



**STILLWATER TOWNSHIP
TOWNSHIP COMMITTEE MEETING
AGENDA**

TUESDAY, December 5, 2023

**Executive Session: 6:00 P.M.
Regular Meeting: 7:00 P.M.**

Zoom Link: <https://us02web.zoom.us/j/86954793920>

OPENING STATEMENT: Adequate notice of this meeting has been provided according to the Open Public Meetings Act, notice of this meeting was included in the Annual Meeting Notice to the public and sent to the press on January 4, 2023 and placed on the Official Bulletin Board at the Municipal Building, posted on the official Stillwater Website and Face Book page.

EXECUTIVE SESSION:

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231 P.L. 1975 permits the exclusion of the public from a meeting in 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, County of Sussex, New Jersey as follows:

1. The public shall be excluded from discussion of and action upon the hereinafter-specified subject matter(s).
2. The general nature of the subject matter(s) to be discussed is as follows:
 Personnel Contract Real Property Litigation/Potential Litigation
 Attorney Client Public Safety
3. It is anticipated at this time that the above stated subject matter(s) will be made public at the conclusion of
each individual specified subject matter.

4. This resolution shall take effect immediately. Time _____ Motion/2nd _____ / _____

ROLL CALL: Manser Delaney Rumsey Scott Chammings

RETURN TO OPEN SESSION Time _____ Motion/2nd _____ / _____

ROLL CALL: Manser Delaney Rumsey Scott Chammings

FLAG SALUTE

MINUTES: November 21, 2023 Regular & Executive Session Meeting Minutes

Motion/2nd _____ / _____

ROLL CALL: Manser Delaney Rumsey Scott Chammings

RESOLUTION 2023-209

A RESOLUTION TO REFUND A SENIOR CITIZEN DEDUCTION FOR 2023

Motion/2nd _____ / _____

ROLL CALL:

Manser Delaney Rumsey Scott Chammings

BILLS LIST #20 \$ 552,191.30

RESOLUTION 2023-210

Authorizing Payment of Bills

Motion/2nd _____ / _____

ROLL CALL:

Manser Delaney Rumsey Scott Chammings

COMMITTEE REPORTS:

- **Committeewoman Delaney**
 - **Recreation**
 - **Zoning Board of Adjustment**
 - **Planning Board**
- **Committeewoman Rumsey**
 - **Emergency Services**
 - **Community Center**
 - **Architect**
 - **Personnel**
- **Committeeman Scott**
 - **DPW**
 - **Engineering**
- **Mayor Chammings**
 - **Environmental Commission**
 - **Legal**
 - **Engineering**
 - **CERT**
 - **Personnel**

AMENDMENTS TO AGENDA

OPEN PUBLIC SESSION (Agenda items only – 3 min time limit)

OLD BUSINESS:

TAX INREM FORECLOSURE UPDATE

ORDINANCE PUBLIC HEARING AND FINAL ADOPTION

ORDINANCE 2023-29 CAPITAL ORDINANCE APPROPRIATING \$121,089.00
IN ADDITIONAL FUNDS BEYOND ORDINANCE 2021-11
FOR THE ACQUISITION OF A NEW FIRE TRUCK

Motion/2nd _____ / _____

ROLL CALL: Manser Delaney Rumsey Scott Chammings

ORDINANCE 2023-30 AN ORDINANCE FIXING SALARIES AND WAGES OF
OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF
STILLWATER, COUNTY OF SUSSEX AND STATE OF NEW
JERSEY, FOR THE YEAR 2024

Motion/2nd _____ / _____

ROLL CALL: Manser Delaney Rumsey Scott Chammings

NEW BUSINESS:

ORDINANCE FIRST READING

ORDINANCE 2023-31 AN ORDINANCE AMENDING THE CODE OF THE
TOWNSHIP OF STILLWATER BY REPEALING AND
REPLACING THE FEE SCHEDULE FROM SECTION 5 OF
CHAPTER 344 ENTITLED “SOLID WASTE, RECYCLING” [**Public
Hearing and Adoption December 19, 2023**]

Motion/2nd _____ / _____

ROLL CALL: Manser Delaney Rumsey Scott Chammings

ORDINANCE 2023-32 AN ORDINANCE PROVIDING FOR THE VACATION OF A
PORTION OF A PUBLIC STREET KNOWN AS ROSE COURT, IN
THE TOWNSHIP OF STILLWATER, COUNTY OF SUSSEX,
STATE OF NEW JERSEY [**Public Hearing and Adoption December
19, 2023**]

Motion/2nd _____ / _____

ROLL CALL: Manser Delaney Rumsey Scott Chammings

ORDINANCE 2023-33

AN ORDINANCE PROVIDING FOR THE VACATION OF A PORTION OF A PUBLIC STREET KNOWN AS EAST COURT, IN THE TOWNSHIP OF STILLWATER, COUNTY OF SUSSEX, STATE OF NEW JERSEY [Public Hearing and Adoption December 19, 2023]

Motion/2nd _____ / _____

ROLL CALL: Manser Delaney Rumsey Scott Chammings

RESOLUTIONS

RESOLUTION 2023-211

RESOLUTION TO AUTHORIZE CANCELLATION OF TAXES ON BLOCK 1901 LOT 8, ANNE ROAD

Motion/2nd _____ / _____

ROLL CALL: Manser Delaney Rumsey Scott Chammings

RESOLUTION 2023-212

RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT

Motion/2nd _____ / _____

ROLL CALL: Manser Delaney Rumsey Scott Chammings

RESOLUTION 2023-213

STATEWIDE INSURANCE FUND RESOLUTION APPOINTING FUND COMMISSIONER

Motion/2nd _____ / _____

ROLL CALL: Manser Delaney Rumsey Scott Chammings

RESOLUTION 2023-214

RESOLUTION AUTHORIZING THE TOWNSHIP OF STILLWATER TO ACCEPT A SUBGRANT AWARD OF THE FEDERAL FISCAL YEAR 2023 OF EMERGENCY MANAGEMENT PERFORMANCE GRANT AND EMERGENCY MANAGEMENT AGENCY ASSISTANCE

