

**MAYOR AND COUNCIL
REGULAR MINUTES
July 22, 2025
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 8, 2025, 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:

Councilman Riccardi – present

Councilman Romano – absent

Councilman Simpson – present

Councilman Thornton – absent

Councilman Wachterhauser – present

Councilman Zampino – present

Mayor Wronko – present

PUBLIC AUCTION

Attorney Ursula Leo stated there is a public auction being held this evening for Block 10314, Lot 2 which is located on Leo Avenue. Attorney Leo opened the bidding. Seeing no one wishing to bid, the bidding was closed.

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.

Roberta and Mike Connolly – Mrs. Connolly stated the container located near her property has been moved and her fence will be installed soon. Mrs. Connolly thanked the governing body for their assistance. Administrator McNeilly stated the neighbors have filed for and have been issued permits and the work will be done and inspected.

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

MINUTES FOR APPROVAL

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

June 24, 2025	Business Meeting
June 30, 2025	Special Meeting

On motion by Councilman Riccardi, seconded by Councilman Simpson and unanimously carried by voice vote, the minutes were approved.

CORRESPONDENCE *(List Attached)*

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

RESOLUTION

Resolution 133-25

RESOLUTION AMENDING THE MAYOR’S APPOINTMENTS TO COUNCIL COMMITTEES WITH COUNCIL CONCURRENCE

WHEREAS, the Borough of Stanhope previously adopted Resolution 004-25 on January 7, 2025, appointing Council members to certain committees; and

WHEREAS, it has become necessary to amend those committee appointments due to the untimely passing of Diana Kuncken;

NOW THEREFORE IT BE RESOLVED by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey, hereby amends Resolution 004-25 as follows:

Committee	Chair	Member
Public Safety	Scott Wachterhauser	Anthony Riccardi
Community Development	Steven Zampino	Tyler Simpson
Boards/Commissions	Tyler Simpson	Steven Zampino

BE IT FURTHER RESOLVED, that the Mayor and Council hereby concur with the Mayor’s appointments for the rest of 2025.

On motion by Councilman Simpson, seconded by Councilman Wachterhauser and unanimously carried by voice vote, the foregoing resolutions was duly adopted.

COUNCIL COMMITTEE REPORTS

Public Safety – Councilman Wachterhauser/Councilman Riccardi
(Police, Fire, Ambulance, Court & Violations Bureau, Emergency Management)

Councilman Wachterhauser stated the Police Department for the month of June reported 132 motor vehicle stops and there were 330 total calls for the month.

Councilman Wachterhauser stated the Ambulance Squad for the month of June reported 15 calls in Stanhope, 25 calls in Netcong, 1 stand-by, and 1 call to Hopatcong for a total of 42 calls for the month. They treated 29 patients and made 20 trips to the hospital. The squad travelled a total of 526 miles and had 213 hours and 3 minutes of volunteer hours. The Ambulance Squad for the month of May reported 19 calls in Stanhope, 23 in Netcong, 1 stand-by and 4 calls to Roxbury for a total of 47 calls. They treated 34 patients and made 27 trips to the hospital. The squad travelled a total of 737 miles and had 227 hours and 58 minutes of volunteer hours.

Finance & Administration – Councilman Romano/Councilman Thornton

No report was given.

Community Development – Councilman Zampino/Councilman Simpson

No report was given.

Municipal Infrastructure – Councilman Thornton/Councilman Romano

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

No report was given.

Information Technology – Councilman Riccardi/Councilman Wachterhauser

Councilman Riccardi stated the invoice has been received from DeskPro. Administrator McNeilly stated the invoice lists 11 users. The original agreement from October was for 9 users. This invoice is for \$3,200, which is more than originally agreed to. Councilman Riccardi stated the cost is \$29.00 per month with a minimum of 3 users. Administrator McNeilly stated he will confirm with the CFO that funds are available in the budget before signing the agreement.

Boards/Commissions – Councilman Simpson/Councilman Zampino

Councilman Simpson stated Family Fun Day was a success and was well attended. Councilman Simpson thanked the Recreation Committee for the great job that they did, and he thanked the Fire Department, Ambulance Squad, DPW and all the volunteers. Mayor Wronko also thanked everyone who participated and volunteered for Family Fun Day.

