

**MAYOR AND COUNCIL
REGULAR MEETING
November 28, 2023
7:00 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.

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.

OATH OF OFFICE

Borough Attorney, Ursula Leo, administered the Oath of Office to Scott Wachterhauser, elected Councilman at the November 7, 2023 election.

ROLL CALL

Council Members:

Councilwoman Kuncken – present
Councilman Riccardi – present
Councilman Romano – present

Councilman Thornton – present
Councilman Wachterhauser – present
Councilman Wronko – present

Mayor Zdichocki – present

PRESENTATION

Ryan Jiorle, Musconetcong Watershed Association (MWA) – Mr. Jiorle thanked the governing body for inviting him back again this year. In June, the MWA paddled along Lake Musconetcong and that was his first time out on the lake. Mr. Jiorle stated he is the Community Engagement Manager for the MWA and he provides the outreach and education efforts. The MWA works up and down the Musconetcong River and in the entire watershed. The MWA mission is to improve and protect the quality of the Musconetcong Watershed for people and nature. In addition to taking care of the health of the river and tributaries, the MWA tries to give a lot of attention to the communities along the waterways. The foundation of what the MWA does is water quality monitoring since 1992 when the MWA was founded. There are two scientists on staff to do this work and there are many volunteers. The river is almost 43 miles long. Many volunteers provide sampling up and down the river. In this area, the testing is done for the harmful algal bloom during the spring, summer and fall months. Road salt is also monitored. On Friday, December 8th, there will be an event at the Lake Hopatcong Foundation building in Landing. There will be salt snapshots which are collected by volunteers and they measure the levels of salt and chloride in the river at different places, at the same time. This provides a baseline measurement of the amount of salt in the river at different times during the year. The MWA also encourages volunteers to provide tap water samples from their homes to see what amount of salt may be getting through to homes which have wells or those on the municipal water systems. This is an interesting event and it allows people to take something home with them in the form of knowledge. Mr. Jiorle showed a graph of Ledgewood Beach with the results of the harmful algal bloom monitoring which was done by the volunteers this past summer. The algal blooms are becoming more prevalent in the lakes due to temperature, sunlight, low flow and input of nutrients. This can vary by area due to fertilizers from agriculture or landscaping or in some instances it can be due to failing septic systems. Because water quality is at the foundation of what the MWA does, the decisions they make are based on that. They discover challenges or pollutants coming into certain stretches of the river and this often

leads to restoration work. This includes the removal of abandoned, obsolete, and hazardous dams. Most recently, a dam was removed, which had been partially breached, in Hackettstown just off of Mountain Avenue. This type of work has been going on for the last ten years. Restoration also includes bank stabilization using smaller scale engineering solutions. The greenest method is by establishing riparian buffers. Cages around trees are temporary to protect them from the deer until the trees are large enough to survive. Recreation and outreach are other areas of importance which help to make people aware of the importance of these waterways. Brochures and maps are available online that show trips people can take along the waterways. Having more people utilizing the waterways can also lead to economic vitality for different communities. Education programs are also part of what the MWA does by bringing programs into the schools. The MWA also has a summer camp for children. River Talk Series are provided for adults with various topics of interest and workshops. Mr. Jiorle stated the MWA is a 501c-3 non-profit and as such they work with municipalities, counties and the state and other non-profits and private entities in this field to make sure policies are being followed for water quality.

