

**STILLWATER TOWNSHIP COMMITTEE MEETING
MINUTES OF JANUARY 17, 2017
REGULAR MEETING**

A REGULAR MEETING of the Stillwater Township Committee was called to order by Mayor Chamblings at 7:04 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 Chamblings, Committeeman Gross, Committeeman Morrison, Committeeman Scott, Municipal Clerk Lynda Knott, and Attorney Angelo Bolcato
ABSENT: Committeeman Fisher

EXECUTIVE 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 exist.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Stillwater, County of Sussex, 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:
2 Personnel ____Contract ____Real Property ____Litigation/Potential Litigation
____Attorney Client _____Public Safety
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. Time 6:35 p.m. by Motion from Mr. Scott, seconded by Mr. Gross. **Roll Call Vote:** Mr. Gross, yes, Mr. Morrison, yes, Mr. Scott, yes, Mayor Chamblings, yes

At 6:35 p.m. by Motion of Mr. Scott, seconded by Mr. Gross and a **Roll Call Vote:** Mr. Gross, yes, Mr. Morrison, yes, Mr. Scott, yes, Mayor Chamblings, yes the Township Committee returned to open session.

Regular Session:

Mayor Chamblings invited all present to join her in saluting the flag

PROCLAMATION: Mayor Chamblings read a proclamation for Stillwater Township School Choice Week

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.

MINUTES: January 3, 2017 Re-organization Minutes

RESOLUTIONS: 2017-022 Authorizing Payment of Redemption
2017-023 Authorizing Payment of Redemption
2017-024 Accepting Grant from Governor's Council on Alcoholism and Drug Abuse
2017-025 Refund of Zoning Permit Fees
2017-026 Approving Appointments of Township Board and Commission Members
2017-027 Establishing Committee Departments
2017-028 Mayor's Appointment of Dennis J. Fox as junior member of Stillwater Fire Department
2017-029 Mayor's Appointment of William Martin as Solid Waste Attendant/Supervisor with Committee Concurrence

REPORTS: Building Department December 2016
Tax Collector December 2016

Mayor Chamblings asked for a motion to accept the Consent Agenda. Mr. Scott made the motion to adopt the Consent Agenda, seconded by Mr. Gross. **Roll Call Vote:** Mr. Gross, yes, Mr. Morrison, yes, Mr. Scott, yes, Mayor Chamblings, yes

BILLS LIST #1 \$ 960,927.70

RESOLUTION 2016-030 PAYMENT OF BILLS

Mr. Scott made the motion to adopt the Bill's List, seconded by Mr. Morrison. Mr. Gross asked that PO #6534 be pulled from the list for discussion. **Roll Call Vote without PO #6534:** Mr. Gross, yes, Mr. Morrison, yes, Mr. Scott, yes, Mayor Chamblings, yes

Mr. Gross explained he was not in favor of paying the bill because he voted against the action from the start but was out voted by the Committee. Mayor Chamblings also noted she was against the action but realized it was necessary so agreed to go forward with the investigation. Mr. Scott made the motion to pay PO #6534, seconded by Mr. Gross. **Roll Call Vote:** Mr. Gross, yes, Mr. Morrison, yes, Mr. Scott, yes, Mayor Chamblings, yes

DISCUSSION OF 2017 DOT GRANT/ROAD PROJECTS/CAPITAL. Mayor Chamblings introduced Michael Vreeland, Township Engineer and Gerald Leatham, Acting DPW Superintendent. Mr. Vreeland discussed the 2017 DOT grant applications are due in the beginning of February. A few different roads were discussed as possible potential projects. Mr. Vreeland suggested that the Township could apply again for Ridge Road. Stillwater Township was awarded \$195,000.00 of the \$300,000.00 plus project in a 2016 grant. The project was never started because of the NJDOT ordered shut down. Mr. Vreeland noted that applying for additional funds to complete the project would be beneficial because there would be no additional "soft" costs for the Township. The Township should know if the Ridge Road Part II is awarded by spring and the Township can proceed with the bidding process.

By Motion made by Mayor Chammings, seconded by Mr. Scott and **Roll Call Vote:** Mr. Gross, yes, Mr. Morrison, yes, Mr. Scott, yes, Mayor Chammings, yes the 2017 DOT Grant application will be for Ridge Road Part II.

