

**MAYOR AND COUNCIL
WORK SESSION AND
AGENDA MEETING MINUTES
March 12, 2024
7:00 P.M.**

CALL TO ORDER

SALUTE TO COLORS

Mayor Wronko 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 10, 2024 and was placed on the Official Bulletin Board in the Municipal Building.

In the event the Mayor and Council have not addressed all items on this Agenda by 10:00 PM and they are of the opinion that they cannot complete the Agenda in a reasonable time period, the Mayor and Council may exercise their option to continue this meeting at an agreed to date, time and place. Please turn off all cell phones for the duration of this Meeting.

ROLL CALL

Council Members:

Councilwoman Kuncken – present	Councilman Simpson – present
Councilman Riccardi – present	Councilman Thornton – absent
Councilman Romano – present	Councilman Wachterhauser – present
Mayor Wronko – present	

ADMINISTRATOR'S REPORT

2025 Congressional Directed Spending Request – Administrator McNeilly stated the notification from Senator Booker's office, stating they are accepting grant applications for the FY2025 Congressional Directed Spending Program, has been reviewed. In 2022, the Borough received funding for the waterline replacement project on Sunset, Ridge and Overhill for \$678,000. For 2023 the addition of a water tower was submitted, which did not get accepted. In 2024, the Borough submitted a request for \$3.3 million for a 300,000-gallon water tower, which has been approved. This was signed last week. The Borough does have a twenty percent match for the water tower project which will total \$660,000, which will be funded through I-bank or bonding. The window for submitting requests is very short but we have been successful with submitting ideas which we already had rough planning in place.

Administrator McNeilly proposed that the next submission for the grant be for the Borough Hall and Police Complex renovations. This is a much needed, but costly, project that the community cannot bear the total cost of and it has been discussed several times over the past 35 years. Various sets of plans have been created over the years. Ten years ago, a surface renovation was done in the Police Department when the court moved out of the building and renovations were done to the Council Meeting Room. The layout of this building in its own busted up way of offices lends itself in such a way of inefficiency that does not take advantage of the hard-working people we have to serve the public. There are ADA compliance issues and access issues just for the general public. This would be an opportunity to take care of these issues along with adding a breakroom/training area. There is no locker room/shower area for the Police Department. There is a locker room which is really a hallway. There are several non-compliance issues relative to the ongoing justice department inspections of the property. Not having a sally port and not having two interrogation rooms are big issues. Administrator McNeilly provided a copy of the most recent set of plans for the renovation of the municipal building from 2018. In the last round of grant submissions, there was a municipality that received \$2.3 million to renovate their old municipal building to turn it

into their Police Complex. The narrative they used actually applies to our building and could be used as the scope for our project.

Administrator McNeilly stated the Borough has spent a lot of time focusing on the environmental side with water and sewer issues. The area which the other municipality is getting funding through is agricultural, rural development, food and drug administration and related agencies. Administrator McNeilly stated he has been on several conference calls held by the USDA relative for finding funding for municipal buildings for municipalities with 50,000 or less people. That municipality will be building ADA barrier free spaces, a sally port, holding cells, evidence rooms, and HVAC replacement, all of which are applicable to our building. The drawing of the plan for this building not only allows for the Police and municipal operations, it would also allow for the Operation of Emergency Management to be able to operate from here which is a capability we do not have now. Currently, we do not have a kitchen or showers. We do have a generator which enabled us to have power all through Hurricane Sandy but the facility itself is lacking. A breakroom in the back would also allow for a training room. A more robust locker area for the Police Department is needed. The entire front grass area would need to be utilized for additional parking which is not currently shown on the plan. The sally port would utilize the first four parking spaces and electronic charging stations would be required. The building would be bumped out on the front and on the back, it would bump out close to the property line. The grant request would be submitted for \$2.5 million. There would be a 20% municipal contribution required. Administrator McNeilly stated he participated in a conference call with the Borough Engineer and Vanessa from Millennium Strategies this afternoon. Councilwoman Kuncken asked if by adding a conference room and break room would that enable the building to be considered a warming station during emergencies. Right now, the Borough does not have a space for that purpose. Administrator McNeilly confirmed the building would qualify. If the Police Department needs to conduct a training session or bring an outside trainer in this would give them the space to do so. Our current building does not provide a public bathroom, especially since COVID with all the gates and panels in place. The new plan provides access for everyone.

