

**STILLWATER TOWNSHIP COMMITTEE
REGULAR MEETING MINUTES**

APRIL 16, 2024

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.

ROLL CALL: Committeeman D. Manser, Committeewoman D. Delaney, Committeewoman V. Rumsey, Committeeman G. Scott, Mayor L. Chammings

Also Present: Township Attorney E. Bernstein

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

EXECUTIVE SESSION: held in the Stillwater Township Municipal Building.

A **MOTION** was made by Committeewoman V. Rumsey and seconded by Committeewoman D. Delaney, with all members in favor, to adopt the Resolution permitting the Committee to go into Executive Session at 6:04 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, Attorney Client & Litigation/Potential Litigation
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 D. Delaney and seconded by Committeeman D. Manser, with all members in favor, to go back into Regular Session at 7:16 P.M.

Township Attorney E. Bernstein stated to let the record reflect that all members of the governing body present commencing from Executive Session are present to recommence to the open

session along with the Township Attorney and Township Clerk. Also present during a portion of the Executive Session was Tammy Leonard, CFO, regarding an issue with a position. The Governing Body had discussions regarding the same and discussed with Ms. Leonard. No formal action needs to be taken at this time. There were also discussions with the Township Attorney regarding potential litigation and attorney client privilege issues. None of the items needs formal action at this time. With that being said, the Township Committee may resume their regular order of business at this time.

PUBLIC HEARING OF THE 2024 MUNICIPAL BUDGET

TAMMY LEONARD, CFO

RESOLUTION 2024-53

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF STILLWATER AUTHORIZING READING OF THE MUNICIPAL BUDGET BY TITLE AND PROVIDING FOR PUBLIC HEARING ON THE BUDGET ADOPTION

WHEREAS, N.J.S.40A:4-8 provides that the budget may be read by title only at the time of the public hearing if a resolution is passed by not less than a majority of the full Governing Body, provided that at least one (1) week prior to the date of public hearing a complete copy of the approved budget, as advertised, has been posted in the Municipal Building, the Official Municipal web-site and copies have been made available by the Clerk to persons requesting them; and

WHEREAS, these conditions have been met;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Stillwater, County of Sussex, State of New Jersey, that the 2024 Municipal Budget shall be read by title at this public hearing for same.

A MOTION was made by Committeewoman V. Rumsey and seconded by Committeeman D. Manser to adopt Resolution 2024-53.

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

Township CFO T. Leonard recapped the 2024 Budget with the Township Committee and Township residents present for the meeting. She provided a power point presentation which will be accessible on the municipal website.

The Township Committee thanked CFO T. Leonard for her presentation and her time.

A MOTION was made by Committeewoman V. Rumsey and seconded by Committeewoman D. Delaney, to open to the public for any questions on the budget.

Township Resident D. Gatanas asked if the \$20,000-line item for the Sheriff's Office patrols is for the new traffic signal located near his residence. The Township Committee replied that the increased patrols were to help assist with reducing the speeding that is occurring around Stillwater Township and for the tractor trailer traffic. They also sit at the school for added security during the beginning & end of the school day.

Township Resident H. Mountford asked CFO T. Leonard a question regarding surplus and fund balance.

Township Resident K. Draghi asked if the Town has heard what the rate is from the schools yet. Committeeman D. Manser stated that they have not adopted their budget yet so they do not have a rate at this time. The Committee agreed to invite the school to a Township Committee meeting to present the school budget.

No further public comment.

A MOTION was made by Committeeman G. Scott and seconded by Committeewoman V. Rumsey to adopt the 2024 Municipal Budget 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.

MINUTES: April 2, 2024 Regular & 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; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with all in favor.

CORRESPONDENCE:

1. Stillwater Area Fire Department Roadside Fund Drive on Friday, May 17, and Saturday, May 18.
2. Letter from Hampton Township Attorney Frank McGovern, Esq regarding division line
3. Stillwater Township Zoning Board-January 22, 2024 Meeting Minutes & April 22, 2024 Agenda
4. Stillwater Township Planning Board- January 17, 2024 Meeting Minutes & April 17, 2024 Agenda

REPORTS:

1. Community Center Receipt Report – March 2024

2. Recreation Commission Report – March 2024
3. Board of Health Receipts – March 2024
4. Construction Permit Activity Report March 2024
5. Vacant/Abandon Property Registration Report – March 2024
6. Convenience Center Report – March 2024
7. Registrar Report – March 2024
8. Certified Copies Report – March 2024
9. ACO Report – March 2024
10. Campground License Report- March 2024
11. Food License Renewal Report- March 2024
12. Landlord Registration Fees- March 2024
13. Sussex County Health Department Inspection Report- March 2024
14. Tax Collector’s Report- March 2024

Mayor L. Chammings stated that reports number 13 and 14 were given to the Committee that evening and have been added to the agenda.

