**STILLWATER TOWNSHIP COMMITTEE**

**REGULAR MEETING MINUTES**

**NOVEMBER 21, 2023**

**A REGULAR MEETING** of the Stillwater Township Committee was called to order by Mayor L. Chammings at 6:03 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:** Committeeman D. Manser, Committeewoman D. Delaney, Committeewoman V. Rumsey, Mayor L. Chammings, Committeeman G. Scott

**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 Committeewoman D. Delaney, 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, Contracts, & Attorney Client Privilege

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 L. Chammings and seconded by Committeewoman D. Delaney to go back into Regular Session at 7:00 P.M.

**ROLL CALL:** Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with all in favor.

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

Mayor L. Chammings asked for a moment of silence for the passing of one of the iconic first ladies, Rosalynn Carter.

**PROCLAMATION** A Proclamation for New CERT Graduates

Mayor L. Chammings stated she had a Proclamation for the four recent CERT graduates: Alexander Kronock, Carol Kouba, Iilene Schwartz and Maureen Tsadilas. C. Kouba and I. Schwartz stood to receive their certificates; M. Tsadilas and A. Kronock were not able to make the meeting. Mayor L. Chammings asked Stillwater Township CERT Coordinator Marcia Bradley to stand as well as she does so much for CERT. She congratulated the graduates and thanked them for all that they have done and will continue to do.

**MINUTES:** October 17, 2023 Regular Session & Executive Session Meeting Minutes

**A MOTION** was made by Committeewoman V. Rumsey and seconded by Committeewoman D. Delaney to adopt the meeting minutes as presented.

**ROLL CALL:** Committeeman D. Manser; abstain, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; abstain, Mayor L. Chammings; yes. Motion carried with three in favor and two abstentions.

**MINUTES:** November 1, 2023 Special Meeting Minutes

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

**ROLL CALL:** Committeeman D. Manser; abstain, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with four in favor and one abstention.

**RESOLUTION 2023-191** **REFUND OF ZONING APPLICATION FEES**

**WHEREAS,** fees for a Zoning Application for Solar Panels was collected from Bright Planet Solar in the amount of $40.00, and;

**WHEREAS,** the Chief Financial Officer has certified that fees in the amount of $40.00 were collected on October 27, 2023, and;

**WHEREAS,** the address for the Solar Panel installation, 10 Paterson Place, has been determined not to be within Stillwater Township;

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

**Name & Address Funding Amount**

Bright Planet Solar Zoning Application Fee $40.00

300 Horizon Center Blvd., Unit 304

Trenton, NJ 08691

**A MOTION** was made by Committeewoman D. Delaney and seconded by Committeewoman V. Rumsey, to adopt Resolution 2023-191.

**ROLL CALL:** Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with all in favor.

**RESOLUTION 2023-192** **RESOLUTION TO AUTHORIZE REFUNDS TO CORELOGIC MORTGAGE FOR OVER PAYMENT OF NOVEMBER 1, 2023 TAX QUARTER**

**WHEREAS,** Corelogic Mortgage Bank has over paid properties for the November 1, 2023 tax quarter. Due to refinancing of taxes these parcels were paid by the Title Companies then Corelogic made the same payment.

**NOW THEREFORE BE IT RESOLVED,** by the Mayor and Township Committee that the Tax Collector be authorized to refund November Taxes for the following parcels back to Corelogic in the amount of $ 8,016.03

Block Lot Address Amount

903 9 929 Plymouth Lake E $ 1,303.20

2602 8.07 955 Mt Holly Road $ 2,700.52

3906 15 963 Edgewood Drive $ 1,857.28

4405 7 934 Homestead Drive $ 2,155.03

**A MOTION** was made by Committeewoman V. Rumsey and seconded by Committeewoman D. Delaney to adopt Resolution 2023-192.

**ROLL CALL:** Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with all in favor.

**RESOLUTION 2023-193** **RESOLUTION TO AUTHORIZE REFUND OF TAXES AND CANCEL NOVEMBER TAXES FOR A 100% PERMANENT AND TOTALLY DISABLED VETERAN**

**WHEREAS,** Block 3101 Lot 7.02 for 909 Fairview Lake Road, Stillwater Township, and

**WHEREAS,** Mrs. Jackeline Brockman has been approved for a 100% Permanent and Totally Disabled Veteran as of August 3, 2023 by the Tax Assessor, and

**WHEREAS,** a refund for taxes paid in the amount of $ 1,923.88 is due and also the November 1, 2023 taxes in the amount of $ 2,623.63 need to be cancelled.

