**STILLWATER TOWNSHIP COMMITTEE**

**MEETING MINUTES**

**Tuesday June 20, 2023**

A REGULAR MEETING of the Stillwater Township Committee was called to order by Mayor Chammings at 7:02 p.m. noting the meeting date, time and place were sent to the New Jersey Herald and posted at the Town Hall, on the Township’s website and advised those present that this meeting was being held in compliance with provisions of Open Public Meetings Act, Chapter 231 P.L. 1975 P.L. 1975, Chapter 231, Sections 4 & 13.

Roll Call: PRESENT: Mrs. Delaney, Mr. Barta, Mrs. Rumsey, Mr. Scott, Mayor Chammings

The flag was saluted.

**PRESENTATION:** Louis Bay Scholarship – Semi-Finalist – Aniella Casper

Mayor Chammings congratulated Aniella for her impressive submission and presented her with a Semi Finalist Certificate. The Township Committee and audience gave Ms. Casper a round of applause.

**LAND SALE**

**Tax Block Lot Location Lot Size Minimum**

**Sale Price**

1101 46 Upper Drive 50 x 300 $250

Mayor Chammings asked if there was anyone in attendance or at home who wished to bid on this lot. Joseph Bach and Linda Fowler said they wished to bid $250 for the lot. Seeing no one else interested in bidding Mayor Chammings deemed the lot sold to Joseph Bach and Linda Fowler.

501 1 Baldwin Gate 150 x 100 $250

Mayor Chammings asked if there was anyone in attendance or at home who wished to bid on this lot. Laura and Barry Timony said they wished to bid $250 for the lot. Seeing no one else who wished to bid Mayor Chammings said the lot sold to Laura and Barry Timony.

501 3 Baldwin Gate 75 x 100 $250

Mayor Chammings asked if there was anyone in attendance or at home who wished to bid on this lot. Laura and Barry Timony said they wished to bid $250 for the lot. Seeing no one else who wished to bid Mayor Chammings said the lot sold to Laura and Barry Timony.

501 4 Baldwin Gate 145 x 100 $250

Mayor Chammings asked if there was anyone in attendance or at home who wished to bid on this lot. Laura and Barry Timony said they wished to bid $250 for the lot. Seeing no one else who wished to bid Mayor Chammings said the lot sold to Laura and Barry Timony.

1201 63 Owassa Road 60 x 143 $250

Mayor Chammings asked if there was anyone in attendance or at home who wished to bid on this lot. Michael Stephenson said he wished to bid $250 for the lot. Seeing no one else who wished to bid Mayor Chammings said the lot sold to Michael Stephenson.

1201 62 Owassa Road 60 x 146 $250

Mayor Chammings asked if there was anyone in attendance or at home who wished to bid on this lot. Michael Stephenson said he wished to bid $250 for the lot. Seeing no one else who wished to bid Mayor Chammings said the lot sold to Michael Stephenson.

1201 60 Owassa Road 120 x 136 $250

Mayor Chammings asked if there was anyone in attendance or at home who wished to bid on this lot. Michael Stephenson said he wished to bid $250 for the lot. Seeing no one else who wished to bid Mayor Chammings said the lot sold to Michael Stephenson.

**MINUTES:** May 16, 2023 Executive and Regular Minutes

A motion was made by Mrs. Rumsey to **adopt the minutes as presented**, seconded by Mrs. Delaney. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, abstain, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

**REPORTS:** Certified Copies Report – May 2023

Dog License Report – May 2023

Community Center Rental Report – May 2023

Landlord Registration Fee Report – May 2023

Campground License Fee Report – May 2023

Recreation Commission Report – May 2023

Convenience Center Report – May 2023

Liquor License Renewal Report – May 2023

Tax Collector Report – May 2023

Construction Permit Report – May 2023

Vacant/Abandon Property Registration Report – May 2023

Board of Health Receipts Report – May 2023

Zoning Officer Report – March – May 2023

A motion was made by Mrs. Rumsey to **adopt the reports as presented**, seconded by Mr. Barta. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

**BILLS LIST #10 $768,962.28**

**RESOLUTION 2023-109** Authorizing Payment of Bills

**WHEREAS,** the Chief Finance Officer has certified that funds are available in the proper

account; and

**WHEREAS,** the Chief Finance Officer has approved payment upon certification from

the Township Department Heads that the goods and/or services have been rendered to the

Township;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Committee of the Township of Stillwater that the current bill lists, dated June 20, 2023 and on file and available for public inspection in the Office of the Chief Finance Officer and approved by the Chief Finance Officer for payment, be paid.

