**STILLWATER TOWNSHIP COMMITTEE**

**REGULAR MEETING MINUTES**

**September 19, 2023**

**A REGULAR MEETING** of the Stillwater Township Committee was called to order by Mayor L. Chammings at 6:02 p.m. Mayor L. 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:** Committeewoman D. Delaney, Committeeman P. Barta, Committeewoman V. Rumsey, Committeeman G. Scott, Mayor L. Chammings

**Also Present:** Township Attorney H. Vex

**EXECUTIVE SESSION**: held in the Stillwater Township Municipal Building

**A MOTION** was made by Committeewoman V. Rumsey, seconded by Committeeman G. Scott, with all members in favor, to adopt the Resolution permitting the Committee to go into Executive Session at 6:03 p.m.

**STILLWATER TOWNSHIP COMMITTEE**

**RESOLUTION FOR 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 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, Litigation/Potential Litigation and Attorney Client

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 Committeewoman V. Rumsey and seconded by Committeeman G. Scott to go back into Regular Session at 7:00 P.M.

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

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

**MINUTES:** September 5, 2023 Regular Meeting Minutes

Committeeman P. Barta stated he wanted it noted that it was not listed in the September 5, 2023 meeting minutes that he discussed advertising for the Municipal Clerk’s position.

**A MOTION** was made by Committeewoman D. Delaney and seconded by Committeeman G. Scott, to adopt the meeting minutes as presented.

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

Mayor L. Chammings wanted to note that this was the first meeting that Municipal Clerk L. Knott was not present for during her 12 years with the municipality.

**REPORTS:** Recreation Commission Fee Report for August 2023

SC BOH Inspection Report for July 2023

Construction Permit Activity Report for August 2023

Board of Health Receipts for August 2023

Recycling and Convenience Center Report for August 2023

 Landlord Registration Report for August 2023

 Community Center Receipt Report for August 2023

 Certified Copies Report for August 2023

 Registrar Report for August 2023

 Vacant/Abandon Property Registration August 2023

**A MOTION** was made by Committeeman G. Scott and seconded by Committeewoman V. Rumsey to adopt the reports as presented.

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

Mayor L. Chammings explained the following Resolution needed to be approved prior to the approval of the bills list. The mortgage company made a payment on the property taxes that needs to be refunded because the homeowner is an exempt Veteran.

**RESOLUTION 2023-178 RESOLUTION TO AUTHORIZE REFUND OF TAXES FOR BLOCK 4308 LOT 1.02**

**WHEREAS,** Block 4308 Lot 1.02 for 907 Walnut Drive West, and owned by

Enrique Valenzuela, and

**WHEREAS,** the Tax Assessor has approved Mr. Valenzuela as of April 27, 2023 as a 100% permanent and totally disabled Veteran, and

**WHEREAS,** Corelogic Mortgage Company has been paying the property taxes thru August 1, 2023 in the amount of $ 4,096.08 which need to be refunded back to the homeowner.

**NOW THEREFORE BE IT RESOLVED,** by the Mayor and Township Committee that the Tax Collector be authorized to refund Mr. Valenzuela the amount of $ 4.096.08 for taxes paid in error.

**A MOTION** was made by Committeewoman D. Delaney and seconded by Committeewoman V. Rumsey, to adopt Resolution 2023-178.

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

**BILLS LIST #15 $500,838.97**

Committeeman P. Barta asked about the following bills: Abcode Security $201.00, Archive Social $2,143.68, Mitchell Humphrey $1,400.00, Power with Prestige $2,500.00, and R & L Data Centers Inc. $328.40.

Mayor L. Chammings explained the Abcode Security bill is a monthly bill to the municipality.

Deputy Clerk V. Ingles explained the Archive Social is for backing up and storing the township’s online social media platforms. The township did not have their social media accounts backed up prior to then and could need it for future OPRA requests.

Committeewoman V. Rumsey stated that Mitchell Humphrey is for the software used for planning & zoning. Power with Prestige is for the generators.

Mayor L. Chammings stated that R & L Data Centers are for payroll services/paychecks.

**RESOLUTION 2023-179 AUTHORIZING PAYMENT OF BILLS**

**WHEREAS,** the Chief Financial Officer has certified that funds are available in the proper account; and

**WHEREAS,** the Chief Financial 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 September 19, 2023, are 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.

**A MOTION** was made by Committeeman G. Scott and seconded by Committeewoman V. Rumsey to adopt Resolution 2023-179.

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

Mayor L. Chammings advised V. Ingles that reports can be done at the first meeting of the month.

**COMMITTEE REPORTS:**

**Committeewoman D. Delaney**

**Recreation Commission**

Committeewoman D. Delaney stated there are many events that the Recreation Commission is hosting coming up. She wanted to recognize T. Tosti and G. Richardson for doing a great job of keeping everyone enthusiastic and excited to be on Rec. They recently hosted the Veteran’s Dinner which went great and was well attended. They had a table at Sussex County Day with most of the commission present. They did a great presentation there and had some fun giveaways. She wanted to thank the whole committee for all their hard work. She stated that the ice cream social is coming up next and all the rest of their events are posted on the Facebook page and on the Township website.

Mayor L. Chammings commented that she was at the Veteran’s dinner and that it was very nice, they did a wonderful job.

Committeewoman D. Delaney recognized teenagers Lily Richardson and Tommy Tosti, for doing a great job as well and for always offering to help. She stated that they have volunteered a lot of their time and really seem to enjoy doing it. The Committee agreed it would be nice to recognize them for their work at the end of the year somehow. She expressed how great it would be to get more teens involved in Recreation Commission functions, that it would be beneficial to the township as well as to them. Mayor L. Chammings recognized Nicholas for always decorating the trees too.

Committeewoman V. Rumsey mentioned the Toys for Tots is set up at the Community Center now and will be at the municipal office too. She asked if a notice could be sent out to all the organizations and people renting the community center that the tree stays up, the Toys for Tots donation is there and the table in the back with the Fire Department memorabilia cannot be moved or taken down for events, it is to stay where it is.