Motion/2nd _____ / _____

ROLL CALL: Manser Delaney Rumsey Scott Chammings

RESOLUTION 2023-215

RESOLUTION IN SUPPORT OF ASSEMBLY BILL NO. 5548 PROHIBITING THE STATE FROM IMPOSING A MILEAGE-BASED USER FEE

Motion/2nd _____ / _____

ROLL CALL: Manser Delaney Rumsey Scott Chammings

RESOLUTION 2023-216

**RESOLUTION AUTHORIZING A TRANSFER OF 2023
APPROPRIATIONS**

Motion/2nd _____ / _____

ROLL CALL:

Manser Delaney Rumsey Scott Chamblings

DISCUSSION ITEMS:

Community Center Fees

992 Fairview Lake Road

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

ATTORNEY'S REPORT

ADJOURNMENT

Move _____ /Second _____

**STILLWATER TOWNSHIP
SUSSEX COUNTY, NJ**

RESOLUTION #2023-209

A RESOLUTION TO REFUND A SENIOR CITIZEN DEDUCTION FOR 2023

WHEREAS, Block 3101 Lot 31.02 also known as 961 Middleville Road and owned by David Grossman, and

WHEREAS, Mr. Grossman has applied and been approved for a Senior Citizen Deduction for the tax year 2023, and his Mortgage Company has paid the 2023 taxes in full,

WHEREAS, since his taxes are paid in full Mr. Grossman is entitled to a refund of \$ 250.00.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Town Council that the Tax Collector be authorized to refund Mr. Grossman the amount of \$ 250.00 for his Senior Citizen Deduction.

CERTIFICATION

I, Lynda Knott, Municipal Clerk for the Township of Stillwater, hereby certify that the above Resolution was approved by the Township Committee of the Township of Stillwater at their regularly scheduled Township Committee Meeting of December 5, 2023.

Lynda Knott, Municipal Clerk
Township of Stillwater

**STILLWATER TOWNSHIP
SUSSEX COUNTY, NEW JERSEY
RESOLUTION 2023-210**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF STILLWATER 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 December 5, 2023 and on file and available for public inspection in the Office of the Chief Financial Officer and approved by the Chief Financial Officer for payment, be paid.

CERTIFICATION

I hereby certify that the above Resolution was adopted by the Stillwater Township Committee at their regular meeting held December 5, 2023, at the Stillwater Township Municipal Building, 964 Stillwater Road, Stillwater, Sussex County, New Jersey.

Lynda Knott
Township Clerk

**STILLWATER TOWNSHIP MANUAL/REGULAR BILL LIST
FOR MEETING DATED 12/1/2023 - BILLS LIST #20**

Account	Date	Check #	Payee	Amount
Current				
	11/22/23	29476	BETH BARILE	\$ 230.80
	11/22/23	29477	BETH BARILE (HUSBAND)	\$ 230.80
	11/22/23	29478	DONNA VANTASSEL	\$ 230.80
	11/22/23	29479	FLOYD MONROE	\$ 164.90
	11/22/23	29480	GAIL RYKER	\$ 164.90
	11/22/23	29481	ROBERT PASTOR	\$ 164.90
	11/22/23	29482	SHARI MCSWEENEY	\$ 164.90
	11/22/23	29483	SHARON SUTTON	\$ 164.90
	11/22/23	29484	SHARON SUTTON (HUSBAND)	\$ 164.90
	11/22/23	29485	SAVFD (4TH QTR)	\$ 8,462.50
	11/22/23	29486	SAVFD (4TH QTR)	\$ 13,750.00
	11/22/23	29487	TOWNSHIP OF WANTAGE	\$ 11,353.00
	11/29/23	29476	BANK ISSUE - RETURNED	\$ (230.80)
	11/29/23	29488	BETH BARILE (HUSBAND) - REISSUE	\$ 230.80
	11/29/23	29477	BANK ISSUE - RETURNED	\$ (230.80)
	11/29/23	29489	BETH BARILE - REISSUE	\$ 230.80
	11/29/23	29478	BANK ISSUE - RETURNED	\$ (230.80)
	11/29/23	29490	DONNA VANTASSEL - REISSUE	\$ 230.80
	11/29/23	29359	BANK ISSUE - RETURNED	\$ (1,725.00)
	11/29/23	29491	FARMSIDE LANDSCAPE & DESIGN - REISS	\$ 1,725.00
	11/29/23	29482	BANK ISSUE - RETURNED	\$ (164.90)
	11/29/23	29492	SHARI MCSWEENEY - REISSUE	\$ 164.90
	11/29/23	WIRE	STILLWATER TWP PAYROLL AGENCY	\$ 28,973.18
	11/30/23	29493	STILLWATER TWP BOE	\$ 437,774.85
			Subtotal of Fund	\$ 501,995.33
COAH				
	11/29/23	1010	SUSSEX CTY CLERK'S OFFICE	\$ 60.00
			Subtotal of Fund	\$ 60.00
Payroll Salary Agency				
	11/17/23	WIRE	PRUDENTIAL	\$ 362.56
	11/22/23	3258	DIV PENSIONS AND BENEFITS	\$ 75.56
	11/29/23	3259	NJ FAMILY SUPPORT PMT CENTER	\$ 199.85
	11/29/23	WIRE	STILLWATER TWP PAYROLL ACCT	\$ 17,685.63
	11/30/23	WIRE	IRS	\$ 6,638.32
	11/30/23	WIRE	STATE OF NJ - GIT	\$ 864.69
	12/1/23	WIRE	NATIONWIDE	\$ 112.00
			Subtotal of Fund	\$ 25,938.61
Recycling Trust				
	11/29/23	WIRE	STILLWATER TWP PAYROLL AGENCY	\$ 73.54
			Subtotal of Fund	\$ 73.54
			Grand Total All Manual Checks Issued:	\$ 528,067.48

