

**STILLWATER TOWNSHIP COMMITTEE MEETING**  
**MINUTES**  
**May 22, 2018**  
**Regular Meeting**

A REGULAR MEETING of the Stillwater Township Committee was called to order by Mayor Chamblings 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: Deputy Mayor Morrison, Committeeman Scott, Mayor Chamblings, Municipal Clerk Lynda Knott, Attorney Angelo Bolcato

ABSENT: Committeeman Fisher, Committeeman Gross

**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 6:02 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; Attorney Client; Real Property
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 7:08 p.m., unanimously carried by roll call vote.

**REGULAR SESSION:**

**PROCLAMATION: Recognizing 50 Years of Laurel Ridge and Women in Camping, June 15<sup>th</sup>-17<sup>th</sup>**

Following the reading of the proclamation by Mayor Chamblings, it was presented to Bob Kahle, Executive Director of the Fairview Lake YMCA.

**P r o c l a m a t i o n**  
**of the**  
**Stillwater Township Committee**  
**Presented to**  
**Fairview Lake YMCA Camps**

***Recognizing 50 Years of Laurel Ridge and Women in Camping***

**WHEREAS**, Fairview Lake YMCA Camps, is a cause driven non-profit camp and conference center serving over 24,000 guests annually

**WHEREAS**, In 1968 Camp Laurel Ridge was founded, opening the Fairview Lake Camp experience to women for the first time; and

**WHEREAS**, 2018 will mark 50<sup>th</sup> anniversary of this founding and more importantly 50 years of providing a deep and inspirational impact on thousands of women; and

**WHEREAS**, during the 2017 summer camp season, 500 young women came to camp and over 12,500 women of all ages attended programs; and

**WHEREAS**, the YMCA, through their cause-driven initiatives, focus on Healthy Living, Social Responsibility and Youth Development for the community; and

**WHEREAS**, it is appropriate to recognize the value and accomplishments that Fairview Lake's Camp Laurel Ridge has had on the community; and

**WHEREAS**, much as it did in 1968, Camp Laurel Ridge continues to prepare young women for life's experiences;

**NOW, THEREFORE**, I, Lisa Chammings, Mayor of Stillwater Township do hereby proclaim the June 15th-17th, 2018, as "THE CELEBRATION OF 50 YEARS OF LAUREL RIDGE AND WOMEN IN CAMPING WEEKEND" and urge all citizens to join me in congratulating the Fairview Lake YMCA Camps in this historic milestone and encourage families to become involved in the celebration and upcoming programs.

**PRESENTATION: 2017 Audit – Valerie Dolan, CPA – Nisivoccia, LLP**

Ms. Dolan reviewed the following:

- Fund balance of \$3.2 million at the end of last year; an increase of \$320,000 over last year – it was replenished back into the 2018 budget
- Slight decrease in tax collection rate 97.19 to 96.55
- Trust Reserves: Storm Recovery Reserve - \$262,000; Sick leave - \$62,000; Open Space - \$80,000
- Capital outstanding note debt of \$1,698,500; debt ratio of .388% less than 3.5% allowed

Comments:

- Segregation of duties
- Tax title liens 105+ (\$400,000)
- Fixed Assets System
- New Accounting Standard – post-retirement medical benefits information; may be a delay in audit next year depending on when the information is received from the State.

**Fixed Assets System:** Dana Mooney, CFO, obtained three quotes and made a recommendation based on cost and favorable reviews from other CFOs. Quotes were provided to the Committee for their review.

- TAG Consulting Group Corp.
- Acclaim Inventory LLC
- Industrial Appraisal Company

Ms. Mooney suggested having the company hired perform updates for the first year and once the CFO office is familiar with the system it would be done in-house, resulting in a decrease in cost.

Mr. Scott made a **motion** to hire TAG Consulting Group Corp. seconded by Mr. Morrison.

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

**Liens:** Mr. Bolcato stated June 8<sup>th</sup> is the deadline for redemption. Following the deadline, the town will move forward with foreclosing on 20 properties.