ADMINISTRATOR’S REPORT

Well #5 – Administrator McNeilly stated a resolution has been prepared for the emergency repair of Well #5. The temporary pump is working fine. The rebuilt unit should be returned in 3-5 weeks.

PFAS 3M Settlement – Administrator McNeilly stated he received notification regarding the settlement with 3M on PFAS. The first payment will be in the amount of \$103,718.51, minus all the fees. There will be yearly payment going forward. A trust needs to be established to hold these funds which will be utilized when the filtering needs to be installed. The cases against Dupont, BASF and Tyco are still ongoing.

Road Resurfacing – Administrator McNeilly stated roads are being prepared for resurfacing. These are Ridge Road, Sunset Avenue, Overhill Road, West Drive, and Mountain View. All of the currently issued road opening permits have been confirmed to ensure the gas services have been installed. No further permits will be issued unless NJ Natural Gas confirms the work will be completed in the next 2-3 weeks. The Borough Engineer is scheduling the paving with the contractor. The DPW will be replacing the berms once the paving is complete. This will be a 1-2 week project, given the amount needed. Main Street is still waiting for NJDOT review, comment and approval. Councilman Riccardi asked if the Notice of Road Resurfacing to the homeowners will state the moratorium regarding the road opening. Administrator McNeilly confirmed the moratorium will be included.

POSHA – Administrator McNeilly stated the Fire Department received a site inspection by POSHA. No violations were found.

FY2026 Congressionally Directed Spending – Administrator McNeilly stated the Borough’s grant request for municipal complex improvements was recommended by Senator Booker to the subcommittee for review and inclusion in the FY2026 appropriations spending bill.

Borough Engineer – Administrator McNeilly stated the Borough Engineer, Eric Keller will be attending the August 12th mayor and council meeting.

NJ Natural Gas Update – Administrator McNeilly stated the contractor for NJ Natural Gas is currently working on the lower third section of James Street. The contractor has been informed that Sparta Road must be completed before school starts. The contractor has confirmed this will be done.

Storm Drain Issue – Councilman Riccardi stated there is a storm drain on New Street and Kelly Place which has been overflowing. Administrator McNeilly stated he will ask the DPW to check on the drain.

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.

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

SECTION 1. That the Annual salary, wage and compensation to be paid to Borough employees to not exceed the below stated maximums:

Mayor	\$	3,013.00
Borough Council Member		2,739.00
Administrator		As per contract
Borough Clerk		88,000.00
Registrar		6,000.00
Deputy Borough Clerk		52,000.00
Deputy Registrar		3,300.00
Website Content Manager		5,300.00
Receptionist		6,250.00
Chief Financial Officer		107,000.00
Tax Collector		30,000.00
Utility Collector/Asst to Tax Collector		54,000.00
Finance/Tax Clerk		26,000.00
Tax Assessor		31,000.00
Custodian		11,000.00
POLICE DEPARTMENT		
Chief of Police		As per contract
Sergeant		As per contract
Sergeant's Stipend		As per contract
Detective's Stipend		As per contract
Patrolman		As per contract
Clerk Typist - Police Dept.		49,000.00
Police Matron		\$25.00 to \$30.00 per hour
Police Matron – Call-out		\$50.00 per call-out
Special Officer		\$24.00 to \$27.00 per hour
Crossing Guard		\$17.00 to \$20.00 per hour
DEPARTMENT OF PUBLIC WORKS		
D.P.W. Superintendent		\$105,000.00
Water Operator		7,600.00
Sewer Operator		7,600.00
Water T-1 License Stipend		3,500.00
Public Works Repairer		As per contract
Laborer		As per contract
Part-time Laborer		\$13.00 to \$17.00 per hour
Seasonal Help		\$16.00 to \$18.00 per hour
CONSTRUCTION DEPARTMENT		
Construction Official		32,000.00
Construction Secretary		24,000.00
Fire Subcode Official		3,200.00
Plumbing Subcode Official		3,700.00
Code Enforcement/Housing Officer/ Zoning Officer		32,000.00
BOARDS AND COMMISSIONS:		
Land Use Secretary	\$	13,500.00
Board of Health Secretary		6,500.00
Secretary to:		
Shade Tree		\$25.00 per month*
Environmental Commission		\$25.00 per month*
Recreation Commission		\$25.00 per month*

*submission of monthly minutes required.