Grand Total → 552,191.30

List of Bills - (0110101000001) Cash - Current CURRENT FUND

Check#	Vendor	Description	Payment	Check Total
29494	1035 - AMAZON CAPITAL SERVICES	PO 14382 ORDER# 111-4620980-4708254 - STOOL FOR C	42.89	
		PO 14406 ORDER# 111-4181271-7822662 - RETIREMENT	176.48	219.37
29495	1231 - CARSON 1994 CORP	PO 14407 INV# 567081 - CUSTODIAL SERVICES - DECEM	650.00	650.00
29496	1308 - DAVID GROSSMAN	PO 14411 REFUND - SENIOR DEDUCTION PER RESO 2023-	250.00	250.00
29497	1220 - DAVID MANSER	PO 14387 REIMBURSEMENT - BACKGROUND CHECK	45.73	45.73
29498	70 - DOLAN AND DOLAN PA	PO 14351 STMT# 948730 - ZB LEGAL SERVICES - GENER	359.65	359.65
29499	1161 - GANNETT NY-NJ LOCALiQ	PO 14395 INV# 5963044 - ADVERTISING - OCT 2023	143.91	143.91
29500	121 - GARDEN STATE LABORATORIES INC.	PO 14386 INV# 562074,562075 - WATER TESTING 11/7	200.00	
		PO 14393 INV# 561980 - WATER TESTING 11/9/2023	240.00	440.00
29501	128 - HOME DEPOT CREDIT SERVICES	PO 14403 INV# 7022727 - DEPT SUPPLIES	87.21	
		PO 14405 RECEIPT 11/16/23,11/15/23 - VEHICLE MAIN	205.13	292.34
29502	41 - JERSEY CENTRAL POWER AND LIGHT	PO 14413 INV# 11/27/2023 ACCT# 100137770515	132.53	132.53
29503	88 - MOUNTAINWOOD SPRING WATER COMPANY	PO 14388 INV# 111632 - SPRING WATER 11/16/2023	13.98	13.98
29504	21 - NEW JERSEY PLANNING OFFICIALS	PO 14314 INV# 082024556,082024557 - MANDATORY TRA	229.50	229.50
29505	1159 - NJEDA	PO 14420 AUTHORITY APPLICATION FEE - 992 FAIRVIEW	500.00	500.00
29506	52 - NORTH EAST PARTS GROUP, LLC	PO 14402 INV# 275860 - VEHICLE MAINTENANCE	526.00	526.00
29507	63 - PURCHASE POWER	PO 14412 ACCT# 8000-9090-1127-9861 - POSTAGE REFI	8.99	8.99
29508	1301 - ROBERT'S & SON	PO 14256 INV# 05757288 - STFD VEHICLE MAINTENANCE	3,293.06	3,293.06
29509	90 - SCMUA-SUSSEX CTY MUNIC UTIL'S AUTH	PO 14379 INV# 6282 - SOLID WASTE DISP; COMINGLED	722.88	
		PO 14404 INV# 6319 - SOLID WASTE DISP; COMINGLED	677.76	1,400.64
29510	412 - STORR TRACTOR COMPANY	PO 14203 INV# 1165715 - 2012 TRACTOR	237.50	
		PO 14401 INV# 1171517 - TRACTOR	31.36	268.86
29511	925 - STTC	PO 14349 QUOTE# 23-0144534-007 - STFD VEHICLE MAI	3,678.92	3,678.92
29512	201 - TAMMY LEONARD	PO 14422 REIMBURSEMENT - RETIREMENT GIFT	150.00	150.00
29513	438 - TAMMY LEONARD - CHANGE FUND	PO 14424 TO ESTABLISH A CHANGE FUND FOR RECREATIO	50.00	50.00
29514	341 - TAMMY LEONARD, PETTY CASH	PO 14423 3RD QTR 2023 TO 11/30/2023 - PETTY CASH	119.26	119.26
29515	126 - VAN CLEEF ENGINEERING ASSOC, LLC	PO 14409 INV# STW-1006.001-18 - ENGINEERING - STO	1,320.50	
		PO 14410 INV# STW-1000.001-14 - ENGINEERING SERVI	556.00	1,876.50
TOTAL				14,649.24

List of Bills - (0410101000001) Cash - General Capital General Capital

Check#	Vendor	Description	Payment	Check Total
656	341 - TAMMY LEONARD, PETTY CASH	PO 14423 3RD QTR 2023 TO 11/30/2023 - PETTY CASH	6.50	6.50
657	126 - VAN CLEEF ENGINEERING ASSOC, LLC	PO 12721 PROPOSAL - MT BENEVOLENCE PHASE I - MA 2	4,349.38	
		PO 13825 PROPOSAL - MT BENEVOLENCE PHASE II - MA	4,636.88	8,986.26
TOTAL				8,992.76

