

**WORK SESSION AND
AGENDA MEETING
February 14, 2023
6:00 P.M.**

CALL TO ORDER

SALUTE TO COLORS

Mayor Zdichocki 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 4, 2023 and was placed on the Official Bulletin Board in the Municipal Building and on the official website of the Borough of Stanhope.

Furthermore, notice of the meeting time change was sent to the New Jersey Herald and Daily Record on February 1, 2023 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 – present	Councilman Thornton – present
Councilman Riccardi – present	Councilman Vance – present
Councilman Romano – present	Councilman Wronko – present

Mayor Zdichocki – present

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 existing;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of 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:

2 – 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 Vance, and unanimously carried by voice vote, the foregoing resolution was adopted.

The Mayor and Council went into Closed Session at 6:02 P.M.

RETURN TO OPEN SESSION

At the conclusion of the Closed Session, the Mayor and Council reconvened the public meeting at 6:22 P.M. with all present.

Administrator McNeilly asked the governing body if the agenda could be amended to have the Borough Engineer give his report at this time. The governing body agreed and invited Eric Keller to come forward to present his report.

ENGINEER'S REPORT

Stanhope School Crossing Study - Eric Keller, Borough Engineer, stated he attended a meeting with the Valley Road School Superintendent, Police Chief Pittigher and Administrator McNeilly on January 19, 2023 to discuss the school crossing study. A productive discussion was held but it was discovered that there are no established policies or procedures. Subsequent to the meeting, the Chief contacted the Administrator to raise a number of questions about the study and the final products. Mr. Keller stated he has provided Administrator McNeilly with a response and a site assessment of current school and pedestrian crossing signs has been completed. This includes locations, sign legends and types. The preliminary school route plan is being worked on and we are seeking the current school route plan that the Chief noted. Councilwoman Kuncken stated she and Administrator McNeilly received an email from the Police Chief and there are questions listed which she does not fully understand. Chief Pittigher was going to attend this evenings meeting but a personal matter arose. Councilwoman Kuncken asked if Mr. Keller has been in contact with Chief Pittigher recently. Mr. Keller stated he had responded back only to the Administrator because the initial communication was sent to Administrator McNeilly and Councilwoman Kuncken. Councilwoman Kuncken asked Administrator McNeilly if the Chief's questions have been answered? Administrator McNeilly is of the opinion the answers have been provided but he is not the one that had the questions. Councilwoman Kuncken stated hopefully by February 28th the Chief's questions have been resolved. Mr. Keller stated the Chief asked for an updated school route plan, which Mr. Keller will be happy to provide. However, he needs a copy of the existing plan before that can be done and he has not received a copy to date. The school does not have any real set policies on how to get to school. This was the purpose of the survey. It was done to gather information. Mr. Keller stated he does not live in town but he does know that a great deal of parents do not want their children to walk to school for safety reasons or weather conditions. This type of engineering is not all numbers. Traffic, parking and these type of things have a degree of behavioral components to them. The Borough does not have, and probably never will have, a complete sidewalk system like those that exist in more urban areas. There are effective flashing beacon crosswalks. Councilwoman Kuncken stated she did not mean to have Mr. Keller go so much into explaining himself. It is more to satisfy the questions the Chief has raised. Mr. Keller stated he will do his very best to address whatever comments the Police Chief may have. Administrator McNeilly added this will be done within the scope of the request, the response and the resolution provided. Councilman Thornton asked if Public Safety has a copy of the study. Mr. Keller stated the study is not completed. They are still in the gathering of information stage. Mayor Zdichocki asked Mr. Keller if he has a copy of the current plan. Mr. Keller replied he does not because he did not realize there was one until he received the Chief's email. Administrator McNeilly stated the only reason this issue is being discussed this evening is because someone on the other side of the building could not talk to the engineer. Councilwoman Kuncken stated this is what needs to happen. She received the email but she is not able to answer the questions. The questions have to be answered by the engineer. Much discussion took place regarding how and when the existing plan may have been created many years ago when busing ended. Administrator McNeilly stated the mythical study may have just been a verbal conversation which was done to determine where crossing guards needed to be stationed and it was not done with the assistance of an engineer. Administrator McNeilly stated there are statutes which have changed which are requiring the plan to be updated. In 2019, this resulted in the Police Department's request for the study. The Police Department provided the relevant statutes and scopes which was then forwarded to the engineer, who prepared a quote with all the requirements that were requested. This was then provided to the governing body and a resolution was prepared based upon the cost requirement for the study. This process is only in the beginning stages. Mr. Keller stated he will contact the Chief. He did not receive the email directly from the Chief which is why he responded only to the Administrator. Councilwoman Kuncken stated a conversation between Mr. Keller and the Chief needs to take place. Councilman Vance asked if the Administrator can foster that? Administrator McNeilly stated now that he has all the information reviewed first, because someone involved the governing

