

**STILLWATER TOWNSHIP COMMITTEE MEETING
MINUTES OF MARCH 18, 2014
REGULAR MEETING**

A REGULAR MEETING of the Stillwater Township Committee was called to order by Mayor Scott at 6:00 p.m. noting the meeting date, time and place were duly published in the New Jersey Herald and posted at the Town Hall and advised those present that this meeting was being held in compliance with provisions of P.L. 1975, Chapter 231, Sections 4 & 13.

Roll Call: PRESENT: Mayor Scott, Committeeman Gross, Committeewoman Chammings, Committeeman Fisher (7:05 p.m.), Committeewoman Straway, Acting Municipal Clerk Lynda Knott, and Attorney Michael Garofalo ABSENT: None

Mayor Scott invited all present to join him in saluting the flag

PRESENTATION: SUSSEX COUNTY 911 DISPATCH SERVICE - Shared Service with Sussex County presented by Sussex County Sheriff Michael Strada and Undersheriff Keith Armstrong.

Sheriff Strada reported that the new Sussex County received a grant from the State to build a new facility for 911 Dispatch. The old juvenile detention center was chosen because they could expand that building by adding the new dispatch center but utilize the detention center and renovate the space for offices, kitchen, storage etc. Sheriff Strada introduced Undersheriff Keith Armstrong to continue with the presentation.

Mr. Armstrong noted that the communications system would use a microwave system as its primary system because it tends to stay up and running in weather situations where the radio system would go down. Mr. Armstrong also said that the Sheriff's office dispatch center will act as a back-up if the services and communication system go down. To start there will be two operators on duty at all times. The time line for completing construction is the end of July which will allow several months of use and debugging in order to be ready for a January 2015 opening. Mr. Armstrong reported that the first users of the new facility will be Sussex County municipalities without police departments. In their research it became apparent that those municipalities without police departments felt that they were not receiving the services they were paying for from their current 911 dispatch service. The municipalities will be set up as a user group who will set their own policy and procedures on how they want to be dispatched. The user group will be represented by the municipal fire department, emergency rescue squad and OEM. Mr. Armstrong also dispelled myths being circulated that municipalities who join this new County service would be forced to purchase new equipment and stated whatever radio system a town uses Sussex County 911 Dispatch will be able to tap into. Mr. Armstrong also said that cost to municipalities is based upon population. Stillwater Township's approximate cost per year will be \$7,500.00 plus \$6.00 a call. This will be a substantial savings for Stillwater Township. The Township currently in their last year of a 911 Dispatch contract costing \$57,222.00

CONSENT AGENDA: All matters listed below are considered routine in nature and will be enacted by one motion. There will be no separate discussion of the items. If any discussion is desired, that particular item will be removed from the consent agenda and will be considered separately on the regular agenda.

RESOLUTIONS: 2014-037 Appointing Joseph Inga as Acting Fire Official

REPORTS: Environmental Commission 2013 Annual Summary
Stillwater Building Department Report February 2014

Mrs. Straway made a **motion** to approve the Consent Agenda, seconded by **Mr. Fisher**.

Roll Call Vote: Ms. Chammings, yes, Mr. Fisher, yes, Committeeman Gross, yes, Mrs. Straway, yes and Mayor Scott, yes – the Consent Agenda was adopted.

2014 Bill List Cycle # 4: \$256,916.79

Resolution 2014-038 Motion by **Mrs. Straway**, seconded by **Mr. Fisher** to approve the 2014 Bills List Cycle #4.

Roll Call Vote: Ms. Chammings, yes, Mr. Fisher, yes, Mrs. Straway, yes, Committeeman Gross, yes, Mayor Scott, yes

Amendments to the Agenda: grants added to discussion items and an appointment to the Planning Board was added to new business.

Open Public Session: No one from the public wished to speak.

COMMITTEE REPORTS:

Mr. Fisher: No Report

Ms. Chammings: No Report.

Mr. Gross: Mr. Gross also reported that the budget was complete.