Committeeman G. Scott asked Committeewoman D. Delaney is she knew what was being sprayed on the recreation fields recently. He said that he saw a tractor with a spreader going over the fields with something at Veteran’s Park but wasn’t able to stop to see who it was. She wasn’t sure what they could be treated for so she would investigate it and report back.

**Zoning Board of Adjustment**

No update as the meeting is next week.

**Committeeman P. Barta**

**Planning Board**

No update available, the meeting has been cancelled.

**Board of Education**

No update available.

**Committeewoman V. Rumsey**

**Emergency Services**

Committeewoman V. Rumsey stated they just received the Fire & EMS report that evening. There have been 153 fire calls YTD and 533 EMS calls YTD. They have done a great job getting the apparatus out. There are two members that are undergoing EMT training, one being Committeeman P. Barta’s son, and he should be very proud of him. All trucks are getting their preventative maintenance completed.

**Community Center**

Committeewoman V. Rumsey asked if there were any bills that have come in for the community center doors, that they haven’t been on the bills list and the Township Committee has not seen any quotes or bills. Mayor L. Chammings stated that is because the doors are being paid for through a grant that was received. The Township Committee asked V. Ingles to have the CFO provide the estimates/invoices/payments for the doors and send them to the Township Committee for review.

Committeewoman V. Rumsey stated that the community center roofing materials were dropped off that day and the roofing will begin tomorrow. She would like to discuss raising the fees for renting the community center to be on the agenda for the next meeting. She explained the current rental fee is $150 and she is thinking that $200 or $250 would be an acceptable amount to ask for the rental fee. She noted the number of repairs that the community center is undergoing and are still to be done, the heating and cooling bills which have increased, the purchasing of new tables and chairs to make the community center nicer, etc. She would like to go through the list of the organizations using the community center with the Municipal Clerk once she’s back. She explained that there are a couple of groups that don’t pay to use the community center and she feels that they should. Mayor L. Chammings stated that the non-profits in Stillwater Township have the fee waived. Committeewoman V. Rumsey responded that the social groups should be charged a fee though, especially the ones that have members from all over the county coming and using the community center. She would like to discuss this too at the next meeting.

**Architect**

Nothing to discuss.

**Personnel**

Nothing to discuss.

**Committeeman G. Scott**

**DPW**

No update currently.

**Engineering**

No update currently.

**Mayor L. Chammings**

Mayor L. Chammings stated the work has started on the Community Center roof. She said the architect explained that they will need to go from a 13” soffit down to a 6.5” soffit so instead of ripping it off and reframing it all, they will expose the soffit framework and see if it really needs as much extensive repair as actually removing and reframing both sides. They also discussed a few things to try and adjust the cost to be less. She explained there are some spots that sag that they may be able to be repaired instead of having to remove and replace the whole 150’.

**Environmental Commission**

Mayor L. Chammings noted she already discussed Environmental.

**Legal**

Mayor L. Chammings stated that during Executive Session the Township Committee spoke with Township Attorney H. Vex and Tax Collector T. Beshada regarding taxes.

**Engineering**

Mayor L. Chammings stated the Mt Benevolence roadwork has started; the milling is done. They have painted and put a cone on top of each stormwater drain to make sure that they are not damaged during paving. The paving should begin at the end of this week or the beginning of next week, weather permitting. The engineer visited the site that of concern on Old Tannery Road with the water runoff. The water runs down from Mt Benevolence and sits on the land where their septic systems are located. He stated that it doesn’t appear that can be done about that unfortunately.

**CERT**

Mayor L. Chammings stated that CERT had a table at Sussex County Day. She stated that it was a great day, was very well attended, and they had a couple people potentially sign up to join CERT.

**Personnel**

Mayor L. Chammings stated there is a Resolution to hire someone for the DPW position on the agenda which they will discuss.

Mayor L. Chammings stated there are two township employees that were up for their 30-day review. She met with Municipal Clerk L. Knott to conduct their reviews. They both received great reviews which will be documented in their personnel files once L. Knott returns. She noted that the same employees will be up for their 60-day review soon.

**AMENDMENTS TO AGENDA:**

Committeeman P. Barta stated that he would like to add discussing the ad for the Municipal Clerk position to the agenda.

The Township Committee discussed waiting until the next meeting to discuss advertising for the Municipal Clerk position for L. Knott to be in attendance.

Committeeman P. Barta asked for it to be noted in the meeting minutes again that he brought advertising for the Municipal Clerk position for discussion to show that he’s trying to move forward with having it advertised.

Mayor L. Chammings added if they are going to be discussing advertising for the position then all the township employees should be given a rice notice to attend that meeting since it would be discussing how to move forward after the retirement of L. Knott and the overall operation of town hall. She explained that if they do an advertisement then they need to discuss if they’re advertising for Municipal Clerk or a Clerk/Administrator. They need to discuss the salary and job description. There is a salary ordinance for the Municipal Clerk position but there is no salary range for an Administrator.

Committeewoman D. Delaney noted from their discussion from a couple of months ago when hiring for the deputy clerk position that everyone agreed at that time that the fair process was to move forward after the completion of classes and the 30-60-90-day review, they would evaluate the situation after that period. She feels that they should still go about that process, that it doesn’t mean that anything should change; that it might, and it might not, that they will need to evaluate the situation at that time, and she feels that’s a fair way of doing it. She agrees that L. Knott needs to be at the meeting to discuss this.

Mayor L. Chammings recommended that the Committee members speak with L. Knott for her recommendation and to hear how things are going in the office.

**PUBLIC SESSION (Agenda Items Only – 3 Minute Time Limit)**

**Public Session Open. No Public Comment. Public Session Closed.**

**OLD BUSINESS**

**TAX IN REM FORECLOSURE UPDATE:**

Township Attorney H. Vex stated he met with Tax Collector T. Beshada concerning the foreclosures. He will be posting the final notice at the municipal office, community center and at the post office. He explained that there is a US Supreme Court Case overturning the tax in rem foreclosures in another state. He will be looking into that further to see if that’s something that is going to become a law soon or if it will be pushed off for a couple years. He will continue to move forward unless otherwise told not to.

