

**MAYOR AND COUNCIL  
REGULAR MINUTES  
November 25, 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 – absent  
Councilman Romano – absent  
Councilman Simpson – present

Councilman Thornton – present  
Councilman Wachterhauser – present  
Councilman Zampino – present

Mayor Wronko – present

**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.

*Justin Dannecker*, Boy Scout Troop 91, stated he has nearly completed his Eagle Scout project. He is finishing up the painting of the fence at Dell Road Park. The corn hole pits are being completed. Work on the project will continue after Thanksgiving. Mayor Wronko thanked Justin for the update and asked if Justin had any questions for the governing body. Justin stated he needs to raise additional funds for the project. To date he has raised \$1,100 but needs \$1,500 in total to complete the project.

*Rich Perry* stated the gas company is going to charge him for the additional 25 feet required to run the gas line to his home. The gas company's maximum is two hundred feet. Mr. Perry stated he attended the NJ Natural Gas meeting that was held at the American Legion and the representative at that time sort of jokingly told him he would need to hook up two appliances, but the line would be run for free. But that would be \$2,000. Then Mr. Perry stated he was told he could use the rebates. Mr. Perry told the representative if he gave him the rebates, then he would install a boiler, but without them he was only going to install a barbeque grill. Mr. Perry stated he understands if the governing body cannot do anything to help with the situation, but he wanted to make them aware. Mr. Perry stated there are approximately ten houses in the Borough which are being penalized because the distance is over two hundred feet. Some homes only have twenty feet. On another note, Mr. Perry stated he noticed that the two trees on Brooklyn Road had been cut down and he thanked the governing body for addressing that issue. Mr. Perry stated he and Tyler were working on his project and they asked a neighbor across the street if they could use their hose hookup to use the power washer for the project and the neighbor closed the door in their face.

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:

October 14, 2025	Work Session & Agenda Meeting & Closed Session
October 28, 2025	Business Meeting & Closed Session

On motion by Councilman Simpson, seconded by Councilman Zampino and carried by a majority voice vote, the minutes were approved. Councilman Thornton abstained from the minutes of October 14<sup>th</sup>.

## **CORRESPONDENCE** *(List Attached)*

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

## **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 October reported 270 calls for service which included 97 motor vehicle stops.

Councilman Wachterhauser stated no report was received this month from the Fire Department or the Ambulance Squad.

Councilman Wachterhauser stated the Sussex County Fire Marshal for the month of October conducted 32 inspections.

Councilman Wachterhauser stated the Code Enforcement Official issued 7 notices of violation which included the removal of two trees from Brooklyn Road.

### **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 Wachterhauser stated Councilman Riccardi has sent out an email regarding the training videos for the DeskPro Software.

### **Boards/Commissions – Councilman Simpson/Councilman Zampino**

Councilman Simpson stated the annual tree lighting will take place on December 6<sup>th</sup> at Borough Hall. Refreshments will be served at the First Presbyterian Church after the tree lighting.

## **COUNCIL DISCUSSION**

2026 Municipal Calendar – Mayor Wronko asked the governing body members if they had any questions or concerns regarding the 2026 municipal calendar. Seeing none, the governing body granted approval for the calendar to be sent to print. Mayor Wronko thanked Ellen Horak, Borough Clerk, for her work in preparing the calendar.

**NEW BUSINESS**

**RESOLUTIONS**

**Resolution 178-25**

**RESOLUTION AUTHORIZING BUDGET  
TRANSFERS BETWEEN 2025 APPROPRIATION  
ACCOUNTS**

**WHEREAS**, certain transfers of funds for various 2025 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 2025 Municipal Budget as follows:

CURRENT FUND		
FROM		
Finance S&W	\$5,500	
TO		
Police OE		\$4,000
Admin S&W		\$1,500
TOTAL	\$5,500	\$5,500

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

Roll Call:

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

**Resolution 179-25**

**RESOLUTION TO AMEND BUDGET TO INCLUDE 2025  
ANJEC OPEN SPACE STEWARDSHIP GRANT**

**WHEREAS**, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

**WHEREAS**, said Director may also approve the insertion of an item of appropriation for an equal amount, and

**WHEREAS**, the Borough of Stanhope has received a total of \$3,000.00 from the ANJEC for the 2025 Open Space Stewardship Grant; and

**WHEREAS**, the Borough of Stanhope now wishes to amend its 2025 budget to include the additional grant funds approved of \$3,000.00 as a revenue.