body, and we have had the chance to talk here, now we can have the meeting that we could have had in a professional environment two weeks ago. Councilman Vance asked for the governing body to be informed of the results once that meeting takes place. Councilman Thornton asked how the meeting was able to take place with the school when there is no existing document. Mr. Keller stated the meeting was held in order to collect data. It was at this meeting that Mr. Keller learned from the Superintendent that they really do not have any plan in place. In order to put together a study for school routes, we need to understand what the school's plan is. Administrator McNeilly stated the school has stated they have not received any complaints with regard to walking routes to school. The superintendent also stated if a plan is adopted they will be glad to post the information but it is not something that is within their responsibility. If there were buses, the school would be responsible from the bus stop to the school. Due to the fact there are no buses, the school is only responsible from the curb in. Councilwoman Kuncken asked at this point if Mr. Keller will facilitate a telephone call with the Chief. Mr. Keller confirmed this.

Sunset Avenue/ Ridge Road/ Overhill Road Water Main Replacement – Mr. Keller stated he is continuing with the design services for the Sunset Avenue/ Ridge Road/ Overhill Road water main replacement and he is working with the Borough DPW to finalize the plans and specifications. A decision is needed from the governing body on who will bear the costs to replace the service lines from the curb box to the meter. This will be included within the contract scope but it will be a separate construction item. The grant administration aspects of this project, which are required before we can publicly bid the project, are being coordinated with the Administrator and the CFO.

Valley Road Trail – Mr. Keller stated he and Mayor Zdichocki met with John Rogalo from the Environmental Commission to discuss the scope of the improvements associated for the repairs to the Valley Road Trail. A portion of the existing trail has washed out due to erosion from water coming down the paper street at Valley Road. This is not within existing municipal right of ways. The two most critical lots are not owned by the Borough. They are owned by Cronheim. The work will all be done within the public rights of way, on the paper streets which the Borough owns. Some of the runoff will be diverted to the area where it had historically gone more toward the playground. There are a couple of trees which have fallen right at the trail head beyond the parking lot and from that point down there has been a lot of erosion. Mayor Zdichocki stated a grant was awarded by the County Open Space Committee in the amount of \$2,500 with an in-kind match by the Borough. A determination is being made to list items for repair which will be included in the grant and those that are not. Administrator McNeilly stated the match is 100% by the Borough which can include volunteer hours etc. Three items are listed for purchase. They are a load of QP, mulch and a sign. The Environmental Commission will do what they can within the scope of the project. They have funds available for plantings and the wording of the metal sign needs to be made and then the order will be sent to Garden State. The estimate for the sign is approximately \$300. The balance of \$2,100 would be used for materials. There is a tree which has fallen and is blocking the entrance of the trail which is actually keeping motorcycles and ATV's off the trail. Councilman Riccardi suggested the ordinance number prohibiting motorized vehicles be placed on the sign.