A motion was made by Mr. Scott to **adopt** **Resolution 2023-109,** seconded by Mrs. Rumsey. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

**COMMITTEE REPORTS:**

* **Committeewoman Delaney**
  + **Recreation -** Mrs. Delaney reported on June 21st there will be a senior game night at the community center and there will be a movie night in Stillwater Park in July – details to follow. Mrs. Delaney also thanked Mr. Rodney Castner for donating wood planks to be used to keep soccer balls from going under the fence.
  + **Zoning Board of Adjustment**
* **Committeeman Barta**
  + **Planning Board –** Mr. Barta reported the Planning Board met on May 17th and a new member, Mr. Dean Voris was sworn in.
  + **Board of Education –** Mr. Barta said the May Stillwater Board of Education meeting was a contracts meeting similar to the Township’s re-organization meeting
* **Committeewoman Rumsey**
  + **Emergency Services –** Mrs. Rumsey reported the Stillwater Fire/EMS have been dispatched to 240 EMS and 55 Fire Department calls year to date. Mrs. Rumsey said the emergency services have a busy training schedule and the latest tripod drill concentrated on pump operations. Mrs. Rumsey also noted CERT met at Town Hall on May 24th.
  + **Community Center –** Mrs. Rumsey reported how wonderful the new floor looks at the community center and reported the building will be power washed shortly and the clerk is working on quotes for the new handicapped door.
  + **Architect**
  + **Personnel**
* **Committeeman Scott**
  + **DPW –** Mr. Scott reported the DPW have been very busy getting Mt Benevolence Road ready for the paving project.
  + **Engineering**
* **Mayor Chammings**

Mayor Chammings noted the Township Committee will be scheduling a Work Shop Meeting for July 11th. Mr. Vex noted he would not be available for the July 18th meeting and asked if the meetings could be switched and the business meeting be held on July 11th. All agreed. The clerk will advertise the change of meeting.

* + **Environmental Commission –** Mayor Chammings reported Stillwater School has collected 702 pounds of plastic through the Trex program and have earned their bench. Collection of plastic will continue over the summer with a bin at Town Hall. The bin from the community center will be removed. Mayor Chammings asked the clerk to put the information on the website.

Mayor Chammings reported she attended the County OEM meeting on June 14, 2023 which was held at the Stillwater Community Center.

* + **Legal**
  + **Engineering**
  + **CERT**
  + **Personnel**

**AMENDMENTS TO AGENDA:** A discussion on a fiber cabinet on Possum Hill Road requested by the Zoning Officer will be held during that portion of the meeting.

**OPEN PUBLIC SESSION (agenda items only):** Seeing no one wishing to speak this portion of the meeting was closed.

**OLD BUSINESS:**

Township’s Tax Lien Update: There was no update at this time.

**ORDINANCE 2023-11** AN ORDINANCE TO COMPLY WITH NEW STATE REQUIRED RESTRICTIONS ON WILDLIFE FEEDING ON PUBLIC PROPERTY – **Public Hearing and Adoption**

Mayor Chammings opened up the meeting to the public to speak about Ordinance 2023-11. Seeing no one who wished to speak this portion of the meeting was closed.

Mr. Scott said he was not in favor of adopting this ordinance. His sentiment was echoed by the other members of the Township Committee and a motion was made by Mrs. Rumsey to **table Ordinance 2023-11,** seconded by Mrs. Delaney. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

The clerk will speak with the Township’s Engineers to find out if this is a mandatory ordinance for the Stormwater Management Tier A plan.

**ORDINANCE 2023-14** AN ORDINANCE AMENDING CHAPTER 182, SECTION 2, OF THE CODE OF THE TOWNSHIP OF STILLWATER ENTITLED “FEES”– **Public Hearing and Adoption**

**BE IT ORDAINED** by the Township Committee of the Township of Stillwater, County of Sussex, State of New Jersey, that Chapter 182, Section 2, entitled “Fees”, be amended to provide as follows:

**CHAPTER 182-2** Summer camp registration fee per child shall be **$50.00**

**SEVERABILITY**

If any provision of this Ordinance or the application of this Ordinance to any person or circumstances is held invalid, the remainder of this Ordinance shall not be affected and shall remain in full force and effect.