Mr. Vreeland showed the Township Committee and residents the proposed Town Hall parking plan and the project is scheduled to go out to bid by the end of January 2017. The driveway of the Recycling and Convenience Center was also discussed. Mayor Chammings noted the areas in front of the dumpsters should be addressed as well. The Township Committee decided to place a larger area of the Center to be milled, filled and then oil and stoned.

Mr. Vreeland spoke about scheduling the completion of the Old School House Road project. The road repairs will be completed from the Warren County line to the intersection of Fairview Lake Road. Potential projects for Stillwater Road, 5 Points to Mt. Benevolence and Old Foundry from 5 Points to Fairview Lake Road were also discussed.

Gerald Leatham reported on pricing from Morris Asphalt on the next set of roads to be oiled and stoned: Duck Pond, Dove Island, Twin Oaks, and the Township's lower lake roads. The total cost will be \$55,900.00.

Mr. Vreeland noted he and Mr. Leatham conducted a speed study of the curve located between No. 1040 and No.1041 Mount Benevolence Road. Mr. Vreeland and Mr. Leatham used the Ball-Bank Indicator method recommended for advisory speeds for a horizontal curve. Their study found a 20 mph Advisory Speed plaque to supplement a warning sign, a Turn sign (W1-1) should be used instead of a curve sign and a one-direction large arrow (W1-6) may be used as a supplement to the existing Chevron Alignment signs. Mr. Leatham will order and install the signs.

Mayor Chammings thanked Mr. Vreeland and Mr. Leatham for their presentation.

Mayor Chammings called for any amendments to the agenda. Mr. Morrison said he would like to add a discussion of Township Department reports. The discussion was added to new business.

Mayor Chammings invited members of the public to speak. There being no one in the public wishing to speak. Mayor Chammings closed this portion of the meeting.

OLD BUSINESS

Park Signs: Signs for Volunteer Field, Stillwater Park, Stillwater Tennis Court and Veterans Memorial Park were sent to the Township's Risk Manager, George Morville for approval. They were approved with the addition of adding the ordinance number that enforces the signage. The Township Committee also approved the sign wording. The Recreation Commissioners will decide on the type of signs appropriate for the sites.

Porta Johns for Parks: A discussion was held and it was decided that all parks have handicapped porta johns.

The tennis court at Stillwater Park is in need of repairs. The Recreation Commissioners received a proposal for \$8,800 to \$10,000 depending on options. The Clerk has contacted other vendors but has not received a response or proposal. Mayor Chamblings said the Clerk should contact Kittatinny High School to get the name of the vendor used to maintain their courts.

COMMITTEE REPORTS

Mayor Chamblings reported the Environmental Commissioners held their re-organization meeting on January 9, 2017. The Chair is Jack Branagan and the Vice-Chair is Ed Szabo. Mayor Chamblings asked about filling the Clean Communities Coordinator position. The Clerk suggested someone in the Environmental Commission take the lead because they track the information needed for the report now and the Recreation Commissioners could assist by reporting the numbers of their Clean-Up Day event. Mayor Chamblings asked that both Commissions put the Clean Communities Coordinator on their next agenda for discussion.

There were no other committee reports.

NEW BUSINESS

DISCUSSION ITEMS

Department Reports: Mr. Morrison noted the tax and building departments always prepare a monthly report and the zoning department and DPW report nothing. Mr. Morrison stated the reports outline for the Township Committee what is being addressed, what project is completed, how much time is spent and where there are problems. Mr. Morrison said employees ask for raises and additional hours but do not substantiate why such changes are necessary. Monthly reports would document what is being accomplished. Mayor Chamblings asked the Clerk to send a memo to all department heads asking them to come up with a report of their monthly activities using their input and expertise for the most valuable information to report.

OPEN PUBLIC SECTION

Mayor Chamblings opened the meeting to the public to speak on any matter.

Mrs. Marion Gross, Stillwater Road, noted while she was waiting for the executive session to end she was amazed at all the drivers who speed around the turn.

Seeing no one else wishing to speak Mayor Chamblings closed this portion of the meeting.

There being no further business a Motion was made by Mr. Scott, seconded by Mr. Morrison to adjourn the meeting. In a voice vote at 8:21 p.m. all were in favor.

Respectfully submitted,

Lynda Knott, Municipal Clerk