Mr. Jiorle stated managing stormwater deals with the precipitation which falls and runs over the landscape as it picks up things, for better or worse, and runs into the waterways. The stormwater may contain pesticides, road salt and litter all of which can connect directly to the drinking water. The impact of this water can also have a detrimental effect on recreational water activities. It is not just the pollutants that can cause issues, but also the volume of water which may move through an area. All these scenarios can cause financial issues. The State does allow municipalities to establish a stormwater utility in an effort to address a way to deal with damage caused by stormwater such as flooding. The damage caused can depend on how developed an area is or how much impervious coverage exists. Impervious coverage is any surface which prevents water from being absorbed back into the ground. For example, in 2019, Byram Township had 6% of impervious coverage while Stanhope was at 21%. Research indicates that at 8% to 10% is when impacts to the water can usually be noticed. This does not mean that Stanhope needs to remove any impervious coverage, we just need to be aware of how the stormwater can impact the area. In developed areas, over the past many years, you will see detention basins which help to funnel water away from the homes and then after the water is held there it is redirected to a water body. There are some downfalls to that process. This can cause flooding for people who live near the water ways. This gray water system addresses the volume of water but not the quality. Green stormwater systems treat the stormwater close to its source and provide pathways to filter the water before it gets to the water system. A common way to do this is with vegetation through the use of Riparian Buffer Zones. Another option is to store stormwater runoff for future use which is beneficial especially during droughts. Gutters and rain gardens are beneficial. Parking lots can now be paved with pervious pavement that allows water to pass through. Green roofs are sometimes used with newer construction but consideration has to be taken with regard to the weight of the soil, plants and snow that would be on the roof. As rainfall increases, larger scale options need to be developed.

Mr. Jiorle stated the State requires municipalities to provide education with regard to stormwater issues. There are different categories each of which is associated with a certain number of points. One of these deals with illicit connections to sewer or stormwater systems and the improper disposal of waste. Examples would be disposing of car oil or grass clippings into the drains. There are various platforms that can be used to advertise the information. The MWA can help with ideas on how to educate the public with advertising or mailers. Information can be posted at events. The MWA has a program they can present at the school to grades 4 through 6. Points can be acquired for all of these activities. Mr. Jiorle stated the MWA contacted the school last year but nothing came of it. He would be happy to reach out again. Stanhope Borough has been participating with the MWA for many years. The regional collaboration is a bit more ambiguous. The MWA helps to manage the Musconetcong River Management Council which exists because the Musconetcong has a National Wild & Scenic Designation from the National Park Service. Stanhope is not part of the area with the designation of wild and scenic but Stanhope could have a non-voting member sit on the council. The meetings are held six times a year and the municipalities who have members participating receive points for attending the meetings. The MWA holds a clean up each April. There are no sites in Stanhope but last year there were 25 sites between Hopatcong State Park extending all the way down along the Delaware River. Mr. Jiorle stated if Stanhope has a public park along the water or a hiking trail it would be an option to partner with the MWA for the cleanup. Mayor Zdichocki stated the Borough does a clean up around Earth Day and there is another clean up scheduled at the lake for December 2nd. Mr. Jiorle stated there are volunteers in Stanhope who monitor for the harmful algal blooms. Nicole Member from the Environmental Commission is very involved in the water sampling work. This also counts toward obtaining

points. If the Borough is looking for new things to do or if there are any questions, the MWA is available to help.

Mayor Zdichocki thanked Mr. Jiorle for attending tonight's meeting and for his very informative presentation.

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.

MINUTES FOR APPROVAL

Mayor Zdichocki read aloud the list of minutes being presented for approval:

October 10, 2023	Work Session/Agenda Meeting
October 24, 2023	Business Meeting & Closed Session

On motion by Councilman Thornton, seconded by Councilman Wronko and carried by a majority voice vote, the minutes for October were approved. Councilman Riccardi abstained from the minutes of October 10th.

CORRESPONDENCE *(List Attached)*

On motion by Councilman Romano, seconded by Councilman Wronko and unanimously carried by voice vote, the list of correspondence was accepted and ordered placed on file.

COUNCIL COMMITTEE REPORTS

Public Safety – Councilwoman Kuncken/Councilman Wachterhauser

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

Councilwoman Kuncken stated the Fire Department for the month of October reported 6 calls answered, 2 mutual aid calls, 5 drills, 1 meeting, 1 officer meeting, 1 funeral, 1 parade, 2 fire prevention events and 3 other events for a total number of man hours volunteered of 159.5 hours.

