

# STILLWATER TOWNSHIP COMMITTEE MEETING

## MINUTES

October 6, 2015

Regular Meeting

A REGULAR MEETING of the Stillwater Township Committee was called to order by Mayor Scott at 7 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: Committeewoman Chamblings, Deputy Mayor Fisher, Committeeman Gross, Mayor Scott, Municipal Clerk Lynda Knott, Township Attorney Richard Stein.

### Regular Session:

#### 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.**

**RESOLUTION 2015-103:** Authorizing Refund of Overpaid Taxes

**REPORT:** Tax Collector Report of September 30, 2015

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

**Roll Call Vote:** Ms. Chamblings, yes, Mr. Fisher, yes, Mr. Gross, yes, Mayor Scott, yes

**AMENDMENTS TO THE AGENDA:** Under New Business - Add County Committee Recommendations

#### **BILLS LIST #16 \$839,123.58**

##### **RESOLUTION 2015-104 PAYMENT OF BILLS**

Mr. Fisher made a **motion** to adopt Resolution 2015-104, removing P.O. #4437, seconded by Mr. Gross.

**Roll Call Vote:** Ms. Chamblings, yes, Mr. Fisher, yes, Mr. Gross, yes, Mayor Scott, yes

Mr. Fisher made a **motion** to pay P.O. #4437, seconded by Mr. Gross.

**Roll Call Vote:** Ms. Chamblings, abstain, Mr. Fisher, yes, Mr. Gross, yes, Mayor Scott, yes

#### **Discussion of Various Projects:** Municipal Engineer Michael Vreeland DPW Superintendent Brian Hendershot

Mr. Vreeland and Mr. Hendershot provided an overview of several potential capital projects and responded to Committee questioning. Projects include drafting of the grant application for 2016 municipal aid for Ridge Road and road repairs using PSE&G funding and possibly expanding on that to address Hardwick Road, Pompey Lane, Mt. Holly Road, Saddleback Road, Potters Road and Old Schoolhouse Road. Mr. Hendershot is currently working on obtaining estimates for the entrance road to the Recycling Center and paving to and from the bridge at Veteran's Memorial Park. Potholes will continue to be filled in on Old Schoolhouse Road this week and Hardwick Road should be completed as of Friday. Decisions will have to be made on funding for the capital projects during the budget process.

Mr. Vreeland provided a brief update on the vacant land analysis he is working on to address the COAH requirement.

**Lou Sylvester, 945 Old Schoolhouse Road** asked a few questions about the Old Schoolhouse Road project. Mr. Vreeland hoped to do the project through the Morris County Co-op and should know if that would be possible by early next spring.

#### **Open Public Session:**

**At this point, this portion of the meeting was opened to the public.**

**Elaine Makarevich**, 930 Old Schoolhouse Road, resident and teacher at Stillwater School, Brittany Celentano, teacher at Stillwater School and Marissa Kramer, principal of Stillwater School, appeared before the Committee. They provided an overview on a grant opportunity they are pursuing to construct a greenhouse and garden area at the school with volunteer assistance. Project packets were distributed to the

Committee for their review. Mrs. Makarevich asked the Township Committee for their support. They are hoping this will be a school, township and community project.

Mayor Scott made a **motion** to provide Township Committee support of the greenhouse/garden project, by resolution, seconded by Mr. Fisher.

**Roll Call Vote:** Ms. Chammings, yes, Mr. Fisher, yes, Mr. Gross, yes, Mayor Scott, yes

**There being no further members of the public wishing to speak, this portion of the meeting was closed.**

### **OLD BUSINESS**

**Town Hall Renovation:** Mr. Fisher asked if the Committee agreed with the installation of the exterior stone as depicted on the plans. The Committee agreed and Mr. Rivara will order the stone as shown.

### **ORDINANCE 2015-013 – (Public Hearing/Adoption)**

#### **THE TOWNSHIP OF STILLWATER**

#### **SUSSEX COUNTY, NEW JERSEY**

#### **Ordinance No. 2015-013**

#### **CAPITAL ORDINANCE APPROPRIATING \$13,769 FOR PURPOSES AUTHORIZED TO BE UNDERTAKEN BY**

#### **THE TOWNSHIP OF STILLWATER, IN THE COUNTY OF SUSSEX, NEW JERSEY**

**BE IT ORDAINED** by the Township Committee of the Township of Stillwater, in the County of Sussex, New Jersey, AS FOLLOWS;

**Section 1.** The several improvements described in Section 3 of this capital ordinance are hereby respectively authorized as general improvements to be made or acquired by the Township of Stillwater, New Jersey. For the said several improvements or purposes stated in said Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriations made for said improvements or purposes, said sums being inclusive of all appropriations heretofore made therefore and amounting in the aggregate to \$13,769, which has heretofore been set aside for the improvements or purposes stated in Section 3 and now available therefore by virtue of provision in a previously adopted budget or budgets of the Township for capital improvement purposes.

**Section 2.** For the financing of said improvements or purposes and to meet the part of said \$13,769 appropriations, the Township will use \$13,769 from the General Capital Reserve for PEOSHA gear.

**Section 3.** The improvements hereby authorized and the several purposes for the allocation of which said obligations are to be spent, the appropriation made for an estimated cost of each such purpose, and the estimated maximum amount of funds to be spent for each such purpose, are respectively as follows:

Various Equipment for Emergency Services - Including SCBA and Personal Protective Equipment  
\$13,769.00 Reserve for PEOSHA Gear

All the aforesaid improvements or purposes where applicable, are in accordance with specifications on file in the office of the Township Clerk, which specifications are hereby approved.