**ORDINANCES**

***PUBLIC HEARING AND FINAL ADOPTION***

**STILLWATER TOWNSHIP ORDINANCE 2023-21**

**A STATE MANDATED ORDINANCE OF THE TOWNSHIP OF STILLWATER THAT REQUIRES STORM DRAIN INLET RETROFITTING DURING REPAVING, REPAIRING, RECONSTRUCTION OR RESURFACING OR ALTERATIONS OF FACILITIES ON PRIVATE PROPERTY**

**WHEREAS,** the Township Committee of the Township of Stillwater has been directed by the State of New Jersey to implement this Ordinance and must comply with said directive.

 **NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Stillwater, that the Township Code shall be amended as follows:

**SECTION 1**

A new Chapter shall be added to the Township Code as follows:

**Chapter \_\_\_. PRIVATE STORM DRAIN INLET RETROFITTING**

 **(Not Applicable to a residential lot with one single family house)**

**§\_\_\_\_\_-1. Purpose.**

An ordinance requiring the retrofitting of existing storm drain inlets which are in direct contact with repaving, repairing, reconstruction, or resurfacing or alterations of facilities on private property, to prevent the discharge of solids and floatables (such as plastic bottles, cans, food wrappers and other litter) to the municipal separate storm sewer systems) operated by the Township of Stillwater so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply.

**§\_\_\_\_\_-2. Definitions.**

For the purpose of this ordinance, the following terms, phrases, words, and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

a. Municipal separate storm sewer system (MS4) - a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains) that is owned or operated by the Township of Stillwater or other public body, and is designed and used for collecting and conveying stormwater.

b. Person - any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

c. Storm drain inlet - an opening in a storm drain used to collect stormwater runoff and includes, but is not limited to, a grate inlet, curb-opening inlet, slotted inlet, and combination inlet.

d. Waters of the State - means the ocean and its estuaries, all springs, streams and bodies of surface or ground water, whether natural or artificial, within the boundaries of the State of New Jersey or subject to its jurisdiction.

**§\_\_\_\_\_-3. Prohibited Conduct.**

No person in control of private property **(except a residential lot with one single family house)** shall authorize the repaving, repairing (excluding the repair of individual potholes), resurfacing (including top coating or chip sealing with asphalt emulsion or a thin base of hot bitumen), reconstructing or altering any surface that is in direct contact with an existing storm drain inlet on that property unless the storm drain inlet either:

1 Already meets the design standard below to control passage of solid and floatable materials; or

2. Is retrofitted or replaced to meet the standard in Section 4 below prior to the completion of the project.

**§\_\_\_\_\_-4. Design Standard**

Storm drain inlets identified in Section 1 above shall comply with the following standard to control passage of solid and floatable materials through storm drain inlets. For purposes of this paragraph, "solid and floatable materials" means sediment, debris, trash, and other floating, suspended, or settleable solids. For exemptions to this standard see Section 4.3 below.

1. Design engineers shall use either of the following grates whenever they use a grate in pavement or another ground surface to collect stormwater from that surface into a storm drain or surface water body under that grate:

a. The New Jersey Department of Transportation (NJDOT) bicycle safe grate, which is described in Chapter 2.4 of the NJDOT Bicycle Compatible Roadways and Bikeways Planning and Design Guidelines (April 1996); or

b. A different grate, if each individual clear space in that grate has an area of no more than seven (7.0) square inches, or is no greater than 0.5 inches across the smallest dimension.

Examples of grates subject to this standard include grates in grate inlets, the grate portion (non-curb-opening portion) of combination inlets, grates on storm sewer manholes, ditch grates, trench grates, and grates of spacer bars in slotted drains. Examples of ground surfaces include surfaces of roads (including bridges), driveways, parking areas, bikeways, plazas, sidewalks, lawns, fields, open channels, and stormwater basin floors.

2. Whenever design engineers use a curb-opening inlet, the clear space in that curb opening or each individual clear space, if the curb opening has two or more clear spaces) shall have an area of no more than seven (7.0) square inches, or be no greater than two (2.0) inches across the smallest dimension.

3. This standard does not apply:

a. Where the municipal engineer agrees that this standard would cause inadequate hydraulic performance that could not practicably be overcome by using additional or larger storm drain inlets that meet these standards;

b .Where flows are conveyed through any device (e.g., end of pipe netting facility, manufactured treatment device, or a catch basin hood that is designed, at a minimum, to prevent delivery of all solid and floatable materials that could not pass through one of the following:

1. A rectangular space four and five-eighths inches long and one and one-half inches wide (this option does not apply for outfall netting facilities); or

ii. A bar screen having a bar spacing of 0.5 inches.

c. Where flows are conveyed through a trash rack that has parallel bars with one-inch (1") spacing between the bars; or

d. Where the New Jersey Department of Environmental Protection determines, pursuant to the New Jersey Register of Historic Places Rules at N.J.A.C. 7:4-7.2(c), that action to meet this standard is an undertaking that constitutes an encroachment or will damage or destroy the New Jersey Register listed historic property.

**§\_\_\_\_\_-5. Enforcement.**

This Ordinance shall be enforced by the New Jersey State Police, and all Township and County Officials whose duties permit municipal code enforcement.

**§\_\_\_\_\_-6. Penalties.**

Any person(s) who is found to be in violation of the provisions of this Ordinance shall be subject to a fine not to exceed $ 100 for each storm drain that is not retrofitted to meet the design standard.

**§\_\_\_\_\_-7. Severability.**

Each section, subsection, sentence, clause and phrase of this Ordinance is declared to be an independent section, subsection, sentence, clause and phrase, and the finding or holding of any such portion of this Ordinance to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this Ordinance.

**§\_\_\_\_\_-8. Effective Date.**

This Ordinance shall be in full force and effect from and after its adoption and any publication as may be required by law.

**SECTION 2**

The Township Clerk shall take all necessary action to assure the Code is promptly updated to include this Ordinance.

