

# STILLWATER TOWNSHIP COMMITTEE MEETING

## MINUTES

May 5, 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: Mayor Scott, Committeewoman Chamblings, Deputy Mayor Fisher, Committeeman Gross, Committeewoman Straway, Municipal Clerk Lynda Knott, Township Attorney Richard Stein.

#### EXECUTIVE SESSION:

After the reading of the following Resolution to enter into Executive Session, a **motion** was made by Mrs. Straway, seconded by Mr. Gross and carried by roll call vote to adopt the resolution permitting the Committee to go into Executive Session at 6:04 p.m.

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting under 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, in the County of Sussex and State of New Jersey as follows:

1. The public shall be excluded from that portion of this meeting.
2. The general nature of the subject matter to be discussed is as follows: Potential Litigation; Public Safety
3. As nearly as can now be ascertained, the matter or matters to be discussed at this time will be disclosed to the public when such matters are resolved.

There being no further business to attend to, a **motion** was made by Mrs. Straway, seconded by Mr. Gross to conclude the Executive Session at 6:58 p.m., unanimously carried by roll call vote.

#### 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.**

RESOLUTIONS:       2015-060 Change in Custodian of Petty Cash Fund  
                          2015-061 Authorizing the Mayor to Execute Agreement with Garden State Fireworks

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, Mrs. Straway, yes, Mayor Scott, yes

DISCUSSION: Feenstra - Ongoing Water/Drainage Issue

**Cathy Feenstra, 920 West End Drive** described a continuous drainage issue affecting her property and driveway, causing flooding in her yard and basement, and ice build-up in the winter. She is planning to repave her driveway and expressed concern with the water continuing to affect it. She provided a map to the Committee and asked for their assistance in resolving the matter. Mayor Scott asked the Township Engineer to conduct an inspection and provide a report to the Committee.

AMENDMENTS TO THE AGENDA: None

RESOLUTION 2015-062 Authorizing the Township of Stillwater to Advertise for Bids for Renovations to the Municipal Building – Phase II

Mrs. Straway made a **motion** to adopt Resolution 2015-062, seconded by Mr. Fisher.

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

**Bills List #8: \$1,539,925.04**

**Resolution 2015-063:** Payment of Bills

Mr. Fisher made a **motion** to approve Bill List #8, Resolution 2015-063, removing P.O. #4437 and P.O. #4771 seconded by Mrs. Straway.

**Roll Call Vote:** Ms. Chamblings, yes, Mr. Fisher, yes, Mr. Gross, yes, Mrs. Straway, yes, Mayor Scott, yes  
Mrs. Straway made a **motion** to approve payment of P.O. #4437 and P.O. #4771, seconded by Mr. Fisher.

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

**Open Public Session:**

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

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

**COMMITTEE REPORTS:**

**Mr. Fisher:** Six-hundred and fifty-five pounds of garbage was collected at Clean-Up Day, 679 co-mingles, and eight tires as of Saturday. Stillwater Day will be held on June 20<sup>th</sup>. A possible Recreation Commission workshop will be held on May 18<sup>th</sup>. Ms. Chamblings brought forward a proposal for a pavilion and paving stones at Veteran Memorial Park. Mr. Fisher spoke with the Township Engineer regarding the upper property at VMP and having it surveyed so as to review the possibility of utilizing it.

**Ms. Chamblings:** Ms. Chamblings reported she was approached by two boy scouts and a representative of a corporation proposing the construction of a pathway connecting the parking lot to the bridge and the bridge to the existing walkway, reintroducing Brian Philhower's eagle scout garden in his memory. She presented a rough sketch to the Committee. Mrs. Straway noted several of the actions for the proposal would fall under the point categories toward Sustainable Jersey certification. Many others both individuals and corporations have expressed interest in helping and donating towards the project. Mrs. Straway felt with open space trust funding and outside donations, this project could be a candidate for one of the larger grants through Sustainable Jersey.

The Planning Board met on April 15<sup>th</sup> and approved the application for a 14,000 square foot pole barn for agricultural storage with conditions applying. Mrs. Straway expressed concern with the size of the structure. One of the conditions of the approval required a future plan for the farm approved by the Rutgers Cooperative Extension. The Board is currently working on a new ordinance for a simple lot line adjustment and a land use ordinance is on the agenda for introduction at the next meeting.

Environmental Commission met and provided a report on the amphibian crossings. The EC would like to refurbish the old shed from the Recycling Center to be used for recyclable disposal at Veteran's Memorial Park. The shed has been moved to a vehicle and it needs to be determined if the floor can be repaired for placement at the park.

**Mr. Gross:** Mr. Gross reviewed the report submitted by the Stillwater Fire Department 3/21/15 through 5/5/15. He commended them on their efforts at a recent fire.

