

**TOWNSHIP OF STILLWATER**  
**TOWNSHIP COMMITTEE**  
**JANUARY 1, 2011**  
**RE-ORGANIZATION MEETING**

The meeting was called to order at 10:30 a.m. by County Deputy Clerk, Brian McNeilly. Mr. McNeilly stated that this meeting has been duly published and posted in full compliance with the Open Public Meeting Act of the State of New Jersey. Advanced notice was given to the New Jersey Herald and by posting said notice in public places.

Mr. McNeilly led the public in the salute to the American Flag.

Mr. McNeilly announced that at the last general election, Mr. Charles Gross and Mr. Timmy Fisher were duly elected as Township Committeemen each for a three-year term expiring December 31, 2013. Mr. McNeilly administered the Oath of Office to Mr. Fisher and Mr. Gross. Roll Call indicated the following members present: Mr. Fisher, Mr. Scott, Mr. Gross, and Mr. Morrison.

**Election of Mayor/Chairperson:**

A **motion** was made by Mr. Morrison, seconded by Mr. Gross to elect Mr. Scott as Mayor. Seeing there were no other nominations, Mr. Scott accepted the nomination of Mayor of Stillwater Township for 2011 and was sworn in.

**Roll Call Vote:** Mr. Fisher, yes, Mr. Scott, yes, Mr. Gross, yes, Mr. Morrison, yes

At this point, the meeting was turned over to Mayor Scott.

**Election of Deputy Mayor:**

A **motion** was made by Mr. Morrison, seconded by Mr. Gross to elect Mr. Fisher as Deputy Mayor. Seeing there were no other nominations, Mr. Fisher accepted the nomination as Deputy Mayor for Stillwater Township for 2011 and was sworn in.

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

At this point, Mr. Gross made a statement with reference to being re-elected. He was very grateful and stated he has and will continue to do what is in the best interest of Stillwater Township. He stated that in 2011 the Committee position of Joe Connor must be filled; as well as employee positions for the DPW, Recycling Worker, the Chief Financial Officer, Electrical Inspector, Tax Collector, and a new position for a bookkeeper. In 2011 a revaluation will be completed and a 2 percent budget cap must be met. He thanked the public for their support and confidence in him.

Mr. Fisher thanked the public for their support and stated he will continue to do what is best for all taxpayers, and will be equal and fair to everyone.

**Township Attorney 2011 Appointment:** Mr. Morrison made a **motion** to appoint Lawrence Cohen, law firm of Courter, Kobert and Cohen P.C., seconded by Mr. Fisher.

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

**Labor Attorney 2011 Appointment:** Mr. Morrison made a **motion** to appoint **Howard Vex**, law firm of Courter, Kobert and Cohen P.C., seconded by Mr. Gross.

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

**Liaison Assignments for 2011:** This item will be addressed at the Regular Meeting to be held on Tuesday, January 4, 2011.

