

**STILLWATER TOWNSHIP COMMITTEE
WORKSHOP MEETING MINUTES**

Tuesday August 22, 2023

A REGULAR MEETING of the Stillwater Township Committee was called to order by Mayor L. Chammings at 7:10 p.m. Mayor Chammings stated that this meeting is being held in compliance with the provisions of P.L. 1975, Ch. 231, Secs. 4 & 13 the Sunshine Law and that adequate notice of the meeting has been published in the New Jersey Herald as to the time, place, and date of meetings, and is posted in the usual location of posted notices in the municipal building as well as electronically on the township website and Facebook page.

ROLL CALL: Present: Mrs. Delaney, Mr. Barta, Mrs. Rumsey, Mr. Scott, Mayor Chammings

The meeting began late (6:10 p.m.) with Mr. Barta and Mr. Vex, Esq. joining the meeting via telephone because the internet service at townhall was unstable and Zoom unavailable.

FLAG SALUTE: Mayor L. Chammings led the Flag Salute.

COMMUNITY CENTER – Roof Project Award

Mayor Chammings began the discussion by stating the bid opening for the community center roof project was held on August 16, 2023. There was one bidder – MAK Group, LLC with a bid price of \$156,758.00. Mayor Chammings said the bid was reviewed by Sam Wykoff, Architect, Howard Vex, Attorney and Lynda Knott as QPA and all was deemed in order. There were questions regarding the potential replacement of wood and sheathing for the roof if needed and the warranty. All of which were answered in favor of the township. The Township Committee members asked additional questions of Mr. Vex. Mayor Chammings said the County Administrator Ron Tappan gave MAK Group, LLC a good review for the work performed for the County. The Vendor also supplied several other public entities as references.

Mr. Scott voiced his concerns regarding the award of the contract at a Work Shop meeting without a lot of notice to the public. The meeting was properly advertised and in order to get on the vendor's schedule sooner rather than later it had been decided to use the work shop meeting to act on the contract. The funding for the roof project comes from the American Rescue Plan Act Grant in the amount of \$130,000.00, the 2023 Local Recreation Improvement Grant in the amount of \$15,000.00 and the Stillwater Capital Improvement Fund in the amount of \$15,000.00

The roof project is part of an overall improvement project for the Stillwater Community Center. Once the roof is completed the masonry repair and painting can occur. These additional repairs are being funded in whole by the 2023 Local Recreation Improvement Grant.

Once there were no further questions Mayor Chammings said she would like to put Resolution 2023-161 to a vote:

RESOLUTION 2023-161

**RESOLUTION OF THE TOWNSHIP
COMMITTEE OF THE TOWNSHIP OF
STILLWATER AUTHORIZING THE MAYOR
TO EXECUTE CONTRACT WITH MAK
GROUP LLC FOR THE STILLWATER
COMMUNITY CENTER REROOFING
RENOVATIONS & ALTERATIONS**

WHEREAS, Stillwater Township's Community Center needs a new roof and bids were advertised for the project; and

WHEREAS, one (1) bid was received for the Reroofing Renovations & Alterations Project from MAK Group LLC in the amount of \$156,758.00 which is acceptable to the governing body; and

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

1. The Mayor is authorized to execute the contract with MAK Group LLC in the amount of \$156,758.00.
2. The Chief Financial Officer has certified that funds are available for the reroofing renovations & alterations contract in an amount not to exceed \$156,758.00. **\$130,000.00 from American Rescue Plan funding for re-roofing the community center, \$15,000 2023 LRIG, \$15,000 CAP Improvement Fund.**

A MOTION was made by Mrs. Rumsey and seconded by Mayor OChammings, to adopt Resolution 2023-161.

ROLL CALL: Committeewoman D. Delaney; yes, Committeeman P. Barta; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes.

AMENDMENTS TO AGENDA

There were no amendments to the agenda.

ADJOURNMENT

A MOTION was made by Committeeman G. Scott and seconded by Committeewoman V. Rumsey, with all members in favor, to adjourn the meeting at 7:35 P.M.

Respectfully submitted,

Lynda Knott, RMC