**NOW THEREFORE BE IT RESOLVED,** by the Mayor and Township Committee, that the Tax Collector be authorized to refund Mrs. Brockman the amount of $ 1,923.88 and cancel November taxes for $ 2,623.63.

**A MOTION** was made by Committeewoman D. Delaney and seconded by Committeewoman V. Rumsey, to adopt Resolution 2023-193.

**ROLL CALL:** Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with all in favor.

**BILLS LIST #19 $2,184,452.71**

**RESOLUTION 2023-196 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 October 17, 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, funds permitting, and seconded by Committeewoman V. Rumsey to adopt Resolution 2023-196.

**ROLL CALL**: Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with all in favor.

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

 Community Center Receipt Report for October 2023

 Certified Copies Report for October 2023

 Registrar Report for October 2023

 Food License Renewal Report October 2023

 DPW Report October 2023

 Convenience Center Report for October 2023

 Sussex County Division of Health Inspection Report October 2023

 Construction Permit Activity Report for October 2023

 Vacant/Abandoned Property Registration Report October 2023

 Board of Health Receipts October 2023

**A MOTION** was made by Committeewoman V. Rumsey and seconded by Committeewoman D. Delaney to adopt the reports as presented.

**ROLL CALL:** Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with all in favor.

**COMMITTEE REPORTS:**

**Committeewoman D. Delaney**

**Recreation Commission**

 Committeewoman D. Delaney stated the Recreation Commission meeting was held on November 6th. She expressed thanks to Ed; he didn’t charge for the fall festival equipment rental even though the event had been cancelled. Mr. Doolittle had mentioned that the tennis court needs repairs, maybe they can research it more in the Spring. Recreation will be having a pop-up vendor fair at the Community Center on 12/10 from 12-4pm. The discussion of paving the parking lots has come up again, maybe funds will be available in 2024. There is a bus trip scheduled on 12/17 to go to NYC. It will leave from the Community Center and space is limited so they must make reservations. Municipal Clerk L. Knott stated that nothing was sent to the municipal office regarding the bus trip yet, which must have extra insurance and that the office needs a copy of the contract.

**Zoning Board of Adjustment**

 Committeewoman D. Delaney stated they had one item of business they were voting on which was Block 3603 Lot 23 for Armenante and all were in favor.

**Planning Board**

 Committeewoman D. Delaney stated there was one item of business they were voting on for AF & EJF Block 3306 Lots 2.04-2.07 & 2.99 to undo a subdivision at 932 Saddlebrook Road that the Land Conservancy is purchasing for Bobcat Alley, and all were in favor.

**Committeewoman V. Rumsey**

**Emergency Services**

 Committeewoman V. Rumsey stated all the trucks have had their preventative maintenance done. The new firetruck is currently in the painting process. Station 2 at the community center will need $3,000 to be put aside in the budget for electric wiring in the bays. She did not have the numbers of calls responded to that evening but said that Fire & EMS has been very busy. She explained the work that has been completed at the Community Center and that the grade was not thick enough on the gutters, so they will be coming back to redo the grade and then there will be a 30-year warranty on the roof compared to the 20-year warranty. A stepstool was purchased to assist residents with reaching the automatic key above the door.

 Committeewoman V. Rumsey announced that she is seeking a contractor to donate the materials and work to install an A-frame structure over the front door to keep people out of the elements when trying to get into the building.

 Committeewoman V. Rumsey stated there will be a get together for Municipal Clerk Lynda Knott at the Community Center on Sunday, December 3rd anytime between 2-6pm to celebrate her retirement. The celebration is open to the boards, commissions, and public that would like to come wish her well. It is suggested to bring an appetizer or dessert, but it is not necessary.

**Personnel**

Nothing to report.

**Committeeman G. Scott**

**DPW**

 Committeeman G. Scott stated the DPW has been very busy lately. They have had an issue with street signs being stolen recently, as well as the stop sign at the corner of Old Foundry Rd & Mt Benevolence Rd. All the stolen signs so far have been replaced. Committeewoman V. Rumsey suggested putting a sticky substance to the back of the signs that cause your hands to get stuck if you try to grab it.