**REPEALER**

All ordinances or parts of ordinances or resolutions that are inconsistent or in opposition to the provisions of this Ordinance are hereby repealed in their entirety.

**EFFECTIVE DATE**

This Ordinance shall take effect immediately upon adoption and publication in accordance with law.

Mayor Chammings opened up the meeting to the public to speak about Ordinance 2023-14. Seeing no one who wished to speak this portion of the meeting was closed.

A motion was made by Mrs. Delaney to **adopt Ordinance 2023-14,** seconded by Mrs. Rumsey. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

**NEW BUSINESS:**

**ORDINANCE 2023-15** AN ORDINANCE OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF STILLWATER, COUNTY OF SUSSEX, STATE OF NEW JERSEY, AMENDING CHAPTER 370, “TRAFFIC,” OF THE TOWNSHIP CODE – **Introduction [Public Hearing and Adoption – 7/11/2023]**

The Township Committee had a brief discussion regarding fees for the first, second and third offense of this proposed ordinance. It was decided the fees would be $250, $500 and $1000.00.

A motion was made by Mrs. Rumsey to **Introduce Ordinance 2023-15,** seconded by Mrs. Delaney. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

**RESOLUTION 2023-106** AUTHORIZATION FOR PARTICIPATION IN COUNTY OF SUSSEX VOLUNTEER FIRE AND EMERGENCY MEDICAL SERVICES GRANT PROGRAM FUNDED BY THE AMERICAN RESCUE PLAN ACT’S (ARPA) CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS (CSLFRF), ASSISTANCE LISTING #21.027

**WHEREAS**, the U.S. Department of the Treasury, Coronavirus State and Local Fiscal

Recovery Funds (CSLFRF), Assistance Listing #21.027, was established by the American Rescue Plan Act of 2021, to provide $350 billion in emergency funding for eligible state, local, territorial, and tribal governments; and

**WHEREAS,** local governments are permitted to direct these CSLFRF dollars under eligible category 2.34 Negative Economic Impacts, Assistance to Impacted Non-Profit Organizations so that they may use the grant funds to recover from the economic impacts of COVID-19; and

**WHEREAS**, the County of Sussex has created a Volunteer Fire and Emergency Medical

Services Grant Program, directing up to $410,000.00 in total for the program; and

**WHEREAS**, distribution of this grant will use American Rescue Plan Act of 2021 (ARPA) funding, and as such has been determined to be included within one (1) of the four (4) statutory categories, and is compliant with 31 CFR Part 35; and

**WHEREAS,** the Board of County Commissioners approved Resolution 213-2023 authorizing the use of funds received under the American Rescue Plan Act for the Volunteer Fire and Emergency Medical Services Grant Program allowing up to $10,000 per volunteer organization; and

**WHEREAS**, the County requests authorization by the municipality to participate in the grant program and requests identification of the Volunteer Fire Companies and Emergency Medical

Service Organizations that serve each municipality

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Stillwater Township in the County of Sussex, State of New Jersey does hereby authorize participation in the Volunteer Fire and Emergency Medical Services Grant Program ; and

**BE IT FURTHER RESOLVED** that the governing body of Stillwater Township recognizes the following volunteer organizations that serve this municipality: Stillwater Area Volunteer Fire Company; and

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to the County CFO/Treasurer and the County Qualified Purchasing Agent.

A motion was made by Mr. Scott to **adopt Resolution 2023-106,** seconded by Mrs. Rumsey. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

**RESOLUTION 2023-118** AUTHORIZATION FOR PARTICIPATION IN COUNTY OF SUSSEX VOLUNTEER FIRE AND EMERGENCY MEDICAL SERVICES GRANT PROGRAM FUNDED BY THE AMERICAN RESCUE PLAN ACT’S (ARPA) CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS (CSLFRF), ASSISTANCE LISTING #21.027

**WHEREAS**, the U.S. Department of the Treasury, Coronavirus State and Local Fiscal

Recovery Funds (CSLFRF), Assistance Listing #21.027, was established by the American Rescue Plan Act of 2021, to provide $350 billion in emergency funding for eligible state, local, territorial, and tribal governments; and

**WHEREAS,** local governments are permitted to direct these CSLFRF dollars under eligible category 2.34 Negative Economic Impacts, Assistance to Impacted Non-Profit Organizations so that they may use the grant funds to recover from the economic impacts of COVID-19; and