Water Service Lines – Councilman Romano asked Mr. Keller if it is determined the cost to replace the water lines from the curb box to the meter is the responsibility of the homeowner, will this be included in the contract. Mr. Keller confirmed this and stated there will be a separate construction item for the service lines from the curb box to the house. Administrator McNeilly stated the cost will be per foot. Mr. Keller stated the services are all various lengths. There is a standard process for services which typically go from the main to the curb box. Some are five feet and some are fifteen feet but they are considered units. In this case, there is no way to do this as units. Therefore, the cost will be based on linear foot. Replacing the services is a State mandate due to the fact that galvanized services may contain lead. Mayor Zdichocki asked if there are extra funds available which could be used to supplement the service line replacements? Administrator McNeilly stated, during the course of their training, it was discovered that other federal funds cannot be used for the cost management. The original plan was to use the CARES Act funding. The trench repair will close out the project. The CARES Act funding will then be used for the separate project to pave the roads. Councilman Romano stated in his opinion the Borough cannot pay for the replacement of the lines and the costs have to be passed on to the homeowners. Councilwoman Kuncken agreed and stated if the Borough were to contribute to the replacement costs other residents who have had to replace their services for one reason or another would complain because they had to cover the costs on their own. Administrator McNeilly agreed and stated there could also be other services that fail while the other lines are being replaced and residents would want their costs covered. Mr. Keller stated, to Councilman Romano's question, there will be a demarcation with what the

Borough pays for standard and the other work which is required. The homeowner will have the option not to replace their service lines.

The Mayor and Council thanked Mr. Keller for attending this evenings meeting. Mr. Keller thanked the governing body and for letting him present his report out of turn.

2023 MUNICIPAL BUDGET

Salaries – Angelica Sabatini, CFO, stated the salary budget sheets are broken down by percentages. Councilwoman Kuncken stated she is of the opinion it is important to look at the ramifications of the percentages and how they affect the overall budget. Sometimes the percentages can look deceiving. Councilwoman Kuncken stated she likes the way Ms. Sabatini has presented the information. Councilman Vance stated the current salary total, excluding the protected positions, is \$376,087.28 and with a 3% increase the total would be \$386,094.90 which would be a \$10,007.62 increase. Councilman Vance asked what last years cost of living increase was in New Jersey. Ms. Sabatini stated it was 6.45%. Councilman Vance stated last year the salary increase percentage was 2.5%. Ms. Sabatini confirmed this. Councilman Vance stated the employees fell behind by 3.5%, based on 6%. Councilwoman Kuncken asked how many employees fall into the non-union employee category. Ms. Sabatini stated the total is 17 which includes full time and part time employees. Councilman Vance stated he is in favor of a 3% increase. Councilman Thornton stated his concern is how this affects the bargaining for the union contracts. At this level the difference between 2.5% and 3.0% is not that great of a difference but at negotiations they only look at the percentage, not the value of the salaries. Administrator McNeilly stated while that is a good point, you will find the unions are more focused on increases on outside agencies, labor and municipalities. Councilwoman Kuncken stated, having served on the negotiating committee, even this last time, they have other important interests in other benefits. Councilwoman Kuncken stated, while she understands Councilman Thornton's point, the employees currently being discussed are the lowest paid employees. A 3% increase on a union employee is done with a higher salary base. Councilman Vance stated the non-union employees are in lower salary ranges. The governing body unanimously agreed to the 3% increase. The governing body thanked Ms. Sabatini for the way she presented the information and stated it saved a lot of time.

Legal Services & Engineering Services – Councilwoman Kuncken stated the question which was raised previously concerns the \$10,000 which has been budgeted for the past several years for Legal Services and Engineering Services. The Borough has not come anywhere near utilizing those amounts. Councilman Vance asked if *Line 10515523 Litigation* and *Line 10515524 COAH* could be reduced by half. Councilman Romano stated he is not in favor of reducing these line items for several reasons. The protected use of surplus in this current budget is \$870,000 which will leave us with a balance of \$856,000 and change. It is the auditor's opinion that we will regenerate that but there is no guarantee this will happen. Every time we cut a line we are hurting our ability to build surplus. We talked about the fact, in a previous meeting, that we have the ability to move funds from one line to another if necessary. The solid waste contract is an unknown figure at this time. We just have a best guess. If we cut other lines, we have no place to go if we need to find funds. And these lines may be the place we will need to go. Mayor Zdichocki stated this issue could be revisited next year once the solid waste contract is established. Administrator McNeilly stated if a litigation issue arises, such as arbitration, funds have to be available. The same goes for engineering services. If an unplanned project arises in the future, funds have to be available. Councilman Vance asked where does money come from to subsidize an item when there is a shortfall, in a line item or an entire group of line items. Ms. Sabatini stated a budget transfer can be done in November or December or an appropriation reserve transfer can be done in February or March. The funds can be taken from another line item and then transferred, assuming that line item has not been expended. There are CAP restrictions. Money cannot be taken from outside of the CAP and put back into the CAP. Councilman Vance stated, if in June there was a shortfall, we could not pay the bill at that time. Ms. Sabatini confirmed this. Councilwoman Kuncken stated she is of the opinion the \$10,000 should stay and the auditor has recommended the same. Mayor Zdichocki polled the governing body to ask if the funds should remain in the line items. The results are as follows: Councilman Romano – yes; Councilman Thornton – yes; Councilman Riccardi – yes; Councilman Wronko – yes; Councilman Vance – yes; Councilwoman Kuncken – yes. No changes were made to the line items.

