

STILLWATER TOWNSHIP COMMITTEE MEETING
MINUTES
November 20, 2018
Regular Meeting

A REGULAR MEETING of the Stillwater Township Committee was called to order by Mayor Chamblings at 7:08 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 Gross, Committeeman Scott, Committeeman Fisher, Mayor Chamblings, Municipal Clerk Lynda Knott, Attorney Angelo Bolcato.

EXECUTIVE SESSION:

After the reading of the following Resolution to enter into Executive Session, a **motion** was made by Mr. Scott, seconded by Mr. Gross and carried by roll call vote to adopt the resolution permitting the Committee to go into Executive Session at 6:33 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, Contract, Real Property, Litigation/Potential Litigation
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. Fisher to conclude the Executive Session at 7:08 p.m., unanimously carried by roll call vote.

REGULAR SESSION:
RESOLUTION 2018-111:

STILLWATER TOWNSHIP
SUSSEX COUNTY, NEW JERSEY
RESOLUTION 2018-111

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF STILLWATER SUPPORTING ESTABLISHMENT OF THE
STILLWATER TOWNSHIP COMMUNITY EMERGENCY RESPONSE TEAM

WHEREAS, many communities are establishing Community Emergency Response Teams (“CERT”) in order to educate residents about disaster preparation and providing residents with training in basic disaster response skills such as fire safety, search and rescue, team organization and disaster medical operations. This training provides CERT members with the ability to assist their families, co-workers and communities in the event of a disaster; and

WHEREAS, a successful CERT program involves commitment by the residents, local government, emergency management and response agencies such as police, fire and rescue squad personnel; and

WHEREAS, the Township of Stillwater intends to establish a Community Emergency Response Team; and

WHEREAS, a team of community volunteers has met to discuss the advantages and procedures for forming a “CERT” for Stillwater Township; and

WHEREAS, the team of community volunteers has also met with other local communities who have an established “CERT” program to review the formation process; and

WHEREAS, the Stillwater Township Committee supports the establishment of a local CERT program within the township; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Stillwater hereby agree to establish the Stillwater Township “CERT” under the direction of the Stillwater Township Office of Emergency Management.

BE IT FURTHER RESOLVED as part of the initial actions necessary to form the CERT, the CERT shall develop a management and operations plan as well as a budget including proposed funding sources with will be subject to review and approval by the Township Committee to the extent that any funds are to be expended by the Township.

This resolution shall take effect immediately.

Certificates were awarded to Marcia Brady, Kathleen Marshall, Charles Keppler and Paul LaMarca, acknowledging their completion of the CERT program.

The County CERT Coordinator, Bob Haffner was introduced and Mrs. Bradley thanked the Committee for their assistance and support for the program.

Mr. Scott made a **motion** to adopt Resolution 2018-111, seconded by Mr. Gross.

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

MINUTES:

Regular and Executive Meeting Minutes: October 2, 2018

Mr. Scott made a **motion** to approve the minutes of October 2, 2018, seconded by Mr. Gross.

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

Regular Meeting Minutes: October 16, 2018

Mr. Scott made a **motion** to approve the minutes of October 16, 2018, seconded by Mr. Fisher.

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

RESOLUTIONS:

2018-108 Authorizing Award of Contract for Special Conflicts Counsel

2018-109 Authorizing a Transfer of 2018 Appropriations

2018-110 Authorizing a Shared Service Agreement with Sandyston Township for Services of a Qualified Purchasing Agent

2018-112 Authorizing the Refund of Permit Fees

2018-113 Mayor’s Appointment of Theresa K. VanArsdale as a Member of the Stillwater Area Volunteer Fire Department with Committee Concurrence

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

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

REPORTS:

Animal Control Officer Report – 2nd/3rd Quarter 2018

SC BOH Report of September 2018

DPW Monthly Report of October 2018

REPORTS cont'd:

QPA Report of October 2018

Building Department of October 2018

Mr. Scott made a **motion** to accept the reports as submitted, seconded by Mr. Fisher.

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

BILLS LIST #17: \$1,229,991.12

RESOLUTION 2018-114 PAYMENT OF BILLS

Mr. Scott made a **motion** to adopt Resolution 2018-114, seconded by Mr. Morrison.

Mr. Gross expressed concern with the increase in bills submitted by the fire department. He noted he was not aware of the expenditures until he received the purchase orders for signature. He will follow-up with the CFO.

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

AMENDMENTS TO AGENDA: None

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:

Tax Assessor Report: Mr. Fisher questioned why a monthly report is not provided by the Tax Assessor. He discussed partial assessments and would like a report on such. He was recently appointed as a Construction Official and has become aware of the need for partial assessments. Added assessments are completed annually however partial assessments should be done on work in progress. Mr. Morrison agreed a monthly report should be submitted. Ms. Knott noted a report is provided for tax appeals.