Administrator McNeilly stated notice was just received Thursday regarding the availability of this grant and the grant submissions need to be submitted by March 25th. The work that was done in 2018 and 2019 is just being added to. There is enough information available to submit a complete application. Letters of support will be obtained from the Office of Emergency Management, the Mayor and the Police Chief stating there is a need for this upgrade. The resolution will have to be added to the Mayor and Council meeting of March 26th. A stock resolution will be provided with the application with the signed resolution to follow. The Borough owns the building and there are no wetlands. Mayor Wronko asked if there would be a holding area in the Police Department. Administrator McNeilly stated the holding area now consists of a bench which is sufficient. The Police Department will not have holding cells.

Mayor Wronko conducted a straw poll asking for approval to move forward with the grant submission to renovate the Municipal/Police Department Building. The results are as follows: Councilwoman Kuncken – yes; Councilman Wachterhauser – yes; Councilman Riccardi – yes; Councilman Simpson – yes; Councilman Romano – yes.

NJ Natural Gas – Administrator McNeilly stated the NJ Natural Gas Open House is set for Wednesday, March 20th at the American Legion. A Nixle message with the flyer will be going out tomorrow and the information will be placed on the website.

NJ Natural Gas Preconstruction – Administrator McNeilly stated there was a preconstruction meeting held on March 7th for the local street gas main installation. The main focus of the start of the project will be in the Valley Road and Elm Street area during Stanhope School's spring break. The NJ Natural gas contractor, Gray Supply, will have several crews working on the section to complete the work from Spencer Street to a point past Hickory Drive. This will allow for minimal disruption for school access once school is back in session. If need be, the gas company will be working on the Saturday following Good Friday. They are aware of the importance of finishing in that area of the school. Councilwoman Kuncken stated there was surveying being done in the area and asked if that is part of this process. Administrator McNeilly stated surveying is most likely for something else. The DPW will be in this area starting tomorrow to mark out the services. NJ Gas will be digging down 30"–36". Fortunately, the water lines are down deeper than that. NJ Natural Gas has combined section one and section two on the timeline map into phase one. NJ Natural Gas and Gray Supply will provide a list of required road closures every Friday afternoon for the following week and they will continue to go door to door to notify residents in affected street

locations. The information will be sent out with the traditional caveats such as if it rains. The gas company will not show up somewhere other than where the schedule states. There are still some issues to address with the service connection crew.

Administrator McNeilly stated during the pre-construction meeting they also discussed the problem areas of Highland Avenue and Baker Place and the corner of Lawrence Avenue and Canfield Street. Joe Johnson from the Police Department informed NJ Natural Gas during the meeting that when that time comes, a police officer will be stationed on Brooklyn Road and the traffic will be held to let vehicles through on Lloyd Avenue. One detour will not lead into another detour. Councilman Riccardi asked what will happen if NJ Natural Gas does not complete the area by the school during spring break. Administrator McNeilly stated they will have to move on to another area. It was suggested to the gas company that they have someone watch the traffic in and out of the school in the morning and the afternoon in order to understand the volume of cars in and out of that area. When the services are being connected, each of those is on a separate permit. The gas company predicts the yellow and blue sections on the map will be completed by early Fall. The next phase will move over to Young Drive followed by Sparta Road and Woods Avenue and then the private communities. Administrator McNeilly stated whatever lane is disturbed will be repaved from the curb. The zig zag paving which was done on Kelly Place will not be acceptable. The lanes and service connections will be repaired by cutting into the pavement and then they will be melded together with the infrared process. To install the service lines, a three by five trench is dug over the main and then they shoot the line underground to get to the house without having to dig a trench. Grove Road and Elm Street are slated to be paved this year through a DOT grant. The earliest the paving would take place will be early August. NJ Natural Gas will be canvassing these neighborhoods door to door after the open house. Once the roads are paved, there is a five-year moratorium on being able to open up the road. These homeowners have to make their decisions now. Main Street will be paved a year from now. Councilman Riccardi asked that a copy of the NJ Natural Gas flyer be sent to the council members and asked if there is a way for residents to contact NJ Natural Gas to become customers other than being contacted by the door to door canvassing. Administrator McNeilly stated he will send out the flyer and residents can utilize the NJ Natural Gas website which will connect them to Brian Klinger in Marketing. The open house meeting will provide all the information the residents will need.