 Committeeman G. Scott stated all the DPW trucks have been sanded and repainted. The plows are ready to be put on the trucks and grit is being brought in from the County. They have cleaned out the drains in anticipation of the rain that is coming. They have also replaced the fire extinguishers in all the township buildings. He commended DPW Supervisor J. Leatham for keeping on top of everything and for all the DPW employees’ hard work.

 Committeewoman D. Delaney added that it was brought to her attention that there is a large tree that hangs over E. Walnut Drive and West End Ave that needs to be taken down. Mayor L. Chammings stated she believes that the trunk of the tree is on E. Walnut which make it part of Paulinskill Lake’s private property. The location of the trunk determines who is responsible for the tree. They will investigate it to see if it’s the town’s responsibility or Paulinskill Lake’s.

 Committeeman G. Scott stated himself and Committeewoman V. Rumsey met with the CFO to work on the budget. Committeewoman V. Rumsey stated that they eliminated some items out of the budget but everything else was generally the same. She stated that having those meetings will help expedite the budget procedure.

**Mayor L. Chammings**

**CERT**

 Mayor L. Chammings stated a presentation was done by Julia Banister at the last CERT meeting regarding what an MRC is and what the CERT certification classes involve. Their next meeting will be in January. She thanked CERT for all their hard work and volunteering their time, especially that evening when they had distributed many Thanksgiving meals to residents throughout Stillwater.

**Environmental Commission**

 Mayor L. Chammings stated that the Environmental Commission meeting was on November 13th. She stated that the Township Committee had a resignation letter from member Maureen Tsidilis. She stated they will decide on who will fill the position at Reorganization in the new year.

 Mayor L. Chammings stated they discussed the stream water study subcommittee and moving forward how to make testing of stream waters more viable and useful to everyone. They also discussed a site survey for Block 203 Lot 30 which will eventually be going to the Zoning Board of Adjustment. It is an undersized lot on Palmetto Trail, Crandon Lakes, which currently has a 3-bedroom house on a 0.237 acre lot. The Environmental Commission will be giving their suggestions to the Zoning Board for their variance.

 Mayor L. Chammings stated the Environmental Commission also discussed their budget for 2024 and turned it into the CFO.

**Legal**

 Mayor L. Chammings stated the Township Committee had a discussion with Attorney H. Vex during executive session.

**Engineering**

 Mayor L. Chammings emailed the County to ask if they could have a meeting regarding the traffic light on County Route 521 that has elicited many concerns. They will schedule a meeting after Thanksgiving to discuss the traffic light. She would like to speak with them to understand why they decided a traffic light was the best decision for that spot.

**Personnel**

 Mayor L. Chammings stated there are a couple of changes in personnel that will be discussed later in the meeting.

 Mayor L. Chammings noted that she will be at the Mayor’s Reception & Symposium through the County on December 6th.

**AMENDMENTS TO AGENDA:**

Mayor L. Chammings stated there was one addition to the agenda: Resolution 2023-208.

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

**Public Session Open.**

Paulinskill Lake Association President Scott Douglas asked Committeewoman D. Delaney for the physical address of the problem tree as he will look into it as well. He clarified that if the tree is on a member’s property, it would be the property owner’s responsibility to have the tree removed, not Paulinskill Lake Association.

**No other public comment.**

**Public Session Closed.**

**OLD BUSINESS**

**TAX IN REM FORECLOSURE UPDATE:** Township Attorney H. Vex stated that the owners were found for one of the properties. He is still waiting for an update on what the state legislature is going to do.

**NEW BUSINESS**

**ORDINANCES**

**STILLWATER TOWNSHIP 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 aforestated 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.

**A MOTION** was made by Committeewoman D. Delaney and seconded by Committeewoman V. Rumsey, to Introduce Ordinance 2023-29.

Mayor L. Chammings asked Municipal Clerk L. Knott to send a copy of the Ordinance to PSE&G once the Ordinance is finally adopted.

**ROLL CALL:** Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with all in favor.

**STILLWATER TOWNSHIP 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 it municipal officers and employees for services rendered as shown below. Figures shown represent annual salary, unless otherwise noted.