Summary of Revenues & Revenue Line Items – Ms. Sabatini stated these budget sheets were prepared assuming there were no changes and using the 3% salary increase. Overall, the tax increase is 4.76%. The increase to the average home valued at \$194,029 for 2023 would be

\$103.67. Councilwoman Kuncken stated it is not pretty but we knew this was going to be a tough year. The Tax Point for 2023 is \$29,747. Mayor Zdichocki asked the governing body for any questions. Mayor Zdichocki asked Ms. Sabatini what has caused the increase this year. The property owners are going to be asking. Ms. Sabatini stated there is a major increase in solid waste costs, pension costs, and liability insurance. Councilwoman Kuncken stated these are all items the Borough has no control over.

Mayor Zdichocki stated the budget discussions have been completed. Councilwoman Kuncken thanked Ms. Sabatini and stated she has done a great job on her first budget. The governing body members agreed.

ADMINISTRATOR'S REPORT

FY2022 Congressional Directed Spending – Administrator McNeilly stated he attended a meeting with Ed Farmer from Millennium Strategies to discuss grant management. Mr. Farmer is looking at their capabilities to see if they have someone in-house who can act as manager for the Borough with regard to the FY2022 Congressional Directed Spending. The cost for this service would be included in the grant and it should not be a huge expense. In the meantime, Administrator McNeilly stated he and Angelica Sabatini, CFO have begun the application process. There is a 20% match and the CARES Act funds cannot be utilized but there is money in the capital improvement fund which can be used.

Water Service Replacement Program – Administrator McNeilly stated a decision is needed regarding the financial responsibility for the water service replacement program. The decision needs to be made prior to going out to bid. Mayor Zdichocki asked if there is an estimate on the cost. Administrator McNeilly stated the costs are going to vary based on the length of the line and what obstacles have to be overcome. Councilman Romano stated there will be a waiver homeowners can sign to opt out of replacing their water lines. However, philosophically at this time can we agree that the replacement is going to be the responsibility of the homeowners. Councilwoman Kuncken asked if the homeowners have been contacted yet to make them aware of the situation. Administrator McNeilly replied they have not been contacted as yet. The information is still being compiled. Mayor Zdichocki asked if the Borough can set up a loan program. Administrator McNeilly stated unfortunately the Borough does not have a large sum of money just sitting unused. Monitoring for grant opportunities is being done. The last grant specifically called out that a large percentage of the funds had to go to Hudson County, Essex County, and Mercer County. Councilman Wronko asked if a homeowner chooses not to replace the water line and then wants to sell their home, would they have to replace the lines prior to the sale? Administrator McNeilly stated he is unsure but he is of the opinion they probably would not have to replace them to sell the home. Mayor Zdichocki stated there is also the requirement stating 10% of the total number water lines required to be changed have to be done over a ten-year period. Administrator McNeilly stated, just like the lead paint issue, all of these things should be handled by the DCA but they have pushed them onto the municipalities and are now forcing the municipalities into someone's home. This is wrong. It should be the homeowner's responsibility and their right to decide. Mayor Zdichocki stated there are homeowners whose costs will be greater than others due to the distance from the curb to the meter and in addition there will be restoration costs for the lawn and landscape. Councilman Wronko stated he had to replace his water line several years ago, which is about 25 feet from the curb, and it cost approximately \$7,000. Administrator McNeilly stated he will work with the Water Operator on the notifications and he will keep the governing body informed.

Hepatitis B Vaccine – Administrator McNeilly stated arrangements have been made with Sussex County Health Department to once again provide first responders the ability to receive the required Hepatitis B vaccine shots. The Borough covers the cost of the vaccines for the Police, Fire, Ambulance and DPW. The process requires two shots, blood work and possibly a third shot based on the result of the blood work.