**Section 4.** The following additional matters are hereby determined, declared, recited and stated: The said purposes described in Section 3 of this capital ordinance are capital expenses and are each a property or improvement which the Township may lawfully acquire or make as a general improvement, and no part of the cost thereof has been or shall be specifically assessed on property specially benefited thereby. The average period of usefulness of said purposes within the limitations of said Local bond Law and taking into consideration the respective amounts of the said obligations authorized for the several purposes, according to the reasonable life thereof computed by this capital ordinance, is five (5) years.

**Section 5.** The capital budget or temporary capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith and the resolutions promulgated by the Local Finance Board showing all detail of the amended capital budget or temporary capital budget and capital program as approved by the Director, Division of Local Government Services, are on file with the Township Clerk and are available for public inspection.

**Section 6.** This capital ordinance shall take effect ten (10) days after the publication thereof after final adoption.

Mr. Fisher made a **motion** to open the meeting for public comment on Ordinance 2015-013, seconded by Mrs. Gross.

**Roll Call Vote:** Ms. Chammings, yes, Mr. Fisher, yes, Mr. Gross, yes, Mayor Scott, yes

There being no members of the public wishing to comment, this portion of the meeting was closed.

Mr. Fisher made a **motion** to adopt Ordinance 2015-013, seconded by Mr. Gross.

**Roll Call Vote:** Ms. Chamblings, yes, Mr. Fisher, yes, Mr. Gross, yes, Mayor Scott, yes

### **NEW BUSINESS**

**Republican County Committee Recommendation for Appointment of Township Committeeperson to fill the term vacated by the resignation of Mrs. Straway**

Three names were provided by the County Committee: William Morrison, Adrian Leeman, and Chester Schmitt. Ms. Chamblings questioned the process for filling the seat and whether or not interviews would be conducted. Mr. Stein explained the Committee can proceed to make an appointment; or based on the General Election certified results the individual elected to fill the seat would take office immediately. Mayor Scott recommended appointing Mr. Morrison as he is already on the ballot. Ms. Chamblings questioned the process, conducting interviews and whether there was a conflict with Mr. Morrison serving on the County Committee. Mr. Stein indicated there was not.

Mayor Scott made a **motion** to appoint William Morrison to fill the Township Committee seat, seconded by Mr. Fisher.

**Roll Call Vote:** Ms. Chamblings, abstain, Mr. Fisher, yes, Mr. Gross, yes, Mayor Scott, yes

**RESOLUTION 2015-005:** Authorizing the Mayor and Clerk to Execute the 2016 DOT Application

Mr. Fisher made a **motion** to adopt Resolution 2015-005, pending certification of funds, seconded by Mr. Gross.

**Roll Call Vote:** Ms. Chamblings, yes, Mr. Fisher, yes, Mr. Gross, yes, Mayor Scott, yes

### **DISCUSSION ITEMS:**

**Planning/Zoning Board or Land Use Board:** This item was tabled to the agenda of October 20, 2015.

**Funding of New Pumper/Antenna Replacement Project:** Ms. Chamblings indicated that Mr. Pfunke had recommended the antenna replacement project to improve service. She was in favor of the lower quote if it would insure better coverage.

**Justin Francomacaro, Stillwater Township Fire Department Chief** explained the antennas were placed on the tower at State Police Hill 1606 approximately 10 to 12 years ago and they were not installed properly. At this point, there is only one working antenna resulting in the fire department and rescue squad sharing one channel until the issue is addressed.

Ms. Chamblings made a **motion** to move forward with the antenna replacement project based on the quote submitted by Atlantic Communications, seconded by Mr. Fisher.

**Roll Call Vote:** Ms. Chamblings, yes, Mr. Fisher, yes, Mr. Gross, yes, Mayor Scott, yes

**Funding of New Pumper:** Chief Francomacaro explained if the purchase is approved at this time and the chase is paid for within six months there would be a \$4,000 discount to the overall price. Mr. Stein stated a bond ordinance would have to be written by bond counsel and adopted before the truck can be ordered. Ms. Chamblings asked for a resolution to be prepared for the next agenda for discussion and then a decision can be made. Ms. Knott would obtain a financing memo from the CFO for Committee review.

**Best Practices:** The CFO and Clerk have completed the Best Practices worksheet and it has been reviewed by Mr. Stein. Mr. Stein summarized his recommendations.

### **Open Public Session:**

**At this point, this portion of the meeting was opened to the public.**

**Ed Szabo, 978 Route 521** asked if the town hall renovations would affect the next Stillwater Taxpayers Association meeting. Ms. Knott indicated it would not as the exterior renovations would be completed first.

**Lou Sylvester, 945 Old Schoolhouse Road** asked about the PSE&G funding for road repairs. Ms. Chamblings stated it was used for several roads; the most damaged were Hardwick Road, Old Schoolhouse Road, and Pompey Lane.

**Margaret Emmetts, 935 Route 619** asked if the renovations would affect the Environmental Commission meeting on October 19<sup>th</sup>. Ms. Knott indicated it would not.

**Kathleen Draghi, 1016 Route 619** asked for an update on the music event held last weekend. Mayor Scott stated the event was held at an alternate location due to the weather. Mrs. Draghi was surprised to read an article indicating it was being held for the benefit of the Recreation Commission and the inference that it was a partnership with the township.

**There being no further members of the public wishing to speak, this portion of the meeting was closed.**

**Camp Towadena Buildings:** Mayor Scott reported the buildings at the camp could not be demolished until a rattlesnake specialist has conducted a site inspection and provided recommendations as the rattlesnake is considered endangered.

**Attorney Report: No report**

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

Respectfully submitted,

Kathy Wunder