List of Bills - (1210101000001) CASH - Dog Trust Dog Trust

Check#	Vendor	Description	Payment	Check Total
711	1161 - GANNETT NY-NJ LOCALiQ	PO 14394 INV# 5963479 - ADVERTISING	144.25	144.25
712	310 - LYNDA KNOTT	PO 14398 REIMBURSEMENT - DOG SUPPLIES	51.97	51.97
TOTAL				196.22

List of Bills - (7510101000001) Recycling Trust - CASH RECYCLING TRUST ACCOUNT

Check#	Vendor	Description	Payment	Check Total
669	90 - SCMUA-SUSSEX CTY MUNIC UTIL'S AUTH	PO 14379 INV# 6282 - SOLID WASTE DISP; COMINGLED	39.60	
		PO 14404 INV# 6319 - SOLID WASTE DISP; COMINGLED	44.00	83.60
TOTAL				83.60

List of Bills - (7910101000001) ESCROW - CASH ESCROW - SUBDIVISION ACCOUNT

Check#	Vendor	Description	Payment	Check Total
10308	70 - DOLAN AND DOLAN PA	PO 14352 STMT# 948731 - ZB LEGAL SERVICES - ARMEN	76.50	
		PO 14378 STMT# 945422 - ZB LEGAL SERVICES - MAIO	66.00	
		PO 14380 STMT# 948965 - ZB LEGAL SERVICES - ZELIN	59.50	202.00
TOTAL				202.00

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

ORDINANCE 2023-29

**CAPITAL ORDINANCE APPROPRIATING \$121,089.00
IN ADDITIONAL FUNDS BEYOND ORDINANCE 2021-11
FOR THE ACQUISITION OF A NEW FIRE TRUCK**

BE IT ORDAINED by the Township Committee of the Township of Stillwater, in the County of Sussex, New Jersey, AS FOLLOWS;

Section 1. The 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 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 \$121,089.00, which has heretofore been set aside for the improvement of purpose 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 \$121,089.00 appropriations, the Township will use funding as described in Section 3.

Section 3. The improvements hereby authorized and the purpose for the allocation of which said obligations are to be spent, the appropriation made for an estimated cost of such purpose, and the estimated maximum amount of funds to be spent for such purpose, are respectively as follows:

Additional Cost of Fire Truck Purchase:	\$42,768.00	PSE&G Mitigation
	\$50,000.00	Reserve for Emergency Veh.
	\$10,000.00	OEM Grant
	\$18,321.00	Capital Improvement Fund

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:

- (a) 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.
- (b) 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 twenty (20) years.

Section 5. This capital ordinance shall take effect ten (10) days after the first publication thereof after final adoption, as provided by said Local Bond Law.

ATTEST:

Lynda Knott, Clerk

Lisa Chammings, Mayor

Introduced: November 21, 2023

Adopted: December 5, 2023

Stillwater Township

Sussex County, New Jersey

Ordinance 2023-30

AN ORDINANCE FIXING SALARIES AND WAGES OF OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF STILLWATER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY, FOR THE YEAR 2024

BE IT ORDAINED by the Township Committee of the Township of Stillwater, in the County of Sussex, New Jersey, as follows;

Section 1. The Township of Stillwater shall pay its municipal officers and employees for services rendered as shown below. Figures shown represent annual salary, unless otherwise noted.

<u>POSITION:</u>	<u>SALARY RANGE:</u>
Township Committee Member	\$4,500.00 - \$6,000.00
Township Clerk	\$40,000.00 - \$90,000.00
Deputy Clerk	\$18.00 - \$25.00 per hour
Municipal Registrar	\$6,000.00 - \$8,500.00
Clerk 1	\$40,000.00 - \$60,000.00
Deputy Municipal Registrar	\$3,000.00 - \$4,500.00
Receptionist	\$15.13 - \$20.00 per hour
File Clerk	\$15.13 - \$20.00 per hour
Chief Financial Officer	\$50,000.00 - \$90,000.00
Clean Communities Coordinator-Stipend	\$1,000.00
Qualified Purchasing Agent-Stipend	\$3,000.00
Tax Assessor	\$25,000.00 - \$45,000.00
Tax Collector	\$25,000.00 - \$45,000.00
Tax Collector-Extra Hours	\$25.00 - \$45.00 per hour
Deputy Tax Collector	\$4,000 - \$10,000
DPW Supervisor (Provisional)	\$58,000.00 - \$75,000.00
DPW Supervisor (CPWM)	\$60,000.00 - \$90,000.00
Recycling Coordinator	\$1,750.00 - \$2,500.00
DPW Laborers	As Per Contract
Solid Waste Worker	\$15.13 - \$25.00 per hour
Solid Waste Cashier	\$15.13 - \$25.00 per hour
Recycling Supervisor	\$20.00 - \$30.00 per hour
Recycling Worker	\$15.13 - \$25.00 per hour
Zoning Officer	\$20,000.00 - \$45,000.00
Construction Code Official	\$10,000.00 - \$25,000.00
Plumbing Sub-Code Official	\$7,500.00 - \$15,000.00
Electrical Sub-Code Official	\$7,500.00 - \$15,000.00
Fire Sub-Code Official	\$2,500.00 - \$5,000.00
Fire Inspector	\$2,500.00 - \$5,000.00
Building Department Secretary (TACO)	\$10,000.00 - \$25,000.00

Smoke Detector Certifications	\$25.00 per Certification
Smoke Detector Re-Certifications	\$20.00 per Certification
Lead Paint Certifications	\$12.50 per Certification
Emergency Mgmt Coordinator	\$2,000.00 - \$5,000.00
Deputy Emergency Mgmt Coordinator	\$1,000.00 - \$3,000.00
Animal Control Officer	\$7,500.00 – \$12,000.00
Vacation/Leave Coverage	\$20.00 - \$50.00 per hour

BOARDS AND COMMISSIONS:

SALARY RANGE:

Zoning Board Secretary	\$5,000.00 - \$9,000.00
Planning Board Secretary	\$5,000.00 - \$9,000.00
Environmental Commission Secretary	\$2,500.00 - \$5,000.00
Recreation Commission Secretary	\$2,500.00 - \$5,000.00

POLICE:

SALARY RANGE:

Crossing Guard	\$15.13 - \$18.00 per hour
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Section 2. Specific salaries or wages established by the Ordinance shall be made active as of January 1, 2024 unless otherwise noted.