Certified Recycling Coordinator – Administrator McNeilly stated the annual service agreement with SCMUA for the Certified Recycling Coordinator is due. The documents and the resolution will be on the February 28th meeting agenda. The fee remains the same at \$300.00.

Speed Sign on Sparta – Administrator McNeilly stated the DPW removed and shipped the defective speed sign from Sparta Road to the manufacturer in Georgia. The local representative has installed a temporary unit in its place.

Solid Waste and Recycling Contract – Administrator McNeilly stated the Borough Attorney has made the requested options to be included in the recycling bid document. In an effort to save costs, both contracts will ask for an option to begin collection at 5:00AM. The recycling contract asks for three options based on the number of pickups per month. Both the recycling and solid waste bids are ready for advertising. Resolutions will be placed on the February 28th meeting agenda. The bid opening date will be May 4th. The current contracts end on May 31st. Councilwoman Kuncken stated, for the benefit of the audience members, that these options for the contracts are being done in an effort to try and find ways to reduce the costs by making some changes in the way the services are provided. Administrator McNeilly stated this is based on information gathered from local municipalities who recently signed new contracts and municipalities across the state. The costs have risen anywhere between 75% to 100%. The Borough took a big hit with the last recycling contract. The costs are out of control and are being driven by labor and fuel costs. On the solid waste side, the municipality pays direct on the tipping. There is no profit made by the hauler for solid waste.

Suite Green Collective, LLC – Administrator McNeilly stated an email was received on February 6th, which was received by the governing body members, from Suite Green Collective, LLC regarding the Class 5 cannabis retail location. Councilman Thornton stated the email was forwarded to him by Councilman Romano tonight due to the fact the original email misspelled his name. Councilman Riccardi, Councilwoman Kuncken and Councilman Wronko stated they did not receive the email. This email will be discussed at a future date after everyone has had a chance to receive and review the email.

Budget 2023 – Administrator McNeilly stated the timeline for the budget is currently as follows: Budget Introduction on March 14th and Final Adoption on April 11th. Administrator McNeilly stated the dates can be moved forward if the governing body chooses to do so. Ms. Sabatini was asked to move the Introduction to February 28th.

Center Designation - Councilman Romano stated a letter was received in correspondence, addressed to the Mayor, on January 19th, which states we are losing our Center Designation as of the end of March. Councilman Romano asked if this will adversely affect us and should the Borough be pursuing this. Councilwoman Kuncken stated she remembers just how much work the Center Designation entailed. Administrator McNeilly added there is really nothing to show for all that work. Administrator McNeilly stated he has never seen a grant application or project request that has ever had a line item asking if the Borough has Center Designation. Administrator McNeilly stated he has not seen anything in the last 25 years which has shown that having a Center Designation is beneficial in any way.

Sparta Road Sign – Councilman Riccardi asked if there is an update on the Sparta Road sign repair. Administrator McNeilly stated he will follow up on the status.

WORK SESSION

Fire Department Bucket Drop Request - Mayor Zdichocki stated the Fire Department has requested permission to conduct a bucket drop. The location will be the same as in the past. The governing body had no objections. The resolution will be placed on the next scheduled meeting agenda.

NEW BUSINESS

ORDINANCE

Mayor Zdichocki offered the following ordinance for Introduction and First Reading which was read by title.

Ordinance 2023-01

CALENDAR YEAR 2023 ORDINANCE OF THE BOROUGH OF STANHOPE, COUNTY OF SUSSEX, NJ TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Mayor and Council of the Borough of Stanhope in the County of Sussex finds it advisable and necessary to increase its CY 2023 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Mayor and Council hereby determines that a 1.0% increase in the budget for said year, amounting to \$37,439.30 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Mayor and Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Mayor and Council of the Borough of Stanhope, in the County of Sussex, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2023 budget year, the final appropriations of the Borough of Stanhope shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$131,037.55, and that the CY 2023 municipal budget for the Borough of Stanhope be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

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

Roll Call:

