**TOWNSHIP OF STILLWATER**

**TOWNSHIP COMMITTEE**

**JANUARY 4, 2022**

**RE-ORGANIZATION MEETING**

The meeting was called to order at 6 p.m. by Municipal Clerk Lynda Knott. Ms. Knott stated that adequate notice of this meeting has been provided according to the Open Public Meetings Act, Assembly Bill 1030. noting the meeting date, time and place were duly published in the New Jersey Herald, posted at the Town Hall, official website, Stillwater Facebook page and advised those present that this meeting was being held in compliance with provisions of P.L. 1975, Chapter 231, Sections 4 & 13.

Ms. Knott led the public in the salute to the American Flag.

Ms. Knott invited Chaplin of the Stillwater Area Volunteer Fire Department Robert Scrudato to provide an invocation.

Ms. Knott then invited Sussex County Clerk Jeffrey Parrott to read the Statement of Determination and announced that at the last general election, Mr. George Scott and Mr. Paul Barta were duly elected to the Township Committee for three-year terms. Mr. Parrott administered the Oath of Office to Mr. Barta and Mr. Scott congratulating them and wishing them well.

Roll Call indicated the following members present: Mr. Barta, Mrs. Rumsey, Mr. Scott, Mr. Fisher, and Ms. Chammings.

**Election of Mayor:**

Ms. Knott called for nominations for Mayor. Mr. Fisher nominated Mr. Scott, seconded by Mr. Scott. Ms. Knott called for additional nominations. There were no other nominations so nominations were closed. Ms. Knott called the **Roll Call Vote for Mr. Scott’s nomination as Mayor**: Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mr. Fisher, yes, and Ms. Chammings, yes. The Clerk congratulated Mr. Scott on being selected as Mayor for 2022.

Mr. Scott accepted the position of Mayor of Stillwater Township for 2022. The meeting was turned over to Mayor Scott.

**Election of Deputy Mayor:**

A **motion** was made by Mrs. Rumsey to nominate Ms. Chammings for Deputy Mayor, seconded by Ms. Chammings. A **motion** was made by Mr. Barta to nominate Mr. Fisher as Deputy Mayor, seconded by Mr. Fisher. There were no other nominations so nominations were closed. **Roll Call Vote for Ms. Chammings**: Mr. Barta, no, Mrs. Rumsey, yes, Mr. Scott, no, Mr. Fisher, no and Ms. Chammings, yes. **Roll Call Vote for Mr. Fisher**: Mr. Barta, yes, Mrs. Rumsey, no, Mr. Scott, yes, Mr. Fisher, yes and Ms. Chammings, abstained

Mr. Fisher accepted the position of Deputy Mayor for Stillwater Township for 2022

**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 SEPERATELY ON THE REGULAR AGENDA.**

**RESOLUTIONS:**

2022-001 Adopting Schedule of 2022 Meetings

2022-002 Designating the Official Newspapers

2022-003 Authorizing Awards of Non-Fair and Open Contracts for Professional Services

2022-004 Authorizing the Cancellation of Tax Overpayment or Delinquent Amounts

2022-005 Authorizing the Cancellation of Delinquent Amounts for any Charges/Fees

2022-006 Setting Property Tax Due Dates, Delinquency Charges and Year-End Penalty

2022-007 Temporary Budget

2022-008 Establishing Mileage Reimbursement

2022-009 Adopting Cash Management Plan for 2022

2022-010 Authorizing the CFO to Invest Idle Funds

2022-011 Authorizing the CFO to sell Bond Anticipation Notes and Bonds

2022-012 Establishing 2022 Holiday Schedule

2022-013 Approving Mayor’s Appointments of Township Officers with Committee

 Concurrence

2022-014 Approving Appointments of Boards and Commissions with Committee Concurrence

2022-015 Appointing Tax Assessor and Attorney to Represent Township before County Tax

 Board

2022-016 Authorizing the CFO or Tax Collector to impose service charge for checks returned

2022-017 Authorizing Signatures on Checks

2022-018 Striking the 2022 Tax Rate for Funding the Stillwater Open Space Trust Fund

2022-019 Authorizing Purchases under New Jersey State Contract

2022-020 Authorizing Compliance with the US EEOC

2022-021 Regarding Municipal Clerk’s Hours

Resolutions 2022-003, 2022-12, 2022-013 and 2022-014 were removed from the Consent Agenda so they may be voted on separately. A copy of Resolution 2022-014 had been left out of the governing body packets and it will be voted on by the township committee once reviewed later in the meeting.