SECTION 2. Salaries and wages for all Borough employees and officials shall be paid in bi-weekly installments as nearly equal as possible.

SECTION 3. Unless otherwise provided herein, remuneration for all employees shall be retroactive to January 1st of each year.

SECTION 4. The salaries and wages herein established shall be in lieu of any and all fees to which the respective incumbents of said offices might otherwise be entitled by statute or ordinance; which fees shall immediately upon collection thereof be paid over to the Treasurer for use of the Borough except as otherwise provided herein.

SECTION 5. The Borough shall pay medical insurance premiums in accordance with State law, collective bargaining agreements and the Borough's elected participation in any State health benefit program for all eligible employees and their eligible dependents.

SECTION 6. The terms and conditions of all collective bargaining agreements negotiated between the Borough and any bargaining unit representing Borough employees are hereby incorporated into this Ordinance.

SECTION 7. All Ordinances and Resolutions, or parts thereof, inconsistent herewith are hereby repealed.

SECTION 8. This Ordinance shall become effective immediately upon final adoption and publication as required by law.

On motion by Councilman Riccardi, seconded by Councilman Wachterhauser 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:

Councilman Riccardi – yes	Councilman Thornton – absent
Councilman Romano – absent	Councilman Wachterhauser – yes
Councilman Simpson – yes	Councilman Zampino - yes

On motion by Councilman Simpson, seconded by Councilman Wachterhauser, 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 134-25 RESOLUTION FIXING THE 2025 SALARIES OF BOROUGH EMPLOYEES

WHEREAS, the Borough Council of the Borough of Stanhope desires to set the specific salaries for full-time and part-time non-contract Borough employees for the year 2025,

NOW, THEREFORE, BE IT RESOLVED that the following salaries are retroactive to January 1, 2025 unless otherwise noted:

Eugene Wronko	Mayor	\$	3,013.00
Anthony Riccardi	Council Member		2,739.00
Thomas Romano	Council Member		2,739.00
Tyler Simpson	Council Member		2,739.00
William Thornton	Council Member		2,739.00
Scott Wachterhauser	Council Member		2,739.00

Steven Zampino	Council Member	2,739.00
Brian McNeilly	Administrator	As per contract
Ellen Horak	Borough Clerk	76,846.61
Ellen Horak	Registrar	5,262.27
Linda Chirip	Deputy Borough Clerk	45,196.10
Linda Chirip	Deputy Registrar	2,824.96
Linda Chirip	Website Content Manager	4,578.32
Linda Chirip	Receptionist	5,407.50
Angelica Sabatini	Temporary Chief Financial Officer	36,000.00
Ashleigh Frueholz	Tax Collector	24,000.00
Tammy Minniti	Utility Collector/Asst. to Tax Collector	47,410.61
Sixta Rivera	Finance/Tax Clerk	27,300.00
Jason Laliker	Tax Assessor	25,117.23
Ward Sherrer	Custodian	9,782.66
POLICE DEPARTMENT		
Steven Pittigher	Chief of Police	As per contract
	Sergeant	As per contract
	Sergeant's Stipend	As per contract
	Detective's Stipend	As per contract
	Patrolman	As per contract
Virginia Citarella	Clerk Typist - Police Dept	\$43,117.47
Various	Police Matron	\$26.52 per hour
Various	Police Matron – Call-out	\$50.00 per call-out
Various	Special Officer	\$24.75 per hour
Various	Crossing Guard	\$17.99 per hour
DEPARTMENT OF PUBLIC WORKS		
Jason Titsworth	Superintendent	\$90,826.62
Jason Titsworth	Water Operator	\$6,632.43
Jason Titsworth	Sewer Operator	\$6,632.43
Jason Titsworth.	Water T-1 License Stipend	\$3,500.00
	Public Works Repairer	As per contract
	Laborer	As per contract
Various	Part-time Laborer	\$13.00 to \$15.00 per hour
Various	Seasonal Part Time	\$16.55 per hour
CONSTRUCTION DEPARTMENT		
Thomas Pershouse	Construction Official	\$28,982.63
Thomas Dixon	Code Enforcement/Housing Officer/ Zoning Officer	\$28,197.29
BOARDS AND COMMISSIONS:		
Ellen Horak	Land Use Secretary	\$11,807.82
Monique McNeilly	Board of Health Secretary	\$5,576.41
Secretary to:		
Shade Tree		25.00 per month*
Environmental Commission		25.00 per month*
Recreation Commission		25.00 per month*

*submission of monthly minutes required.