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

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

RESOLUTIONS

Resolution 050-23

RESOLUTION AUTHORIZING THE RELEASE OF THE PERFORMANCE BOND OF SALMON BROS., INC. FOR THE STANHOPE PEDESTRIAN LOOP – PHASE 2 PROJECT

WHEREAS, the Mayor and Council had deemed it necessary for Salmon Bros., Inc. to submit a performance bond prior to the commencement of the Stanhope Pedestrian Loop – Phase 2 Project; and

WHEREAS, Salmon Bros., Inc. did produce and the Borough did accept a performance bond guaranteeing the quality and completeness of the work; and

WHEREAS, the Borough Engineer has inspected the project site and deemed the project has been completed in general compliance with the contract; and

WHEREAS, the Borough Attorney has advised the Mayor and Council that a maintenance bond be required in the amount of \$17,500.00 to be effective for one year from the date of issuance to ensure the quality of the work.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey, at the concurrence of the Borough Attorney do hereby authorize the release of the performance bond to Salmon Bros., Inc. for the Stanhope Pedestrian Loop - Phase 2 Project.

On motion by Councilman Vance seconded by Councilman Thornton 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

Councilman Thornton – yes
Councilman Vance – yes
Councilman Wronko – yes

Resolution 051-23

RESOLUTION AUTHORIZING THE ACCEPTANCE OF MAINTENANCE BOND OFFERED BY SALMON BROS., INC. FOR THE STANHOPE PEDESTRIAN LOOP - PHASE 2 PROJECT

WHEREAS, the Mayor and Council heretofore authorized the release of a performance bond submitted by Salmon Bros., Inc.; and

WHEREAS, Salmon Bros., Inc. has substantially completed the Stanhope Pedestrian Loop - Phase 2 Project; and

WHEREAS, Salmon Bros., Inc. has offered to the Borough a Maintenance Bond in the amount of \$17,500.00, which amount has been specified by the Borough Engineer; and

WHEREAS, the Borough Attorney has reviewed and approved of the form of said Maintenance Bond.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that the Borough does hereby accept the Maintenance Bond issued by Salmon Bros., Inc. in the amount of \$17,500.00 for the Stanhope Pedestrian Loop - Phase 2 Project – Tree Planting Only.

On motion by Councilman Vance seconded by Councilman Riccardi 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

Councilman Thornton – yes
Councilman Vance – yes
Councilman Wronko – yes

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

Resolution 052-23

RESOLUTION AUTHORIZING STANHOPE BOROUGH TO ACCEPT A GRANT FROM THE STATE OF NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY, OFFICE OF THE ATTORNEY GENERAL, IN THE AMOUNT OF \$188,348.00 UNDER THE 2023 SAFE AND SECURE COMMUNITIES PROGRAM, SUBAWARD GRANT NUMBER 22-1919

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

1. The Borough of Stanhope is authorized to accept a subaward grant from the State of New Jersey, Department of Law and Safety, Office of the Attorney General, in the amount of \$16,200.00, under the Safe and Secure Communities Program, Grant No. 23-1919, with a Match-Fringe Benefits of \$172,148.35, for a total project cost of \$188,348.35.

2. Mayor Patricia Zdichocki and Chief Steve Pittigher are authorized to execute and the Borough Clerk to attest to a Subgrant Award in connection with this grant, and any and all documents in connection with this grant.

3. The Borough of Stanhope is accepting this grant of funds for the purpose described in the application.

4. Subaward Period: January 16, 2023 to January 15, 2024.

5. A certified copy of this resolution shall be provided by the Office of the Borough Clerk to each of the following:

- a) Mayor Patricia Zdichocki
- b) Borough Council
- c) Brian McNeilly, Borough Administrator
- d) Ursula H. Leo, Esq., Borough Attorney
- e) Angelica Sabatini, CFO
- f) Police Department: Chief Steve Pittigher
- g) State of New Jersey, Office of Attorney General

Resolution 053-23

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. 2022-008 representing 2021 property taxes and/or utility charges on Block 11501, Lot 2 Qual C0081 known as 581 Dell Pl, assessed to Jacquelyn M Nascimento, 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:	Evolve Bank & Trust 6000 Poplar Avenue Suite 300 Memphis, TN 38119
Redemption Amount:	Tax Title Lien #2022-008 and Interest to Date of Meeting \$ 1,455.59 Premium Paid by Lienholder <u> 2,600.00</u>
Total From Current Fund:	\$ 1,455.59
Total From Tax Premium Account	2,600.00

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.

