

**STILLWATER TOWNSHIP COMMITTEE
WORKSHOP MEETING MINUTES**

Tuesday July 18, 2023

A REGULAR MEETING of the Stillwater Township Committee was called to order by Mayor Chamblings at 7:08 p.m. noting the meeting date, time and place were 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 Chamblings

EXECUTIVE SESSION: held in Town Hall

After the reading of the following Resolution to enter into Executive Session, a **motion** was made by Mrs. Rumsey, seconded by Mrs. Delaney and carried by roll call vote to adopt the resolution permitting the Committee to go into Executive Session at 6:16 p.m.

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting under certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Stillwater, in the County of Sussex and State of New Jersey as follows:

1. The public shall be excluded from that portion of this meeting.
2. The general nature of the subject matter to be discussed is as follows: Personnel
3. As nearly as can now be ascertained, the matter or matters to be discussed at this time will be disclosed to the public when such matters are resolved.

A motion was made by Mayor Chamblings to **suspend Executive Session and return to public session at 7:10 p.m.** seconded by Mrs. Rumsey. **Roll Call Vote:** Mrs. Delaney, Mr. Barta, Mrs. Rumsey, Mr. Scott, Mayor Chamblings

The flag was saluted.

MINUTES: June 20, 2023 Regular Meeting 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, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chamblings, yes

BILLS LIST #12 \$531,812.66

RESOLUTION 2023-138 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 July 11, 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 2023-138 funds permitting without PO #13909 for \$84.00**, seconded by Mrs. Rumsey. **Roll Call Vote**: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chamblings, yes

A motion was made by Mr. Scott to **adopt Resolution 2023-138 funds permitting for PO #13909 for \$84.00**, seconded by Mrs. Rumsey. **Roll Call Vote**: Mrs. Delaney, abstained, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chamblings, yes

AMENDMENTS TO AGENDA: None

OPEN PUBLIC SESSION (agenda items only):

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

NEW BUSINESS:

RESOLUTION 2023-139 Extending the Grace Period of Third Quarter 2023 Taxes to August 29, 2023

WHEREAS, N.J.S.A. 54:4-64 requires that municipal tax bills be mailed forty-seven (47) days before the third installment of taxes falls on August 1st, namely on June 14th; and

WHEREAS, the date of mailing of Stillwater Township tax bills to Stillwater Township taxpayers cannot be determined at this time; and

WHEREAS, in accordance with the intent of N.J.S.A. 54:4-64 invoking any payment of interest for delinquency under the provisions of N.J.S.A. 54:4-64; and

WHEREAS, R.S. 54:4-67 deems twenty five (25) days after proper mailing of said tax bills and certification of such mailing, to be adequate notice of the amount of taxes due.

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

Stillwater Township taxes or assessments due August 1, 2023 will not be considered delinquent and interest for delinquency in the payment of such taxes and assessments shall not be charged for the failure to pay any such taxes or assessments if received by the Township on or before the

twenty fifth (25th) day after the proper mailing of the tax bills and provided further, however, that if any such installment is not paid on or before said twenty fifth (25th) day, interest at the usual rate will be charged from August 29, 2023.

A motion was made by Mrs. Rumsey to **adopt Resolution 2023-139**, seconded by Mr. Scott. **Roll Call Vote:** Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chamblings, yes

RESOLUTION 2023-140 Rescinding the ABC License for The Boat House at Swartwood Lake for the 2015-2016, 2016-2017, 2017-2018, 2018-2019, 2019-2020, 2020-2021, 2021-2022, 2022-2023 for failure to publish the 12.18 ruling in 2015.

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 failed to advertise, a requirement of the 2015-2016 12.18 ruling that prohibited the Township from granting renewal of the license;

NOW, THEREFORE, BE IT RESOLVED, that the following liquor license known as Plenary Retail Consumption License be rescinded for the periods of July 1, 2015 to June 30, 2016; July 1, 2016 to June 30, 2017, July 1, 2017 to June 30, 2018; July 1, 2018 to June 30, 2019, July 1, 2019 to June 30, 2020, July 1, 2020 to June 30, 2021, July 1, 2021 to June 30, 2022 and July 1, 2022 to June 30, 2023.

LICENSE NUMBER

1920-33-011-005

LICENSEE AND ADDRESS

The Boat House at Swartwood, LLC
P. O. Box 26, 1040 Route 521
Swartwood, New Jersey 07877

A motion was made by Mr. Scott to **adopt Resolution 2023-140**, seconded by Mrs. Delaney. **Roll Call Vote:** Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chamblings, yes

RESOLUTION 2023-141 Re-Instating the ABC License for The Boat House at Swartwood Lake for the 2015-2016, 2016-2017, 2017-2018, 2018-2019, 2019-2020, 2020-2021 term.