**Mayor Scott read the following appointments into the record:**

<b>MUNICIPAL CLERK</b>	JUDITH FISHER	8/2009 TO 8/2011
<b>REGISTRAR</b>	JUDITH FISHER	8/2008 TO 8/2011
<b>DEPUTY REGISTRAR</b>	KATHY WUNDER	8/2008 TO 8/2011
<b>DEPUTY ELECTION OFFICIAL</b>	KATHY WUNDER	
<b>ASSESSMENT SEARCH OFFICIAL</b>	JUDITH FISHER	
<b>AFFIRMATIVE ACTION OFFICER</b>	JUDITH FISHER	
<b>DEPUTY ELECTION OFFICIAL</b>	KATHY WUNDER	
<b>TAX COLLECTOR</b> 28, 2011)	DONNA CLOUSE (RETIRING FEBRUARY	
<b>TAX SEARCH OFFICIAL</b>	DONNA CLOUSE	
<b>TAX ASSESSOR</b>	PENNY HOLENSTEIN	
<b>CMFO/TREASURER</b>	<b>VACANT</b>	
<b>AUDITORS/ACCOUNTANTS</b> COMPANY, LLP	ANTHONY ARDITO, ARDITO AND	
<b>RECYCLING COORDINATOR</b>	KEITH WHITEHEAD	
<b>CLEAN COMMUNITY COORDINATOR</b>	KEITH WHITEHEAD	
<b>TOWNSHIP PROSECUTOR</b>	RICHARD RALPH, ESQ.	
<b>MUNICIPAL PUBLIC DEFENDER</b>	JAMES SLOAN, ESQ.	
<b>TOWNSHIP ENGINEER</b> GUERIN & VREELAND	MICHAEL VREELAND, PE /	
<b>ZONING/CODE ENFORCEMENT OFFICER</b>	ARLENE FISHER	
<b>MUNICIPAL HOUSING LIAISON</b>	ARLENE FISHER	
<b>BUILDING INSPECTOR</b>	CHARLES O'CONNOR	
<b>CONSTRUCTION OFFICIAL</b>	CHARLES O'CONNOR	
<b>SECRETARY TO BUILDING INSPECTOR</b>	RITA BERNSTEIN	
<b>FIRE SUBCODE OFFICIAL/INSPECTOR</b>	WALTER VAN KIRK	
<b>FIRE MARSHALL</b>	WALTER VAN KIRK	
<b>ELECTRICAL INSPECTOR</b>	VACANT	
<b>PLUMBING SUBCODE OFFICIAL</b>	ROBERT HUBER	
<b>SANITARY SUBCODE OFFICIAL</b>	SUSSEX COUNTY BOARD OF HEALTH	
<b>ANIMAL CONTROL OFFICER</b>	ALAN DECAROLIS	
<b>DOG LICENSING CLERK</b>	KATHY WUNDER	
<b>EMERGENCY MANAGEMENT COORDINATOR</b>	ROBERT KLEIN	12/2012
<b>911 COORDINATOR</b>	ROBERT KLEIN	12/2012
<b>DEPUTY EMERGENCY MGT. COORDINATOR</b>	BRIAN HENDERSHOT	12/2013
<b>DEUPTY EMERGENCY MGT. COORDINATOR</b>	JOEL MCALLISTER	12/2013
<b>BOND ATTORNEY</b>	JOHN L. KRAFT, ESQ	

INSURANCE AGENT  
MORVILLE AGENCY

GEORGE MORVILLE/ THE

**RESOLUTIONS:**

**Resolution 2011-1**  
**Meeting Dates and Times for 2011**  
**Township Committee of the Township of Stillwater**  
**Schedule of 2011 Meetings and First 2012 Regular Meeting**

WHEREAS, by the Township Committee of the Township of Stillwater, that regular public meeting dates of the Township Committee of the Township of Stillwater for the year 2011 shall be held on the first and third Tuesday of each and every month.

Workshop meetings will be held on the second and fourth Tuesday, as needed. Meetings will begin with Executive Session at 6:00 p.m. followed by Regular Session which will include the public portion(s) unless otherwise noted, and will commence at 7:00 p.m.

Workshop meetings will commence at 5:00 p.m., and include the provision that action may be taken.

BE IT FURTHER RESOLVED, that Regular meetings and Workshop meetings shall be held at the Municipal Building of the Township of Stillwater, 964 Stillwater Road, Middleville, New Jersey; and

BE IT FURTHER RESOLVED that the following is a list of the dates of the Township Committee meetings in accordance with the terms of this Resolution:

**REGULAR MEETINGS**

January 4 & 18

February 1 & 15

March 1 & 15

April 5 & 19

May 3 & 17

June 7 & 21

July 5 & 19

August 2 & 16

September 6 & 20

October 4 & 18

November 1 & 15

December 6 & 20

January 4 & 18, 2012

**WORKSHOP MEETINGS**

January 11 & 25

February 8 & 22

March 8 & 22

April 12 & 26

May 10 & 24

June 14 & 28

July 12 & 26

August 9 & 23

September 13 & 27

October 11 & 25

November 22

December 13 & 27

January 11 & 25, 2012

Mr. Morrison made a **motion** to adopt Resolution 2011-3, seconded by Mr. Gross.

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

**Resolution 2011-2**

**RESOLUTION DESIGNATING THE OFFICIAL NEWSPAPER**

BE IT RESOLVED by the Township Committee of the Township of Stillwater, in the County of Sussex and State of New Jersey that the New Jersey Herald, the Sunday Herald, and/or the Star Ledger are hereby designated as the official newspapers for legal publications of the Township of Stillwater for the year 2011.

BE IT FURTHER RESOLVED that the bulletin board in the lobby of the Town Hall is hereby designated as the place where all official notices are to be posted.