The 11<sup>th</sup> Memorial Day Service will be held on Monday, May 25<sup>th</sup> beginning at 10 a.m. at the Presbyterian Church and immediately following proceed to Veteran's Memorial Park for a wreath placing. He invited all to attend to honor our veterans.

Mr. Gross and Mayor Scott attended the three-day New Jersey Conference of Mayors in Atlantic City. There was a wealth of information and networking with other mayors from throughout New Jersey.

**Mrs. Straway:** The Old Tannery Road bridge has reopened. Debris under the Crandon bridge has been removed. A drug trend update and other programs have been held through the Municipal Alliance. Sussex County Day was held on May 3<sup>rd</sup>, with Mrs. Straway, Ms. Fobes-Jacoby and Ms. Tighe manning the Stillwater booth focusing on grant initiatives. The Stillwater Fire Department participated in the tug-o-war contest.

**Mayor Scott:** The DPW is currently filling in potholes and cleaning up grit debris from the winter. He cautioned all to be aware of increased bicycle and motorcycle traffic throughout the township due to the warm weather.

**OLD BUSINESS:**

**ORDINANCE 2015-003 FIXING SALARIES AND WAGES OF OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF STILLWATER – PUBLIC HEARING/ADOPTION**

Mr. Fisher made a **motion** to open the meeting for public comment on Ordinance of 2015-003, seconded by Mrs. Straway.

**Marion Gross, 912 Stillwater Road** attended the school budget hearings, noting they are both well under two percent. Stillwater School voted to proceed with hiring an interim administrator.

There being no further public comment on Ordinance 2015-003, this portion of the meeting was closed.

Mrs. Straway made a **motion** to adopt Ordinance 2015-003, seconded by Mr. Gross.

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

**RESOLUTION 2015-064 SETTING THE SALARIES FOR FULL-TIME AND PART-TIME NON-CONTRACT EMPLOYEES FOR THE YEAR 2015**

Ms. Chamblings made a **motion** to adopt Resolution 2015-064, seconded by Mrs. Straway.

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

**NEW BUSINESS**

**ORDINANCE 2015-004 CAPITAL ORDINANCE APPROPRIATELY \$53,200 FOR PURPOSES AUTHORIZED TO BE UNDERTAKEN BY THE TOWNSHIP OF STILLWATER (Public Hearing/Adoption May 19, 2015)**

Mrs. Straway made a **motion** to introduce Ordinance 2015-004, seconded by Mr. Fisher.

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

**DISCUSSION ITEMS**

**Capital Budget Spending Plan:** The Committee reviewed the capital budget spending plan to determine the priority items for bonding to be prepared: roads – paving/resurfacing; Phase II municipal building renovations – building, parking lot, oil tank replacement. PSE&G and reserve funding is available. The Committee agreed to review the plan further at the next meeting with the CFO present to clarify any questions.

**Dog Census:** Ms. Chamblings made a **motion** authorizing a dog census to be conducted at a cost of \$8,000, seconded by Mr. Gross. Funding is available through the dog trust fund.

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

**Open Space Trust Fund:**

Mr. Stein provided a background on the open space trust fund, explaining it has a sunset provision that will expire in 2016 and it would need to be placed on the ballot for the November general election if the Committee wishes for the trust fund to continue next year. The wording must be submitted to the County by August 14<sup>th</sup>. The Committee discussed the original referendum wording (development, acquisition, and maintenance) and different options for the use of the funding. Ms. Chamblings suggested the Committee review the original ordinance and vote on it at the next meeting. She felt the wording needed to be clarified so the residents understand what they are voting on.

Mrs. Straway made a **motion** to reintroduce the original ordinance including the sunset clause, seconded by Mr. Gross.

**Roll Call Vote:** Ms. Chamblings, no, Mr. Fisher, yes, Mr. Gross, yes, Mrs. Straway, yes, Mayor Scott, yes

**Clean Communities Coordinator/Reports:**

Mayor Scott made a **motion** to appoint Kathy Fobes-Jacoby as the Clean Communities Coordinator, seconded by

**Roll Call Vote:** Ms. Chamblings, no, Mr. Fisher, yes, Mr. Gross, yes, Mrs. Straway, yes, Mayor Scott, yes

**Open Public Session:**

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

**Diana Apostola, 916 Five Points Lane,**

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

**Attorney Report: No report.**

**EXECUTIVE SESSION:**

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There being no further business to attend to, a **motion** was made by Mrs. Straway, seconded by Mr. Gross to conclude the Executive Session at 6:58 p.m., unanimously carried by roll call vote.

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

Respectfully submitted,

Kathy Wunder