Recycling Shared Service – Administrator McNeilly stated the Borough's Shared Service Agreement with the Sussex County MUA (SCMUA) is listed on the agenda this evening. SCMUA provides the Certified Recycling Coordinator who will assist the Borough's DPW with the required state documentation submission for the recycling grant. The cost of the shared service continues to be \$300.00. The grant generally provides the Borough with \$5,000 to \$6,000.

Service Line Replacement Project – Administrator McNeilly stated over the past two years, there has been discussion regarding the cost of the replacement of lead/galvanized water services from the street shutoff to the water meter. In order to roll out the program, there needs to be a decision on whether this is going to be a homeowner cost or a Borough cost. Ten services per year must be replaced. There have been homeowners whose services have failed and they have replaced their lines which are included in the required number of replacements. The DPW Superintendent, Jason Titsworth, has to respond to the DEP within the next 15 calendar days. There are approximately 150-155 lead/galvanized properties in the Borough. Residents do have the option of signing a release form stating they do not want to change out their water line. Other towns are requiring the expense to be covered by the homeowner unless the town received federal funding to replace the lines and cover the cost. Recognizing that there is a portion of the 155 water line services to be replaced located within the Sunset, Ridge, Overhill and Mountain View project, an Option B was included within the bid packet for the contractor to price out the cost per linear foot for service replacements. The residents would be able to take advantage of this pricing and in return they would reimburse the Borough. Administrator McNeilly asked if the cost will be incurred by the Borough or the homeowner? Councilman Riccardi asked, if the Borough has a requirement to replace ten percent of the services per year, how does the Borough get that requirement to be done by the 155 homeowners? Administrator McNeilly stated the Borough will need some expertly written legal documentation explaining that, as per State law, their service needs to be replaced. The homeowners will have two choices, either pay to replace it or sign the waiver. Councilman Wachterhauser asked what happens if the property is sold? Does the waiver stay with the property? Much discussion took place regarding what may or may not occur during a sale of the property. The Borough does not have funding to provide to the homeowners. Councilman Romano asked how Netcong is handling this same issue. Administrator McNeilly stated Netcong has already put

a program in place and, with their blessing, the Stanhope program will be prepared using the Netcong format.

Salmon Park Playground Grant – Administrator McNeilly stated the grant application to provide a playground at Salmon Park was submitted last week. The design for the playground includes ADA compliant components. The basketball court closest to the canal will stay in place. The other basketball court would be removed to install the new playground. The remaining basketball court would be crack sealed and cleaned up. Last year, the Borough submitted a grant through this same process at the same time of year and by the first week in May notification was received that the grant was awarded. Hopefully, this will be the case again this year. The grant, if awarded, should be in the mid \$70,000. The playground plan as presented would cost between \$82,000 - \$83,000. If the grant is awarded and in the same timeline, the equipment will be ordered and it could then be installed in the fall.

WORK SESSION

Ordinance 1979-12 (and Amendments noted) Chapter 2 of the Code “Administrator” Sections 2-4, 2-5B6 and 2-8B – Councilman Wachterhauser stated there have been previous discussions regarding establishing more open communication. This is not an attempt to strip powers away from the Administrator. He provided copies of verbiage he has found in Netcong, Hopatcong and Chester Borough ordinances. This would provide for more information from the Administrator’s office to the governing body. Sometimes just a quick blurb is stated or the governing body does not know what is going on with an employee. This would provide more background information. Councilman Wachterhauser read the section 2-4 as it currently exists “Members of the governing body shall not give orders or direction to any Borough employees except through the Administrator.” He is suggesting this be changed to “*Except for the purpose of inquiry*, the Mayor and Council shall deal with the Borough employees only through the Administrator and should not give orders or direction to any Borough employee except through the Administrator.” Councilman Wachterhauser stated in speaking with the Borough Attorney he was informed that there is a reservation regarding this verbiage “except for the purpose of inquiry” clause. Attorney Leo stated this topic should be discussed in Executive Session. Councilman Wachterhauser stated this excerpt is an exact copy of Netcong’s and he has not changed any of it. The section 2-5B6 Response of Public Inquiries that address the operations of borough government expands this so that when public inquiries come into the Administrator’s office, the information regarding the inquiry is provided to the governing body along with the what the resolution was from the Administrator’s office. The section 2-8B states “The Borough Administrator shall report, by the next regular meeting thereafter of the governing body, any action taken by authority of this section. This deals with any employee matters that the Administrator directly deals with. Councilman Wachterhauser stated these decisions are not being made it is just sharing information and what was done. This verbiage has been taken verbatim from Hopatcong Borough. Mayor Wronko asked Attorney Leo if 2-8B would have to be discussed in Closed Session and if the employee would have to receive a RICE notice. Attorney Leo confirmed this would be Attorney-Client for Executive Session and stated she has comments for the 2-4 and 2-8 sections.