**RESOLUTION 2018-071 Certification of the Annual Audit**

**GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT**

**RESOLUTION 2018-071**

WHEREAS, N.J.S.A .40a:5-4 requires the governing body of every unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year 2009 has been filed by a Registered Municipal Accountant and with the Municipal Clerk pursuant to N.J.S.A .40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6-5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations"; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the annual Audit entitled "Comments and Recommendations", as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6-5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provision of the R.S. 52:27BB-52 to wit:

R.S. 52:27BB-52: A local officer or member of the local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the Director (Director of Local Government Services), under provisions of this Article, shall be guilty of a misdemeanor and upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year or both, in addition shall forfeit his office.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Stillwater, hereby states that it has complies with N.J.A.C. 5:30-6-5 and does hereby submit a certified copy of the resolution and the required affidavit to said Board to show evidence of said compliance.

Mr. Scott made a **motion** to adopt Resolution 2018-071, seconded by Mr. Morrison.

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

#### **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:**

April 17, 2018 Regular Meeting Minutes

May 1, 2018 Regular and Executive Session Meeting Minutes

#### **RESOLUTIONS:**

**2018-058** Authorizing the Mayor to Execute Agreement with Garden State Fireworks

**2018-066** Authorizing Payment of Lien Redemption – Block 3705, Lot 1

**2018-067** Authorizing Refund of Summer Camp Registration Fee

**2018-068** In Support of State Highway 23 and Gingerbread Castle Road Improvement

**2018-069** Authorizing Reimbursement to Crandon Lakes for 2017 Snow Plowing

**2018-070** Authorizing Reimbursement to Paulinskill Lake Association for 2017 Snow Plowing

Mr. Morrison made a **motion** to approve the minutes and resolutions as listed, seconded by Mr. Scott.

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

#### **REPORTS:**

SC Board of Health Report of March 2018

Tax Collector Reports of April 2018

DPW Report of April 2018  
Building Department Report of April 2018  
QPA Report of April 2018  
Environmental Commission Minutes of March 12, 2018  
Zoning Board of Adjustment Annual Report for 2017  
Zoning Officer Report of April 2018  
Rescue Squad Report for 1<sup>st</sup> Quarter 2018  
Mr. Morrison made a **motion** to accept the reports as listed, seconded by Mr. Scott.  
**Roll Call Vote:** Mr. Morrison, yes, Mr. Scott, yes, Mayor Chammings, yes

**BILLS LIST #9: \$279,389.39**

**RESOLUTION 2018-072 PAYMENT OF BILLS**

Mr. Scott made a **motion** to adopt Resolution 2018-059, seconded by Mr. Morrison.

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

**AMENDMENTS TO AGENDA:** Add: Proclamation for Eileen Klose, Hampton Township Administrator; Resolutions – 2018-074, 2018-075, 2018-76 and 2018-77

**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.**

**OLD BUSINESS**

**ORDINANCE 2018-05 Public Hearing and Adoption**

**THE TOWNSHIP OF STILLWATER**

**SUSSEX COUNTY, NEW JERSEY**

**May 1, 2018**

**Ordinance No. 2018-05**

**CAPITAL ORDINANCE APPROPRIATING \$151,000 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 \$151,000, 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 \$151,000.00 appropriations, the Township will use \$131,000.00 from the General Capital Improvement Fund, and \$20,000.00 from the Open Space Trust Fund.

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:

General Administration:

Purchase of Meeting Room Chairs and a new  
Telecommunications System, including all related

Equipment and installation services	\$ 12,500.00	General C.I.F.
Emergency Services Departments:		
Helmets, Pagers & Toughbooks for First Aid Squad, Hi Band Pagers, Transmitter Increase at Site 1606, Receiver Site, Scott Masks & SCBA Bottles for Fire Dept		
	\$ 82,900.00	General C.I.F.
Public Works Equipment:		
Generator, Entry Door and Garage Doors for DPW Building, Fuel Tanks and Gas Pump		
	\$ 27,800.00	General C.I.F.
Building & Grounds:		
Alarm system for Town Hall	\$ 2,800.00	General C.I.F.
Recreation:		
Playground Phase I – Veteran’s Park	\$ 20,000.00	Open Space Trust
Parking Lot Phase I – Veteran’s Park	\$ 5,000.00	General C.I.F.

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. Scott made a **motion** to open the meeting for public comment on Ordinance 2018-05, seconded by Mr. Morrison. There being no public comment on Ordinance 2018-05, this portion of the meeting was closed.