A MOTION was made by Committeeman G. Scott and seconded by Committeeman D. Manser 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.

AMENDMENTS TO AGENDA:

Mayor L. Chammings added Resolution 2024-23A to the agenda, she stated that there was a correction to be made to the Committee Liaisons that had been a miscommunication. Committeewoman D. Delaney was removed as the Zoning Board of Adjustment liaison and Committeewoman V. Rumsey was listed as the liaison.

A MOTION was made by Committeeman G. Scott and seconded by Committeeman D. Manser to adopt Resolution 2024-23A with the corrections made.

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.

Mayor L. Chammings stated that they need to amend Resolution 2024-60 to change the title and body of the resolution to read that the donation is from Minisink Press not Dawn Delaney.

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

PUBLIC SESSION OPEN.

No Public Comment.

PUBLIC SESSION CLOSED.

OLD BUSINESS

ORDINANCE 2024-09

ORDINANCE PROVIDING FOR VARIOUS IMPROVEMENTS OR PURPOSES TO BE UNDERTAKEN BY THE TOWNSHIP OF STILLWATER, IN THE COUNTY OF SUSSEX, NEW JERSEY, AND APPROPRIATING \$455,000 THEREFOR FROM VARIOUS SOURCES.

BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF STILLWATER, IN THE COUNTY OF SUSSEX, NEW JERSEY, AS FOLLOWS:

The improvements or purposes described in Section 2 of this ordinance are hereby authorized as general improvements to be made or acquired by The Township of Stillwater, in the County of Sussex, New Jersey, and there is hereby appropriated therefor the sum of \$455,000 to the extent of (a) \$17,500 from the Reserve for Park Projects, (b) \$52,000 from the Capital Improvement Fund, (c) \$105,700 from Capital Fund Balance; (d) \$26,800 from Ordinance No. 2021-10 of the Township, (e) \$68,000 from the DPW Equipment Reserve and (f) \$185,000 from an NJDOT grant.

The improvements hereby authorized and the purposes for the financing of which the appropriation is made as provided in Section 1 of this ordinance are (a) the acquisition by purchase an enclosed trailer and a vehicle for use by the Department of Public Works (\$68,000 from the DPW Equipment Reserve), file cabinets and furnishings for the Municipal Building (\$27,000 from the Capital Improvement Fund) and turnout gear, hoses and nozzles for the Fire Department (\$65,500 from Capital Fund Balance), (b) the reconstruction and resurfacing of Mt. Benevolence - Phase 3 (\$252,000; to the extent of \$185,000 from an NJDOT grant, to the extent of \$26,800 from Ordinance 2021-10 and to the extent of \$40,200 from Capital Fund Balance), (c) the upgrade of the wiring at the bay at the Community Center (\$25,000 from the Capital Improvement Fund) and (d) the renovation of the tennis/pickle ball courts (\$17,500 from the Reserve for Park Projects), together with for all the aforeaid all equipment, work, materials, apparatus and appurtenances necessary therefor or incidental thereto, all as shown on and in accordance with the plans and specifications therefor on file or to be filed in the office of the Township Clerk and hereby approved.

The capital budget or temporary capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith and the resolutions promulgated by the Local Finance Board showing all detail of the amended capital budget or temporary capital budget and capital program as approved by the Director, Division of Local Government Services, are on file with the Township Clerk and are available for public inspection.

This ordinance shall take effect after publication after final passage as provided by law.

A **MOTION** was made by Committeewoman V. Rumsey and seconded by Committeewoman D. Delaney to open Ordinance 2024-09 for public hearing.