Councilman Riccardi stated 2-5B6 would require the Administrator to fully document all complaints and responses to those complaints or inquiries and provide that information to the governing body in a report. Councilman Riccardi’s concern is the amount of time it would take for the Administrator to do this. Councilman Wachterhauser stated a full report may not be necessary but perhaps an email. This would have to be determined with advice from the Borough Attorney. Councilman Riccardi stated he is of the opinion reporting individually would be even more work than a summary report after the fact. Those instances probably have a lot of back and forth for the inquiries and a lot of steps along the way that the governing body does not need to know. Councilman Wachterhauser agreed that the going back and forth is for the Administrator to handle and it would just be the inquiry and the resolution that would be shared. Councilman Riccardi stated he would like the Administrator’s opinion of what would be entailed. Administrator McNeilly stated he is of the opinion it would be best to discuss the comments with the Borough Attorney. Councilwoman Kuncken stated, along the same lines as Councilman Riccardi has said, this is a small community and people are doing multiple jobs and this has to be considered. This would be additional work and lots of times things end up on the Administrator’s desk and he is just one person. Caution needs to be taken about putting more things on that desk. Increasing communication is a good idea but the governing body has to be realistic. The governing body does not know the steps that are taken and the back and forth process. Councilwoman Kuncken stated

this should be discussed further with the Attorney. Councilman Romano stated he too is concerned about the time constraints.

Community Development: Solicit Volunteers to Assist with Property Cleanup for Seniors and/or Residents unable or limited in their ability to do this task – Councilman Wachterhauser stated he would like to investigate implementing a Neighbor’s Helping Neighbor’s Program. A determination would need to be made to see if there are people who would want help. There are people who may not be physically able to do work around their homes and they may not be able to afford to hire someone. Lenape Valley High School has a group that is required to do a certain amount of community service prior to graduating. And there may be neighbors who would like to be able to help their neighbors. Councilwoman Kuncken stated something like this was done a few years ago with the boy scouts. Councilman Wachterhauser asked for the Council’s consent so that he could contact the Senior Citizens Group to find out if anyone there would be interested in such a program. There are also properties in the Borough that are not in compliance and perhaps they need assistance to get those properties cleaned up. The governing body gave approval for Councilman Wachterhauser to contact the Senior Citizen Group to see if there is any interest. Councilwoman Kuncken stated there could be liability issues to consider. Attorney Leo stated she will add this to her list for review. Councilman Wachterhauser stated there could be waivers signed by volunteers and home owners.

Recreation Commission Request – Councilman Simpson stated he attended the Recreation Commission meeting recently and the members explained that for many of the events they purchase items on their own and then submit to the Borough for reimbursement. The members asked if there was anyway a petty cash fund or some type of credit card could be provided to avoid having to pay on their own. Administrator McNeilly stated credit cards are not an option for the municipality. There are issues with the auditors. Councilwoman Kuncken stated she is aware that there are several new people on the Recreation Commission and if they need help in processing the reimbursements or how to purchase items, the CFO or someone in the finance office can review the procedure with them. Administrator McNeilly stated the Borough processes two bills lists a month and therefore being reimbursed does not take a long time. Mayor Wronko stated if there are costly items that they need help in obtaining, the members can let the CFO know and arrangements can be made.

Councilwoman Kuncken stated the Easter Egg Hunt will be held on Saturday, March 23rd, at Musconetcong Park at noon. The children need to bring their own baskets and parents should bring a camera to take pictures with the Easter Bunny. If anyone is interested in volunteering to help, they are welcome to do so.