**SECTION 3**

This Ordinance shall take effect immediately upon its passage.

Township Attorney H. Vex noted that this Ordinance is not applicable to single family lots, but it is state mandated so they must pass it.

**A MOTION** was made by Committeewoman V. Rumsey and seconded by Committeewoman D. Delaney, to adopt at final reading Ordinance #2023-21.

**PUBLIC HEARING**

No comments from the public.

**PUBLIC HEARING CLOSED**

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

**STILLWATER TOWNSHIP ORDINANCE 2023-22**

**A STATE MANDATED ORDINANCE OF THE TOWNSHIP OF STILLWATER THAT PROHIBITS ILLICIT CONNECTIONS TO THE MUNICIPAL SEPARATE STORM SEWER SYSTEM**

 **WHEREAS,** the Township Committee of the Township of Stillwater has been directed by the State of New Jersey to implement this Ordinance and must comply with said directive.

 **NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Stillwater, that the Township Code shall be amended as follows:

**SECTION 1**

A new Chapter shall be added to the Township Code as follows:

**Chapter \_\_\_. ILLICIT CONNECTIONS TO THE MUNICIPAL SEPARATE STORM SEWER SYSTEM**

**§\_\_\_\_\_-1. Purpose.**

An ordinance to prohibit illicit connections to the municipal separate storm sewer systems operated by the Township of Stillwater so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply.

**§\_\_\_\_\_-2. Definitions.**

For the purpose of this ordinance, the following terms, phrases, words, and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory. The definitions below are the same as or based on corresponding definitions in the New Jersey Pollutant Discharge Elimination System (NJPDES) rules at N.J.A.C. 7:14A-1.2.

a. Domestic sewage - waste and wastewater from humans or household operations.

b. Illicit connection - any physical or non-physical connection that discharges domestic sewage, non-contact cooling water, process wastewater, or other industrial waste (other than stormwater) to the municipal separate storm sewer system operated by the Township of Stillwater unless that discharge is authorized under a NJPDES permit other than the Tier A Municipal Stormwater General Permit (NJPDES Permit Number NJ0141852). Non-physical connections may include, but are not limited to, leaks, flows, or overflows into the municipal separate storm sewer system.

c. Industrial waste- non-domestic waste, including, but not limited to, those pollutants regulated under Section 307(a), (b), or (c) of the Federal Clean Water Act (33 U.S.C. §1317(a), (b), or (c)).

d. Municipal separate storm sewer system (MS4)- a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains) that is owned or operated by the Township of Stillwater or other public body, and is designed and used for collecting and conveying stormwater. MS4s do not include combined sewer systems, which are sewer systems that are designed to carry sanitary sewage at all times and to collect and transport stormwater from streets and other sources.

e. NJPDES permit- a permit issued by the New Jersey Department of Environmental Protection to implement the New Jersey Pollutant Discharge Elimination System (NJPDES) rules at N.J.A.C. 7:14A.

f. Non-contact cooling water - water used to reduce temperature for the purpose of cooling. Such waters do not come into direct contact with any raw material, intermediate product (other than heat) or finished product. Non-contact cooling water may however contain algaecides, or biocides to control fouling of equipment such as heat exchangers, and/or corrosion inhibitors.

g. Person - any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

h. Process wastewater - any water which, during manufacturing or processing, comes into direct contact with or results from the production or use of any raw material, intermediate product, finished product, byproduct, or waste product. Process wastewater includes, but is not limited to, leachate and cooling water other than non-contact cooling water.

i. Stormwater - water resulting from precipitation (including rain and snow) that runs off the land's surface, is transmitted to the subsurface, is captured by separate storm sewers or other sewerage or drainage facilities, or is conveyed by snow removal equipment.

**§\_\_\_\_\_-3. Prohibited Conduct.**

No person shall discharge or cause to be discharged through an illicit connection to the municipal separate storm sewer system operated by the Township of Stillwater any domestic sewage, non-contact cooling water, process wastewater, or other industrial waste (other than stormwater).

**§\_\_\_\_\_-4. Enforcement.**

This Ordinance shall be enforced by the New Jersey State Police, and all Township and County Officials whose duties permit municipal code enforcement.

**§\_\_\_\_\_-5. Penalties.**

Any person(s) who is found to be in violation of the provisions of this Ordinance shall be subject to a fine not to exceed $ 100 for each storm drain that is not retrofitted to meet the design standard.

**§\_\_\_\_\_-6. Severability.**

Each section, subsection, sentence, clause and phrase of this Ordinance is declared to be an independent section, subsection, sentence, clause and phrase, and the finding or holding of any such portion of this Ordinance to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this Ordinance.

**§\_\_\_\_\_-7. Effective Date.**

This Ordinance shall be in full force and effect from and after its adoption and any publication as may be required by law.

**SECTION 2**

The Township Clerk shall take all necessary action to assure the Code is promptly updated to include this Ordinance.

**SECTION 3**

This Ordinance shall take effect immediately upon its passage.

**A MOTION** was made by Committeewoman D. Delaney and seconded by Committeewoman V. Rumsey, to adopt at final reading Ordinance #2023-22.

**PUBLIC HEARING**

No comments from the public.

**PUBLIC HEARING CLOSED**

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

**STILLWATER TOWNSHIP ORDINANCE 2023-23**

**A STATE MANDATED ORDINANCE OF THE TOWNSHIP OF STILLWATER THAT SETS STORM SEWER PROTECTION REQUIREMENTS FOR OUTDOOR DUMPSTERS AND REFUSE CONTAINERS**

 **WHEREAS,** the Township Committee of the Township of Stillwater has been directed by the State of New Jersey to implement this Ordinance and must comply with said directive.

 **NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Stillwater, that the Township Code shall be amended as follows:

**SECTION 1**

A new Chapter shall be added to the Township Code as follows:

**Chapter \_\_\_. OUTDOOR DUMPSTERS AND REFUSE CONTAINERS**

**(STORM SEWER PROTECTION REQUIREMENTS)**

**§\_\_\_\_\_-1. Purpose.**

An ordinance requiring dumpsters and other refuse containers that are outdoors or exposed to stormwater to be covered at all times and prohibits the spilling, dumping, leaking, or otherwise discharge of liquids, semi-liquids or solids from the containers to the municipal separate storm sewer systems operated by the Township of Stillwater and/or the waters of the State so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply.