**Ms. Chammings** made a **motion** to approve the **Consent Agenda** minus the pulled resolutions, seconded by **Mr. Fisher**. **Roll Call Vote**: Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Fisher, yes, Ms. Chammings, yes, Mayor Scott, yes.

Resolution 2022-013: Ms. Chammings asked if Mrs. Martin’s name should remain on the resolution since she did not submit a letter stating when she would return from maternity leave. The clerk assured Ms. Chammings Mrs. Martin had planned on returning after her recovery time in about six weeks. Mayor
Scott said he would like Mrs. Martin’s name to remain a part of the resolution. The clerk will get a letter from Mrs. Martin stating when she will return to part-time employment. **Mayor Scott** made a **motion** to approve the **Resolution 2022-013**, seconded by **Mr. Barta**. **Roll Call Vote**: Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Fisher, yes, Ms. Chammings, yes, Mayor Scott, yes.

Resolution 2022-012: Mrs. Rumsey feels town hall is closed too long during the December holidays and asked if the Election Day holiday could be a floating holiday and not used during that holiday time. Mayor Scott said he feels the same about the day after Thanksgiving holiday – but that day is usually given as a thank you to the employees for a job well done. The clerk will change Election day to a Floating Holiday not to be used to close town hall. **Mayor Scott** made a **motion** to approve the **Resolution 2022-012**, seconded by **Mr. Barta**. **Roll Call Vote**: Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Fisher, yes, Ms. Chammings, yes, Mayor Scott, yes.

Resolution 2022-003 ‘Authorizing Awards of Non-Fair and Open Contracts for Professional Services: Ms. Chammings felt this resolution should wait until Municipal Attorney has been filed because there is someone on the resolution that may be appointed for multiple positions and all positions should be discussed at the same time.

Resolution 2022-022 Authorizing the Award of Non-Fair and Open Contract for Municipal Auditor: Mr. Scott requested the resolution be pulled until everyone had the opportunity to go through the RFPs and table the vote until the next meeting on January 18, 2022. Ms. Chammings asked why and Mayor Scott answered he had planned on speaking with Mr. Sarinelli and Mr. Ferry before he voted on auditor. The township committee agreed to have both firms represented at an interview on Tuesday, January 11, 2022. Mrs. Dolan in attendance claimed the 7:30 p.m. interview and the clerk will contact Mr. Ferry and see if he was available at 7:00 p.m. Resolution 2022-022 was tabled.

2022-023 Authorizing the Award of Non-Fair and Open Contract for Municipal Attorney

Mr. Fisher said he was ready to make an appointment for municipal attorney. Ms. Chammings said she feels an interview with all three attorney candidates should be held as it will be done for the auditor position. Ms. Chammings said she has specific questions to ask she is not comfortable asking in a public setting and would like the interview process to be completed. Ms. Chammings asked Mr. Vex if he felt he could handle the labor attorney matters for the township along with the municipal portion. Mr. Vex said he could. Ms. Chammings noted the decision for attorney did not have to be made today and there is another resolution on the agenda that would extend Mr. Bolcato’s tenor until a decision is made. **Mr. Fisher** said he was ready to make a **motion** to name Howard Vex as Municipal Attorney for 2022, seconded by **Mr. Barta**.

**Roll Call Vote**: Mr. Barta, yes, Mrs. Rumsey, no, Mr. Fisher, yes, Mayor Chammings, said without an interview No, Mayor Scott, yes.

Mr. Scott thanked Mr. Bolcato for all he has done for the township and noted he served the township well. Mr. Scott welcomed Mr. Vex as Township Attorney.

**Amendments to Agenda:** Resolution 2022-024.

**RESOLUTION 2022-024** MAYOR’S APPOINTMENT OF JOSH RAFF AS CERTIFIED PUBLIC WORKS MANAGER WITH COMMITTEE CONCURRENCE

 THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Stillwater they do hereby concur with the Mayor’s appointment of Josh Raff as CPWM effective Monday, January 1, 2022 at an hourly rate $36.05

**Mayor Scott** made a **motion** to approve the **Resolution 2022-024**, seconded by **Mr. Fisher**. **Roll Call Vote**: Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Fisher, yes, Ms. Chammings, abstained, Mayor Scott, yes.