BE IT FURTHER RESOLVED that the Borough Administrator is authorized to set the salary level according to the salary amounts in Ordinance 2025-16 for the temporary part-time positions of police matron, crossing guards, general part-time, DPW part-time and seasonal employees.

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

Roll Call:

Councilman Riccardi – yes	Councilman Thornton – absent
Councilman Romano – absent	Councilman Wachterhauser – yes
Councilman Simpson – yes	Councilman Zampino - 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 135-25

RESOLUTION AUTHORIZING 100% DISABLED VETERAN EXEMPT STATUS TO OWNER OF BLOCK 11501 LOT 2 QUALIFIER C0106 FOR TAX YEAR 2025 AND REFUND OF TAXES PAID FOR 2ND QUARTER 2025

WHEREAS, Vincent Shannon is the lawful owner of Block 11501, Lot 2, Qualifier C0106, also known as 6106 Audubon Court, and has been deemed 100% disabled by the Department of Veteran’s Affairs; and

WHEREAS, Vincent Shannon has applied to the Stanhope Borough Tax Assessor for a 100% Disabled Veteran exemption in accordance with 54:4-3:30, which will be granted for the year 2025; and

WHEREAS, the Tax Assessor has recommended that this exemption be retroactive to May 28, 2025; and

WHEREAS, the Tax Collector has determined that the property taxes are paid through the 2nd quarter 2025. Therefore, a refund is due in the amount of \$464.22 which represents a pro-rated amount of 2nd quarter 2025; and

WHEREAS, the Tax Collector is to cancel a pro-rated amount for 2nd quarter totaling \$464.22.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that the property be classified as 100% exempt effective May 28, 2025, and the Tax Collector be authorized to issue a refund in the amount of \$464.22 to Vincent Shannon, 6106 Audubon Court, Stanhope, NJ 07874, and cancel a portion of 2nd quarter 2025 taxes in the amount of \$464.22.

Resolution 136-25

RESOLUTION EXTENDING THE GRACE PERIOD FOR PAYMENT OF 2025 THIRD QUARTER TAXES

WHEREAS, the date of the mailing of the Stanhope Borough tax bills cannot be determined at this time; and

WHEREAS, N.J.S.A. 54:4-66.3 provides that no interest shall be charged for a minimum of 25 days after tax bills are mailed or otherwise delivered.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that Stanhope Borough taxes and assessments due August 1, 2025, will not be considered delinquent, and interest for delinquency in the payment of such taxes and assessments shall not be charged for the failure to pay any such taxes or assessments if received by the Township on or before the 25th day after the date of mailing as certified by the Tax Collector to the Municipal Clerk and provided further, however, that if any such payment is not received on or before the 25th day, interest at the usual rate will be charged from August 1, 2025; and

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Borough Tax Collector.

Resolution 137-25

RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF STANHOPE GRANTING APPROVAL FOR A BLOCK PARTY

WHEREAS, the Borough of Stanhope received a request from the residents of Lakeview Estates to conduct their annual block party; and

WHEREAS, said block party is scheduled for Sunday, September 28, 2025 from the hours of 12:00 p.m. to 8:00 p.m. on Towpath Lane between house numbers 23 and 25.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey, does hereby grant approval to Lakeview Estates to hold a block party on Sunday, September 28, 2025 from the hours of 12:00 p.m. to 8:00 p.m. on Towpath Lane between house numbers 23 and 25.

Resolution 138-25

RESOLUTION INCREASING THE BID THRESHOLD TO \$53,000 AND QUOTE THRESHOLD TO \$7,950 FOR CONTRACTS SUBJECT TO PUBLIC BIDDING UNDER THE LOCAL PUBLIC CONTRACTS LAW

WHEREAS, pursuant to N.J.S.A. 40A: 11-3© the State Treasurer increased the bid threshold to \$53,000 for contracting units that have appointed a Qualified Purchasing Agent (QPA); and

WHEREAS, as a result, the quote threshold for the municipalities with a QPA has increased to \$7,950 (15% of the \$53,000 QPA bid threshold); and

WHEREAS, the Borough has appointed a QPA in accordance with N.J.S.A. 40A: 11(b); and

WHEREAS, the Borough desires to take advantage of the increased bid threshold.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that in accordance with N.J.S.A. 40A: 11-3(c), the Borough’s bid threshold is hereby increased to \$53,000 and the Borough’s quote threshold increased to 7,950.