**§\_\_\_\_\_-2. Definitions.**

For the purpose of this ordinance, the following terms, phrases, words, and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

a. Municipal separate storm sewer system (MS4)- a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains) that is owned or operated by the Township of Stillwater or other public body, and is designed and used for collecting and conveying stormwater. MS4s do not include combined sewer systems, which are sewer systems that are designed to carry sanitary sewage at all times and to collect and transport stormwater from streets and other sources.

b. Person - any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

c. Refuse container - any waste container that a person controls whether owned, leased, or operated, including dumpsters, trash cans, garbage pails, and plastic trash bags.

d. Stormwater - means water resulting from precipitation (including rain and snow) that runs off the land's surface, is transmitted to the subsurface, is captured by separate storm sewers or other sewerage or drainage facilities, or is conveyed by show removal equipment.

e. Waters of the State - means the ocean and its estuaries, all springs, streams and bodies of surface or ground water, whether natural or artificial, within the boundaries of the State of New Jersey or subject to its jurisdiction.

**§\_\_\_\_\_-3. Prohibited Conduct.**

1. Any person who controls whether owned, leased, or operated, a refuse container or dumpster must ensure that such container or dumpster is covered at all times and shall prevent refuse from spilling out or overflowing.

2. Any person who owns, leases or otherwise uses a refuse container or dumpster must ensure that such container or dumpster does not leak or otherwise discharge liquids, semi-liquids or solids to the municipal separate storm sewer systems operated by the Township of Stillwater.

**§\_\_\_\_\_-4. Exceptions to Prohibition.**

a. Permitted temporary demolition containers.

b. Litter receptacles (other than dumpsters or other bulk containers).

c. Individual homeowner trash and recycling containers.

d. Refuse containers at facilities authorized to discharge stormwater under a valid

NJPDES permit.

e. Large bulky items (e.g., furniture, bound carpet and padding, white goods placed

curbside for pickup).

**§\_\_\_\_\_-5. Enforcement.**

This Ordinance shall be enforced by the New Jersey State Police, and all Township and County Officials whose duties permit municipal code enforcement.

**§\_\_\_\_\_-6. Penalties.**

Any person(s) who is found to be in violation of the provisions of this Ordinance shall be subject to a fine not to exceed $ 100 for each storm drain that is not retrofitted to meet the design standard.

**§\_\_\_\_\_-7. Severability.**

Each section, subsection, sentence, clause and phrase of this Ordinance is declared to be an independent section, subsection, sentence, clause and phrase, and the finding or holding of any such portion of this Ordinance to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this Ordinance.

**§\_\_\_\_\_-8. Effective Date.**

This Ordinance shall be in full force and effect from and after its adoption and any publication as may be required by law.

**SECTION 2**

The Township Clerk shall take all necessary action to assure the Code is promptly updated to include this Ordinance.

**SECTION 3**

This Ordinance shall take effect immediately upon its passage.

**A MOTION** was made by Committeewoman V. Rumsey and seconded by Committeeman G. Scott, to adopt at final reading Ordinance #2023-23.

**PUBLIC HEARING**

No comments from the public.

**PUBLIC HEARING CLOSED**

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

**NEW BUSINESS**

**ORDINANCES**

***INTRODUCTION AND FIRST READING***

**STILLWATER TOWNSHIP ORDINANCE 2023-20**

**AN ORDINANCE AMENDING CHAPTER 163 (DRAINAGE CONTROL; DRIVEWAYS) OF THE TOWNSHIP CODE TO NAME THE ZONING OFFICER AS THE “TOWNSHIP DRIVEWAY OFFICIAL” AND TO MERGE CHAPTER 163 INTO CHAPTER 240 (LAND DEVELOPMENT) -First Reading & Introduction [Public Hearing and Adoption October 3, 2023]**

 **WHEREAS**, the Stillwater Township Committee has received recommendations from the Township’s Construction Official and Zoning Officer to change the designation of Township Driveway Official to allow applicants a proper path for review of their application.

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

**SECTION 1**

Chapter 163-1 (Definitions) of the Township Code shall be amended to change the designated Township Driveway Official from the Construction Officer to the Zoning Officer and shall read as follows:

**TOWNSHIP DRIVEWAY OFFICIAL**

**The Township Zoning Officer and/or any other individual(s) designated by the Township Committee to enforce the provisions of this chapter.**

**SECTION 2**

Chapter 163 (Drainage Control; Driveways) of the Township Code (§ 163-1 through § 163-14) shall be merged in its entirety into Chapter 240 (Land Development) to allow variance applications where driveways are not fully compliant to be reviewed by the Zoning Board of Adjustment.

**SECTION 3**

**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 4**

**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.

**SECTION 5**

The Township Clerk shall take all necessary action to assure the Code is promptly updated to include this Ordinance.

**SECTION 6**

This Ordinance shall take effect immediately upon its passage.

**A MOTION** was made by Committeeman G. Scott and seconded by Committeewoman V. Rumsey to Introduce Ordinance 2023-20.

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

**STILLWATER TOWNSHIP ORDINANCE 2023-24**

**A STATE MANDATED ORDINANCE OF THE TOWNSHIP OF STILLWATER THAT**

**REGULATES PRIVATELY OWNED SALT STORAGE WITHIN THE TOWNSHIP- First Reading & Introduction [Public Hearing & Adoption October 3, 2023]**

 **WHEREAS,** the Township Committee of the Township of Stillwater has been directed by the State of New Jersey to implement this Ordinance and must comply with said directive.

 **NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Stillwater, that the Township Code shall be amended as follows:

**SECTION 1**

A new Chapter shall be added to the Township Code as follows:

**Chapter \_\_\_. PRIVATELY OWNED SALT STORAGE**

**§\_\_\_\_\_-1. Purpose.**

The purpose of this Ordinance is to prevent stored salt and other solid de-icing materials from being exposed to stormwater.