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 now advertised and submitted the affidavit of publication for said advertisement fulfilling the requirement of the 2015-2016 12.18 ruling that prohibited the Township from granting renewal of the license;

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 Nunc Pro Tunc for the periods of July 1, 2015 to June 30, 2016; July 1, 2016 to June 30, 2017, July 1, 2017 to June 30, 2018; July 1, 2018 to June 30, 2019, July 1, 2019 to June 30, 2020, July 1, 2020 to June 30, 2021

LICENSE NUMBER

1920-33-011-005

LICENSEE AND ADDRESS

The Boat House at Swartswood, LLC
P. O. Box 26, 1040 Route 521
Swartswood, New Jersey 07877

A motion was made by Mr. Scott to **adopt Resolution 2023-141**, seconded by Mrs. Delaney. **Roll Call Vote:** Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

RESOLUTION 2023-142

Renewing the ABC License for The Boat House at Swartswood Lake for the 2023-2024 term

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

1920-33-011-005

LICENSEE AND ADDRESS

The Boat House at Swartswood, LLC
P. O. Box 26, 1040 Route 521
Swartswood, New Jersey 07877

1920-44-008-004

Main Street Liquors, LLC
P. O. Box 123, 906 Main Street
Stillwater, New Jersey 07875

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 2023-142**, seconded by Mrs. Delaney. **Roll Call Vote:** Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chamblings, yes

RESOLUTION 2023-143 REFUND OF OVERPAYMENT OF DOG LICENSING FEE

WHEREAS, the Chief Financial Officer has certified that the following individual submitted payment for a dog license renewal in excess of the fees due, and;

WHEREAS, the payment made was \$49.00 and the amount due was \$41.00, and;

WHEREAS, the individual made an overpayment of \$8.00.

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

<u>Name & Address</u>	<u>Funding</u>	<u>Amount</u>
Eva Giangrasso	Dog License	\$8.00

A motion was made by Mrs. Delaney to **adopt Resolution 2023-143**, seconded by Mr. Scott. **Roll Call Vote:** Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chamblings, yes

RESOLUTION 2023-144 Appointment of Valerie Ingles as Part-Time Deputy
Clerk/Receptionist

THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Stillwater do hereby concur with the appointment of Valerie Ingles as Part-Time Deputy Clerk/Receptionist effective August 1, 2023 at an hourly rate of \$18.50 per hour. Work hours will be Monday, Tuesday, Wednesday and Thursday from 10:00 a.m. to 3:00 p.m.

A motion was made by Mr. Scott to **adopt Resolution 2023-144**, seconded by Mrs. Delaney.
Roll Call Vote: Mrs. Delaney, yes, Mr. Barta, no, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

RESOLUTION 2023-145 Awarding contract to MCCPC Vendors for Mt. Benevolence Road Phase I

BE IT RESOLVED

that the **Stillwater Township Committee**

hereby recommends to the New Jersey Department of Transportation that the contract for

Mt. Benevolence Road Section I

(Name of Project)

in the **Township of Stillwater** County of **Sussex**

(Name of Municipality)

be awarded to **the following Morris County Cooperative Pricing Council Vendors:**

Schiano Construction Corporation (MCCPC Contract #6) whose bid amounted to \$ 158,329.70

Denville Line Painting, Inc. (MCCPC Contract #36) whose bid amounted to \$ 4,300.36

whose bids amounted to \$ **162,630.06** subject to the approval of the Department.

That the presiding officer of this body be and is hereby directed to sign for and, on its behalf, the contract in the prescribed form for said construction.

That the clerk of this body be and Mayor is hereby directed to seal said contract with the corporate seal of this body and to attest to the same.

Approved by the Stillwater Township Committee on July 18, 2023.

A motion was made by Mr. Scott to **adopt Resolution 2023-145**, seconded by Mrs. Rumsey. Roll Call Vote: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

RESOLUTION 2023-146 Awarding contract to MCCPC Vendors for Mt. Benevolence Road Phase II

BE IT RESOLVED that the **Stillwater Township Committee**

hereby recommends to the New Jersey Department of Transportation that the contract for

Mt. Benevolence Road Phase 2

(Name of Project)

in the **Township of Stillwater** County of **Sussex** be awarded to **the following Morris County Cooperative Pricing Council Vendors:**

Schifano Construction Corporation (MCCPC Contract #6) whose bid amounted to \$ 126,856.00

Road Safety Systems, LLC (MCCPC Contract #26) whose bid amounted to \$ 18,540.00

Denville Line Painting, Inc. (MCCPC Contract #36) whose bid amounted to \$ 3,587.00

whose bids amounted to \$ **148,983.00** subject to the approval of the Department.

That the presiding officer of this body be and is hereby directed to sign for and, on its behalf, the contract in the prescribed form for said construction.