Mr. Scott made a **motion** to adopt Ordinance 2018-05, seconded by Mr. Morrison.

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

**ORDINANCE 2018-06 Public Hearing and Adoption**

**STILLWATER TOWNSHIP,  
SUSSEX COUNTY, NEW JERSEY**

**ORDINANCE 2018-06**

**BOND ORDINANCE APPROPRIATING \$694,100, AND AUTHORIZING THE ISSUANCE OF \$526,317 BONDS OR NOTES OF THE TOWNSHIP, FOR VARIOUS IMPROVEMENTS OR 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** (not less than two-thirds of all the members thereof affirmatively concurring), **AS FOLLOWS:**

The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized as general improvements to be made or acquired by The Township of Stillwater, in the County of Sussex, 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, except as described in paragraph (c) of said Section 3, being inclusive of all appropriations heretofore made therefor and amounting in the aggregate to \$694,100 including the aggregate sum of \$27,783 as the several down payments for said improvements or purposes required by law and more particularly described in said Section 3 and now available therefor by virtue of provision in a previously adopted budget or budgets of the Township for down payment or for capital improvement purposes and including also, in the case of the improvement or purpose described in paragraph (b) of said Section 3, the sum of \$140,000 received or expected to be received by the Township from the New Jersey Department of Transportation, as a grant-in-aid of financing said improvement or purpose.

For the financing of said improvements or purposes and to meet the part of said \$694,100 appropriations not provided for by application hereunder of said down payments and grant, negotiable bonds of the Township are hereby authorized to be issued in the principal amount of \$526,317 pursuant to the Local Bond Law of New Jersey. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable notes of the Township in a principal amount not exceeding \$526,317 are hereby authorized to be issued pursuant to and within the limitations prescribed by said Local Bond Law.

The improvements hereby authorized and the several purposes for the financing of which said obligations are to be issued, the appropriation made for and estimated cost of each such purpose, and the estimated maximum amount of bonds or notes to be issued for each such purpose, are respectively as follows:

<u>IMPROVEMENT OR PURPOSE</u>	<u>APPROPRIATION AND ESTIMATED COST</u>	<u>ESTIMATED MAXIMUM AMOUNT OF BONDS AND NOTES</u>
(a) Acquisition, by purchase, of new and additional vehicular equipment for use by the Department of Public Works of the Township, including one (1) truck, together with all appurtenances, apparatus and accessories necessary therefor or incidental thereto, all as shown on and in accordance with the specifications therefor on file or to be filed in the office of the Township Clerk and hereby approved	181,000	171,950
(b) Improvement of West End Drive in and by the Township by the construction or reconstruction therein of a roadway pavement at least equal in useful life or durability to a roadway pavement of Class B construction (as used or referred to in Section 40A:2-22 of said Local Bond Law), together with all sidewalks, curbing, structures, appurtenances, milling, drainage improvements, equipment, work and materials necessary therefor or incidental thereto, all as shown on and in accordance with the plans and specifications therefor on file or to be filed in the office of the Township Clerk and hereby approved, the \$225,000 appropriation hereby made therefor being inclusive of the amount of \$140,000 received		

or expected to be received by the Township from the New Jersey Department of Transportation as a grant-in-aid of financing said improvement	225,000	80,750
(c) Improvement of Old Schoolhouse Road in and by the Township by the construction or reconstruction therein of a roadway pavement at least equal in useful life or durability to a roadway pavement of Class B construction (as such term is used or referred to in Section 40A:2-22 of said Local Bond Law), including all structures, appurtenances, milling, curb and sidewalk reconstruction, drainage improvements, retaining walls, equipment, work and materials necessary therefor or incidental thereto, all as shown on and in accordance with the plans and specifications therefor on file or to be filed in the office of the Township Clerk and hereby approved, the \$98,000 hereby appropriated therefor being exclusive of amounts heretofore appropriated therefor by ordinance #2016-007 of the Township	98,000	93,022
(d) Improvement of various roads and locations in and by the Township by the construction or reconstruction therein of roadway pavements at least equal in useful life or durability to a roadway pavement of Class B construction (as such term is used or referred to in Section 40A:2-22 of said Local Bond Law) including, without limitation, the Five Points intersection, together with all structures, appurtenances, milling, curb and sidewalk reconstruction, drainage improvements, retaining walls, equipment, work and materials necessary therefor or incidental thereto, all as shown on and in accordance with the plans and specifications therefor on file or to be filed in the office of the Township Clerk and hereby approved	170,100	161,595
(e) Improvement of Stillwater Park in and by the Township, including rehabilitation of the driveway, pathways and the roof on the shed, together with all landscaping, equipment, site work, work and materials necessary therefor or incidental thereto, all as shown on and in accordance with the plans and specifications therefor on file or to be filed in the office of the Township Clerk	<u>20,000</u>	19,000
Totals	<u>\$694,100</u>	<u>\$526,317</u>