This Ordinance establishes requirements for the storage of salt and other solid de-icing materials on properties not owned or operated by the municipality (privately-owned), including residences, in the Township of Stillwaterto protect the environment, public health, safety and welfare, and to prescribe penalties for failure to comply.

**§\_\_\_\_\_-2. Definitions.**

For the purpose of this Ordinance, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When consistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word “shall” is always mandatory and not merely directory.

1. “De-icing materials” means any granular or solid material such as melting salt or any other granular solid that assists in the melting of snow.
2. “Impervious surface” means a surface that has been covered with a layer of material so that it is highly resistant to infiltration by water.
3. “Storm drain inlet” means the point of entry into the storm sewer system.
4. “Permanent structure” means a permanent building or permanent structure that is anchored to a permanent foundation with an impermeable floor, and that is completely roofed and walled (new structures require a door or other means of sealing the access way from wind driven rainfall).

A fabric frame structure is a permanent structure if it meets the following specifications:

* 1. Concrete blocks, jersey barriers or other similar material shall be placed around the interior of the structure to protect the side walls during loading and unloading of de-icing materials;
	2. The design shall prevent stormwater run-on and run through, and the fabric cannot leak;
	3. The structure shall be erected on an impermeable slab;
	4. The structure cannot be open sided; and
	5. The structure shall have a roll up door or other means of sealing the access way from wind driven rainfall.
1. “Person” means any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.
2. “Resident” means a person who resides on a residential property where de-icing material is stored.

**§\_\_\_\_\_-3. Deicing Material Storage Requirements.**

1. Temporary outdoor storage of de-icing materials in accordance with the requirements below is allowed between October 15th and April 15th:
2. Loose materials shall be placed on a flat, impervious surface in a manner that prevents stormwater run-through;
3. Loose materials shall be placed at least 50 feet from surface water bodies, storm drain inlets, ditches and/or other stormwater conveyance channels;
4. Loose materials shall be maintained in a cone-shaped storage pile. If loading or unloading activities alter the cone-shape during daily activities, tracked materials shall be swept back into the storage pile, and the storage pile shall be reshaped into a cone after use;
5. Loose materials shall be covered as follows:
	* + - 1. The cover shall be waterproof, impermeable, and flexible;
				2. The cover shall extend to the base of the pile(s);
				3. The cover shall be free from holes or tears;
				4. The cover shall be secured and weighed down around the perimeter to prevent removal by wind; and
				5. Weight shall be placed on the cover(s) in such a way that minimizes the potential of exposure as materials shift and runoff flows down to the base of the pile.
				6. Sandbags lashed together with rope or cable and placed uniformly over the flexible cover, or poly-cord nets provide a suitable method. Items that can potentially hold water (e.g., old tires) shall not be used;
6. Containers must be sealed when not in use; and
7. The site shall be free of all de-icing materials between April 16th and October 14th.
8. De-icing materials should be stored in a permanent structure if a suitable storage structure is available. For storage of loose de-icing materials in a permanent structure, such storage may be permanent, and thus not restricted to October 15 -April 15.
9. The property owner, or owner of the de-icing materials if different, shall designate a person(s) responsible for operations at the site where these materials are stored outdoors, and who shall document that weekly inspections are conducted to ensure that the conditions of this ordinance are met. Inspection records shall be kept on site and made available to the municipality upon request.
	1. Residents who operate businesses from their homes that utilize de-icing materials are required to perform weekly inspections.

**§\_\_\_\_\_-4 . Exemptions.**

Residents may store de-icing materials outside in a solid-walled, closed container that prevents precipitation from entering and exiting the container, and which prevents the de-icing materials from leaking or spilling out. Under these circumstances, weekly inspections are not necessary, but repair or replacement of damaged or inadequate containers shall occur within 2 weeks.

If containerized (in bags or buckets) de-icing materials are stored within a permanent structure, they are not subject to the storage and inspection requirements in Section III above. Piles of de-icing materials are not exempt, even if stored in a permanent structure.

This ordinance does not apply to facilities where the stormwater discharges from de-icing material storage activities are regulated under another NJPDES permit.

**§\_\_\_\_\_-5. Enforcement.**
This Ordinance shall be enforced by the New Jersey State Police, and all Township and County Officials whose duties permit municipal code enforcement.

**§\_\_\_\_\_-6. Penalties.**

Any person(s) who is found to be in violation of the provisions of this Ordinance shall be subject to a fine not to exceed $100 for the first violation and $200 for subsequent violations.

**§\_\_\_\_\_-7. Severability.**

Each section, subsection, sentence, clause and phrase of this Ordinance is declared to be an independent section, subsection, sentence, clause and phrase, and the finding or holding of any such portion of this Ordinance to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this Ordinance.

**§\_\_\_\_\_-8. Effective Date.**

This Ordinance shall be in full force and effect from and after its adoption and any publication as may be required by law.

**SECTION 2**

The Township Clerk shall take all necessary action to assure the Code is promptly updated to include this Ordinance.

**SECTION 3**

This Ordinance shall take effect immediately upon its passage.

**A MOTION** was made by Committeeman G. Scott and seconded by Committeewoman V. Rumsey, to Introduce Ordinance 2023-24.

The Township Committee discussed the Ordinance with concern for some of the privately owned businesses in Stillwater that have salt storage. The Ordinance will affect them, and they will need to comply with the state mandated regulations. Mayor L. Chammings stated that she spoke with LC Services regarding the Ordinance. Enclosing the opening to the storage area can be done using a tarp and sandbags. She requested that V. Ingles add notice of the public hearing to the website and Facebook page so that residents are aware of it in case they would like to attend the meeting to voice their opinion.

Township Attorney H. Vex stated that if it turns out to be a big issue then the township can contact the DEP and ask for an exception.

**ROLL CALL:** Committeewoman D. Delaney; yes, Committeeman P. Barta; no, Committeewoman V. Rumsey; yes, Committeeman G. Scott; no, Mayor L. Chammings; yes. Motion carried with 3 in favor and 2 opposed.