Councilwoman Kuncken stated the Sussex County Fire Marshal reported there were no complaints or fire responses in the Borough for the month of October. They conducted 15 inspections, some of which received violations. The violations were to be abated by the end of October.

Councilwoman Kuncken stated the Police Department for the month of October had 82 motor vehicle stops and a total of 225 calls.

Finance & Administration – Councilman Romano/Councilman Thornton

Councilman Romano stated the tax collections for the month of October totaled \$925,752.77. The year to date tax collection total is \$10,737,845.05. The fourth quarter percentage for collections is 24% however, last year the percentage at this time was almost 74%.

Councilman Romano stated the water collections for the month of October totaled \$60,531.91 and the year to date total is \$599,122.44. The sewer collections for the month of October totaled \$72,224.38 and the year to date total is \$721,363.66.

Community Development – Councilman Wronko/Councilman Riccardi

Councilman Wronko stated for the month of October the Construction Department had 33 permits issued. The total amount of fees collected was \$13,794.00.

Councilman Wronko stated the Tree Lighting will be held at the Municipal Building on December 2nd at 5:30pm. The Holiday Decorating Contest will take place during the week of December 11th. On December 16th Santa will be making his tour of the Borough with the Fire Department and the Ambulance Squad. The rain date is December 23rd.

Municipal Infrastructure – Councilman Thornton/Councilman Romano

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

Councilman Thornton stated a few weeks ago he, Councilman Romano, the Mayor and the Administrator met with a representative from NJ Natural Gas. A tentative schedule was provided regarding the gas line installations for the Borough streets. The meeting was very productive and the gas company representatives were open to our comments and requests. A great deal of information was covered during that meeting. In the Spring of 2024, Section 1 (blue portion of map) will include the areas of Walton Place, Hill Road, Spring Street, Lawrence Avenue and Lloyd Avenue etc. Section 2 (yellow section) is tentatively scheduled for the Fall of 2024. Section 3 (green section) includes Dell Road and Young Drive etc. which is scheduled for Fall of 2025. Section 4 (red section) is located out by the high school and that is scheduled for the Spring of 2025. The date for the condominiums is still to be determined. There are easement issues and various entities will be involved in the process. NJ Natural Gas is of the opinion this is a very conservative estimate for the schedule. The tentative start date to begin work is March 15, 2024 due to the paving schedule for Elm Street and over by the school. They will start work in that area in order to be done with that area so as not to interfere with the paving schedule. Councilman Thornton stated they discussed the road opening procedures and widths of the openings and NJ Natural Gas seems to be receptive to the Borough's requests. The subject of Nixle messages was discussed and NJ Natural Gas stated they may be able to cover the cost of extra Nixle messages as part of their advertising budget. The cost of running the lines to the residences was also discussed. The cost estimate is \$145 per residence. This covers the \$100 permit fee and the \$45 is the cost to run the line to the house. The only other requirement is that the homeowner become a customer within six months, even if it is just for one appliance. The gas company does have financing available in the event that someone needs to convert their heating system. These details will all be forthcoming and public outreach sessions will be scheduled in the future.

Councilman Thornton stated he spoke with the DPW Superintendent and there is no date as of yet as to when the leaf machine will be back up and running. Unfortunately, the DPW employees are raking the leaves into the street and then into a bucket loader which then dumps the leaves into the dump truck. There is a resolution on tonight's agenda to approve the purchase of a new leaf trailer. The lead time for the new equipment is six to nine months. We were able to rent a leaf machine for a short period of time but it had to be returned. The DPW are currently working in Zone 2. The DPW is doing the best they can and they are working on Saturday's. When the leaf machine which is being repaired is back in service, there will be two crews working to pick up leaves. One crew will use the leaf machine and the other crew will continue in the manner which they are currently utilizing to get caught up.