**WHEREAS**, the County of Sussex has created a Volunteer Fire and Emergency Medical Services Grant Program, directing up to $410,000.00 in total for the program; and

**WHEREAS**, distribution of this grant will use American Rescue Plan Act of 2021 (ARPA) funding, and as such has been determined to be included within one (1) of the four (4) statutory categories, and is compliant with 31 CFR Part 35; and

**WHEREAS,** the Board of County Commissioners approved Resolution 213-2023 authorizing the use of funds received under the American Rescue Plan Act for the Volunteer Fire and Emergency Medical Services Grant Program allowing up to $10,000 per volunteer organization; and

**WHEREAS**, the County requests authorization by the municipality to participate in the grant program and requests identification of the Volunteer Fire Companies and Emergency Medical

Service Organizations that serve each municipality

**NOW, THEREFORE, BE IT RESOLVED** by the governing body of the Stillwater Township in the County of Sussex, State of New Jersey does hereby authorize participation in the Volunteer Fire and Emergency Medical Services Grant Program; and

**BE IT FURTHER RESOLVED** that the governing body of Stillwater Township recognizes the following volunteer organizations that serve this municipality: Stillwater Area Volunteer EMS; and

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to the County CFO/Treasurer and the County Qualified Purchasing Agent.

A motion was made by Mrs. Rumsey to **adopt Resolution 2023-118,** seconded by Mrs. Delaney. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

**RESOLUTION 2023-110** MAYOR’S ACCEPTANCE OF THE RESIGNATION OF BETH MARTIN AS DEPUTY CLERK WITH COMMITTEE CONCURRENCE

THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Stillwater they do hereby concur with the Mayor’s acceptance of the resignation of Beth Martin as Deputy Clerk effective June 22, 2023.

A motion was made by Mr. Scott to regretfully **adopt Resolution 2023-110,** seconded by Mrs. Rumsey. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, no, Mayor Chammings, yes. All voted with regrets.

**RESOSLUTION 2023-111** MAYOR’S ACCEPTANCE OF THE RESIGNATION OF KYLE KAVANAGH AS DPW LABORER WITH COMMITTEE CONCURRENCE

THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Stillwater they do hereby concur with the Mayor’s acceptance of the resignation of Kyle Kavanagh as DPW Laborer effective May 31, 2023.

A motion was made by Mrs. Rumsey to regretfully **adopt Resolution 2023-111,** seconded by Mrs. Rumsey. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, no, Mayor Chammings, yes All voted with regrets.

**RESOLUTION 2023-112** RENEWAL OF LIQUOR LICENSES

WHEREAS, THE Township Committee of the Township of Stillwater, County of Sussex and State of New Jersey, pursuant to the authority vested in it by an act of Legislature, has heretofore by ordinance, provided for the sale of alcoholic beverage in the Township of Stillwater; and

WHEREAS, the following named Liquor License holder has filed an application for the license renewal and the Municipal Clerk has received the Tax Clearance Certificate for this establishment and all fees have been paid.

NOW, THEREFORE, BE IT RESOLVED, that the following liquor license known as Plenary Retail Consumption License be granted renewal for the period of July 1, 2023 to June 30, 2024.

**LICENSE NUMBER LICENSEE AND ADDRESS**

1920-33-003-002 Stillwater Area Volunteer Fire Company

929 Stillwater Road

Newton, New Jersey 07875

1920-33-010-003 North Shore House, LLC

P. O. Box 167, 912, Route 622 Swartswood Road

Stillwater, New Jersey 07875

1920-33-006-007 Hyde-Away Restaurant & Tap Room LLC

901 Route 521

Stillwater Township, NJ

BE IT FURTHER RESOLVED, that the Township Clerk is hereby authorized to issue the License herein granted, the same effective as provided by Law.

A motion was made by Mr. Scott to **adopt Resolution 2023-112,** seconded by Mrs. Rumsey. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

**RESOLUTION 2023-113** RESOLUTION AUTHORIZING ACCEPTANCE OF CY 2022 AMERICAN RESCUE PLAN FIREFIGHER GRANT

**WHEREAS**, the Township of Stillwater has been awarded a CY2022 American Rescue Plan Firefighter Grant (ARP-FFG) from the New Jersey Department of Community Affairs for the purchase of protective clothing and equipment; and

**WHEREAS**, the total amount of the Grant Award is $42,000.00; and

**WHEREAS**, the Township of Stillwater accepts the award of the CY2022 American Rescue Plan Firefighter Grant in the amount of $42,000;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Stillwater, New Jersey as follows:

1. The Township of Stillwater hereby accepts the CY2022 American Rescue Plan Firefighter Grant detailed above.
2. The Chief Financial Officer is authorized to establish a grant line in the amount of $42,000.00.