OLD BUSINESS

Ordinance for Public Hearing and Final Adoption

Mayor Wronko offered the following ordinance for Public Hearing and Final Adoption which was read by title.

Ordinance 2024-02

AN ORDINANCE OF THE BOROUGH OF STANHOPE, SUSSEX COUNTY, NEW JERSEY AMENDING BOROUGH CODE SECTION 82-2.J(1) “SEWER RATES” AND SECTION 82-2.P(1) “WATER RATES” REGARDING WATER AND SEWER CONNECTION FEES

WHEREAS, Stanhope Borough Code Section 82-2 sets forth the Borough water and sewer rates; and

WHEREAS, the County and Municipal Water Supply Act, N.J.S.A. 40A:31-1, et seq. and the Municipal and County Sewerage Act, N.J.S.A. 40A:26A-10, et seq. sets forth the requirements that the rate structure for water and sewer shall be uniform and equitable, based upon factors in accordance with statutory law; and

WHEREAS, the Borough Auditor, Ray Sarinelli, CPA, RMA, PSA, reviewed the water and sewer connection rates and recommended an increase in fees through 2027; and

WHEREAS, the Mayor and Council reviewed the recommendations and given increased costs, desires to revise the Borough Code with updated water and sewer rates through 2027.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Stanhope, Sussex County, New Jersey, that the Stanhope Borough Code Section 82-2.J, Sewers and Section 82-2.P, Water, shall be revised as follows:

SECTION 1.

Section 82-2.J of the Code of the Borough of Stanhope shall be and is hereby deleted in its entirety and replaced as follows:

(1) Sewer rates	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027 &</u>
on				
(a) Base Rate	\$123.00	\$132.00	\$142.00	\$152.00
(b) Commercial Consumption (per 1,000 gals)	\$ 4.95	\$ 5.32	\$ 5.72	\$ 6.15
(c) Residential Consumption (per 1,000 gals)	\$ 2.15	\$ 2.31	\$ 2.48	\$ 2.67
(d) Unmetered/Flat Rate (Per Quarter)	\$192.50	\$207.00	\$222.50	\$239.00
(e) Unimproved Lot/Flat Rate (Per Quarter)	\$ 63.25	\$ 68.00	\$ 73.10	\$ 78.58

SECTION 2

Section 82-2.P of the Code of the Borough of Stanhope shall be and is hereby deleted in its entirety and replaced as follows:

(1) Water rates	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027 &</u>
on				
(a) Base Rate	\$96.00	\$98.00	\$100.00	\$102.00
(b) Commercial Consumption (per 1,000 gals)	\$ 3.48	\$ 3.55	\$ 3.62	\$ 3.69
(c) Residential Consumption (per 1,000 gals)	\$ 1.54	\$ 1.57	\$ 1.60	\$
	1.63			

SECTION 3 - SEVERABILITY

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

SECTION 4 - REPEALER

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

SECTION 5: EFFECTIVE DATE

This Ordinance shall take effect immediately upon adoption and publication in accordance with law.

On motion by Councilman Romano, seconded by Councilman Simpson and unanimously carried by the following roll call vote, the foregoing ordinance was adopted.

Mayor Wronko opened the meeting to the public for questions or comments on this ordinance only. Seeing no one from the public wishing to speak, Mayor Wronko closed the public portion of the meeting.

Roll Call:

Councilwoman Kuncken – yes	Councilman Simpson – yes
Councilman Riccardi – yes	Councilman Thornton – absent
Councilman Romano – yes	Councilman Wachterhauser – yes

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

**AN ORDINANCE OF THE BOROUGH OF STANHOPE,
COUNTY OF SUSSEX, NEW JERSEY AMENDING
ORDINANCE 2023-02 FIXING THE SALARY AND WAGES
FOR BOROUGH EMPLOYEES AND OFFICIALS**

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

SECTION 1. The annual salary, wage and compensation to be paid to Borough Employees and Officials as contained in Section 1 of Ordinance 2023-02 is hereby amended to modify the compensation for the Registrar from \$5,000 to \$5,500 as follows:

Registrar	\$5,500.00
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SECTION 2 – SEVERABILITY

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

SECTION 3 - REPEALER

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

SECTION 4: EFFECTIVE DATE

This Ordinance shall take effect immediately upon adoption and publication in accordance with law.