Mayor Zdichocki stated if any residents or business owners are looking for additional information regarding the gas lines, they must contact NJ Natural Gas on their own. The gas company will not come and knock on people's doors soliciting for customers. Councilman Thornton stated the NJ Natural Gas Map will eventually be posted on the website. Councilman Romano stated the map was updated to accommodate the school. The timing of two of the zones has been changed.

Councilman Wachterhauser asked Councilman Thornton to thank the DPW workers for their efforts in trying to get the leaves picked up. Councilwoman Kuncken agreed and stated it is definitely not their fault this delay has happened.

Information Technology – Councilman Riccardi/Councilman Wronko

Councilman Riccardi stated he has no report at this time. A meeting of the Technology Committee will be scheduled in December or January when budget discussions are taking place.

Boards/Commissions – Councilman Wachterhauser/Councilwoman Kuncken

Councilman Wachterhauser stated the Board of Health held a meeting on October 11th and one of the items discussed was PFAS. The Recreation Commission held a meeting on October 4th. The Halloween Parade was held at the end of October and was well attended. The Christmas Tree Lighting will be taking place on December 2nd. Pictures with Santa will be taking place prior to the tree lighting from 2:00pm to 4:00pm. The Environmental Commission held a meeting on October 12th. The Land Use Board minutes for August 14th were received and the Lake Musconetcong Regional Planning Board held their meeting on October 18th. The Borough's Solid Waste Advisory Committee Representative, Billy Eaves, forwarded a detailed email with a report.

There was a tire recycling issue in Sparta, which does not affect Stanhope, but it was approved. There is a company called AG Choice Organics, which is a recycling facility in Andover and they are looking to get into some partnerships with the County for recycling organic waste.

Mayor Zdichocki stated at 9:00am on the morning of December 2nd there will be a clean up at Lake Musconetcong.

ADMINISTRATOR'S REPORT

Mayor Zdichocki read the Administrator's report in his absence.

Cannabis Presentation Request – Mayor Zdichocki stated representatives from Bud City LLC are requesting time at the January 23, 2024 meeting to make a cannabis presentation. Mayor Zdichocki stated other businesses have made presentations in the past so the Borough will continue to listen to the presentations. Councilwoman Kuncken stated there is no objection to listening but the companies do need to be made aware that no decisions will be made prior to holding a referendum.

DPW – Mayor Zdichocki stated the DPW is preparing Borough Hall for the tree lighting. Leaf pickup is ongoing. The crew is currently in Section 2. The vacuum trailer repairs are complete with the exception of the starter which will hopefully arrive tomorrow. The DPW crew will be working extra hours until all the leaves are picked up. Mayor Zdichocki asked the residents to please be patient.

CAT Trap-Neuter-Release (TNR) Program – Mayor Zdichocki stated a request was received from the Board of Health to memorialize the fact that the Borough does not have a TNR Program. The Borough Attorney has prepared a resolution for Council Discussion.

20 Main Street (Tannery) – Mayor Zdichocki stated the Zoning Department and Construction Department along with the County Fire Marshal are currently involved with active enforcement regarding the current occupation/use of the Tannery property. Mayor Zdichocki stated the Tannery was purchased by someone who supposedly is or wishes to run a business from that location. There have been a lot of cars there. Councilman Wachterhauser stated a great deal of children are there all day. Mayor Zdichocki stated the Borough has been prevented from making any inspections. The Police Department is also involved in this matter. Councilwoman Kuncken asked how the owner received a Certificate of Occupancy? Mayor Zdichocki stated they do not have one which is part of the problem. Violations are in the process of being issued. Councilman Wronko stated at this time it is unsure what type of business may or may not be taking place and we cannot speculate. The Fire Marshal is investigating the situation as well.

Budget 2024 Timeline – Mayor Zdichocki stated discussions will begin shortly regarding the 2024 budget. The budget books have been distributed and the Mayor asked that the governing body members review them and prepare any questions.

Tax Assessor and Auditor Presentation – Mayor Zdichocki stated the Tax Assessor and the Borough Auditor will make their annual presentations to the governing body at the December 11th meeting.