A motion was made by Mr. Scott to **adopt Resolution 2023-113,** seconded by Mrs. Delaney. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

**RESOLUTION 2023-114** APPLICANT’S RESOLUTION LEAD GRANT ASSISTANCE PROGRAM

**WHEREAS**, effective July 22, 2022, the Legislature enacted P.L. 2021, c. 182, “An Act concerning certain lead-based paint hazard, and residential rental property, and establishing lead-based paint hazard programs, supplementing P.L. 2003, c. 311 (C. 52:27D-437.1 et al.) amending various parts of the statutory law, and making an appropriation;” and

**WHEREAS**, pursuant to N.J.S.A. 52:27D-437.16(b)(1), a municipality that maintains a permanent local agency for the purpose of conducting inspections and enforcing laws, ordinances, and regulations concerning buildings and structures, is required to inspect for lead-based paint hazards in certain specified single-family, two-family, and multiple rental dwellings, at the time periods set forth in the statute; and

**WHEREAS**, pursuant to N.J.S.A. 52:27D-437.16(b)(2) a municipality that does not maintain such a permanent local agency must hire a lead evaluation contractor, certified to provide lead paint inspection services by DCA, or enter a shared services agreement as permitted by law, for the purpose of conducting the inspections for lead-based paint hazards; and

WHEREAS, Pursuant to Section 9 of P.L. 2021, c. 182, the State of New Jersey has allocated the sum of $3,900,000 to effectuate the purposes of P.L. 2021, c. 182 (C. 52:27D-437.16). Further, pursuant to the FY 2023 Appropriations Act (P.L. 2022, Chapter 49), DCA received a grant-in-aid amount of $3,900,000 for P.L. 2021, c. 182, for a total of $7,800,000 in appropriations to effectuate the purpose of the Act.

WHEREAS, DCA has allocated $7,000,000 of this appropriation to the development of the Lead Grant Assistance Program (“LGAP”) for the issuance of grant funds to municipalities for the purpose of assisting in municipal compliance with P.L. 2021, c. 182.

WHEREAS, the Division of Local Government Services (DLGS), within DCA, administers the LGAP; and

WHEREAS, the LGAP exists to provide funding to help off-set the costs to municipalities to provide the required inspections at stipulated times of certain single-family, two-family, and multiple rental dwelling units for lead-based paint hazards, pursuant to P.L. 2021, c. 182; and

WHEREAS, an authorized municipal officer must execute the attached grant agreement in order to receive LGAP funding.

NOW, THEREFORE, BE IT RESOLVED, the Governing Body of, Stillwater Township does hereby authorize the Mayor to sign the attached grant agreement, and thus bind Stillwater Township to the grant agreement’s terms in order to receive the $3,200 grant from the DLGS;

A motion was made by Mrs. Rumsey to **adopt Resolution 2023-114,** seconded by Mrs. Delaney. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

**RESOLUTION 2023-115** RESOLUTION ADOPTING A CASH PAYMENT POLICY

**WHEREAS**, the Township of Stillwater wishes to establish a Cash Payment Policy in order to protect against anticipated and unanticipated events that would adversely impact the overall financial condition of the Township; and

**WHEREAS**, the Chief Financial Officer recommends adopting a Cash Payment Policy to help ensure the safeguarding of all cash receipts for the Township; and

**WHEREAS**, the Township Auditor has approved the policy as written;

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Stillwater, New Jersey does hereby adopt the Cash Payment Policy annexed hereto.

**STILLWATER TOWNSHIP CASH PAYMENT POLICY**

**Purpose**

The purpose of this policy is to establish strong internal controls for cash collections to prevent mishandling of funds and to safeguard against loss. Strong internal controls are also designed to protect employees from inappropriate charges of mishandling of funds by defining his/her responsibilities in the cash handling process.