That the clerk of this body be and Mayor is hereby directed to seal said contract
with the corporate seal of this body and to attest to the same.

Approved by the Stillwater Township Committee on July 18, 2023.

A motion was made by Mr. Scott to **adopt Resolution 2023-146**, seconded by Mrs. Rumsey.
Roll Call Vote: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chamblings, yes

RESOLUTION 2023-147 Authorizing Acceptance of Donation to Recreation Commission
from Castner's Saw Mill

WHEREAS, the soccer field's fence was not keeping the soccer balls securely within the field area and our children's safety was compromised; and

WHEREAS, the Recreation Commission approached Castner's Sawmill to supply wooden boards to secure the bottom of the fence; and

WHEREAS, Castner's Saw Mill graciously donated Fifty-two (52) Oak 4" x 8' Boards (Lumber) for Volunteer Field; and

WHEREAS, the amount of the donation is valued at \$278.20;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Stillwater, County of Sussex, New Jersey hereby accepts the donation of Lumber from Castner's Sawmill as detailed above with gratitude.

A motion was made by Mrs. Delaney to **adopt Resolution 2023-147**, seconded by Mrs. Rumsey.
Roll Call Vote: Mrs. Delaney, yes, Mr. Barta, yes, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chamblings, yes

RESOLUTION 2023-148 Authorizing execution of an Amendment to the Seagrave Fire Apparatus LLC contract for Model TB70CT Marauder Pumper

WHEREAS, Stillwater Township’s has entered a contract on August 17, 2021 for the purchase of a Seagrave Model TB70CT Marauder Pumper Fire Truck; and

WHEREAS, the original order is amended to add a material price increase in the amount of One Hundred Twenty-One Thousand Eighty-Nine dollars caused by unprecedented times of material and labor costs and material shortages; and

WHEREAS, Seagrave Fire Apparatus LLC and Stillwater Township negotiated fair terms in order for the agreement to proceed; and

WHEREAS, the following Amendment to the Contract contains other good and valuable consideration; and

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

1. The Mayor and Municipal Clerk are authorized to execute the Amendment to the contract with Seagrave Fire Apparatus, LLC
2. The Certified Finance Officer has certified funds are available for the purchase in the amount of **\$121,089.00**

A motion was made by Mrs. Rumsey to **adopt Resolution 2023-148**, seconded by Mrs. Delaney. **Roll Call Vote:** Mrs. Delaney, yes, Mr. Barta, no, Mrs. Rumsey, yes, Mr. Scott, yes, Mayor Chammings, yes

RESOLUTION 2023-149 Accepting the resignation of Paul Hawkins as Acting DPW Supervisor

Motion/2nd _____/_____

ROLL CALL: Delaney Barta Rumsey Scott Chammings

RESOLUTION 2023-150 Authorizing Acceptance of Donation to Recreation Commission from Soccer Fun Academy

Motion/2nd _____/_____

ROLL CALL: Delaney Barta Rumsey Scott Chammings

DISCUSSION ITEMS:

Facility Use, Facility Use Forms, Improvements to Parks and Facilities

DISCUSSION ITEMS:

Delaware Water Gap National Recreation Area – Sandston Township sent correspondence to the governing body asking them if they would like to join the conversation with them and the Sierra Club in fighting the change from the Delaware Recreation Area to a National Park. The Township Committee is interested and asked the clerk to find out when they would be meeting with the Sierra Club.

Statewide Insurance Fund Safety Meeting – the clerk included correspondence from the Safety Meeting to see if the governing body would be interested in a suggested ordinance to address cannabis now that it is a legal substance. Mayor Chamblings asked the Township Committee members to look over the materials for a future discussion because it does need to be addressed.

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

Mr. Joseph Doherty voiced his concerns regarding the parking lot area of the Hyde Away restaurant which contains their dumpsters and assorted metal racks etc. Mr. Doherty feels it looks bad and it is making the Town Hall property look bad. The clerk will discuss with the Zoning Officer who has the authority to ask the restaurant to clean up the mess.

Mrs. Kathy Draghi asked when utilizing the Sussex County Municipal Utilities Authority should residents say they are from Newton as per their mailing address or Stillwater their actual property address. Mr. Scott said say Stillwater because the Township gets credit for the materials.

ATTORNEY’S REPORT – Mr. Vex said he had nothing further to discuss.

Mayor Chamblings said the Township Committee will take a five-minute break and then resume Executive Session. Mayor Chamblings said the session should be no longer than five or ten minutes and no action will be taken.

Executive Session was resumed at 8:20 p.m. and re-entered public session at 8:48 p.m.

There being no further business, Mr. Scott made a motion to adjourn the meeting at 8:49 p.m., seconded by Mrs. Rumsey. In a voice vote, all were in favor.

Respectfully submitted,

Lynda Knott
Registered Municipal Clerk