Mayor L. Chammings noted that she was going to respond “NO” during Roll Call however then the Ordinance wouldn’t have the chance of being passed or discussed further since two other committee members voted “NO” as well.

**STILLWATER TOWNSHIP ORDINANCE 2023-25**

**A STATE MANDATED ORDINANCE OF THE TOWNSHIP OF STILLWATER THAT REGULATES REFUSE CONTAINERS AND DUMPSTERS**- **First Reading & Introduction [Public Hearing and Adoption October 3, 2023]**

Mayor L. Chammings asked if Ordinance 2023-25 was the same as Ordinance 2023-23 that they just adopted. The titles are slightly different but they’re both regarding dumpsters and refuse containers. She asked Township Attorney H. Vex and Deputy Clerk V. Ingles to review the Ordinances and if they are different that it will be Introduced at the October 3rd meeting.

**A MOTION to TABLE** Ordinance 2023-25 to the October 3, 2023 meeting was made by Mayor L. Chammings and seconded by Committeeman G. Scott.

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

**STILLWATER TOWNSHIP ORDINANCE 2023-26**

**A STATE MANDATED ORDINANCE OF THE TOWNSHIP OF STILLWATER THAT REGULATES YARD WASTE COLLECTION- First Reading & Introduction [Public Hearing and Adoption October 3, 2023]**

**WHEREAS,** the Township Committee of the Township of Stillwater has been directed by the State of New Jersey to implement this Ordinance and must comply with said directive.

 **NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Stillwater, that the Township Code shall be amended as follows:

**SECTION 1**

A new Chapter shall be added to the Township Code as follows:

**Chapter \_\_\_. YARD WASTE COLLECTION PROGRAM**

**§\_\_\_\_\_-1. Purpose.**

An Ordinance to establish a yard waste collection and disposal program in the Township of Stillwater so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply.

**§\_\_\_\_\_-2. Definitions.**

For the purpose of this Ordinance, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

a. Containerized- means the placement of yard waste in a trash can, bucket, bag or

other vessel, such as to prevent the yard waste from spilling or blowing out into the street and coming into contact with stormwater.

b. Person - any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

c. Street - means any street, avenue, boulevard, road, parkway, viaduct, drive, or other way, which is an existing State, county, or municipal roadway, and includes the land between the street lines, whether improved or unimproved, and may comprise pavement, shoulders, gutters, curbs, sidewalks, parking areas, and other areas within the street lines.

d. Yard Waste - means leaves and grass clippings.

**§\_\_\_\_\_-3. Yard Waste Collection**

Sweeping, raking, blowing or otherwise placing yard waste that is not containerized at the curb or along the street is only allowed during the seven (7) days prior to a scheduled and announced collection, and shall not be placed closer than 10 feet from any storm drain inlet. Placement of such yard waste at the curb or along the street at any other time or in any other manner is a violation of this ordinance. If such placement of yard waste occurs, the party responsible for placement of the yard waste must remove the yard waste from the street or said party shall be deemed in violation of this ordinance.

**§\_\_\_\_\_- 4. Enforcement.**
This Ordinance shall be enforced by the New Jersey State Police, and all Township and County Officials whose duties permit municipal code enforcement.

**§\_\_\_\_\_- 5. Penalties.**

Any person(s) who is found to be in violation of the provisions of this Ordinance shall be subject to a fine not to exceed $100 for the first violation and $200 for subsequent violations.

**§\_\_\_\_\_- 6. Severability.**

Each section, subsection, sentence, clause and phrase of this Ordinance is declared to be an independent section, subsection, sentence, clause and phrase, and the finding or holding of any such portion of this Ordinance to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this Ordinance.

**§\_\_\_\_\_- 7. Effective Date.**

This Ordinance shall be in full force and effect from and after its adoption and any publication as may be required by law.

**SECTION 2**

The Township Clerk shall take all necessary action to assure the Code is promptly updated to include this Ordinance.

**SECTION 3**

This Ordinance shall take effect immediately upon its passage.

**A MOTION** was made by Committeeman G. Scott and seconded by Committeewoman V. Rumsey, to Introduce Ordinance 2023-26.

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

**RESOLUTIONS**

Mayor L. Chammings asked for Resolution 2023-180 to have the following additional information added before adopting: adding a start date of October 10th so that Mr. Vaughan has adequate time to give notice at his current job and adding the stipulation that he obtains his CDL license within a year and will pay for it himself. She stated that she had checked his references and heard all positive things.

**RESOLUTION 2023-180** **RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF STILLWATER AUTHORIZING THE APPOINTMENT OF DOUG VAUGHAN AS FULL TIME DPW LABORER**

**THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Stillwater appoint Douglas Vaughan as Full Time DPW Laborer pursuant to the Collective Bargaining Agreement, with a salary of $22.16. Mr. Vaughan’s designation is contingent upon obtaining a CDL license in a one-year time period which he assumes financial responsibility. Mr. Vaughan’s effective start date is October 10th, 2023.

 **BE IT FURTHER RESOLVED** that this appointment was made at a meeting of the Township Committee on Tuesday, September 19, 2023.

**A MOTION** was made by Committeeman G. Scott and seconded by Committeewoman V. Rumsey, to adopt Resolution 2023-180.

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

**RESOLUTION 2023-181 RESOLUTION AUTHORIZING A PROFESSIONAL SERVICE WITH ASSOCIATED APPRAISAL GROUP FOR APPRAISAL SERVICES RELATED TO 2023 ADDED ASSESSMENTS**

**WHEREAS**, On April 18, 2023 Resolution 2023-088 was adopted to execute a Professional Services Agreement with Associated Appraisal Group in the amount of $3,000.00 for services related to Greenwood Point Cottages Tax Appeal; and

 **WHEREAS,** the tax appeal settled with no services rendered; and

 **WHEREAS**, Penny Holenstein, Stillwater Township Tax Assessor requires real estate appraisal services for 2023 Add-on Inspections for assessment purposes; and

 **WHEREAS**, Penny Holenstein has chosen the professional services of Associated Appraisal Group with the funds available in the 2023 budget;

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

1. The Mayor and Township Committee authorize the use of NTE $4,500 from the Tax Assessor’s 2023 budget for Professional Services and Inspections for the 2023 Added Assessment with Associated Appraisal Group, 17-17 Route 208 North, Suite 210, Fairlawn, New Jersey 07410.