Mrs. Straway: Reported that Stillwater Green Team (part of the Environmental Commission) has been awarded a \$10,000.00

Mayor Scott: Reported that Dave Emmons is the 2014 Planning Board Chairman and that the Planning Board is working on a wind/solar ordinance and a site plan approval for Camp Hoover.

OLD BUSINESS:

Ordinance 2014-004 Public Hearing and Adoption

**AN ORDINANCE AMENDING CHAPTER 240 THE LAND DEVELOPMENT
ORDINANCE OF THE TOWNSHIP OF STILLWATER TO AMEND SECTION 240-90Q
ESTABLISHING GIS UPDATE FEES FOR LAND DEVELOPMENT APPLICATIONS**

WHEREAS by the Township of Stillwater has created a geographic information system (GIS) data base which serves as the foundation for all tax map amendments and land development application work performed by the Township;

WHEREAS the Township desires to recover the incremental costs of continually updating and providing current GIS data to the public by charging fees to land developers for the updating of the GIS data;

NOW THEREFORE BE IT ORDAINED by the Township Committed of the Township of Stillwater as follows:

SECTION 1. Chapter 240 of the Code of the Township of Stillwater, Section 240-90Q is hereby amended as follows:

§240-90 Q. GIS Update Fees on Certain Development Applications

- (1) Subdivision: minor, amended minor: \$150
- (2) Subdivision: preliminary major, amended preliminary or amended final major: \$150, plus \$50 per lot.
- (3) Subdivision: final plat: \$200.
- (4) Site plan: minor, amended minor: \$150.
- (5) Site plan: residential preliminary major, amended preliminary or amended final major: \$150 plus \$50 per unit.
- (6) Site plan: nonresidential preliminary major, amended preliminary or amended final major: \$150 plus \$50 up to 5,000 square feet; \$150 for up to 20,000 square feet; and \$300 for over 20,000 square feet.
- (7) Site plan: final major: 25% of the preliminary site plan GIS update fee if filed separately; \$0 if filed with the preliminary.
- (8) Planned development: preliminary plat, amended preliminary or amended final: \$150 plus \$50 per additional unit.

- (9) Planned development: final plat: 35% of the preliminary plat GIS update fee if filed separately; \$0 if filed with the preliminary.
- (10) Conditional use: \$150.
- (11) Dimensional or “C” variance: \$50 for each variance in conjunction with site plan or subdivision; \$25 for each variance without site plan or subdivision.
- (12) Use or “D” variance: residential: \$150.
- (13) Use or “D” variance: nonresidential: \$150.

SECTION 2. The remainder of Section 240-90 shall remain unchanged.

SECTION 3. Should any section, paragraph, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid for any reason by any Court of competent jurisdiction, such provision(s) shall be deemed severable and the remaining portions of this Ordinance shall remain in full force and effect.

SECTION 4. All Ordinances or parts of Ordinances or Resolutions that are inconsistent with the provisions of this Ordinance are repealed to the extent of such inconsistency

SECTION 5. This Ordinance shall take effect after publication and passage according to law.

The Township Clerk is directed to give notice at least ten (10) days prior to the hearing on the adoption of this Ordinance to the County Planning Board and to all others entitled pursuant to the provisions of N.J.S.A. 40:55D-15. Upon the adoption of this Ordinance, after public hearing, the Township Clerk is further directed to publish notice of the passage and file a copy of this Ordinance, as finally adopted, with the Sussex County Planning Board, as required by N.J.S.A. 40:55D-16.

Upon Motion by Mr. Fisher, seconded by Mr. Gross and unanimous voice vote the meeting was open to the public for discussion on this ordinance only. Seeing no one wishing to speak Mayor Scott closed this portion of the meeting.

Upon Motion by Ms. Chammings, seconded by Mr. Fisher and **Roll Call Vote**: Ms. Chammings, yes, Mr. Fisher, yes, Committeeman Gross, yes, Mrs. Straway, yes and Mayor Scott, yes – Ordinance 2014-004 was adopted.

NEW BUSINESS:

2014 BUDGET Introduction [Public Hearing and Adoption April 1, 2014]

Resolution 2014-035 Introduction and Adoption of 2014 Budget

Upon Motion by Mr. Fisher, seconded by Mrs. Straway and **Roll Call Vote**: Ms. Chammings, yes, Mr. Fisher, yes, Committeeman Gross, yes, Mrs. Straway, yes and Mayor Scott, yes – the 2014 Budget was Introduced.