Junior Firefighter Bill: Mayor Chamblings reported on proposed Senate Bill 2150 to decrease the minimum age of a junior firefighter from 16 to 14 years of age. The purpose of the bill is to encourage young people to become involved with more hands-on participation. Municipalities are trying to compose a model resolution in support of the bill. Mayor Chamblings thought Hampton may have drafted and passed a resolution of support. Ms. Knott will follow up with other municipalities.

COMMITTEE REPORTS:

Mr. Fisher reported on his attendance at the League of Municipalities including shared school services, merging schools, several seminars on marijuana legalization and proposed changes to the building codes.

Mayor Chamblings reported the Recreation Commission awarded prizes for the Halloween Decorating Contest – winners were from Mt. Holly Road; Stillwater Road; and one in Paulinskill Lake – recipients received gift cards. The Holiday Decorating Contest applications will be available on December 1st with a deadline of December 19th. The Commission interviewed four candidates for the open member positions. Their recommendations were forwarded to the Committee for appointment. The tree lighting will be held on December 7th at 6 p.m. at Stillwater School. Tara Tosti and Alicia Gardner will be holding an ornament decorating and craft event at the school open to all on November 27th. The craft evening will become a monthly event. The Commission reviewed their budget and submitted it for Committee review.

The Environmental Commission also reviewed their budget and discussed at length the stream water testing. Concerns were expressed on conducting the testing with such a high water table. It was determined the testing would move forward as planned. There was a slight increase in the cost of the testing due to an inadvertent omission of one of the parameters. There is sufficient funding available

within the budget and they will ask the CFO for approval before proceeding. Nathaniel Sajdak has been in contact with Stillwater School and Kittatinny to involve the students in the tree restoration, invasive removal and improving Veteran's Memorial Park. Mr. Sajdak has received grant funding for the project. Discussion was held on the Emerald Ash Borer and the damage to local Ash trees. JCP&L will be removing damaged trees as part of their maintenance.

The Planning Board meeting scheduled for November 21st has been cancelled.

Mr. Morrison reported on the October Planning Board meeting. Discussion was held on the possible legalization of marijuana from a planning aspect; and the budget was reviewed and submitted to the Committee.

ATTORNEY REPORT:

Mr. Bolcato reported the in-rem judgement was received for the 19 properties and they are now officially township owned.

Mr. Morrison stated letters should be sent next year to all adjoining property owners to the in-rem foreclosures and also to all vacant township owned lots to see if anyone is interested in purchasing them. This item will need to be considered during the 2019 budget review – postage, envelopes, etc.

Ms. Knott stated she is still receiving inquiries about donating properties back to the township rather than letting them foreclose. Mayor Chamings asked for a list of the properties to be provided to the Committee.

DISCUSSION ITEMS:

Old Schoolhouse Road:

The road has become increasingly worse and will be further damaged during snowplowing. The DPW will cold patch where needed. Mayor Chamings stated the resurfacing will not take place this year due to the drainage. Mr. Fisher stated West Milford has a trailer with an oil-fired heater that can hold up to 5 tons of asphalt. The asphalt can be heated by timer overnight and can be spread in the morning. This can be used all year round. The cost is \$37,000 but there is no waste of asphalt. Mr. Fisher will provide information on the equipment he obtained at the League of Municipalities for the Committee to review.

Best Practices Worksheet:

The Committee reviewed the Best Practices Worksheet. Mayor Chamings reviewed specific line items providing explanation where necessary. Ms. Knott offered to email the worksheet to anyone interested. With a total score of 92, no state funding will be withheld. The worksheet was certified and sent to the State on November 8th.

Judge Gavan of our joint court will attend the December 18th Township Committee meeting to introduce himself. Branchville joined the court effective November 1st.

Open Public Session:

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

Dana Bodensieck, 905 Five Points Lane asked for an update on the intersection. Mayor Chamings stated flags have been staked to establish right of ways. Mr. Fisher stated once established they will contact the engineer with their findings and proceed from that point. Residents to be affected have been notified. Once the right of way lines are established, the corners will be rebuilt for improved site distance.

Kathy Draghi, 1016 Route 619 thanked the Committee, Clerk and Attorney for their service over the past year and commended them on their work.

Gisele Rutnik, Tax Collector, questioned the status of her request for a Deputy Tax Collector. Mayor Chamings stated the item was discussed in Executive Session and no decision has been made. Ms. Rutnik reminded the Committee this is a one-year appointment commencing January 1st of each year. Mayor Chamings stated the request is being considered for 2019.

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

There being no further business, Mr. Scott made a **motion** to adjourn the meeting at 8:22 p.m., seconded by Mr. Gross. In a voice vote, all were in favor.

Respectfully submitted,

Kathy Wunder