POSITION: SALARY RANGE:

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

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

**A MOTION** was made by Committeeman G. Scott and seconded by Committeewoman V. Rumsey, to Introduce Ordinance 2023-30.

Mayor L. Chammings noted to add a line item for Assistant DPW Supervisor and for the CFO to add the salary range for that position for final adoption.

**ROLL CALL:** Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with all in favor.

**RESOLUTIONS**

**RESOLUTION 2023-197 AUTHORIZING REFUND OF GARAGE SALE APPLICATION FEE**

**WHEREAS,** the Chief Financial Officer has certified that David Dangler has paid the Garage Sale Application Fee to be included on the Fall 2023 Garage Sale map; and

**WHEREAS,** the listing was inadvertently cut off the bottom of the map; and

**NOW THEREFORE, BE IT RESOLVED,** by the Township Committee of Stillwater Township that a refund of $5.00 be made to Mr. Dangler.

**Name & Address Funding Amount**

David Dangler Recreation Fees $5.00

**A MOTION** was made by Committeewoman V. Rumsey and seconded by Mayor L. Chammings, to adopt Resolution 2023-197.

Committeewoman D. Delaney stated she would like the next garage sale application to add that the $5.00 fee is non-refundable.

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

**RESOLUTION 2023-198** **MAYOR’S ACCEPTANCE OF THE RESIGNATION OF MAUREEN TSADILAS AS A MEMBER ON THE ENVIRONMENTAL COMMISSION WITH COMMITTEE CONCURRENCE**

**THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Stillwater do hereby concur with the Mayor’s acceptance of the resignation of Maureen Tsadilas as a member of the Environmental Commission effective November 30, 2023.

**A MOTION** was made by Committeewoman V. Rumsey and seconded by Committeeman G. Scott, to adopt Resolution 2023-198.

Committeeman G. Scott asked that a thank you note be sent to M. Tsadilas for participating on the Environmental Commission.

**ROLL CALL:** Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with all in favor.

**RESOLUTION 2023-199** **APPROVAL TO SUBMIT A GRANT APPLICATION FROM THE NJ DCA FOR $74,998.00 TO CARRY OUT A PROJECT TO PURCHASE PROTECTIVE CLOTHING & EQUIPMENT FOR STILLWATER AREA VOLUNTEER FIRE COMPANY**



**A MOTION** was made by Committeeman G. Scott and seconded by Committeewoman V. Rumsey, to adopt Resolution 2023-199.

**ROLL CALL:** Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with all in favor.

**RESOLUTION 2023-200 RESOLUTION TO APPOINT VALERIE INGLES AS MUNICIPAL CLERK**

**THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Stillwater they do hereby concur with the appointment of Valerie Ingles as Municipal Clerk effective Monday, January 1, 2024 at a starting annual salary of $64,000.00.

Mayor L. Chammings stated that the $64,000.00 salary is pending the passing of the RMC examination. The results should be available in mid-December.

**A MOTION** was made by Committeeman G. Scott and seconded by Committeewoman V. Rumsey, to adopt Resolution 2023-200.

Mayor L. Chammings thanked Municipal Clerk L. Knott for the past 12 plus years of service with Stillwater Township.

**ROLL CALL:** Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with all in favor.

**RESOLUTION 2023-201** **RESOLUTION AUTHORIZING CHANGE ORDER #1**

**WHEREAS,** the Township of Stillwater awarded a contract to Seagrave Fire Apparatus, LLC on August 17, 2021 by Resolution 2021-111 in the amount of $807,260.00 for the purchase of a new Seagrave Model TB70CT Marauder Pumper Truck; and

**WHEREAS,** Seagrave has increased the cost of the truck by $928,349.00 due to the fact the manufacture and delivery of the Apparatus under the existing order terms has become commercially impracticable; and

**WHEREAS,** the Township Committee is creating a Change Order in the amount of the increase of $121,089.00 to be funded from the following sources:

 PSE&G Mitigation $42,768.00

 Reserve for Emergency Vehicles $50,000.00

 OEM Grant $10,000.00

 Capital Improvement Fund $18,321.00

 $121,089.00

**WHEREAS,** the Township Committee must approve the Change Order to authorize payment to Seagrave Fire Apparatus, LLC.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee that the Township does hereby authorize the issuance of a change order to Seagrave Fire Apparatus, LLC in the amount of $121,089.00 for a total contract amount of $928,349.00.