Mayor Scott announced that the 2014 Budget will be available for review at the Town Hall, on the Township website and at the Sussex County Library.

Resolution 2014-036 Self-Examination of Budget

Upon Motion by Mr. Fisher, seconded by Mrs. Straway and **Roll Call Vote**: Ms. Chammings, yes, Mr. Fisher, yes, Committeeman Gross, yes, Mrs. Straway, yes, and Mayor Scott, yes – the Township Committee approved Self-Examination of the 2014 Budget.

ORDINANCE #2014-005 Introduction 1st Reading [Public Hearing March 18, 2014]

Ordinance for adoption of the Township of Stillwater Employee Handbook: Personnel Policies And Procedures, and as May be Further Revised by Resolution

Upon Motion by Mrs. Straway, seconded by Mr. Fisher and **Roll Call Vote**: Ms. Chammings, yes, Mr. Fisher, yes, Committeeman Gross, yes, Mrs. Straway, yes, Mayor Scott, yes – Ordinance 2014-005 first reading was adopted.

DISCUSSION ITEMS

Anti-Idling: Ms. Chammings stated that the Environmental Commission is requesting the Township Committee adopt a resolution that supports education of the public on the health and environmental impacts of anti-idling. Mr. Gross noted that the State has an anti-idling statute in place. Mr. Jack Branagan, Chairman of the Environmental Commission further explained the concerns of the Environmental Commission and why they would like the support of the governing body to educate the residents of Stillwater. Mrs. Straway questioned how the Township would enforce an anti-idling resolution or ordinance. Mr. Garofalo suggested the Township adopt the State's statute or adopt a resolution as a show of support. Ms. Chammings added that Stillwater Sustainable Jersey organization will receive points for their certification by receiving support of the Township.

Upon Motion by Mr. Fisher, seconded by Mrs. Straway and **Roll Call Vote**: Ms. Chammings, yes, Mr. Fisher, yes, Committeeman Gross, yes, Mrs. Straway, yes, and Mayor Scott, yes – the Township Committee approved the anti-idling resolution submitted by the Environmental Commission with the omission of stipulation number five: Making the enforcement of existing violations and penalties under New Jersey's existing no-idling law a priority pursuant to C. 39:3-70.2 and C. 26:2C-1.

Veteran's Property Tax Exemption: A resident categorized as a fully disabled veteran has requested a property tax exemption. Mayor Scott noted it is the Township's practice is to grant the exemption back to January 1st of the year.

Upon Motion by Mr. Gross, seconded by Mrs. Straway and **Roll Call Vote:** Ms. Chammings, yes, Mr. Fisher, yes, Committeeman Gross, yes, Mrs. Straway, yes, and Mayor Scott, yes – the Township Committee approved the property exemption of the fully disabled veteran. The Acting Clerk will provide a resolution to refund the property taxes paid in 2014.

Open Public Session: Mayor Scott invited the public to speak on any matter.

Ms. Tami Richardson of the Swartswood Fire Department invited all to the Swartswood Fire Department's St. Patrick's Day Corn beef and Cabbage Supper on March 16, 2014 from 5:00 pm to 7:00 pm. The cost is \$12 per person and take out is available.

Mayor Scott announced that the next Public Safety Meeting will be held on Thursday, March 27, 2014 at the Swartswood Fire House. Mr. George Morville the Township's Risk Manager will be in attendance.

Mayor Scott asked Ms. Hess, Captain of the Stillwater EMS, her opinion of their keyless entry system as the Township Committee is considering installing such a system. Ms. Hess said they were very pleased with the system they have and the company used.

Attorney Report: None

Correspondence: Mayors' Advisory Correspondence is available in the Correspondence Binder at the Municipal Building.

There being no further business, Mr. Fisher made a **motion** to adjourn the meeting, seconded by Mrs. Straway. In a voice vote, all were in favor.

Respectfully submitted,

Lynda Knott
Acting Municipal Clerk