Section 3. Nothing in this ordinance shall be construed as making mandatory the payment of annual salary increments to any officer of employees of the Township of Stillwater. Salary or wage increases shall be contingent upon availability of funds.

Section 4. All former ordinances or parts thereof conflicting or inconsistent with the provisions of this ordinance are hereby repealed.

Section 5. This ordinance shall take effect after publication and passage according to law.

TOWNSHIP COMMITTEE OF STILLWATER TOWNSHIP

ATTEST:

Lynda Knott, Clerk

Lisa Chamings, Mayor

Introduced: November 21, 2023
Adopted: December 5, 2023

**STILLWATER TOWNSHIP,
SUSSEX COUNTY, NJ**

ORDINANCE #2023-31

**AN ORDINANCE AMENDING THE CODE OF THE
TOWNSHIP OF STILLWATER BY REPEALING AND REPLACING
THE FEE SCHEDULE FROM SECTION 5 OF CHAPTER 344
ENTITLED “SOLID WASTE, RECYCLING”**

BE IT ORDAINED, by the Township Committee of the Township of Stillwater, Sussex County of Sussex, New Jersey, that Chapter 344, Section 5 “Fees” of the Code of the Township of Stillwater entitled “Solid Waste, Recycling” shall be repealed and replaced as set forth herein to increase costs with with new 2024 tipping fee.

SECTION 1 – UPDATED FEE SCHEDULE

Section 5 “Fee Schedule” of Chapter 344 “Solid Waste, Recycling” of the Code of the Township of Stillwater, Sussex County, New Jersey, is repealed in its entirety and replaced with the following new Section 5 – Fee Schedule:

SECTION 5 - FEE SCHEDULE.

Item	Disposal Fee
All items containing Freon or other refrigerants	\$25
Fiberglass Dishwashers	\$15
TV Set	\$12
Microwave	No Charge
Couch	\$20
Armchair	\$10
Boxspring	\$15
Mattress	\$15
Rug	\$12
Dresser	\$15
Table	\$10
Small non-metal items under 70 lbs	\$6
Automobile tires without rims	\$5
Automobile tires with rims	\$6
Truck tires – not to exceed 1100/20	\$7
20 lb propane tank with valve	\$5
20 lb propane tank without valve	No Charge
All metal items	No Charge

SECTION 2 – 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.

SECTION 3 – 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.

SECTION 4 - EFFECTIVE DATE

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

ATTEST:

Lynda Knott, Township Clerk

Lisa Chamings, Mayor

Introduced: December 5, 2023

Adopted:

**STILLWATER TOWNSHIP
SUSSEX COUNTY**

ORDINANCE 2023-32

AN ORDINANCE PROVIDING FOR THE VACATION OF A
PORTION OF A PUBLIC STREET KNOWN AS ROSE COURT,
IN THE TOWNSHIP OF STILLWATER, COUNTY OF
SUSSEX, STATE OF NEW JERSEY

WHEREAS, there was dedicated to public use a portion of a certain street known as Rose Court which is more particularly described on Schedule A attached hereto and made a part hereof;

WHEREAS, the same has not been accepted or opened by the municipality; and

WHEREAS, the use of said Rose Court for public purposes and the maintenance of same as a public street would cause a financial burden on the Township without any beneficial return to the public; and

WHEREAS, it appears to the governing body that the public interest will be better served by releasing those lands from such dedication;

NOW, THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Stillwater as follows:

1. The rights of the public in the public street known as Rose Court and such public easement as may exist therein are hereby distinguished and vacated.

2. Expressly reserved and accepted from this vacation ordinance are all rights and privileges possessed by public utilities as defined in N.J.S.A. 48:2-13 and any cable television company as defined in the "Cable Television Act", N.J.S.A. 48:5A-1 et seq., to maintain or repair their existing facilities adjacent to, over and under the street to be

vacated. A perpetual easement, if the same is required, is reserved for the benefit of public utility companies for the purpose of ingress and egress over and upon the same in order to maintain, repair or replace existing utility facilities, if any, including water lines, gas lines, and telephone, electric and cable television wires and poles which may be located beneath the surface of the vacated road.

3. The Township Clerk shall within sixty (60) days of the effective date of this ordinance file a copy of this ordinance certified by her under the seal of the Township to be a true copy thereof, together with proof of publication thereof, in the Office of the Clerk of the County of Sussex in the Book of Vacations in accordance with the provisions of N.J.S.A. 40:67-21.

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 inconsistent or in opposition to the provisions of this ordinance are hereby repealed in their entirety.

Effective Date. This ordinance shall take effect after publication and passage according to law.

ATTEST:

Lynda Knott, Municipal Clerk

Lisa Chamings, Mayor

Introduced: December 5, 2023

Adopted:

NOTICE

Take notice that the above entitled ordinance was passed on first reading in the Township Committee of the Township of Stillwater at a regular meeting held on December 5, 2023, and will be considered on second reading after public hearing at a regular meeting of the Stillwater Township Committee to be held on December 19, 2023 at 7:00 p.m. at the Municipal Building, Stillwater, New Jersey.