Mr. Morrison made a **motion** to adopt Resolution 2011-2, seconded by Mr. Gross

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

**Resolution 2011-3**  
**RESOLUTION AUTHORIZING THE CANCELLATION OF TAX OVERPAYMENT OR**  
**DELINQUENT AMOUNTS**  
**TOWNSHIP OF STILLWATER**

WHEREAS, N.J.S.A. 40A:50-17.1 allows for the cancellation of property tax overpayments or delinquent amounts, in amounts less than \$10.00; and

WHEREAS, the governing body may authorize a municipal employee chosen by said body to process, without further action on their part, any cancellation of property tax overpayments or delinquencies (except those representing a full quarter or more of taxes) of less than \$10.00.

NOW, THEREFORE, BE IT RESOVED by the Mayor and Committee of the Township of Stillwater, County of Sussex, State of New Jersey that we hereby authorize the Tax Collector to cancel said tax amounts as deemed necessary.

BE IT FURTHER RESOLVED that a certified copy of this Resolution is forwarded to the Tax Collector and the Township Auditor.

Mr. Gross made a **motion** to adopt Resolution 2011-3, seconded by Mr. Fisher.

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

**Resolution 2011-4**  
**RESOLUTION FIXING THE RATE OF INTEREST**  
**TOWNSHIP OF STILLWATER**

WHEREAS, N.J.S.A. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes or assessments subject to any abatement or discount for late payment of taxes provided by; and

WHEREAS, N.J.S.A. 54:4-67 permits the fixing of said rate of 8% per annum of the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00.

NOW, THEREFORE, BE IT RESOVED by the Township Committee of the Township of Stillwater as follows:

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 and 18% in excess of \$1,500.00 of taxes or assessments becoming delinquent after due date.
2. There will be a ten (10) day grace period of quarterly tax payments made by cash, check or money order for 2010 pursuant to past municipal practice.
3. Pursuant to the authority contained in N.J.S.A. 54:4-99, interest and penalties on any past due and owing and presently delinquent from the residents of the Township of Stillwater who qualify for the Senior/Disability/Surviving Spouse Deductions under N.J.S.A. 54:4-8.41 and 54:4-8.41A be and the same are hereby waived (with the exception of those that go to lien at a tax sale).

BE IT FURTHER RESOLVED, that in addition to the interest provided above, on all delinquencies in excess of \$10,000.00 and which are not paid prior to the end of the calendar year, the Tax Collector shall also collect a penalty of six (6) percent of the amount of the total delinquency in excess of \$10,000.00.

Mr. Gross made a **motion** to adopt Resolution 2011-4, seconded by Mr. Morrison.

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

**Resolution 2011-5**  
**TEMPORARY BUDGET**  
**TOWNSHIP OF STILLWATER**

WHEREAS, 40A:4-19 Local Budget Act provides that where any contracts, commitments or payments are to be made prior to the final adoption of the 2011 Budget, temporary appropriations be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of 2011; and

WHEREAS, total appropriations in the 2011 Budget, less appropriations made for capital improvement fund, debt service and relief of the poor (public assistance) are as follows:

General           \$ 3,190,642.00

WHEREAS, 26.25 percent of the total appropriations in the 2011 Budget less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in the said 2011 Budget is as follows:

General           \$ 837,544.00

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Stillwater, County of Sussex that the 2011 Temporary Budget be adopted and that a certified copy be transmitted to the Chief Financial Officer for her records.

Mr. Gross made a **motion** to adopt Resolution 2011-5, seconded by Mr. Morrison.

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

#### **Resolution 2011-6**

##### **P.A.C.O. (Affirmative Action Officer)**

BE IT RESOLVED that the Mayor and Township Committee of the Township of Stillwater has appointed Judith M. Fisher as the Public Agency Compliance Officer (P.A.C.O) for 2011

BE IR FURTHER RESOLVED that this appointment was made at a meeting of the Township Committee on Tuesday, January 1, 2011.

Mr. Gross made a **motion** to adopt Resolution 2011-6, seconded by Mr. Morrison

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

#### **Resolution 2011-7**

##### **RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT TOWNSHIP OF STILLWATER**

WHEREAS, the Township of Stillwater (hereinafter "Local Unit") has joined the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq.; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the "Fund"; and

WHEREAS, the "Fund" has requested its members to appoint individuals or entities to that position.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the "Local Unit" in the County of Sussex and State of New Jersey, as follows:

1. The Township of Stillwater hereby appoints George Morville, LLC of The Morville Agency as its

Local Risk Management Consultant.