**A MOTION** was made by Committeewoman V. Rumsey and seconded by Committeewoman D. Delaney to adopt Resolution 2023-201.

**ROLL CALL:** Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with all in favor**.**

**RESOLUTION 2023-202** **RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF STILLWATER AUTHORIZING THE**

**APPOINTMENT OF QUINN WYDNER AS PART-TIME RECYCLING/SOLID WASTE ATTENDANT**

**THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Stillwater appoints Quinn Wydner as Part-Time Recycling/Solid Waste Attendant on an “as needed basis” at a rate of $15.49 per hour, upon receipt and approval of the required Working Papers.

**BE IT FURTHER RESOLVED** that this appointment was made at a meeting of the Township Committee on Tuesday, November 21, 2023.

**A MOTION** was made by Committeewoman D. Delaney and seconded by Committeewoman V. Rumsey, to adopt Resolution 2023-202.

**ROLL CALL:** Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with all in favor.

**RESOLUTION 2023-203** **RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF STILLWATER AUTHORIZING THE APPOINTMENT OF CHARLES DISTASI**

**AS FULL TIME DPW LABORER**

**THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Stillwater appoint Charles Distasi as Full Time DPW Laborer pursuant to the Collective Bargaining Agreement, with a salary of $22.16. Mr. Distasi’s employment start date will be December 4, 2023.

**BE IT FURTHER RESOLVED** that this appointment was made at a meeting of the Township Committee on Tuesday, November 21, 2023.

**A MOTION** was made by Committeewoman D. Delaney and seconded by Committeewoman V. Rumsey, to adopt Resolution 2023-203.

**ROLL CALL VOTE:** Committeeman D. Manser; abstain, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with four in favor and one abstention.

**RESOLUTION 2023-204** **RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF STILLWATER AUTHORIZING THE ISSUANCE OF RAFFLE LICENSE RA-2023-06 & RA-2023-07**

**WHEREAS** the following Raffle Application with required fees have been submitted for Township Committee approval;

Raffle # Applicant Date Type of Game

RA-2023-06 Stillwater Township PTA 03/22/2024 50/50 Raffle

RA-2023-07 Stillwater Township PTA 03/22/2024 Tricky Tray

**WHEREAS** said Raffle Applications have been provided to the Township Committee and New Jersey State Police for their review;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Stillwater, County of Sussex, State of New Jersey, the following:

1. The appropriate officials are hereby authorized to execute the findings and determination for the above application and shall forward same to the Legalized Games of Chance Control Commission (LGCCC) for review.

2. That the above license shall be issued pending LGCCC approval, pursuant to N.J.A.C. 13.1 et seq.

**A MOTION** was made by Committeeman G. Scott and seconded by Committeewoman V. Rumsey to adopt Resolution 2023-204.

**ROLL CALL:** Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with all in favor**.**

**RESOLUTION 2023-205** **RESOLUTION ESTABLISHING A NEW CHANGE FUND FOR THE RECREATION COMMISSION**

**WHEREAS,** N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash or Change Fund in any county or municipality by resolution; and

**WHEREAS,** it is the desire of Stillwater Township, County of Sussex, to establish a Change Fund for the Recreation Commission in the amount of $50.00; and

**WHEREAS,** Valerie Dolan, auditor for Stillwater Township, has approved the creation of the new Change Fund in the amount of $50.00; and

**WHEREAS,** the custodian for this Change Fund will be the current Chairperson of the Stillwater Recreation Commission, Tara Tosti;

**NOW, THEREFORE, BE IT RESOLVED** that Stillwater Township authorizes such action to establish a new Change Fund for the Stillwater Recreation Commission.

**A MOTION** was made by Committeewoman D. Delaney and seconded by Mayor L. Chammings to adopt Resolution 2023-205.

**ROLL CALL:** Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with all in favor.

**RESOLUTION 2023-206** **RESOLUTION INCREASING AN EXISTING CHANGE FUND**

**WHEREAS**, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash or Change Fund in any county or municipality by resolution; and

**WHEREAS**, it is the desire of Stillwater Township, County of Sussex, to increase the existing Change Fund for the Stillwater Township Tax Collector from $75.00 to $100.00; and

**WHEREAS**, Valerie Dolan, auditor for Stillwater Township, has approved the increase of the existing Change Fund by $25.00; and

**WHEREAS**, the custodian for this Change Fund is the Tax Collector for Stillwater Township, Terry Beshada;

**NOW, THEREFORE, BE IT RESOLVED** that Stillwater Township authorizes such action to increase the existing Stillwater Township Tax Collector Change Fund to $100.00.