Lynda Knott, Municipal Clerk

**STILLWATER TOWNSHIP
SUSSEX COUNTY**

ORDINANCE 2023-33

AN ORDINANCE PROVIDING FOR THE VACATION OF A
PORTION OF A PUBLIC STREET KNOWN AS EAST COURT,
IN THE TOWNSHIP OF STILLWATER, COUNTY OF
SUSSEX, STATE OF NEW JERSEY

WHEREAS, there was dedicated to public use a portion of a certain street known as East Court which is more particularly described on Schedule A attached hereto and made a part hereof;

WHEREAS, the same has not been accepted or opened by the municipality; and

WHEREAS, the use of said East Court for public purposes and the maintenance of same as a public street would cause a financial burden on the Township without any beneficial return to the public; and

WHEREAS, it appears to the governing body that the public interest will be better served by releasing those lands from such dedication;

NOW, THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Stillwater as follows:

1. The rights of the public in the public street known as Rose Court and such public easement as may exist therein are hereby distinguished and vacated.
2. Expressly reserved and accepted from this vacation ordinance are all rights and privileges possessed by public utilities as defined in N.J.S.A. 48:2-13 and any cable television company as defined in the "Cable Television Act", N.J.S.A. 48:5A-1 et seq., to maintain or repair their existing facilities adjacent to, over and under the street to be

vacated. A perpetual easement, if the same is required, is reserved for the benefit of public utility companies for the purpose of ingress and egress over and upon the same in order to maintain, repair or replace existing utility facilities, if any, including water lines, gas lines, and telephone, electric and cable television wires and poles which may be located beneath the surface of the vacated road.

3. The Township Clerk shall within sixty (60) days of the effective date of this ordinance file a copy of this ordinance certified by her under the seal of the Township to be a true copy thereof, together with proof of publication thereof, in the Office of the Clerk of the County of Sussex in the Book of Vacations in accordance with the provisions of N.J.S.A. 40:67-21.

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 inconsistent or in opposition to the provisions of this ordinance are hereby repealed in their entirety.

Effective Date. This ordinance shall take effect after publication and passage according to law.

ATTEST:

Lynda Knott, Municipal Clerk

Lisa Chamblings, Mayor

Introduced: December 5, 2023

Adopted:

NOTICE

Take notice that the above entitled ordinance was passed on first reading in the Township Committee of the Township of Stillwater at a regular meeting held on December 5, 2023, and will be considered on second reading after public hearing at a regular meeting of the Stillwater Township Committee to be held on December 19, 2023 at 7:00 p.m. at the Municipal Building, Stillwater, New Jersey.

Lynda Knott, Municipal Clerk

**STILLWATER TOWNSHIP
SUSSEX COUNTY, NJ**

RESOLUTION 2023 –211

**RESOLUTION TO AUTHORIZE CANCELLATION OF TAXES ON BLOCK 1901 LOT
8, ANNE ROAD**

WHEREAS, Block 1901 Lot 8 also known as Anne Road was conveyed to the Township of Stillwater on May 5, 2023 by a Quit Claim Deed, and

WHEREAS, the balance of the 2023 taxes need to be cancelled from record in the amount of \$ 358.38.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Town Committee that the Tax Collector be authorized to cancel the balance of the 2023 taxes in the amount of \$ 358.38.

CERTIFICATION

I, Lynda Knott, Municipal Clerk for the Township of Stillwater, hereby certify that the above Resolution was approved by the Township Committee of the Township of Stillwater at their regularly scheduled Township Committee Meeting of December 5, 2023.

Lynda Knott, Municipal Clerk
Township of Stillwater

**STILLWATER TOWNSHIP
SUSSEX COUNTY, NJ**

RESOLUTION 2023-212

RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT

WHEREAS, Stillwater Township (hereinafter “Local Unit”) has joined the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the “Fund”; and

WHEREAS, the Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; and

WHEREAS, the “Fund” has requested its members to appoint individuals or entities to that position; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of “Local Unit”, in the County of Sussex and State of New Jersey, as follows:

1. Township Committee of Stillwater Township hereby appoints George Morville its local Risk Management Consultant.
2. The Mayor and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant’s Agreement for the year 2024 in the form attached hereto.

Name of Entity: Stillwater Township

Attest:

Lynda Knott, Township Clerk

Lisa Chammings, Mayor

CERTIFICATION

I hereby certify that the foregoing resolution is a true and accurate resolution adopted by the Township Committee of the Township of Stillwater at a meeting held on the 5th day of December, 2023.

Lynda Knott
Municipal Clerk

2024 FUND YEAR STATEWIDE INSURANCE FUND

RISK MANAGEMENT CONSULTANT'S AGREEMENT

THIS AGREEMENT entered into this _____ day of _____ 2023, among the Statewide Insurance Fund ("FUND"), a joint insurance fund of the State of New Jersey, Stillwater Township ("MEMBER") and George Morville ("CONSULTANT") through a fair and open process, pursuant to N.J.S.A.20:44A-20.4.

WHEREAS, the CONSULTANT has offered to the MEMBER professional risk management consulting services as required by the Bylaws of the FUND; and

WHEREAS, the CONSULTANT has advised the FUND that he/she is familiar with the terms, conditions and operations of the FUND; and

WHEREAS, the MEMBER desires these professional services from the CONSULTANT; and

WHEREAS, the MEMBER has complied with relevant law in regard to the appointment of a Risk Management Consultant; and

WHEREAS, the Bylaws of the FUND require that members engage a CONSULTANT and that the CONSULTANT comply with certain requirements set forth therein.