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

Roll Call:

Councilman Riccardi – yes	Councilman Thornton – absent
Councilman Romano – absent	Councilman Wachterhauser – yes
Councilman Simpson – yes	Councilman Zampino – yes

Mayor’s Acceptance of Resignation

Resolution 139-25

MAYOR’S ACCEPTANCE OF THE RESIGNATION OF JEANNE SCHWARTZ AS OVERSEER OF THE POOR FOR THE BOROUGH WITH COUNCIL CONCURRENCE

BE IT RESOLVED by the Council of the Borough of Stanhope that they do hereby concur with the Mayor’s acceptance of Jeanne Schwartz’s resignation as Overseer of the Poor for the Borough of Stanhope, effective immediately.

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

Mayor Wronko thanked Jeanne Schwartz for her many years of volunteer service to the Borough and its residents.

PAYMENT OF BILLS

Resolution 140-25

RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF STANHOPE AUTHORIZING PAYMENT OF BILLS

WHEREAS, the Chief Finance Officer has certified that funds are available in the proper account; and

WHEREAS, the Chief Finance Officer has approved payment upon certification from the Borough Department Heads that the goods and/or services have been rendered to the Borough;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stanhope that the current bills list, dated July 22, 2025, 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 Riccardi, seconded by Councilman Simpson and unanimously carried by the following roll call vote, the foregoing resolution was duly adopted.

Roll Call:

Councilman Riccardi – yes	Councilman Thornton – absent
Councilman Romano – absent	Councilman Wachterhauser – yes
Councilman Simpson – yes	Councilman Zampino – yes

RESOLUTION

Resolution 141-25

RESOLUTION AUTHORIZING A CONTRACT WITH DPS PUMP SERVICE, LLC FOR EMERGENCY REPAIRS TO WELL PUMP

WHEREAS, the Borough of Stanhope’s well pump broke down and was replaced with a temporary well pump to keep the Borough in full water use capacity; and

WHEREAS, due to the damage to the pump, it will need to be sent out for repairs; and

WHEREAS, N.J.S.A. 40A:11-6 permits a contract to be negotiated or awarded without public advertisement for bids and bidding therefor, notwithstanding the contract price will exceed the bid threshold, when an emergency affecting the public health, safety or welfare requires the immediate delivery of goods or the performance of services; and

WHEREAS, pursuant to N.J.S.A. 19:44A-20.12, contracts awarded under such circumstances are excepted from Pay-to-Play due to public exigency; and

WHEREAS, the Borough contacted DPS Pump Service, LLC and they have confirmed that they have the ability to commence the emergency repairs required, with the cost of the emergency repairs not to exceed \$49,040.00; and

WHEREAS, funds are available to award this contract for the services and shall be charged to the emergency appropriation by the Chief Financial Officer.

NOW THEREFORE IT BE RESOLVED by the Mayor and Council of the Borough of Stanhope, County of Sussex, State of New Jersey, that the Borough of Stanhope hereby authorizes the award of an emergency contract pursuant to N.J.S.A. 40A-11-6 to DPS Pump Service, LLC, for emergency repairs to the well pump, in an amount not to exceed \$49,040.00. Said contract shall be limited to duration as to meet only the immediate needs of this emergency.

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

Roll Call:

Councilman Riccardi – yes	Councilman Thornton – absent
Councilman Romano – absent	Councilman Wachterhauser – yes
Councilman Simpson – yes	Councilman Zampino – yes

ATTORNEY REPORT

Attorney Ursula Leo stated she had no report this evening.

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.

Roberta Connolly – Mrs. Connolly asked when the reassessment would be starting. Administrator McNeilly stated he does not have the start date as yet, but the reassessment representatives will be going door to door between the hours of 9:00am to 5:00pm.

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

ADJOURNMENT

On motion by Councilman Wachterhauser, seconded by Councilman Simpson and unanimously carried by voice vote the meeting was adjourned at 7:35 P.M.

Approved:

Linda Chirip
Deputy Clerk for
Ellen Horak, RMC
Borough Clerk