**A MOTION** was made by Committeeman G. Scott and seconded by Committeewoman V. Rumsey to adopt Resolution 2023-206.

**ROLL CALL:** Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with all in favor.

**RESOLUTION 2023-207** **A RESOLUTION APPROVING AN APPLICATION FOR A PERSON TO PERSON & PLACE TO PLACE TRANSFER OF LIQUOR LICENSE 1920-33-011**

**WHEREAS,** an application has been filed for a Person to Person transfer of Plenary Retail Consumption License 1920-33-011 from The Boat House at Swartswood Lake, LLC to

**WHEREAS,** the submitted application form is complete in all respects, as outlined in N.J.S.A.33:1-1 et seq., an Affidavit of Publication has been received by the Municipal Clerk and the transfer fees have been paid; and

**WHEREAS,** the application is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33; and

**WHEREAS,** the New Jersey State Police has investigated the applicant and the source of all funds to be utilized in connection with the purchase and operation of the business and the results meet ABC standards; and

**WHEREAS,** a Tax Clearance Certificate has been received from the Division of Taxation; and,

**WHEREAS,** the applicant is qualified to be licensed per Title 33 of the New Jersey Statutes and all rules and regulations promulgated there under, in addition to pertinent Township Ordinances, and

**WHEREAS,** an application has also been filed for a place-to place transfer of Plenary Retail Consumption License 1920-33-011 heretofore issued to The Boat House at Swartswood Lake, LLC located at 1040 Route 521, Swartswood, NJ 07877 and application is made to attach this license for Stillwater Liquors LLC premises at 911 Swartswood Road, Newton, NJ 07860 and

**WHEREAS,** the location meets ABC and Municipal requirements; and,

**WHEREAS,** the submitted application form is complete in all respects, the transfer fees have been paid, and the license has been properly renewed for the current license term.

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Body of the Township of Stillwater, New Jersey does hereby approved, effective November 21, 2023, the person-to-person transfer of the aforesaid Plenary Retail Consumption License to Stillwater Liquors LLC and the place-to-place transfer of the aforesaid Plenary Retail Consumption License from its former location 1040 Route 521, Swartswood, New Jersey 07877 and does hereby direct the Municipal clerk to endorse the license certificate to the new ownership as follows: “This license, subject to all its terms and conditions, is hereby transferred to Stillwater Liquors LLC at the premises located at 911 Swartswood Road, Newton, NJ 07860, effective November 21, 2023.

**A MOTION** was made by Committeeman G. Scott and seconded by Committeewoman V. Rumsey to adopt Resolution 2023-207.

**ROLL CALL VOTE:** Committeeman D. Manser; abstain, Committeewoman D. Delaney; no, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; present. Motion carried with three in favor, one abstention and one opposed.

**RESOLUTION 2023-208** **MAYOR’S ACCEPTANCE OF THE**

**RESIGNATION & SEPARATION AGREEMENT OF JACOB KIENER AS DEPARTMENT OF PUBLIC WORKS MECHANIC/TRUCK DRIVER**

**THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Stillwater do hereby concur with the Mayor’s acceptance of the resignation & separation agreement of Jacob Kiener as Department of Public Works Mechanic/Truck Driver effective November 20, 2023.

**A MOTION** was made by Committeeman G. Scott and seconded by Committeewoman V. Rumsey to adopt Resolution 2023-208.

**ROLL CALL:** Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with all in favor.

**DISCUSSION ITEMS:**

**Community Center Fees**

 Committeewoman D. Delaney explained that herself and Committeewoman V. Rumsey have been collecting information and discussing the community center fees. She said they are not ready to present their findings at the meeting, that a little more discussion must happen, and she will be ready to report at the next meeting. Committeewoman V. Rumsey explained that they are planning on increasing the community center usage fees for private parties and re-evaluate certain clubs that are not non-profit that regularly use the facility to come up with a fee for them. They would also like to only have one party booked per day in the future. They will also be meeting with the Municipal Clerk to review the facility use application and update it.