NOW, THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. For and in consideration of the amount stated hereinafter, the CONSULTANT shall:
 - (a) assist in evaluating the MEMBER'S exposures and advise on matters relating to the Member's operation and coverage.
 - (b) explain to the MEMBER, or its representatives, the various coverages available from the FUND.
 - (c) explain to the MEMBER, or its representatives, the terms of the member's commitment and obligations to the FUND.
 - (d) explain to the MEMBER, or its representatives the operation of the FUND.
 - (e) prepare applications, statements of values, etc., on behalf of the MEMBER, if required by the FUND.
 - (f) review the MEMBER'S assessment and assist in the preparation of the MEMBER'S insurance budget.
 - (g) review losses and engineering reports and provide assistance to the MEMBER'S

safety committee, if required.

- (h) assist in the claims settlement process, if required, by MEMBER or FUND.
- (i) attend the majority of meetings of the Fund Commissioners or Executive Committee, if requested, and perform such other services as required by the MEMBER or the FUND.
- (j) comply with the obligations imposed upon Risk Managers in the FUND's Bylaws.
- (k) act in good faith and fair dealing to the FUND.
- (l) perform other duties for the FUND as may be required from time to time by the FUND.

2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:

- (a) The CONSULTANT shall be paid by the FUND, on behalf of the MEMBER, a fee as compensation for services rendered. Said fee, an apportionment of the MEMBER's assessment: 6% of workers' compensation (excluding any fees, PLIGA, and loss ratio apportionment); 7.5% of all lines assessment (excluding any fees, PLIGA, and loss ratio apportionment); and 10% of Selective umbrella assessment (excluding fees, PLIGA and administrative expenses).
- (b) The CONSULTANT shall be entitled to compensation for services provided during any calendar year only if the CONSULTANT has been appointed and holds the position of Risk Management Consultant, as of January 31 of the said calendar year for counties and municipalities holding general elections and July 30 for municipalities holding regular elections.
- (c) For any insurance coverages authorized by the MEMBER to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the FUND's assessment in computing the fee set forth in 2(a).
- (d) If the MEMBER shall require of the CONSULTANT extra services other than those outlined above, the CONSULTANT shall be paid by the MEMBER a fee at a rate to be negotiated by the parties.

3. The term of this Agreement shall be from **January 1, 2024 to January 1, 2025**. However, this Agreement may be terminated by either party at any time by mailing to the other thirty (30) days written notice, certified mail return receipt.

4. The CONSULTANT shall comply with all laws applicable to producers who provide insurance products to public entities and shall comply with all applicable statutes and regulations relating to joint insurance funds.

5. The CONSULTANT agrees to comply with all affirmative action laws applicable in accordance with Exhibit A and to submit all necessary documentation establishing compliance within seven (7) days of this Agreement.

ATTEST:

Mayor Lisa Chammings, Member Representative

ATTEST:

Risk Management Consultant Corporate Officer

ATTEST:

Statewide Insurance Fund Chairperson

**EXHIBIT A
STATEWIDE INSURANCE FUND**

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY NOTICE
(N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.)

GOODS, PROFESSIONAL SERVICES AND GENERAL SERVICE CONTRACTS

This form is a summary of the successful professional service entity's requirement to comply with the requirements of **N.J.S.A. 10:5-31 et seq.** and **N.J.A.C. 17:27 et seq.**

The successful professional service entity shall submit to the Statewide Insurance Fund, after notification of award but prior to execution of this contract, one of the following three documents as forms of evidence:

(a) A photocopy of a valid letter that the vendor is operating under an existing Federally approved or sanctioned affirmative action program (good for one year from the date of the letter);

OR

(b) A photocopy of a Certificate of Employee Information Report approval, issued in accordance with N.J.A.C. 17:27-1.1 et seq.;

OR

(c) A photocopy of a completed Employee Information Report (Form AA302) provided by the Division of Contract Compliance and completed by the vendor in accordance with N.J.A.C. 17:27-1.1 et seq.

The successful professional service entity may obtain the Employee Information Report (AA302) from the Statewide Insurance Fund during normal business hours.

The undersigned professional service entity certifies that he/she is aware of the commitment to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq. and agrees to furnish the required forms of evidence.

The undersigned professional service entity further understands that his/her submission shall be rejected as non-responsive if said professional service entity fails to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.

COMPANY: _____

SIGNATURE: _____

PRINT NAME: _____

TITLE: _____ DATE: _____

STILLWATER TOWNSHIP,
SUSSEX COUNTY, NJ

RESOLUTION 2023-213

STATEWIDE INSURANCE FUND
RESOLUTION APPOINTING FUND COMMISSIONER

WHEREAS, Stillwater Township (hereinafter “Local Unit”) is a member of the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Fund’s Bylaws require participating members to appoint a Fund Commissioner;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the that Valerie Ingles is hereby appointed as the Fund Commissioner for the Local Unit for the year 2024; and

BE IT FURTHER RESOLVED that Tammy Leonard is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the year 2024; and

BE IT FURTHER RESOLVED that the Local Unit’s Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

Name Entity: Stillwater Township

By: _____
Lisa Chammings, Mayor

ATTEST:

Lynda Knott, Municipal Clerk

This Resolution agreed to the 5th day of December, 2023 by a vote of:

___ Affirmative ___ Abstain ___ Negative ___ Absent

CERTIFICATION

I, Lynda Knott, Township Clerk for the Township of Stillwater, hereby certify that the above Resolution was approved by the Township Committee of the Township of Stillwater at their regularly scheduled Township Committee Meeting of December 5, 2023.