Ms. Chammings now discussed Resolution 2022-003 since the municipal attorney position had been decided. Mr. Vex would still be the appointed labor attorney and the clerk will ask Mr. Collins if he would serve as Conflict Attorney instead of Special Conflict Attorney. The remaining appointments were satisfactory to all.

**RESOLUTION 2022-003** Authorizing Awards of Non-Fair and Open Contracts for Professional Services

 WHEREAS, there exists a need for the services of certain professionals to wit: Township Engineer, Insurance Agent, Labor Attorney, Bond Attorney, Conflict Attorney and Conflict Tax Assessor/Appraiser as non-fair and open contracts pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

 WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the acquisitions will exceed $17,500; and

 WHEREAS, the anticipated term of these contracts is one year; and

 NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Stillwater that:

 1. The Mayor and Committee are hereby authorized to engage the following professional persons:

 Township Engineer: Michael Vreeland/Van Cleef Engineering Associates

 Risk Manager: George W. Morville/The Morville Agency

 Labor Attorney: Howard Vex, Esq./Vex Law, LLC

 Bond Attorney: Robert Beinfield, Esq./ Hawkins, Delafield &

 Wood, LLP

 Conflict Attorney Thomas F. Collins, Jr., Esq./Vogel, Chait, Collins

 And Schneider

 Conflict Tax Assessor and Scott Holzhauer, CTA, SCGREA

 Appraiser

 2. The above are engaged without competitive bidding as a professional service under the provisions of the Local Public Contract Law because said services are performed by a person authorized by law to practice a recognized profession.

 3. A copy of this resolution shall be published in the New Jersey Herald within ten days of its passage.

**Mr. Fisher** made a **motion** to approve the **Resolution 2022-003 as amended**, seconded by **Ms. Chammings**. **Roll Call Vote**: Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Fisher, yes, Ms. Chammings, yes, Mayor Scott, yes.

**Open Public Session:**

Mr. Lou Sylvester, Old Schoolhouse Road, wanted to say Happy New Year and Good Luck to All.

Seeing no one else who wished to speak this portion of the meeting was closed.

Ms. Chammings congratulated Mr. Scott and Mr. Fisher for being chosen as Mayor and Deputy Mayor for 2022.

**RESOLUTION 2022-014** Approving Appointments of Boards and Commissions with Committee Concurrence

 **BE IT RESOLVED** by the Township Committee that they do hereby concur with the Mayor’s Appointments and Committee appointments to Board and Commission Members for the year 2022 as follows:

**ENVIRONMENTAL COMMISSION**

Name Term Term Expires

Jack Branagan 3 years 12/31/2024

Greg Dvorsky 3 years 12/31/2024

**PLANNING BOARD**

Name Term Term Expires

Robert Pierce 4 years 12/31/2025

**RECREATION COMMISSION**Name Term Term Expires
Lou Sylvester 5 years 12/31/2026
Tara Tosti 5 years 12/31/2026

**ZONNING BOARD OF ADJUSTMENT** Term Term Expires

Heidi Mountford 4 years 12/31/2025

Robert Kochenthal 1st Alternate 2 years 12/31/2024

**Mr. Fisher** made a **motion** to approve the **Resolution 2022-014**, seconded by **Ms. Chammings**. **Roll Call Vote**: Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Fisher, yes, Ms. Chammings, yes, Mayor Scott, yes.

Ms. Chammings spoke about the challenges that faced all of us in the last few years - especially
since the onset of COVID. Ms. Chammings read a statement into the record (the statement has not been supplied to the clerk to be made a part of the record) thanking many for all they did through the last few years.

Mrs. Rumsey thanked Ms. Chammings very much for all she has done for the community and Mrs. Rumsey hopes all the good communications with the public continue now and into the future. Mr. Fisher and Mr. Barta also thanked Ms. Chammings for all her hard work on behalf of Stillwater Townshiip.

Mayor Scott recognized some dignitaries from the audience: Sussex County Commissioner Herb Yardley, Mrs. Dawn Delaney, Chair of the Stillwater Recreation Commission, Mr. Paul Hawkins, Stillwater Area Volunteer Fire Company Chief and Steven Sugar, the outgoing Fire Chief. Mr. Scott wished everyone a Happy New Year and said he is looking forward to working with everyone in 2022.

There being no further business, **Mr. Barta** made a **motion** to adjourn the Reorganization Meeting, seconded by **Ms. Chammings**. In a voice vote, all were in favor.

Respectfully submitted,

Lynda Knott, RMC