PUBLIC HEARING

Township Resident K. Draghi asked about the Fire Department increase in their budget request for new hoses, that the cost appears to be very high. She recalled the conversation regarding the hosing to not include replacing all of the hoses at once. Committeewoman V. Rumsey stated that the hoses will be going on the current fire trucks, the new fire truck and some extra for on the shelves in case one of the sets gets damaged. She stated that when they were tested for efficiency that many of the hoses failed which they had not expected so they need to invest in new hoses and nozzles.

No further public comment.

PUBLIC HEARING CLOSED

A **MOTION** was made by Committeeman D. Manser and seconded by Committeeman G. Scott to Adopt Ordinance 2024-09.

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

NEW BUSINESS:

RESOLUTON 2024-54

RESOLUTION AUTHORIZING THE AWARD OF A ONE (1) YEAR CONTRACT FOR JANITORIAL SERVICES AT THE STILLWATER TOWNSHIP COMMUNITY CENTER

WHEREAS, the Township of Stillwater (“Township”) has determined the need for janitorial services to be provided to Township at the Stillwater Township Community Center; and,

WHEREAS, the Township obtained a quote from Completely Clean, LLC to provide such janitorial services at a cost of \$434.50 per month, for once a week janitorial services provided in accordance with its proposal submitted, dated March 20, 2024, for an anticipated annual amount of \$5,214.00, along with an emergency cleaning service fee, if needed and/or necessary at a rate of \$150.00 per emergency cleaning service provided to the Township; and,

WHEREAS, the total cost of the one (1) year contract shall not exceed \$6,500.00; and,

WHEREAS, in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., the Township is authorized to enter into this janitorial services contract at an amount not to exceed \$6,500.00 for the term of the contract without having to formally advertise for the receipt of quotes; and,

WHEREAS, the applicable funds are available for this contract through the Township of Stillwater budget, as certified by the Township's Certified Financial Officer.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Stillwater, County of Sussex, State of New Jersey that it hereby authorizes the award of a one (1) year contract for the provision of janitorial services for the Stillwater Township Community Center to Completely Clean, LLC, 932 Millbrook Road, Stillwater Township, for a total price not to exceed Six Thousand Five Hundred Dollars and No Cents (\$6,500.00) and as set forth in their March 20, 2024 proposal, which shall become a part of this Resolution; and,

BE IT FURTHER RESOLVED, that the Township Committee authorizes the Township Attorney to prepare the appropriate contract for the provision of the janitorial services and that the Mayor and Township Clerk are hereby authorized to execute same on behalf of the Township.

A **MOTION** was made by Committeewoman V. Rumsey and seconded by Committeewoman D. Delaney to adopt Resolution 2024-54.

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 2024-55

**RESOLUTION AUTHORIZING AGREEMENT WITH SUSSEX COUNTY
SHERIFF'S OFFICE TO HAVE SHERIFF'S OFFICERS PATROL THE TOWNSHIP IN
THE AMOUNT NOT TO EXCEED \$20,000**

WHEREAS, the Township of Stillwater and the Sussex County Sheriff's Office have agreed to enter into an Agreement by which the Sheriff's Office shall provide Sheriff's Officers to patrol the Township; and

WHEREAS, the Township has completed the Application to use Sheriff's Officers for patrols and has agreed to utilize their services on a schedule to be mutually agreed upon by the Township and the Sheriff's Office; and

WHEREAS, the Application provides for a charge of \$93.12 per hour with a minimum of four (4) hours per shift, per day.

NOW, THEREFORE, BE IT RESOLVED by the Stillwater Township Committee, County of Sussex, State of New Jersey, that the Mayor and Township Clerk are authorized to sign the Application on behalf of the Township; and

BE IT FURTHER RESOLVED that the Township's expenses for the Sheriff's Office patrols shall not exceed in total \$20,000.00 during the year 2024; and

BE IT FURTHER RESOLVED that the Township's Chief Financial Officer has certified the Township has \$20,000.00 available for 2024 for these services.

A MOTION was made by Committeewoman V. Rumsey and seconded by Committeewoman D. Delaney to adopt Resolution 2024-55.

ROLL CALL: Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; abstain, Mayor L. Chammings; yes. Motion carried with 4 in favor and 1 abstention.