Councilman Romano stated the Board of Health has asked for the TNR Resolution due to the fact there have been many discussions regarding the cost of trapping, neutering and releasing of stray cats. The cost is approximately \$240 per animal. The Borough does not have a way to pay that cost. If someone makes arrangements to trap the stray cats for the purpose of neutering them, the cost will be the responsibility of that person. As part of the animal control agreement, if they are called to remove strays, they have to do so. The Borough already bears some cost for boarding the animals. The number of cats varies year to year. Right now, the Borough is paying for boarding of eleven cats.

COUNCIL DISCUSSION

Municipal Calendar – Mayor Zdichocki asked the governing body members if they had any questions or corrections for the 2024 Borough calendar. Ellen Horak, Borough Clerk, stated Councilman Wachterhauser had stated that under the Police Department the Chief, Sergeants and Patrolman are listed. The Detective has always been listed as a Patrolman due to the fact that is an assignment given by the Chief. Councilman Wachterhauser suggested that Joe Johnson should be

listed as the Detective. Ms. Horak asked for approval to list the Detective position. The Governing Body agreed.

Staff Holiday Luncheon – Mayor Zdichocki stated a request has been received asking to close Borough Hall at 2:00pm on December 15th for the Staff Holiday Luncheon.

On motion by Councilman Romano, seconded by Councilman Riccardi, and unanimously carried by voice vote, approval was granted to close the municipal offices on December 15th at 2:00pm for the Holiday Luncheon.

NEW BUSINESS

RESOLUTIONS

Mayor Zdichocki offered the following resolutions which were read by title:

Resolution 173-23 RESOLUTION AUTHORIZING BUDGET TRANSFERS BETWEEN 2023 APPROPRIATION ACCOUNTS

WHEREAS, certain transfers of funds for various 2023 budget appropriations are necessary to cover anticipated expenditures; and

WHEREAS, N.J.S.A. 40A:4-58 provides for transfer of appropriations with an excess over and above the amount deemed necessary to fulfill their purposes to those appropriations deemed to be insufficient; and

WHEREAS, the appropriations subject to fund transfers hereby are not within those restricted by N.J.S.A. 40A: 4-58 for transfer purposes.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Stanhope that the Chief Financial Officer shall and is hereby authorized to make transfers between appropriation accounts of the 2023 Municipal Budget as follows:

CURRENT FUND		
FROM		
Police S&W	\$9,606.39	
TO		
Public Employees' Retirement System		\$1,156.39
Defined Contribution Retirement Program		\$500.00
Social Security		\$7,950.00
TOTAL	\$9,606.39	\$9,606.39
WATER UTILITY		
FROM		
Other Expenses	\$385.46	
TO		
Public Employees' Retirement System		\$385.46
TOTAL	\$385.46	\$385.46
SEWER UTILITY		
FROM		
Other Expenses	\$819.85	
TO		
Public Employees' Retirement System		\$385.46
Payment on Notes		\$434.39
TOTAL	\$819.85	\$819.85

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:

Councilwoman Kuncken – yes
Councilman Riccardi – yes
Councilman Romano – yes

Councilman Thornton – yes
Councilman Wachterhauser – yes
Councilman Wronko – yes

Resolution 174-23

APPROVING THE SALE OF TWO (2) BOROUGH PROPERTIES BLOCK 10807, LOT 2 AND BLOCK 10314, LOT 4

WHEREAS, the Borough of Stanhope conducted a sale of undersized lots owned by the Borough of Stanhope and no longer needed for public use on October 24, 2023, pursuant to Ordinance 2023-13; and

WHEREAS, the Borough received winning bids for the two (2) properties as follows:

Block 10807, Lot 12, bid by Donna Wien - \$5,000.00
Block 10314, Lot 4, bid by Alan Singh - \$9,000.00

NOW, THEREFORE BE IT RESOLVED, by the Stanhope Borough Committee that the following property sales are hereby approved:

Block 10807, Lot 12, to Donna Wien - \$5,000.00
Block 10314, Lot 4, to Alan Singh - \$9,000.00

BE IT FURTHER RESOLVED, upon each bidder's payment of the balance of the purchase price along with the fees and costs provided for in Ordinance 2023-13, as applicable, and their compliance with all requirements of Ordinance 2023-13, as applicable, the Mayor and the Borough Clerk are authorized to sign the Quit Claim Deeds and such other documents, if any, for the two (2) properties being sold.