Resolution 054-23

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. 2022-001 representing 2021 property taxes and/or utility charges on Block 10613, Lot 3 known as 5 Port Morris Ave, assessed to Amanda Sanchez, 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:	Trystone Capital Assets, LLC PO Box 1030 Brick, NJ 08723
Redemption Amount:	Tax Title Lien #2022-001 and Interest to Date of Meeting \$ 1,189.41 Premium Paid by Lienholder <u>1,900.00</u>
Total From Current Fund:	\$ 1,189.41
Total From Tax Premium Account	1,900.00

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 Wronko and unanimously carried by the following roll call vote, the foregoing resolutions were duly adopted.

Roll Call:

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

Mayor's Appointments

Resolution 055-23

RESOLUTION APPROVING THE MAYOR'S APPOINTMENT TO THE RECREATION COMMISSION WITH COUNCIL CONCURRENCE

Mayor's appointment to the Recreation Commission as follows:

Sydney Bookspan, unexpired 5-year term, term to expire 12-31-2027

BE IT RESOLVED by the Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that they do hereby concur with the Mayor's appointment of Sydney Bookspan as a member of the Recreation Commission, to fill an unexpired 5-year term, said term to expire December 31, 2027.

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

Resolution 056-23

RESOLUTION APPROVING THE MAYOR'S APPOINTMENT TO THE RECREATION COMMISSION WITH COUNCIL CONCURRENCE

Mayor's appointment to the Recreation Commission as follows:

Bill Eaves, unexpired 5-year term, term to expire 12-31-2023

BE IT RESOLVED by the Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that they do hereby concur with the Mayor's appointment of Bill Eaves as a member of the Recreation Commission, to fill an unexpired 5-year term, said term to expire December 31, 2023.

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

Resolution 057-23

RESOLUTION APPROVING THE MAYOR'S APPOINTMENT OF THE BOROUGH REPRESENTATIVE TO SOLID WASTE ADVISORY COUNCIL WITH COUNCIL CONCURRENCE

Mayor's appointment of Bill Eaves as the Borough representative to the Solid Waste Advisory Council for 2023 with Council concurrence.

BE IT RESOLVED by the Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that they do hereby concur with the Mayor's appointment of Bill Eaves as the Borough representative to the Solid Waste Advisory Council for a one-year term to expire on December 31, 2023.

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

Resolution 058-23

RESOLUTION APPROVING THE MAYOR'S APPOINTMENT OF THE BOROUGH REPRESENTATIVE TO SUSSEX COUNTY WATER QUALITY MANAGEMENT PLAN POLICY ADVISORY COMMITTEE WITH COUNCIL CONCURRENCE

Mayor's appointment of Bill Eaves as the Borough representative to the Sussex County Water Quality Management Plan Policy Advisory Committee for 2023 with Council concurrence.

BE IT RESOLVED by the Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that they do hereby concur with the Mayor's appointment of Bill Eaves as the Borough representative to the Sussex County Water Quality Management Plan Policy Advisory Committee for a one-year term to expire on December 31, 2023.

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

Resolution 059-23

MAYOR'S APPOINTMENT OF CARMEN PICO TO THE BOROUGH OF STANHOPE BOARD OF HEALTH

Mayor's appointment to the Board of Health as follows:

Carmen Pico to fill an unexpired term, said term to expire 12/31/2023

BE IT RESOLVED by the Council of the Borough of Stanhope that they do hereby concur with the Mayor's appointment of Carmen Pico as a member of the Board of Health, to fill an unexpired 3-year term, with said term to expire December 31, 2023.

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

Mayor Zdichocki and the Council members thanked and congratulated the newly appointed volunteers, some of who were present in the audience.

PAYMENT OF BILLS

Resolution 060-23

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 February 14, 2023 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 Thornton 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

Councilman Thornton – yes
Councilman Vance – yes
Councilman Wronko – yes

AGENDA ITEMS

All items listed on the Agenda for February 28, 2023 were approved.

CITIZEN'S 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 Councilman Thornton, seconded by Councilman Wronko 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