**Cash Payment Policy**

Payments are encouraged to be made by check. However, in those instances where a customer/resident prefers or insists to pay by cash the following procedure is immediately in place:

1. Upon presentation of a cash payment, the head of the department for said payment shall be asked to come accept the payment. If the department head is not in the office, the deputy shall accept the payment. In the event neither the department head or deputy are present the Chief Financial Officer (CFO) shall accept the payment.
2. The amount of the payment will be verified by the department head. Any payment in excess of $100.00 is to be double-counted and verified by the CFO. If the CFO is not present, the Tax Collector, Deputy Tax Collector, or Municipal Clerk will verify the amount received, in that order.
3. A receipt will be presented to the customer/resident upon verification of payment received.
4. All cash payments will then be delivered to the Tax Collector (tax payments) or the CFO (all other payments) and signed for in a dated log book.
5. Payments will be brought to the bank in a timely manner according to N.J.S.A. 40A: 5-15 following the 48-hour rule.

A motion was made by Mrs. Rumsey to **adopt Resolution 2023-115,** seconded by Mr. Scott. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

**RESOLUTION 2023-116** RESOLUTION TO REFUND PAYMENT OF MAY TAXES DUE TO SALE OF PROPERTY

**WHEREAS,** property taxes for Block 1602 Lot 12.08 were paid by the Mortgage Company Corelogic and then a duplicate payment came in from a Title Company for the same amount, and

**WHEREAS,** a refund is due to Atlantic Title & Settlement Services in the amount of $ 1,894.32 for a double payment on Block 1602 Lot 12.08.

**NOW THERFORE BE IT RESOLVED,** by the Mayor and Committee of the Township of Stillwater that the Tax Collector be authorized to refund the overpayment to Atlantic Title & Settlement.

A motion was made by Mr. Scott to **adopt Resolution 2023-116,** seconded by Mrs. Rumsey. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

**RESOLUTION 2023-117** MAYOR’S APPOINTMENT OF EVER RAMIREZ-CARRANZA AS AN EMT OF THE STILLWATER AREA VOLUNTEER FIRE DEPARTMENT 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 Ever Ramirez-Carranza. as an EMT of the Stillwater Area Volunteer Fire Department.

BE IT FURTHER RESOLVED that this appointment was made at a meeting of the Township Committee on Tuesday, June 20, 2023.

A motion was made by Mr. Scott to **adopt Resolution 2023-117,** seconded by Mrs. Delaney. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, abstained because she had not had a chance to review his application.

**RESOLUTION 2023-119** MAYOR’S ACCEPTANCE OF THE RESIGNATION OF LYNDA KNOTT AS REGISTERED MUNICIPAL CLERK WITH COMMITTEE CONCURRENCE

THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Stillwater they do hereby concur with the Mayor’s acceptance of the resignation of Lynda Knott as Registered Municipal Clerk, Local Registrar, and Qualified Purchasing Agent effective December 31, 2023.

A motion was made by Mr. Scott to regretfully **adopt Resolution 2023-119,** seconded by Mayor Chammings. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, no, Mayor Chammings, yes

Mrs. Rumsey noted the clerk gave her notice now so the Township Committee could begin discussing the future of the Clerk’s office now giving them time to make the best decision.

**RESOLUTION 2023-120** MAYOR’S ACCEPTANCE OF THE RESIGNATION OF DON DONOFRIO AS A MEMBER ON THE PLANNING BOARAD WITH COMMITTEE CONCURRENCE

**THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Stillwater they do hereby concur with the Mayor’s acceptance of the resignation of Don Donofrio as a member of the Planning Board effective June 8, 2023.

A motion was made by Mr. Scott to **adopt Resolution 2023-120 with regrets,** seconded by Mrs. Rumsey. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes The Township Committee asked the clerk to send Mr. Donofrio a thank you for all his years of service to the township.

**RESOLUTION 2023-121** RESOLUTION APPROVING ADDITIONAL TRAINING HOURS FOR THE TAX COLLECTOR

**WHEREAS**, Terry Beshada was hired by the Township of Stillwater as Tax Collector by Resolution 2022-169 effective November 2, 2022; and

**WHEREAS**, the Township has changed to a new Tax System requiring the Tax Collector to undergo training on the new system; and

**WHEREAS**, the Tax Collector has requested the Township Committee approve a request for up to twenty (20) additional hours for the training;

**BE IT RESOLVED** by the Township Committee of the Township of Stillwater that they do hereby approve up to twenty (20) additional hours for training to be compensated at her annual hourly rate.