BE IT FURTHER RESOLVED that all terms and conditions contained in Ordinance 2023-13, authorizing the sale are hereby incorporated into this resolution by reference.

This resolution shall take effect immediately.

On motion by Councilwoman Kuncken, 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 Wachterhauser – yes
Councilman Wronko – yes

Resolution 175-23

RESOLUTION AUTHORIZING ACCEPTANCE OF QUOTES FROM QUIKTEKS LLC, FOR INFORMATION TECHNOLOGY MANAGEMENT AND CLOUD SERVICES

WHEREAS, the Borough of Stanhope is in need of hiring a Technical Support Firm for information technology management and cloud services; and

WHEREAS, pursuant to N.J.S.A. 40A:11-5(1)(dd) of the Local Public Contracts Law, a contract for managed computer services may be awarded without public advertising for bids; and

WHEREAS, Quikteks, LLC whose address is 373E Route 46, Fairfield, New Jersey 07004, is a New Jersey company that provides reliable business technology solutions, including technical help, desk support, computer support and consulting, submitted its proposal for such services to the Borough of Stanhope; and

WHEREAS, Quikteks, LLC has submitted a quote (#006701), dated September 19, 2023, for monthly cloud services at the rate of \$1,560.00 and a monthly fee of \$60.00, and a quote (#006622), dated June 27, 2023, for IT management services at the monthly fee of \$1,124.00; and

WHEREAS, the Borough technology committee has reviewed the proposals and recommends acceptance of the quotes, and the Borough is desirous of accepting both quotes with Quikteks, as set forth in the referenced documents; and

WHEREAS, the Chief Financial Officer, Angelica Sabatini, has certified that funds are available.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of Stanhope, County of Bergen, State of New Jersey, that the Mayor and Clerk are hereby authorized to accept Quotes #006791 and #006622 with Quikteks on behalf of the Borough of Stanhope.

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

Roll Call:

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

Resolution 176-23 AUTHORIZING THE PURCHASE OF A ODB DCL800TM25 TRAILER MOUNTED SELF-CONTAINED VACUUM DEBRIS COLLECTOR UNDER THE SOURCEWELL NATIONAL COOPERATIVE PRICING SYSTEM, IN THE AMOUNT OF \$134,416.73

WHEREAS, the Borough of Stanhope is in need of a trailer mounted self-contained vacuum debris collector; and

WHEREAS, the Borough of Stanhope’s Supervisor of Public Works recommends the purchase of a trailer mounted self-contained vacuum debris collector through Sourcewell National Cooperative; and

WHEREAS, N.J.S.A. 52:34-6.2(b)(3) permits the Borough of Stanhope to purchase a trailer mounted self-contained vacuum debris collector using a national cooperative pricing system that utilizes a competitive proposal process awarding contracts; and

WHEREAS, Sourcewell National Cooperative is a nationally recognized and accepted cooperative purchasing contracting unit that utilizes competitive proposal processes; and

WHEREAS, Sourcewell National Cooperative, through Timmerman Equipment Co., has submitted a quote for the trailer mounted self-contained vacuum debris collector for \$134,416.73; and

WHEREAS, the use of Sourcewell National Cooperative results in cost savings to the Borough; and

WHEREAS, the CFO has certified that the maximum dollar amount of the contract shall not exceed \$134,416.73 and that funds are currently available for the purpose of awarding the contract.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Stanhope authorizes the purchase of a trailer mounted self-contained vacuum debris collector, through Sourcewell National Cooperative, in the amount of \$134,416.73.