Except as otherwise stated in paragraph (b) above with respect to the said \$140,000 grant-in-aid of financing the purpose described in said paragraph, the excess of the appropriation made for each of the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the said down payment for said purpose.

The following additional matters are hereby determined, declared, recited and stated:

The said purposes described in Section 3 of this bond ordinance are not current expenses and each is 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 specially 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 from the date of the said bonds authorized by this bond ordinance, is 8.54 years.

The supplemental debt statement required by said Local Bond Law has been duly made and filed in the office of the Township Clerk and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey, and such statement shows that the gross debt of the Township as defined in said Local Bond Law is increased by the authorization of the bonds and notes provided for in this bond ordinance by \$526,317, and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

Amounts not exceeding \$70,000 in the aggregate for interest on said obligations, costs of issuing said obligations, engineering costs and other items of expense listed in and permitted under Section 40A:2-20 of said Local Bond Law may be included as part of the costs of said improvements and are included in the foregoing estimate thereof.

The funds from time to time received by the Township on account of the \$140,000 grant referred to in Section 1 of this bond ordinance shall be used for financing the improvements or purposes described in paragraph (b) of Section 3 of this bond ordinance by application thereof either to direct payment of the costs of said improvements or purposes, or to payment or reduction of the authorization of the obligations of the Township authorized therefor by this bond ordinance. Any such funds so received may, and all such funds so received which are not required for direct payment of the costs of said improvements or purposes shall, be held and applied by the Township as funds applicable only to the payment of obligations of the Township authorized by this bond ordinance.

All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer, provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with the notes issued pursuant to this bond ordinance, and the Chief Financial Officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. 40A:2-8. The Chief Financial Officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the dates of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body of the Township at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the principal amount, interest rate and maturities of the notes sold, the price obtained and the name of the purchaser.

The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and interest on the said obligations authorized by this bond ordinance. Said obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy ad valorem taxes upon all the taxable property within the Township for the payment of said obligations and interest thereon without limitation of rate or amount.

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.

This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by said Local Bond Law.

Mr. Scott made a **motion** to open the meeting for public comment on Ordinance 2018-06, seconded by Mr. Morrison. There being no public comment on Ordinance 2018-06, this portion of the meeting was closed.

Mr. Scott made a **motion** to adopt Ordinance 2018-06, seconded by Mr. Morrison.

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

## **NEW BUSINESS**

### **RESOLUTION 2018-073:**

#### **STILLWATER TOWNSHIP SUSSEX COUNTY, NEW JERSEY RESOLUTION 2018-073**

#### **RESOLUTION AWARDED CONTRACT FOR RIDGE ROAD IMPROVEMENTS – PHASE I & II**

WHEREAS, the Township of Stillwater advertised for the receipt of sealed competitive bids for Ridge Road Improvements – Phase I & II; and

WHEREAS, the Township accepted sealed, competitive bids on May 8, 2018 for Ridge Road Improvements – Phase I & II; and

WHEREAS, the Township received six (6) sealed competitive bids in the following amounts: Smith-Sondy Asphalt Construction Co., \$276,793.92; Atlantic Management and Construction, Inc. \$277,457.92; Mike Fitzpatrick & Son Inc. \$291,577.92; Reivax Contracting Corporation \$291,929.92; Top Line Construction Corp. \$293,458.11 and C & V Paving Contractors, Inc. \$303,188.77; and

WHEREAS, the Township Attorney has reviewed the bids for compliance with the Local Public Contracts Law and the Township's bidding requirements; and