A motion was made by Mr. Scott to **adopt Resolution 2023-121,** seconded by Mrs. Rumsey. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

**RESOLUTION 2023-122** RESOLUTION APPROVING SUBMISSION OF THE CORRECTIVE ACTION PLAN FOR THE YEAR ENDED DECEMBER 31, 2022 TO THE STATE OF NEW JERSEY, DIVISION OF LOCAL GOVERNMENT SERVICES

**WHEREAS**, all municipalities operating under the Local Fiscal Affairs Law must prepare and submit a Corrective Action Plan as part of their annual audit process, and

**WHEREAS**, the Township of Stillwater has by Resolution accepted the 2022 audit prepared and presented by the Township Auditors, and

**WHEREAS**, Tammy Leonard, the Chief Financial Officer for the Township of Stillwater, has prepared a Corrective Action Plan to address the findings and recommendations for the 2022 audit and presented copies of same to the Township Committee,

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Stillwater, New Jersey that the Corrective Action Plan, attached hereto and made a part hereof, be approved for submission to the Division of Local Government Services.

A motion was made by Mrs. Delaney to **adopt Resolution 2023-122,** seconded by Mr. Scott. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

**RESOLUTION 2023-123** RESOLUTION AUTHORIZING REFUND OF UNION DUES DEDUCTION

WHEREAS, the Chief Financial Officer has certified that the following employee had a Union Dues deduction withheld from his pay dated June 2, 2023; and

WHEREAS, Union Dues should not have been withheld;

NOW THEREFORE, BE IT RESOLVED, by the Township Committee of Stillwater Township that a refund be issued in the amount of $25.00.

Name & Address Funding Amount

Kyle Kavanagh Local Union Dues $25.00

A motion was made by Mr. Scott to **adopt Resolution 2023-123,** seconded by Mrs. Rumsey. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

**RESOLUTION 2023-124** RESOLUTION AUTHORIZING REFUND OF OVERPAYMENT OF INSUFFICIENT FUNDS FEE

WHEREAS, the Chief Financial Officer has certified that the following individual was charged a fee for a check returned due to insufficient funds. This individual was charged a $25.00 fee for the returned check, and;

WHEREAS, the fee for a check returned for insufficient funds is $20.00 per Resolution 2023-016, and;

WHEREAS, the individual was charged $5.00 more than the correct fee.

NOW THEREFORE, BE IT RESOLVED, by the Township Committee of Stillwater Township, that a refund be issued in the amount of the overpayment.

Name & Address Funding Amount

Nicholas Gatanas NSF Fee $5.00

A motion was made by Mrs. Delaney to **adopt Resolution 2023-124,** seconded by Mr. Scott. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

**RESOLUTION 2023-125** RESOLUTION AUTHORIZING ACCEPTANCE OF SPOTTED LANTERNFLY – 2023 CHEMICAL CONTROL TREATMENT GRANT

**WHEREAS**, the Township of Stillwater has been awarded a Spotted Lanternfly – 2023 Chemical Control Treatment Grant from the New Jersey Department of Agriculture to perform chemical treatment activities against the Spotted Lanternfly; and

**WHEREAS**, the total amount of the Grant Award is $15,000.00; and

**WHEREAS**, the Township of Stillwater accepts the award of the Spotted Lanternfly – 2023 Chemical Control Treatment Grant in the amount of $15,000;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Stillwater, New Jersey as follows:

1. The Township of Stillwater hereby accepts the Spotted Lanternfly – 2023 Chemical Control Treatment Grant detailed above.
2. The Chief Financial Officer is authorized to establish a grant line in the amount of $15,000.00.

A motion was made by Mr. Scott to **adopt Resolution 2023-125,** seconded by Mrs. Rumsey. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

**DISCUSSION ITEMS:**

**Workshop Meeting** **Date** – Mayor Chammings said the Township Committee would like to schedule a workshop meeting for July 18, 2023 and invite the Recreation Commission members and DPW Supervisor to discuss facilities and field use. The community center fees will also be discussed. The clerk will send invites to both the Recreation Commission and DPW.

**Seagrave Cost Increase –** Mayor Chammings discussed the township has received correspondence from Seagrave that the fire truck under contract would cost the township an additional $121,089.00 due to many unprecedented conditions. Mayor Chammings noted the Township Committee and Fire Truck Committee from the Fire Department met with Seagrave via Zoom to discuss some options such as increasing warranties, agreeing to no additional price increases, providing a parts voucher, and allowing additional time to pay to make up for the price increase. The Township Committee decided Mayor Chammings will ask the CFO if she could certify funding is available to proceed with the purchase.