This resolution shall take effect immediately.

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

Roll Call:

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

Resolution 177-23

**RESOLUTION AUTHORIZING CHANGE ORDER NO. 1
FOR CIFELLI & SON GENERAL CONTRACTING, INC.
FOR SAGAMORE ROAD AND SPENCER STREET
IMPROVEMENTS NJDOT LOCAL AID PROJECT**

WHEREAS, the Borough was in need of curb replacement for Sagamore Road and Spencer Street (“the Project”) and through Resolution 137-23, awarded to Cifelli & Son General Contracting, Inc. for a total amount of \$2,337.50 on July 25, 2023, of which the Borough received a Local Aid Grant from the New Jersey Department of Transportation; and

WHEREAS, Cifelli & Son General Contracting, Inc. has submitted Change Order No. 1 in the amount of \$678.75, which resulted from the inclusion of the curb replacement restoration work itself; and

WHEREAS, although this was not work anticipated within Purchase Order #31226, the Borough Engineer, Eric Keller, via correspondence dated November 13, 2023, approved of the extra work with Cifelli & Son General Contracting, Inc. for a change order increase of \$678.75; and

WHEREAS, the Chief Financial Officer has certified that there are available funds to award Change Order No. 1; and

WHEREAS, this resolution shall be published per N.J.A.C. 5:30-11.9.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Stanhope, that the Borough hereby authorizes Change Order No. 1 in the amount of \$678.75 for the Sagamore Road and Spencer Street Improvements Local Aid Project, pursuant to N.J.A.C. 5:30-11.3 et seq., and increasing the overall contract cost to \$3,016.25.

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

Roll Call:

Councilwoman Kuncken – yes
Councilman Riccardi – yes
Councilman Romano – yes

Councilman Thornton – yes
Councilman Wachterhauser – yes
Councilman Wronko – yes

Resolution 178-23

**RESOLUTION AUTHORIZING CHANGE ORDER NO. 1
FOR CIFELLI & SON GENERAL CONTRACTING, INC.
FOR LENAPE DRIVE AND WOODS AVENUE
GRANITE BLOCK CURB RESTORATION**

WHEREAS, the Borough of Stanhope was in need limited curb replacement for Lenape Drive and Woods Avenue (“the Project”) and through Resolution 134-23, awarded to Cifelli & Son General Contracting, Inc. for a total amount of \$1,925.00 on July 25, 2023,

WHEREAS, Cifelli & Son General Contracting, Inc. has submitted Change Order No. 1 in the amount of \$22.50, which resulted from the inclusion of the granite block curb replacement restoration work itself; and

WHEREAS, although this was not work anticipated within Purchase Order #31227, the Borough Engineer, Eric Keller, via correspondence dated November 13, 2023, approved of the extra work with Cifelli & Son General Contracting, Inc. for a change order increase of \$22.50; and

WHEREAS, the Chief Financial Officer has certified that there are available funds to award Change Order No. 1.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Stanhope, that the Borough hereby authorizes Change Order No. 1 in the amount of \$22.50 for the Lenape Drive and Woods Avenue granite block curb restoration, increasing the overall contract cost to \$1,947.50.

On motion by Councilman Thornton, seconded by Councilman Wronko 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 Wachterhauser – 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 179-23

**RESOLUTION AUTHORIZING RENEWAL OF
MEMBERSHIP IN THE MORRIS COUNTY MUNICIPAL
JOINT INSURANCE FUND**

WHEREAS, the Borough of Stanhope is a member of the Morris County Municipal Joint Insurance Fund; and

WHEREAS, said renewed membership terminates as of December 31, 2023 unless earlier renewed by agreement between the Municipality and the Fund; and

WHEREAS, the Municipality desires to renew said membership;

NOW THEREFORE, be it resolved as follows:

1. The Borough of Stanhope agrees to renew its membership in the Morris County Municipal Joint Insurance Fund and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the Fund.
2. The Mayor and Clerk shall be and hereby are authorized to execute the agreement to renew membership annexed hereto and made a part hereof and to deliver same to the Morris County Municipal Joint Insurance Fund evidencing the Municipality's intention to renew its membership.