WHEREAS, Smith-Sondy Asphalt Construction Co. is the lowest responsive, responsible bidder for the Township's request for bids on May 8, 2018; and

WHEREAS, the Township Engineer concurs in the recommendation of the award of a bid to Smith-Sondy Asphalt Construction Co.;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Stillwater that the Township does hereby award a bid to Smith-Sondy Asphalt Construction Co. in an amount not to exceed \$276,793.92 for Ridge Road Improvements – Phase I & II; and

BE IT FURTHER RESOLVED that the award of this bid is subject to certification of the availability of funds by the Chief Financial Officer; and

BE IT FURTHER RESOLVED that this Resolution is contingent upon approval of the New Jersey Department of Transportation's providing funding for this project.

BE IT FURTHER RESOLVED that the Township Clerk shall notify all bidders of the award of the bid to Smith-Sondy Asphalt Construction Co.; and

Mr. Morrison made **motion** to adopt Resolution 2018-073, seconded by Mr. Scott.

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

### **RESOLUTION 2018-074:**

#### **STILLWATER TOWNSHIP COUNTY OF SUSSEX RESOLUTION 2018-074**

**MAYOR'S APPOINTMENT OF JOSHUA RAFF  
AS ROAD REPAIRER SUPERVISOR  
WITH COMMITTEE CONCURRENCE**

THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Stillwater do hereby concur with the Mayor's appointment of Joshua Raff as Road Repairer Supervisor effective January 1, 2018 with a daily stipend of \$35.00.

Mr. Scott made a **motion** to adopt Resolution 2018-074, seconded by Mr. Morrison.

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

**RESOLUTION 2018-075:**

**Stillwater Township  
Sussex County, New Jersey  
Resolution 2018-075  
RESOLUTION OF THE TOWNSHIP COMMITTEE  
OF THE TOWNSHIP OF STILLWATER  
AUTHORIZING THE ISSUANCE OF RAFFLE LICENSES  
RA-18-03, RA-18-04 AND RA-18-05**

WHEREAS the following Raffle Applications with required fees have been submitted for Township Committee approval;

<u>Raffle #</u>	<u>Applicant</u>	<u>Date</u>	<u>Type of Game</u>
RA-03	Stillwater Emergency Rescue Squad	9/21/18	50/50
RA-04	Stillwater Emergency Rescue Squad	9/21/18	Tricky Tray
RA-05	Stillwater Emergency Rescue Squad	10/13/18	50/50

WHEREAS said Raffle Applications have been provided to the Township Committee and New Jersey State Police for their review;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Stillwater, County of Sussex, State of New Jersey, the following:

The appropriate officials are hereby authorized to execute the findings and determination for the above application and shall forward same to the Legalized Games of Chance Control Commission (LGCCC) for review.

That the above license shall be issued pending LGCCC approval, pursuant to N.J.A.C. 13.1 et seq.

Mr. Scott made a **motion** to adopt Resolution 2018-075, seconded by Mr. Morrison.

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

**RESOLUTION 2018-076:**

**Stillwater Township  
Sussex County, New Jersey  
Resolution 2018-076  
RESOLUTION OF THE TOWNSHIP COMMITTEE  
OF THE TOWNSHIP OF STILLWATER  
AUTHORIZING THE ISSUANCE OF RAFFLE LICENSES  
RA-18-03, RA-18-04 AND RA-18-05**

WHEREAS the following Raffle Applications with required fees have been submitted for Township Committee approval;

<u>Raffle #</u>	<u>Applicant</u>	<u>Date</u>	<u>Type of Game</u>
RA-03	Stillwater Emergency Rescue Squad	9/21/18	50/50
RA-04	Stillwater Emergency Rescue Squad	9/21/18	Tricky Tray
RA-05	Stillwater Emergency Rescue Squad	10/13/18	50/50

WHEREAS said Raffle Applications have been provided to the Township Committee and New Jersey State Police for their review;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Stillwater, County of Sussex, State of New Jersey, the following:  
The appropriate officials are hereby authorized to execute the findings and determination for the above application and shall forward same to the Legalized Games of Chance Control Commission (LGCCC) for review.

That the above license shall be issued pending LGCCC approval, pursuant to N.J.A.C. 13.1 et seq.  
Mr. Scott made a **motion** to adopt Resolution 2018-076, seconded by Mr. Morrison.