2. The Mayor, Township Clerk, and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2011 in the form attached hereto.

Mr. Gross made a **motion** to adopt Resolution 2011-7, seconded by Mayor Scott.

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

**Resolution 2011-8**

**RESOLUTION ESTABLISHING MILEAGE REIMBURSEMENT FOR 2010**  
**TOWNSHIP OF STILLWATER**

BE IT RESOLVED that it is hereby established that the mileage reimbursement rate for the commencement of calendar year 2011 shall be 48.5 cents per mile.

Mr. Fisher made a **motion** to adopt Resolution 2011-8, seconded by Mr. Gross.

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

**Resolution 2011-9**

**RESOLUTION ADOPTING CASH MANAGEMENT PLAN FOR 2011**  
**TOWNSHIP OF STILLWATER**

BE IT RESOLVED by the Governing Body of the Township of Stillwater that they hereby adopt the Cash Management Plan for the year 2011 which is attached and made a part of this Resolution.

Mr. Gross made a **motion** to adopt Resolution 2011-9, seconded by Mayor Scott.

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

**Resolution 2011-10**

**RESOLUTION AUTHORIZING SIGNATURES ON CHECK**  
**TOWNSHIP OF STILLWATER**

BE IT RESOLVED by the Township Committee of the Township of Stillwater, County of Sussex, New Jersey that the following Township Officials are hereby authorized to sign checks or withdrawal slips for the Stillwater Township General Account where a combination of three principal signatures are required:

Mayor or Deputy Mayor and  
Chief Financial Officer and  
Municipal Clerk or Deputy Clerk if one is appointed  
Or Clerk Typist

BE IT FURTHER RESOLVED that the following Township Officials are hereby authorized to sign checks or withdrawal slips for the Stillwater Township Payroll Account where a combination of two principal signatures are required: Mayor or Deputy Mayor and

Chief Financial Officer and  
Municipal Clerk or Deputy Clerk if one is appointed  
Or Clerk Typist

BE IT FURTHER RESOLVED that signature cards with the signatures of the persons authorized to sign be forwarded to the designated depositories.

Mr. Morrison made a **motion** to adopt Resolution 2011-10, seconded by Mr. Fisher.

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

**Resolution 2011-11**

**RESOLUTION**  
**2011 HOLIDAY SCHEDULE**

BE IT RESOLVED by the Township Committee of the Township of Stillwater that the 2011 Holiday Schedule be adopted as listed below:

New Year's Day

January 1, 2011

Martin Luther King Jr. Day	January 17, 2011
President's Day	February 21, 2011
Good Friday	April 22, 2011
Memorial Day	May 30, 2011
Independence Day	July 4, 2011
Labor Day	September 5, 2011
Columbus Day	October 10, 2011
Election Day	November 8, 2011
Veteran's Day	November 11, 2011
Thanksgiving Day	November 24, 2011
Christmas Day	December 26, 2011
New Year's Day (2012)	January 2, 2012

Mr. Morrison made a **motion** to adopt Resolution 2011-11, seconded by Mr. Gross.

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

The following resolutions will be considered at the Regular Meeting to be held on Tuesday, January 4, 2011.

**Resolution 2011-12:** Morris County Cooperative Pricing Council

**Resolution 2011-13:** Authorize Tax Assessor & Twp Attorney to handle Tax Appeals

**Resolution 2011-14:** 2011 Open Space Trust Fund

**ORDINANCE:** 1<sup>st</sup> Reading Ordinance 2011-1 Calendar Year 2011 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank

Mr. Morrison made a **motion** to introduce Ordinance 2011-1, seconded by Mr. Gross.

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

The 2<sup>nd</sup> reading and public hearing for Ordinance 2011-1 will be held on January 18, 2011.

**Announcements:**

- 2011 dog licenses are due during the month of January.
- The next regular Township Committee meeting will be held on January 4, 2011.
- The first budget meeting of 2011 will be held on Saturday, January 15, 2011.

The Committee wished all a very Happy, Healthy New Year!

There being no further business, Mr. Gross moved to adjourn the meeting at 11:05 p.m., seconded by Mr. Fisher. In a voice vote, all agreed.

Respectfully submitted,

Kathy Wunder