

STILLWATER TOWNSHIP COMMITTEE MEETING
MINUTES
February 20, 2018
Regular Meeting

A REGULAR MEETING of the Stillwater Township Committee was called to order by Mayor Chamblings 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.

PRESENT: Committeeman Gross, Deputy Mayor Morrison, Committeeman Scott, Mayor Chamblings, Committeeman Fisher, Municipal Clerk Lynda Knott, Township Attorney Angelo Bolcato and Labor Attorney Howard Vex.

EXECUTIVE SESSION:

After the reading of the following Resolution to enter into Executive Session, a **motion** was made by Mr. Scott, seconded by Mr. Morrison 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: Personnel,
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 Mr. Scott, seconded by Mr. Morrison to conclude the Executive Session at 6:58 p.m., unanimously carried by roll call vote.

Regular Session:

The Flag was saluted.

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:

2018-034 Authorizing the refund of dog license overpayment

REPORTS:

DPW Monthly Report for January 2018
Convenience Center Report for December 2017
SC Board of Health Report for December 2017
Building Department Report for January 2017
Environmental Commission Minutes of December 11, 2017
QPA Report for January 2018
Zoning Official Report for January 2018

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

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

BILLS LIST #3 \$156,814.36

RESOLUTION 2018-035 PAYMENT OF BILLS

Mr. Scott made a **motion** to adopt Resolution 2018-035, seconded by Mr. Gross.

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

AMENDMENTS TO THE AGENDA:

Resolution 2018-037 Authorizing an Appropriation Reserve Transfer for the Year 2017

Mr. Scott made a **motion** to adopt Resolution 2018-037, seconded by Mr. Gross.

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

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 .

NEW BUSINESS

ORDINANCE 2018-01 Introduction [Public Hearing and Adoption March 6, 2018]

CALENDAR YEAR 2018 ORDINANCE OF THE TOWNSHIP OF STILLWATER, COUNTY OF SUSSEX, NJ TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK

(N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Township Committee of the Township of Stillwater in the County of Sussex finds it advisable and necessary to increase its CY 2018 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Township Committee hereby determines that a 1% increase in the budget for said year, amounting to \$23,145.11 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Stillwater, in the County of Sussex, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2018 budget year, the final appropriations of the Township of Stillwater shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$81,007.87, and that the CY 2018 municipal budget for the Township of Stillwater be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

Mr. Scott made a **motion** Introduce Ordinance 2018-01, seconded by Mr. Fisher

Roll Call Vote: Mr. Gross, no, Mr. Morrison, yes, Mr. Scott, yes, Mr. Fisher, yes, Mayor Chammings, yes

COMMITTEE REPORTS:

Mr. Fisher reported that Stillwater Township had received a 2018 DOT Grant in the amount of \$140,000.00 for the West End Drive – Phase I project.

RESOLUTION 2018-036 Authorizing Tax Sale Certificates be foreclosed by the summary proceedings
In REM

Mr. Scott made a **motion** Introduce Resolution 2018-036, seconded by Mr. Gross

Mr. Morrison asked if the properties were lots or homes. Gisela Rutnik, Stillwater Township's tax collector was in attendance and said the properties were lots although some of the lots may be buildable but the majority of the lots were in the area of Lake Plymouth.

Roll Call Vote: Mr. Gross, no, Mr. Morrison, yes, Mr. Scott, yes, Mr. Fisher, yes, Mayor Chamblings, yes

DISCUSSION ITEMS:

2018 Budget Discussion: Salary and Wages

CFO Dana Mooney joined the meeting.

Mayor Chamblings stated she had asked employees who were looking for something other the raise to be given to all other non-union employees to submit their requests in writing and speak to the Township Committee at tonight's meeting in either Executive or Regular Session. There was one employee who chose Executive Session and there were two other employees making requests. Mayor Chamblings noted that although there is discussion no action on salary and wages would be taken tonight.

At this time Mr. Fisher recused himself from discussion at 7:35 p.m.

Mrs. Arlene Fisher, Zoning Officer and Code Enforcement Officer is requesting an additional two hours a week in order to keep up with her workload on vacant and abandoned properties. Mrs. Fisher stated that it was a labor intensive process to keep up with knowing who is in charge of property maintenance. Mayor Chamblings asked where the extra hour(s) would fit in Mrs. Fisher's schedule. Mrs. Fisher said she would work an extra half-hour on Tuesday and Thursday and an extra hour on Friday. Mr. Morrison stated that the monthly report presented by Mrs. Fisher gave him more of an idea of her workload and perhaps they would see if one hour would be enough and this year and if not an additional hour would be given next year.

Mr. Fisher re-joined the Township Committee at 7:47 p.m.

Mrs. Kathy Wunder, Principal Clerk Typist and Environmental Secretary requested she be allowed to do her Environmental Commission work during the day at Town Hall instead of at home. Mrs. Wunder cited other positions that overlap during the day such as Registrar, Deputy Registrar and QPA. There was discussion and the Township Committee agreed to Mrs. Wunder's request as long as time permits and her other duties were handled.

The Township Committee also discussed the 2% and/or 3% raise that will be given to the non-union employees. Mr. Gross and Mr. Scott said they were in favor of a 2% raise. Mayor Chamblings asked CFO Dana Mooney what the monetary difference would be between the 2% and 3% raise. Ms. Mooney replied the difference is \$4,000.00. Mayor Chamblings asked the CFO when she would be able to make all the changes to the budget that had already been discussed so the Township Committee could see where it stands. Ms. Mooney said she would have it for review prior to the March 6, 2018 meeting for further discussion and finalization.

Mr. Josh Raff, Superintendent of the DPW was also in attendance. Although the DPW has a negotiated contract and their raises are already set for 2018 Mr. Raff wanted to bring to the Township Committee's attention the Assistant Supervisor's stipend that was previously discussed at an earlier meeting during this discussion of salary and wages to be added to the budget.

Open Public Session:

Mr. Lee Hammond, 904 Maple Lane, spoke about the latest mass shooting in Florida as well as other mass shootings and voiced his concerns for much needed gun control. He asked the Township Committee to consider putting together something in writing to go to the County, State and Federal governments stating that the Township supports gun control reform

There being no other members of the public wishing to speak, this portion of the meeting was closed 8:40 p.m.

There being no further business, Mr. Scott made a **motion** to adjourn the meeting at 8:40 p.m., seconded by Mr. Fisher. In a voice vote, all were in favor.

Respectfully submitted,

Lynda Knott, RMC
Township Clerk