RESOLUTION 2024-56

RESOLUTION AWARDING LAWN MAINTENANCE CONTRACT

WHEREAS, the Township of Stillwater requires a lawn maintenance contractor to provide lawn maintenance service for the 2024 lawn maintenance season for various municipal parks and properties; and

WHEREAS, the anticipated cost of said services would not exceed the bid threshold; and

WHEREAS, pursuant to the provisions of N.J.S.A. 40A:11-6.1, the Township solicited competitive quotations for the requested lawn maintenance services; and

WHEREAS, the Township received two (2) written responses to its request for quotations; and

WHEREAS, Country Care LLC has provided lawn maintenance services for the Township since 2019 and provided the lowest responsive, responsible quote in the amount of \$16,275.00 with a possible fuel surcharge of \$5.00 per location if the price of gasoline exceeds \$4.05 per gallon for the 2024 lawn maintenance season;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Stillwater that it does hereby award a contract to Country Care LLC for the 2024 lawn maintenance season in the amount not to exceed \$16,275.00 plus possible gas surcharge in accordance with Country Care LLC's written proposal dated April 2, 2024.

A MOTION was made by Committeeman G. Scott and seconded by Committeewoman V. Rumsey to adopt Resolution 2024-56.

ROLL CALL: Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; abstain. Motion carried with 4 in favor and 1 abstention.

RESOLUTION 2024-57

RESOLUTION AWARDING PROFESSIONAL PLANNER

WHEREAS, the Township of Stillwater requires a professional planning consultant to provide professional planning services to the Mayor and Township Council; and

WHEREAS, the anticipated cost of said services would not exceed the bid threshold; and

WHEREAS, pursuant to the provisions of N.J.S.A. 40A:11-6.1, the Township solicited competitive quotations for the requested professional planning services; and

WHEREAS, the Township received two (2) written responses to its request for quotations; and

WHEREAS, both quotes received were in the amount not to exceed \$13,500 for the Open Space and Recreation Plan;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Stillwater that it does hereby award a contract to J. Caldwell & Associates as professional planner for the Open Space & Recreation Plan in the amount not to exceed \$13,500 in accordance with J. Caldwell & Associates written proposal dated April 8, 2024.

A **MOTION** was made by Committeewoman V. Rumsey and seconded by Committeewoman D. Delaney to adopt Resolution 2024-57.

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

Committeeman G. Scott excused himself from the room for a few moments.

RESOLUTION 2024-58

**RESOLUTION AUTHORIZING ACCEPTANCE OF A GRANT AWARD FROM
THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION
FOR HAZARDOUS DISCHARGE SITE REMEDIATION**

WHEREAS, the Township of Stillwater has been awarded a Hazardous Discharge Site Remediation Fund Grant for the Project Site 992 Fairview Lake Road; and

WHEREAS, the amount of the Grant Award is up to \$55,515.00; and

WHEREAS, the Township of Stillwater accepts the award of the Hazardous Discharge Site Remediation Grant from the New Jersey Department of Environmental Protection, Application Prod-00313597, in the amount of \$55,515.00;

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

1. The Township of Stillwater hereby accepts the Hazardous Discharge Site Remediation Fund Grant detailed above.
2. The Chief Financial Officer is authorized to establish a grant line in the amount of \$55,515.00.

A **MOTION** was made by Committeewoman V. Rumsey and seconded by Committeewoman D. Delaney to adopt Resolution 2024-58.

Township Attorney E. Bernstein stated that based on the comments of the LSRP, he advises to move forward on a limited basis with the grant funding. A meeting will be scheduled with the LSRP to discuss moving forward.

ROLL CALL: Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; absent, Mayor L. Chamings; yes. Motion carried with 4 in favor and 1 absent.

RESOLUTION 2024-59

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF STILLWATER AUTHORIZING THE APPOINTMENT OF KYLE KAVANAGH AS PART TIME DPW LABORER

THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Stillwater appoint Kyle Kavanagh as part time for 24 to 29 hours per week as DPW Laborer pursuant to the Collective Bargaining Agreement's Laborer I 2024 rate. Mr. Kavanagh's employment start date will be April 22, 2024.

BE IT FURTHER RESOLVED that this appointment was made at a meeting of the Township Committee on Tuesday, April 16, 2024.

A **MOTION** was made by Committeewoman V. Rumsey and seconded by Committeewoman D. Delaney to adopt Resolution 2024-59.