**NOW THEREFORE, BE IT RESOLVED** that the Council of the Borough of Stanhope does hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2025 in the sum of \$3,000.00, which will be available as a revenue from:

Miscellaneous Revenues  
Special Items of General Revenue Anticipated with Prior Written  
Consent of the Director of Local Government Services – Public

And Private Revenues Offset with Appropriations: 2025 Open Space Stewardship Grant, and

**BE IT FURTHER RESOLVED** that a like sum of.....\$3,000.00  
be and the same is hereby appropriated under the caption of:  
General Appropriations  
(A) Public and Private Programs Offset by Revenues:  
2025 Open Space Stewardship Grant, and

**BE IT FURTHER RESOLVED** that the Chief Financial Officer shall submit one copy of the Chapter 159 certification form to the Director of Local Government Services.

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

Roll Call:

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

**Resolution 180-25**                      **RESOLUTION AUTHORIZING SETTLEMENT AGREEMENT BETWEEN THE BOROUGH OF STANHOPE AND THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION (“NJDEP”) FOR VARIOUS VIOLATIONS**

**WHEREAS**, it was determined that the Borough was in violation of State regulations for failure to collect and report two of the four required Total Coliforms samples in September 2023 as required; and for failure to collect and report samples for federal and state VOCs for the 2021 monitoring period at a point of entry; and

**WHEREAS**, the NJDEP assessed a penalty in the amount of Eight Thousand Six Hundred Twenty-Nine Dollars (\$8,629.00) against the Borough; and

**WHEREAS**, the Borough and the NJDEP have agreed upon a Settlement Agreement resolving the matter, which sets forth the terms and conditions of the penalty and the Borough’s corrective actions; and

**WHEREAS**, said Settlement Agreement was reviewed and approved by the Borough Council at the October 25, 2025 Council meeting, and has been executed by the Superintendent of Public Works.

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

1. The Mayor and Council hereby ratify and confirm the execution of the Settlement Agreement between the Borough of Stanhope and NJDEP resolving the above-referenced violation.
2. Payment of the assessed penalty in the amount of \$8,629.00 is hereby authorized.
3. The Borough Clerk is directed to retain a copy of the fully executed Settlement Agreement on file in the Clerk’s Office for public inspection.

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

Roll Call:

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

Mayor's Acceptance of Resignation

**Resolution 181-25**

**MAYOR'S ACCEPTANCE OF THE RESIGNATION  
OF NAJIB IFTIKHAR FROM THE  
STANHOPE LAND USE BOARD 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 Najib Iftikhar's resignation as an appointed member on the Land Use Board, effective November 25, 2025.

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

Mayor's Appointment

**Resolution 182-25**

**MAYOR'S APPOINTMENT OF PATRICK LYNCH TO THE  
LAND USE BOARD**

Mayor's appointment to the Land Use Board as follows:

Patrick Lynch, as a Class IV member, for an unexpired 4-year term, with said term to expire December 31, 2027

**COUNCIL DISCUSSION**

*Stanhope Borough Sign on Main Street* – Councilman Wachterhauser stated he would like to have the sign located at the beginning of Main Street updated. There are several businesses listed which are no longer in business. Councilman Wachterhauser stated the Chamber of Commerce was the original sponsor for the sign. Councilman Wachterhauser will look into the issue.

**PAYMENT OF BILLS**

**Resolution 183-25**

**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 November 25, 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 Thornton, seconded by Councilman Simpson and unanimously carried by the following roll call vote, the foregoing resolution was duly adopted.

Roll Call:

Councilman Riccardi – absent  
Councilman Romano – absent  
Councilman Simpson – yes

Councilman Thornton – yes  
Councilman Wachterhauser – 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.

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

### **ATTORNEY REPORT**

### **ADJOURNMENT**

On motion by Councilman Wachterhauser, seconded by Councilman Thornton and unanimously carried by voice vote the meeting was adjourned at 7:07 P.M.

Approved:

Linda Chirip  
Deputy Clerk for  
Ellen Horak, RMC  
Borough Clerk