**A MOTION** was made by Committeewoman V. Rumsey and seconded by Committeewoman D. Delaney to adopt Resolution 2023-181 if the funding is available.

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

**RESOLUTION 2023-182 RESOLUTION AUTHORIZING CHANGE ORDER AWARDED TO SAMUEL AHREN WYKOFF ARCHITECT LLC FOR THE STILLWATER TOWNSHIP COMMUNITY CENTER**

**WHEREAS,** the Township of Stillwater awarded a contract to Samuel Ahren Wykoff Architect LLC on December 6, 2022 by Resolution 2022-181A in the amount of $12,475.00 for architectural services for the Community Center roof project; and

**WHEREAS,** Samuel Ahren Wykoff Architect LLC has exceeded the contracted amount by $183.25; and

**WHEREAS,** the Township Committee is creating a Change Order in the amount of the overage of $183.25 to be funded from the following source: Buildings and Grounds: Community Center; and

**WHEREAS,** the Township Committee must approve the Change Order to authorize payment to Samuel Ahren Wykoff Architect LLC.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee that the Township does hereby authorize the issuance of a change order to Samuel Ahren Wykoff Architect LLC in the amount of $183.25 for a total contract amount of $12,658.25.

Mayor L. Chammings noted that she spoke with Mr. Wykoff and he won’t exceed the 10 hours he says it will take him and if he does that he won’t charge the Township any additional money.

**A MOTION** was made by Mayor L. Chammings and seconded by Committeewoman D. Delaney, to adopt Resolution 2023-182.

**ROLL CALL VOTE:** Committeewoman D. Delaney; yes, Committeeman P. Barta; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; no, Mayor L. Chammings; yes. Motion carried with 4 in favor and 1 opposed.

**DISCUSSION ITEMS:**

**Shared Service Agreement with Hardyston Township for Hot Box**

Committeeman G. Scott stated he thought it was a good idea and would save the Township some money by renting the hot box out or a shared service with another municipality. Committeewoman D. Delaney expressed concern that the hot box hasn’t even been used by Stillwater Township yet and if the Township should be lending it out already. Committeewoman V. Rumsey agreed that Stillwater Township should wait to let others use the hot box as well. She mentioned how all the municipalities generally do their hot patching/paving around the same time of year so if Stillwater is sharing it with other municipalities, it may end up putting the Township behind. Mayor L. Chammings also noted that there may be something in the warranty that states that it cannot be shared or rented, or it would void the warranty.

**Change of Date for Town Hall closure for In-house Service Day to October 4, 2023**

 Mayor L. Chammings noted that the date for the in-house service day has changed from September 21st to October 4th since Municipal Clerk L. Knott cannot be in attendance this week. She asked for the closure information to be posted on the Township website and Facebook page so township residents will have plenty of time to plan accordingly.

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

Danielle LoCascio spoke with the Township Committee about the “Weekend Bag Program” which is a kid founded and run 501(c)3 nonprofit created to provide students going home from school over the weekend with food and hygiene supplies that they otherwise wouldn’t have. The program is run by three girls under the age of 21 years old. The program started in one of the girl’s garages and has expanded to a small office on Trinity Street. She explained that the program distributes bags to families in need. If a student is identified as needing food they will provide it to them, no financial check needed. The program is designed to be anonymous, so the child doesn’t feel the added stress of someone knowing that they need extra help. They are going to be putting in a new animal proof box to store the bags next month. She volunteers to do their social media and just wanted to let the committee know how the program was doing since Stillwater Elementary School is one of the schools that have adopted the program.

Mr. Joe Dogherty read the following to the Township Committee:

*“I am here this evening to express my support for Donald J. Trump for President of the United States. I suspect this announcement will be met with a mixed chorus of both cheers and jeers from my fellow citizens, but not necessarily at this moment in time. It is not my intention to add to the toxic political atmosphere that exists across this nation, but rather to plead for mutual respect and understanding of our political differences. The current political and philosophical differences that separate the people of this great nation have become so divisive and hateful that it poses a real danger to the stability and future of America. That which is in the best interest of the country should be our top priority. If we are to survive as a people and a nation, we must put aside our antagonistic feelings and come together in a spirit of harmony and good will and elect people who will be mindful of their duty to God, country and the American people and act accordingly for the well-being of us all. I believe Donald J. Trump fits that description and is the leader we so desperately need.*

*In recent U.S. Senate races in New Jersey only a small percentage of eligible voters participated in the electoral process. Such voter apathy poses a threat to our democratic way of life. It paves the way for questionable candidates to be elected to positions of power and authority by just a handful of voters. Full participation in electing the peoples’ representatives must be achieved in order to have true representation. Anything less is unacceptable.*

*Wake up America -------The vulgarians are at the gate! Your liberty and freedoms are in jeopardy!*

 *I respect my fellow-citizens right to disagree with me, but I also expect my opposers to respect my right to stand here and freely express my views without falling victim to the all too familiar derisive name calling or reprisals that are so pervasive in today’s political atmosphere.*

 *God Bless America – Land that we love – Stand beside her and guide her to the ‘right’ with the light from above……E. Pluribusunum.”*

Mayor L. Chammings said Mr. Dogherty’s concerns are noted.

**PUBLIC SESSION CLOSED**

**ATTORNEY’S REPORT**

Township Attorney H. Vex stated that he had nothing further to discuss.

**ADJOURNMENT**

**A MOTION** was made by Committeeman G. Scott and seconded by Committeeman P. Barta, with all members in favor, to adjourn the meeting at 8:27 P.M.

Respectfully submitted,

Valerie Ingles

Deputy Municipal Clerk