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

**RESOLUTION 2018-077:**

**STILLWATER TOWNSHIP,  
SUSSEX COUNTY  
RESOLUTION 2018-077  
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP  
OF STILLWATER AUTHORIZING THE APPOINTMENT OF JEFFREY C.  
GARDNER  
AS FULL-TIME DPW LABORER**

THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Stillwater appoint of Jeffrey C. Gardner as a Full-Time DPW Laborer pursuant to the Collective Bargaining Agreement. Mr. Gardner employment is effective June 2, 2018.

BE IT FURTHER RESOLVED that this appointment was made at a meeting of the Township Committee on Tuesday, May 22, 2018.

Mr. Scott made a **motion** to adopt Resolution 2018-077, as amended to include the starting date of 6/2/18, seconded by Mr. Morrison.

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

**COMMITTEE REPORTS:**

**Mayor Chamblings:**

- The Environmental Commission and Planning Board discussed updating the Open Space and Recreation Plan. The Mayor reviewed the current plan and suggested asking the following individuals to assist – Mr. Sylvester, Mrs. Schemm, Mr. Branagan, Ms. Drum, and Committeeman Morrison. A meeting will be scheduled once a Committee has been formed.

- Mayor Chamblings and Ms. Knott attended a retirement party for Eileen Klose, Administrator of Hampton Township, and presented her with a proclamation recognizing her 29 years of service, contributions and accomplishments.

- Planning Board met on May 16<sup>th</sup> and memorialized a resolution for the North Shore House. A discussion was held on the use of millings by residents. The Zoning Officer has available the DEP guidelines with recommendations for those residents interested in doing so.

**Committeeman Scott:**

Mr. Scott expressed his dismay with the lack of action by JCP&L during the recent storm. It is ridiculous for residents to be out of power for such an extended period of time. He felt JCP&L should be informed of the township's dissatisfaction. Mr. Scott commended the Stillwater and County DPW for getting trees cleared and roads opened so quickly. He asked for a thank you letter to be sent to the County. Mayor Chamblings noted roads remained closed for an unacceptable period of time due to the lack of maintenance and response by CenturyLink and cable. Mayor Chamblings suggested writing a strong letter to the BPU; Tom Bailey of CenturyLink has offered to drive around the township with her to observe the issues. She will continue to work on a resolution to the matter.

**ATTORNEY REPORT:**

Mr. Bolcato reported he was contacted by an attorney who indicated his client had paid off a tax lien for property in Stillwater that he did not own and had no tax sale certificate. Mr. Bolcato asked him to put the details in writing to the Committee for their review.

**DISCUSSION ITEMS:**

**Shared Service Agreement Renewal – Fire Marshal:** Mr. Bolcato will send the agreement back to the County requesting one revision and the item will be added to the next agenda for consideration.

**Service Electric Cable TV Renewal:** The Committee had requested changes to the line policy and SECTV has indicated they could not agree to the requests as it is an established policy for all municipalities. The agreement will be renewed and the town will keep a record of input and complaints from residents so they can be addressed during the next renewal period. A history of lack of action by SECTV could result in a shorter franchise renewal period. Mayor Chamings will draft a letter to BPU including points residents have shared with her.

Mayor Chamings asked the public to report any trees down on homes that are bank-owned or vacant to the Zoning Officer. The Zoning Officer has the contact information for foreclosed and abandoned/vacant homes and can have the issue addressed.

**Open Public Session:**

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

**Elijah Keppler, 913 Homestead Drive** stated he was out of power and internet for an extended period of time during the last two storms. He complained about lack of service to the rural area. He stated he is involved in the agriculture shop at school and Stillwater is a resource for forestry. Elijah attended the Township Committee meeting tonight for his boy scout citizenship in the community badge. He is planning on attending an environmental college and becoming a park ranger.

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

**Memorial Day Service:** Mayor Chamings announced that the Annual Memorial Day Service will be held Monday, May 28, 2018 beginning at 10 a.m. at Veteran's Memorial Park. All are invited to attend.

There being no further business, Mr. Scott made a **motion** to adjourn the meeting, seconded by Mr. Morrison. In a voice vote, all were in favor.

Respectfully submitted,

Kathy Wunder