Lynda Knott, Township Clerk

**TOWNSHIP OF STILLWATER,
COUNTY OF SUSSEX, NJ**

RESOLUTION 2023-214

**RESOLUTION AUTHORIZING THE TOWNSHIP OF STILLWATER TO ACCEPT A
SUBGRANT AWARD OF THE FEDERAL FISCAL YEAR 2023 OF EMERGENCY
MANAGEMENT PERFORMANCE GRANT AND EMERGENCY MANAGEMENT
AGENCY ASSISTANCE**

WHEREAS, the Township of Stillwater Office of Emergency Management has been awarded State Homeland Security Grant Program Sub-grant AFN #97.042, Subgrant Award #FY22-EMPG-EMAA-1920 from the New Jersey Department of Law and Public Safety, Office of the Attorney General. The subgrant, consisting of \$10,000.00 Federal Award is for the purpose of enhancing the City's ability to prevent, protect against, respond to and recover from acts of terrorism, natural disasters and other catastrophic events and emergencies; and

WHEREAS, the Township of Stillwater will use these funds to enhance your Emergency Management Program and that the funds will be used for Emergency Management purposes; and

WHEREAS, the award period is from July 1, 2023 to June 30, 2024; and

WHEREAS, the subgrant award incorporates all conditions and representations contained or made in application and notice of award; and

WHEREAS, the Township of Stillwater Office Emergency Management, designated by the New Jersey State Police, Office of Emergency Management, has submitted an Application for Subgrant Award that has been required by the said New Jersey State Office of Emergency Management.

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

1. That the Council accepts the award of the FFY23 Emergency Management Performance Grant Program (EMPG), Emergency Management Agency Assistance Subgrant (EMAA) in the amount of up to \$10,000.00 Federal Funds from the New Jersey State Police, Office of Emergency Management.
2. That the Chief Financial Officer and Director of Emergency Management are authorized to sign the appropriate subgrant award documents.
3. That copies of this resolutions shall be forwarded to the New Jersey State Police, Office of Emergency Management, the City Business Administrator, the Chief Financial Officer and the County Division of Emergency Management and Office of Treasury.

CERTIFICATION

I, Lynda Knott, Municipal Clerk for the Township of Stillwater, hereby certify that the above Resolution was approved by the Township Committee of the Township of Stillwater at their regularly scheduled Township Committee Meeting of December 5, 2023.

Lynda Knott, Municipal Clerk
Township of Stillwater

**STILLWATER TOWNSHIP
SUSSEX COUNTY, NJ**

RESOLUTION 2023-215

**RESOLUTION IN SUPPORT OF ASSEMBLY BILL NO. 5548 PROHIBITING THE
STATE FROM IMPOSING A MILEAGE-BASED USER FEE**

WHEREAS, on June 5, 2023, Assemblyman Parker Space introduced Assembly Bill No. 5548;
and

WHEREAS, Assembly Bill No. 5548 would prohibit the State from imposing a mileage-based
user fee and prohibit the use of State funding for any program, study, or pilot program related to
the imposition of mileage-based user fees; and

WHEREAS, mileage-based user fee means "any fee imposed on the owner or operator of a
motor vehicle, which fee is calculated based on the number of miles traveled by the motor
vehicle during a designated period of time"; and

WHEREAS, the Stillwater Township Committee recognizes that our residents have some of the
longest commuting times and distances in the State and is extremely concerned that an
imposition of a mileage-based user fee would have a negative effect on our residents.

NOW, THEREFORE BE IT RESOLVED that the Stillwater Township Committee supports
Assembly Bill No. 5548; and

BE IT FURTHER RESOLVED that the Stillwater Township Committee opposes the
imposition of any mileage-based user fee upon its residents; and

BE IT FURTHER RESOLVED that certified copies of this Resolution be sent to New Jersey
Governor Phil Murphy, The State House, P.O. Box 001, Trenton, NJ 08625; Senator Steven V.
Oroho, 115 Demarest Road, Sparta, NJ 07871; Assemblyman Hal Wirths, One Wilson Drive,
Suite 2B, Sparta, NJ 07871; Assemblyman Parker Space, One Wilson Drive, Suite 2B, Sparta,
NJ 07871 and each municipality in the County of Sussex.

CERTIFICATION

I, Lynda Knott, Municipal Clerk for the Township of Stillwater, hereby certify that the above
Resolution was approved by the Township Committee of the Township of Stillwater at their
regularly scheduled Township Committee Meeting of December 5, 2023.

Lynda Knott, Municipal Clerk
Township of Stillwater

**TOWNSHIP OF STILLWATER
COUNTY OF SUSSEX**

RESOLUTION 2023-216

**RESOLUTION AUTHORIZING A TRANSFER
OF 2023 APPROPRIATIONS**

WHEREAS, the Finance Officer certifies there are insufficient funds in the budgetary accounts listed below to meet the demands thereon for the balance of the year; and

WHEREAS, the Finance Officer certifies there appear to be a surplus in the budgetary accounts listed below, over and above the demand deemed necessary for the balance of the year; and

WHEREAS, N.J.S.A. 40A:4-58 provides that transfers of funds may be made during the last two months of the budget year;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Stillwater that the Chief Financial Officer is authorized to make a transfer in 2023 budget appropriations in the amount of \$1,000.00 within the Current Fund, as follows:

Current Fund		From:		To:
Group Health Benefits		\$ 500.00		
Electricity		\$ 500.00		
	Health Ins Waiver			\$ 500.00
	Telecommunications			\$ 500.00
		\$ 1,000.00		\$ 1,000.00

CERTIFICATION

I, Lynda Knott, Municipal Clerk for the Township of Stillwater, hereby certify that the above Resolution was approved by the Township Committee of the Township of Stillwater at their regularly scheduled Township Committee Meeting of December 5, 2023.

Lynda Knott, Municipal Clerk
Township of Stillwater