homeowner from 8 Lloyd Avenue with regard to several Ash trees which are dead and located on paper streets. Administrator McNeilly stated he received an email regarding this issue and he will follow up on it.

Water Project - Councilman Romano asked when the clock starts for the water project due to the fact the funding has not been received. Administrator McNeilly replied the season for the work to be done this year will be missed but the timeline for the project will start once the funding is received. The bid documents are not even available as yet.

Sparta Road Welcome Sign - Councilman Thornton asked if the Borough Engineer has addressed the issue with the Welcome to Stanhope sign on Sparta Road. Administrator McNeilly stated GPI is being contacted and there are also issues with the thermoplastic application which was done on the sides of the road. It is going to have to be repaired due to the fact it was installed poorly.

WORK SESSION

Fire Department Grant – Councilman Wronko stated there is an American Rescue Plan Grant which could provide the municipalities with a \$50,000 grant. A resolution will be required for submission of the grant and Councilman Wronko requested the resolution be placed on the next scheduled meeting agenda. Administrator McNeilly stated it has been a long time since a group has had to do all the leg work for a grant but the Fire Department has been working on this grant. Administrator McNeilly stated the amount of the grant request, what it is to be used for and whether or not matching funds are required will be needed to include in the resolution. Councilman Wronko stated the Fire Department will be requesting \$50,000 for oxygen tanks and personal protective gear. In 2030, all the oxygen tanks expire. The Fire Department would like to replace the tanks periodically to avoid having to do so all at once. The protective turnout gear needs to be kept current. The older gear is used by the firemen who no longer enter buildings during a fire. Councilman Wronko stated matching is not required but, if the town is not matching the grant, he has to inform them why that is the case. Administrator McNeilly stated the reason would be budget constraints. Administrator McNeilly asked Councilman Wronko to forward the grant paperwork to Mike at Millennium Strategies once it is ready so that Mike can put it into the SAGE program. Millennium Strategies will make sure that all the information is correct and nothing is missing. They may also be able to recommend applying for additional funds if they are available.

Administrator McNeilly asked Councilman Wronko to forward the resolution to him and the governing body for review. The governing body had no objections to the Fire Department's request for a resolution to apply for the grant. Councilman Wronko stated the information in the instructions state the grant could be for more than the \$50,000. Administrator McNeilly stated Millennium Strategies will review the information and inform the Fire Department if they are shorting themselves. That is what happened with the water project. The grant was for \$250,000 and then we received a call asking for the total cost of the job and then the grant was increased to \$677,000. Administrator McNeilly stated the Fire Department is being cost effective by utilizing the older gear for the members who are not entering into the fire but are outside directing traffic etc. This keeps them visible. Councilman Wronko stated lists have been made so that the inventory is available during budget discussions. Councilman Thornton stated when he first came onto the Council the Fire Department had a five-year replacement schedule. Councilman Wronko stated that is the Fire Department's plan going forward.

NEW BUSINESS

RESOLUTIONS

Councilman Thornton offered the following resolutions which were read by title.

**Resolution 126-22 RESOLUTION OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF STANHOPE REVISING RESOLUTION
118-22**

WHEREAS, the Mayor and Council of the Borough of Stanhope adopted Resolution 118-22 on June 28, 2022 regarding cancelling capital balances; and

WHEREAS, an error in the cancelled unfunded Water Capital appropriation section was discovered, making it necessary to be adjusted.

NOW, THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that the following portion of Resolution 118-22 be replaced as follows:

Ord. #	Water Capital Project Description	Amount Cancelled	
		Funded	Unfunded
2014-11	James St Water Improvements		\$ 29,644.03
2020-03	Ford F-550 Mason Dump		\$ 960.02

To cancel debt authorized: \$ 30,604.05

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

Roll Call:

Councilwoman Kuncken – absent	Councilman Thornton – yes
Councilman Riccardi – yes	Councilman Vance – yes
Councilman Romano – yes	Councilman Wronko – yes

**Resolution 127-22 RESOLUTION AUTHORIZING REFUND OF
MAINTENANCE BONDS FOR BLOCK 11007 LOT 9.05**

WHEREAS, Adam Lusardi was required to post an escrow deposit for engineering and a cash maintenance bond for Block 11007, Lot 9.05, 49 Linden Ave; and

WHEREAS, the improvements have been completed and inspected by the Borough Engineer; and

WHEREAS, the Borough Engineer has certified that all work has been satisfactorily completed and that there is no further billing forthcoming; and

WHEREAS, there are unused funds in the amount of \$1,661.39 in escrow and \$618.48 in the cash maintenance bond;

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Stanhope, that the Borough shall refund to the following owner the following amount for both the cash maintenance bond and escrow deposit:

Adam Lusardi	\$2,279.87
7 Meggin Road	
Rockaway, NJ 07865	

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

Roll Call:

Councilwoman Kuncken – absent	Councilman Thornton – yes
Councilman Riccardi – yes	Councilman Vance – yes
Councilman Romano – yes	Councilman Wronko – yes

PAYMENT OF BILLS

Resolution 128-22

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 July 12, 2022 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 Wronko and unanimously carried by the following roll call vote the foregoing resolution was duly adopted.

Roll Call:

Councilwoman Kuncken – absent	Councilman Thornton – yes
Councilman Riccardi – yes	Councilman Vance – yes
Councilman Romano – yes	Councilman Wronko – yes

AGENDA ITEMS

All items listed on the Agenda for July 26, 2022 were approved.

CITIZEN'S TO BE HEARD

Councilman Thornton 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, Councilman Thornton closed the public portion of the meeting.

ADJOURNMENT

On motion by Councilman Riccardi, seconded by Councilman Vance and unanimously carried by voice vote the meeting was adjourned at 7:26 P.M.

Approved:

Linda Chirip
Deputy Clerk