**992 Fairview Lake Road**

 Mayor L. Chammings stated that she feels that 992 Fairview Lake Road needs to be added to the next agenda for discussion. She would like Committeeman D. Manser to go see the property as he has not seen it yet and be informed on the history of the property. Municipal Clerk L. Knott explained that Stillwater Township received a notice from the DEP with a fee to pay because the township is in the process of taking over the property. She was advised by David from ADR not to pay the notice as the township does not own the property yet. If and when the property is remediated, then the township can negotiate against any fees or penalties owed. She stated that David sent a statement to herself and the township committee that he will send to the state on the town’s behalf if the township committee approves. The township committee agreed to have David forward the statement to the state.

**Staff Holiday Lunch 12/15/2023**

 Municipal Clerk L. Knott stated that the staff would like permission to close the Municipal Office at 12 noon on 12/15/2023 for their holiday lunch. The Township Committee were all in favor of closing the Municipal Office at 12 noon for the staff holiday lunch.

 Committeeman G. Scott reminded those present that there was a bin in the Municipal Office as well as the Community Center for Toys for Tots.

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

Township Resident Joseph Doherty read the following:

*I AM HERE THIS EVENING TO EXPRESS MY THANKS AND APPRECIATION TO THIS GREAT NATION FOR ALL THE BLESSINGS AND OPPORTUNITIES IT HAS BESTOWED UPON ME. I CONSIDER MYSELF FORTUNATE TO HAVE BEEN BORN IN THESE HERE UNITED STATES OF AMERICA. DESPITE ALL THE NEGATIVE THINGS THAT HAVE BEFALLEN THIS NATION THROUGH THE YEARS, IT IS STILL THE BEST PLACE TO CALL HOME. THE WORLD HAS ALWAYS BEEN A DANGEROUS PLACE FILLED WITH VILLAINS AND EVILDOERS WHO INFLICT HARDSHIPS ON THEIR FELLOW MAN IN ORDER TO ACHIEVE THEIR DERANGED DESIRE TO DOMINATE OTHERS AND SATISFY THEIR VORACIOUS APPETITE FOR POWER AND MATERIAL WEALTH.*

 *THE GOOD PEOPLE OF THIS LAND MUST ALWAYS BE PREPARED TO STAND UP TO THIS EVIL ELEMENT AND CHALLENGE AND DEFEAT THEM IF WE ARE TO SURVIVE AS A FREE PEOPLE. WITH THAT IN MIND I SAY, “THANK YOU” TO ALL THOSE INDIVIDUALS, PAST AND PRESENT, WHO MAKE IT POSSIBLE FOR ME AND MY FELLOW CITIZENS TO ENJOY THE FREEDOMS AND BOUNTIFUL BLESSINGS THAT AMERICA AFFORDS US, ESPECIALLY AT THIS TIME OF THANKSGIVING, WHEN THAT REALIZATION IS MOST KEENLY FELT. AS AMERICANS WE ARE TRULY BLESSED AND I AM UNABASHEDLY THANKFUL TO THE FOUNDING FATHERS AND THEIR SUPPORTIVE SPOUSES FOR THEIR WISDOM, COURAGE, AND DETERMINATION IN ESTABLISHING THIS OUTSTANDING NATION. WHILE THE BELIEF THAT THE INDIGENOUS PEOPLES OF THIS LAND WERE THE REAL FOUNDERS OF THIS NATION HAS MERIT, IT WAS THE COLONISTS WHO TOOK AN UNSOPHISTICATED SETTING AND ESTABLISHED THE COUNTRY THAT WE HAVE COME TO KNOW AND LOVE AS AMERICA.*

 *MAY GOD CONTINUE TO BLESS AND PROTECT AMERICA! HAPPY THANKSGIVING TO ALL WHO ARE FORTUNATE ENOUGH TO CELEBRATE THIS GLORIOUS TRADITION.*

Mayor L. Chammings said Mr. Dougherty’s concerns are noted and wished him a Happy Thanksgiving.

**PUBLIC SESSION CLOSED**

**ATTORNEY’S REPORT**

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

**ADJOURNMENT**

**A MOTION** was made by Mayor L. Chammings and seconded by Committeewoman V. Rumsey, with all members in favor, to adjourn the meeting at 8:43 P.M.

Respectfully submitted,

Valerie Ingles

Deputy Municipal Clerk