On motion by Councilman Riccardi, seconded by Councilman Simpson and unanimously carried by the following roll call vote, the foregoing ordinance was adopted.

Mayor Wronko opened the meeting to the public for questions or comments on this ordinance only. Seeing no one from the public wishing to speak, Mayor Wronko closed the public portion of the meeting.

Roll Call:

Councilwoman Kuncken – yes	Councilman Simpson – yes
Councilman Riccardi – yes	Councilman Thornton – absent
Councilman Romano – yes	Councilman Wachterhauser – yes

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

NEW BUSINESS

RESOLUTIONS

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

Resolution 080-24

**RESOLUTION AUTHORIZING AN UNPAID MEDICAL
LEAVE OF ABSENCE FOR WILLIAM WORMUTH**

WHEREAS, Borough employee William Wormuth is requesting an unpaid medical leave of absence under the Federal Family and Medical Leave Act (“FMLA”) for March 15, 2024 through May 15, 2024; and

WHEREAS, the Borough Employee Handbook, Section 405, permits employees to take a leave of absence without pay with the approval of the Mayor and Council for a period of up to six (6) months, which may be extended up to a maximum of one (1) year; and

WHEREAS, per Borough Employee Handbook Section 405, an employee on a leave of absence will not be entitled to any benefits during the term of the leave, except in the case of family leave as set forth within the Handbook; and

WHEREAS, the Mayor and Council wish to formally authorize Mr. Wormuth’s unpaid medical leave of absence for the period of March 15, 2024 through May 15, 2024.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, as follows:

1. The unpaid medical leave of absence for William Wormuth is hereby authorized, from March 15, 20024 through May 15, 2024.
2. Mr. Wormuth shall be bound by the terms of the Borough Employee Handbook regarding his unpaid leave of absence.
3. A certified copy of this resolution shall be forwarded to Mr. Wormuth and the Chief Financial Officer.

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 Simpson – yes
Councilman Riccardi – yes	Councilman Thornton – absent
Councilman Romano – yes	Councilman Wachterhauser – 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 081-24

AUTHORIZE SHARED SERVICES AGREEMENT WITH SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY FOR THE PROVISION OF CERTIFIED RECYCLING PROFESSIONAL SERVICES TO CERTIFY AND SUBMIT THE 2023 RECYCLING TONNAGE REPORT TO NJDEP

WHEREAS, New Jersey’s Recycling Enhancement Act (REA) requires that reports or other recycling-related documents be signed/certified by a Certified Recycling Professional (CRP); and

WHEREAS, the Uniform Shared Services and Consolidation Act (N.J.S.A 40A:65-1, et, seq.) (hereinafter, “the Act”) provides that local units of government may enter into a contract to provide or receive any service that either local unit participating in the Agreement is empowered to provide or receive within its own jurisdiction, including services incidental to the primary purposes of any of the participating units (N.J.S.A. 40A:65-4); and

WHEREAS, the Borough of Stanhope will prepare the 2023 Recycling Tonnage Report; and

WHEREAS, the Borough of Stanhope has requested the services of the SCMUA in the form of the District Recycling Coordinator as a Certified Recycling Professional to certify and submit the required 2023 Borough of Stanhope Recycling Tonnage Report to NJDEP by April 30, 2024; and

WHEREAS, SCMUA has the qualified staff to certify the Recycling Tonnage Report prepared by the Borough of Stanhope and electronically submit it to NJDEP on behalf of the Borough of Stanhope under the terms and conditions set for in the Shared Services Agreement.

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

1. The Mayor is hereby authorized to sign the Shared Services Agreement with SCMUA, for the provision of a Certified Recycling Professional Services to certify and submit the 2023 Recycling Tonnage Report to NJDEP.
2. This Resolution shall take effect immediately.