**Fiber Cabinet Installation in Possum Hill Road Right-Of-Way:** Zoning Officer Tom Dixon referred a request by Altice/Cablevision to install a fiber cabinet in the Possum Hill road Utility Right-of Way and shared via memorandum his thoughts on having the Township Engineer review the request. The Township Committee agreed with the Zoning Officer and the matter will be turned over to Van Cleef Engineering for their review.

**OPEN PUBLIC SESSION (any subject – 3-minute limit):**

Mr. Louis Sylvester read the following letter into the record:

*Good Evening. l have come before you for almost two years asking for your help in cleaning an environmental mess left by the owner of 947 A Old Schoolhouse Rd. I have been told that the Township Committee was working on it and that it would be resolved -I asked for a report and was told one was coming. I met with the Mayor on 5/15 and was told the Township Committee did receive a report from the Zoning Officer dated 4/26/23.*

*I received a copy of that report on 5/1 7.1n that report the Zoning Officer concluded that the wood chips were flattened and the stump "piles" were removed. He used the plural of the word pile in his letter sent on 8/30/22 to the new owner of the property and again on 4/26/23. He was correct in identifying that there were two distinct piles of stumps. The definition of a singular pile is an "accumulation of sticks or debris." The plural used, indicated as the evidence was presented before the Zoning Board on 1/24/22, that there are two Piles not one. A satellite photo Show photo was presented as evidence that clearly showed from over a hundred miles up that there are two distinctive piles of stumps. Additional photos of the piles were also presented to the Zoning Board with an aerial view of the "Clear Cut" that took place at lot 947A. Show Before and after. The Zoning Board found in my favor and identified by resolution on 2/24/22 that the Stumps present an inimical health hazards and they needed to be removed. The hearing was deliberated by the Zoning Board attorney and the Zoning Board engineer who are on the Stillwater Township payroll. The Township Committee in May of 2022 sent a letter to the current property owner which said due to the expertise of the Zoning Board the Township Committee was compelled to enforce its resolution of 2/24/22.*

*In the 4/26/23 conclusion to the Township Committee, the Zoning Officer presented two pictures, one of a flattened pile of wood chips and one picture of a portion of one pile of stumps. ZO PHOTO The 2 stump piles have previously been identified as long as 75 -100 feet in length and 6-foot-tall by 6 foot wide. The Zoning Officer's photograph captured one section of one plie that was removed on the weekends of October 10 2022 and Feb 17 2023. The photo represents about 20% of the total mess that was left.*

*How does 20% equate to a successful removal of the mess left on the property? Is 20% on a school test deemed satisfactory and passing? I still believe it is considered a failure.*

*I visited the stump sites in March and April of this year after the last time the cleanup was conducted and have taken photos that show that the majority of the wood stumps are still left on the site. Show pictures. I again visited the site in June and found no change Show Photos. A small portion of one pile was removed but the vast majority of the stumps remain.*

*We have been talking about ordinances a lot lately, but one overall consistent concern still remains, Stillwater Township has a long reputation for not enforcing the ordinances it has on its books. These ordinances cost a lot of money to create and the lack of enforcement begs the question; Are they even worth having if there is little or no enforcement?*

*I stand her tonight disappointed-Not angry. l have lived and served Stillwater for the past 33 years. This is my home. I have come to live with the disappointments that come when important issues never get resolved. ln*

*Stillwater, we kick the can down the road. Important matters are drug on until the person making the complaint goes away. In closing I hope you will revisit the Zoning Officers report dated 4/26/23 and have the Zoning Officer live up to the resolution the Zoning Board passed on 2/24/22 to remove all of the stumps that were left by a person, not an act of God, but by a person who had no concern for the his neighbors, so they could profit, with a disregard at the expense to Stillwater Township and the health of those who live near that area.”*

Mayor Chammings said Mr. Sylvester’s concerns are noted.

**ATTORNEY’S REPORT:**

Mr. Vex was not in attendance so there was no report at this time.

There being no further business, Mr. Scott made a motion to adjourn the meeting at 9:58 p.m., seconded by Mrs. Rumsey. In a voice vote, all were in favor.

Respectfully submitted,

Lynda Knott

Registered Municipal Clerk