

STILLWATER TOWNSHIP COMMITTEE MEETING
MINUTES
January 28, 2014
Regular Meeting

A REGULAR MEETING of the Stillwater Township Committee was called to order by Mayor Scott at 7:00 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 was taken and the flag was saluted.

PRESENT: Mayor Scott, Committeeman Gross, Committeewoman Chamblings, Committeeman Fisher, Committeewoman Straway, Acting Municipal Clerk Lynda Knott, and Attorney Ursula Leo.

ABSENT: None

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:

November 26, December 3 and December 19, 2013 Regular Minutes

RESOLUTIONS:

- 2014-015 Establishing Committee Liaisons
- 2014-024 Authorizing an Appropriation Reserve Transfer for the Year 2013 #3
- 2014-025 Authorizing the Execution of an Cooperative Pricing Agreement with Passaic County Energy Cooperative
- 2014-026 Supporting Participation in Sustainable Jersey Municipal Certification Program
- 2014-027 Appointing Ian Blanchard as Alternate to 208 Water Quality Policy Advisory Board

REPORTS:

- Employee Sick/Vacation Time for 2014
- Building Department 2013

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

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

Executive Minutes from November 26, 2013:

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

Roll Call Vote: Ms. Chammings, no, Mr. Fisher, yes, Mrs. Straway, yes, Committeeman Gross, yes, Mayor Scott, yes. Ms. Chammings stated that her concerns were not accurately portrayed in the minutes.

Executive Minutes from December, 2013:

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

Roll Call Vote: Ms. Chammings, no, Mr. Fisher, yes, Mrs. Straway, yes, Committeeman Gross, yes, Mayor Scott, yes. Ms. Chammings stated that her concerns were not accurately portrayed in the minutes.

2014 Bill List Cycle #1: \$3,539,467.53

Mrs. Straway made a motion to approve 2014 Bill List Cycle #1, seconded by **Mr. Fisher**.

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

Amendments to the Agenda: Donation of ambulance to Stillwater First Aid Squad, Parking Lot expansion, shed for Recycling Center, Personnel Policy, and Stillwater 6th Grade Recognition Party donation.

Open Public Session:

The meeting was opened to the public for discussion on the agenda. There being no members of the public wishing to speak, this portion of the meeting was closed.

COMMITTEE REPORTS:

Ms. Chammings: Reported that at the PAC meeting it was discussed that Wantage/Sussex would like to have a new shopping center and that the PAC was pleased to have Ian Blanchard as an alternate member because of his extensive work and knowledge of the water shed.

Ms. Chammings also reported that the Environmental Commission had submitted the two grants (one for \$2,000.00 and one for \$10,000.00) to Sustainable Jersey, the Tree Cutting Ordinance is being reworked and the Land Conservancy submitted maps for the ERI for their review. Ms. Chammings said that Environmental Commission Vice-Chair Paul Klimek asked if water testing still needed to be done for the closed landfill if the NJDEP has declared the closed landfill a “known closed contaminated site”. . Mr. Gross responded that the five (5) wells and stream that are tested are done so by law and he believed that it must continue for thirty years. The Acting Clerk will get an answer from the Township Engineer. Ms. Chammings also noted that the Environmental Commission is looking to the State to put a camera on Old Foundry Road to catch who is “dumping”.

Ms. Chammings reported that the Zoning Board of Adjustment has approved their annual report and recommendations and will submit the same to the Township Committee.

Ms. Chammings noted that Donna Traylor, a long-time employee of Sussex County, is retiring.

Environmental Chairman Jack Branagan noted that Ms. Tracy and Mr. Blanchard were sworn in as member and alternate #2 to the Environmental Committee. Mr. Branagan also asked the Township Committee if the State would not put a camera to catch those dumping on their land if the Township would be willing to install the camera. Ms. Leo noted that an enabling ordinance must be passed before the Township could prosecute for the dumping offenses. Mr. Branagan added that the Environmental Commission wants to reconfigure the dumpsters at the recycle center to be more efficient. The Environmental Commission will also redo the tree cutting ordinance.

Mr. Fisher: none

Mrs. Straway: none

Mr. Gross: none

Mayor Scott: none

OLD BUSINESS:

Generator for Town Hall: The State mitigation grant application is still in process. Ms. Chamblings reported that the Township may be responsible for 25% of the cost. This amount is up from the initial 10% that was promised to the municipalities.

The ordinance to adopt the new personnel policy will be introduced at the February 18, 2014 meeting. There will also be a new employee evaluation form utilized with the policy.

The Stillwater Volunteer Fire Department requested the donation of the Stillwater Emergency Rescue Squad's ambulance that has just been retired for use as a utility truck. Mr. Gross recommended that the Township register and insure the vehicle, but that the Fire Department pay for repairs. Mrs. Straway noted that since the Township pays for all of their vehicles' repairs it would be hard to monitor which repairs are for that vehicle. Ms. Chamblings agreed that the ambulance was costing the Township a lot of money for repairs as an ambulance, but its use as a utility truck will cost far less.

Mrs. Straway made a motion to approve the donation of the ambulance to Stillwater Fire Department, seconded by **Ms. Chamblings**.

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

NEW BUSINESS:

Mayor Scott reported he had asked the Zoning Officer to investigate a purchase of land from the Ur's, property owners of the lot adjacent to the municipal parking lot, to create a larger lot for Town Hall. The Zoning Officer has asked the Tax Assessor for a value of the potential purchase. Ms. Leo said the Township could either purchase the land and give the Ur's an easement for use in the operation of their restaurant or the Ur's could retain ownership and allow the Township an easement for Town Hall use. Future discussions will be held between the Ur's and the Township.

Mr. Fisher presented a shed for the employees of the Recycle Center. The chosen shed is a 12' x 14' Quaker Pine Board and batton shed with a steel roof. The cost including delivery from

Brodhecker Farm is \$4,171.80. The shed cost is “as is” and there will be additional charges for electric. The funds for the purchase would come out of the Recycling Trust. This shed has long been needed so the employees of the Recycling and Convenience Center would have shelter from the outside elements and/or a place to eat their lunch. Mr. Fisher encouraged the members of the Township Committee to look at the shed in person. Mrs. Straway stated it would be fine for all to go see the building, but action should be taken now so that no more time is wasted during this particularly harsh winter. **Ms. Chammings** made a motion to purchase the shed from Brodhecker Farm, seconded by **Mr. Fisher**.

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

The Acting Clerk reported that Elaine Makarevich, a parent of a sixth grader attending Stillwater School, sent a request to the Township Committee for a donation toward the Stillwater Township 6th Grade Recognition Celebration. A donation of \$200.00 has been donated previously. **Mr. Fisher** made a motion to donate \$200.00 to the Stillwater Township 6th Grade Recognition Celebration, seconded by **Mrs. Straway**.

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

The Acting Clerk also reported that a scholarship opportunity is available from the New Jersey League of Municipalities. The League wishes to team up with the Mayors of New Jersey municipalities to offer three \$1,000.00 scholarships through the Louis Bay 2nd Future Municipal Leaders Scholarship Competition on the theme of “What My Municipal Government Does Best”. Ms. Chammings noted that the information should be sent to either Kathy Kane or Betty Scymanski at Kittatinny Regional High School. . **Ms. Chammings** made a motion to participate in the Louis Bay 2nd Future Municipal Leaders Scholarship, seconded by **Mrs. Straway**.

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

The meeting was opened to the public for discussion on any subject. There being no members of the public wishing to speak, this portion of the meeting was closed.

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 **Lisa Chammings**. In a voice vote, all were in favor.

Respectfully submitted,

Lynda Knott