Resolution 082-24

**RESOLUTION ACCEPTING A GIFT CARD DONATION
FOR THE STANHOPE BOROUGH POLICE
DEPARTMENT FROM BOROUGH RESIDENTS**

WHEREAS, Borough residents Len and Barbara DiPaola has graciously donated a Dunkin Donuts gift card as a token of their appreciation and respect to the Stanhope Borough Police Department;

WHEREAS, N.J.S.A. 40A:12-5 and N.J.S.A. 40A:5-29 authorizes the acceptance of bequests, legacies and gifts.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Stanhope authorize the acceptance of the donation of a Dunkin Donut gift card by Len and Barbara DiPaola in the total amount of \$50.00 for the use by the Stanhope Borough Police Department.

Resolution 083-24

**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. 2023-012 representing 2022 property taxes and/or utility charges on Block 11103, Lot 3 known as 32 Musconetcong Ave, assessed to Ziakos, Panagioti, 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 PO Box 774 Fort Washington, PA 19034
Redemption Amount:	Tax Title Lien #2023-012 and Interest to Date of Meeting \$ 2,518.32 Premium Paid by Lienholder <u>300.00</u>
Total From Current Fund:	\$ 2,518.32
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 Councilwoman Kuncken, seconded by Councilman Riccardi and unanimously carried by the following roll call vote, the foregoing resolutions were duly adopted.

Roll Call:

Councilwoman Kuncken – yes	Councilman Simpson – yes
Councilman Riccardi – yes	Councilman Thornton – absent
Councilman Romano – yes	Councilman Wachterhauser – yes

PAYMENT OF BILLS

Resolution 084-24

**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 March 12, 2024 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 Simpson 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 Simpson – yes
Councilman Thornton – absent
Councilman Wachterhauser – yes

AGENDA ITEMS

All items listed on the Agenda for March 26, 2024 were approved.

CITIZEN’S TO BE HEARD

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

Steve Lazzaro from the Lakeland Little League Board thanked the governing body for their support of the Lakeland Little League and he invited everyone to opening day on April 20th at 10:00am. Mr. Lazzaro invited Mayor Wronko to throw out the first pitch and all the council members are welcome to come enjoy the day.

Bill Eaves stated he was elected as the Vice Chair to the Sussex County Solid Waste Advisory Board. The governing body congratulated Mr. Eaves and thanked him. Administrator McNeilly commented that Mr. Eaves may be the first Stanhope resident to hold a leadership position with the board. Mr. Eaves stated there are some programs, such as battery recycling, which could be implemented in the Borough. Mr. Eaves stated he will send the program information for review. Administrator McNeilly stated there is a battery recycling program already in place. Councilwoman Kuncken asked Mr. Eaves if he would attend the Mayor and Council meetings periodically to provide an update from the Sussex County Solid Waste Advisory Board. The email updates are helpful but meeting in person would be beneficial. Councilwoman Kuncken thanked Mr. Eaves for all the work he is doing for the Borough. Councilman Romano stated by attending the meetings in person, the information will be included in the minutes for the public to reference. Mr. Eaves stated he will try to attend when he can. The meetings happen to be on the same day.

Rosemarie Maio asked if the approximately 150 residents with galvanized pipe have been notified of this issue as yet. Administrator McNeilly stated the program, including how the funding was to be handled, all has to be finalized first. Ms. Maio stated, with regard to having volunteers clean up other neighbor’s properties, there is definitely a liability issue to be considered. Ms. Maio asked if someone comes on my property to fix things and breaks something, whose responsibility is it to fix it? Councilman Wachterhauser stated that would be covered with the waiver. Ms. Maio stated in her opinion a waiver is not worth the paper it is written on. Mayor Wronko stated the topic will have to be discussed with the Borough Attorney. Councilwoman Kuncken agreed with Ms. Maio.

Seeing no one from the public wishing to speak, Mayor Wronko 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 general nature of the subject matter(s) to be discussed is as follows:
1 – Attorney - Client
2. 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.
3. This resolution shall take effect immediately.

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

The Mayor and Council went into Closed Session at 8:08 P.M.

RETURN TO OPEN SESSION

At the conclusion of the Closed Session, the Mayor and Council reconvened the public meeting at 9:28 P.M. with all present, except for Mayor Wronko.

ADJOURNMENT

On motion by Councilman Romano, seconded by Councilman Simpson and unanimously carried by voice vote the meeting was adjourned at 9:28 P.M.

Approved:

Linda Chirip
Deputy Clerk for
Ellen Horak, RMC
Borough Clerk