Resolution 180-23

**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. 2023-023 representing 2022 property taxes and/or utility charges on Block 11501, Lot 2 Qual c0312 known as 16312 Dell Pl, assessed to Roberts, Shawn M, 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:	Pro Cap 8 FBO Firstrust Bank PO Box 774 Fort Washington, PA 19034
Redemption Amount:	Tax Title Lien #2023-023 and Interest to Date of Meeting \$ 455.67 Premium Paid by Lienholder <u>300.00</u>
Total From Current Fund:	\$ 455.67
Total From Tax Premium Account	300.00

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 181-23

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. 2023-003 representing 2022 property taxes and/or utility charges on Block 10301, Lot 12 known as 7 Sparta Rd, assessed to Desimone, Joseph, 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:	Pro Cap 8 FBO Firstrust Bank PO Box 774 Fort Washington, PA 19034
Redemption Amount:	Tax Title Lien #2023-003 and Interest to Date of Meeting \$ 670.12 Premium Paid by Lienholder <u>300.00</u>
Total From Current Fund:	\$ 670.12
Total From Tax Premium Account	300.00

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 Councilman Wronko, seconded by Councilman Thornton 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 Wachterhauser – yes |
| Councilman Romano – yes | Councilman Wronko – yes |

PAYMENT OF BILLS

Resolution 182-23

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 November 28, 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 Thornton – yes |
| Councilman Riccardi – yes | Councilman Wachterhauser – yes |
| Councilman Romano – yes | Councilman Wronko – yes |

ATTORNEY REPORT

Ursula Leo, Borough Attorney, stated she has provided a draft resolution for the Trap, Neuter and Release (TNR) to Administrator McNeilly. A copy of which is attached to the Administrator's report. Attorney Leo asked the governing body if they had any questions. The governing body asked the Clerk to place the resolution on the next meeting agenda. Councilman Wachterhauser asked if there are cats at someone's home or in the neighborhood and they call to have the animals trapped, does that make them responsible for the cost to trap, neuter and release them. Councilman Romano confirmed the caller would be responsible. The Borough has to cover the cost of boarding the cats for seven (7) days. After the 7 days the cats may be put down if no one covers the cost to have them neutered and released. The Animal Control Officer will be made aware of the Borough's resolution. Councilman Thornton asked what the boarding costs are. Councilman Romano stated under the current contract the cost is \$20 per day, which totals \$140 for 7 days.

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.

Nancy Hoyt asked to have her name removed from the new calendar. She is no longer the President of the Senior Citizens Group. Ellen Horak, Borough Clerk, stated that change has already been made.

Seeing no one further from the public wishing to speak, Mayor Zdichocki 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 exists;

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:

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 Councilwoman Kuncken, and unanimously carried by voice vote, the foregoing resolution was adopted.

The Mayor and Council went into Closed Session at 8:06 P.M.

RETURN TO OPEN SESSION

At the conclusion of the Closed Session, the Mayor and Council reconvened the public meeting at 8:25 P.M. with all present.

COUNCIL DISCUSSION

Councilman Romano stated he heard that when citizens speak during a public meeting they do not have to identify their address. Attorney Leo stated the Borough Clerk has already been asking citizens to only provide their name. The minutes are posted and prior to doing so we need to ensure that anyone registered on the Daniel's Law List has their information removed. By not asking for addresses, the Clerk knows that all the minutes from a certain time forward are in compliance.

ADJOURNMENT

On motion by Councilman Romano, seconded by Councilman Thornton and unanimously carried by voice vote the meeting was adjourned at 8:26 P.M.

Approved:

Linda Chirip
Deputy Clerk for
Ellen Horak, RMC
Borough Clerk