ROLL CALL: Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes, Committeeman G. Scott; absent, Mayor L. Chamings; yes. Motion carried with 4 in favor and 1 absent.

RESOLUTION 2024-60

RESOLUTION TO ACCEPT DONATION FROM MINISINK PRESS, INC

WHEREAS the Township of Stillwater can use a printer in the OEM office or Community Center for Recreation; and

WHEREAS, Minisink Press had a Konica Minolta Biz Hub C552 printer no longer needed for their business; and

WHEREAS, Minisink Press spoke with the Clerk and Mayor offering the Township the printer and wanted to donate the printer; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Committee of the Township of Stillwater to accept the donation of the Konica Minolta Biz Hub C552 printer from Minisink Press.

A MOTION was made by Committeewoman V. Rumsey and seconded by Committeeman D. Manser to adopt Resolution 2024-60, with the changes made to the title and body to read that the printed is from Minisink Press and remove Dawn Delaney.

ROLL CALL: Committeeman D. Manser; yes, Committeewoman D. Delaney; abstain, Committeewoman V. Rumsey; yes, Committeeman G. Scott; absent, Mayor L. Chamings; yes. Motion carried with 3 in favor, 1 absent and 1 abstention.

Committeeman G. Scott returned to the meeting room.

RESOLUTION 2024-61

A RESOLUTION TO APPROVE CIVIC GROUPS USE OF THE COMMUNITY CENTER

WHEREAS, the following civic groups have completed the Community Center Agreement; and

WHEREAS, they have submitted the proper annual fee, proof of insurance, requested dates of use, and their Community Center Agreement

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Stillwater approves the following civic groups use of the Community Center for a one-year period from this date:

Sussex County Division of Senior Services
Sussex County 4-H
Cub Pack 83
Mahjong Group
Sussex County NJ Chapter of American Sewing Guild

A MOTION was made by Committeewoman V. Rumsey and seconded by Committeeman D. Manser to adopt Resolution 2024-61.

Committeewoman V. Rumsey stated that the Paulinskill Lake Association would be turning in their fee, application and insurance on Wednesday. They will need to be approved at the next meeting by resolution. The only group that did not comply is Girl Scouts.

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 NO 2024-62

AUTHORIZING THE ISSUANCE OF ANNUAL CAMPGROUND LICENSE

WHEREAS, The Township Committee of the Township of Stillwater, County of Sussex and State of New Jersey, pursuant to the authority vested in it by an act of Legislature, has heretofore by ordinance, provided for campgrounds in the Township of Stillwater; and

WHEREAS, the following named Campground holder has filed an application for the license renewal, passed inspections and all fees have been paid.

NOW, THEREFORE, BE IT RESOLVED, that the following campground license be granted renewal for the period of May 1, 2024 to April 30, 2025.

LICENSEE

Mountain Shadows Lake Association
Northshore House LLC

BE IT FURTHER RESOLVED, that the Township Clerk is hereby authorized to issue the License herein granted, the same effective as provided by Law.

A MOTION was made by Committeewoman V. Rumsey and seconded by Committeewoman D. Delaney to adopt Resolution 2024-62.

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 2024-64

RESOLUTION AWARDING FIELD MAINTENANCE CONTRACT

WHEREAS, the Township of Stillwater requires a field maintenance contractor to provide field maintenance services for the 2024 season for the three (3) municipal parks; and

WHEREAS, the anticipated cost of said services would not exceed the bid threshold; and

WHEREAS, pursuant to the provisions of N.J.S.A. 40A:11-6.1, the Township solicited competitive quotations for the requested field maintenance services; and

WHEREAS, the Township received one (1) written response to its request for quotations; and

WHEREAS, Farmside Landscape & Design provided a responsive, responsible quote in the amount of \$11,700.00 for field maintenance and an additional \$3,890.00 for aeration of Veterans Field for the 2024 lawn maintenance season;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Stillwater that it does hereby award a contract to Farmside Landscape & Design for the 2024 lawn maintenance season in the amount not to exceed \$15,590.00 in accordance with Farmside Landscape & Design's written proposals dated November 29, 2023.

A MOTION was made by Committeewoman D. Delaney and seconded by Committeeman G. Scott to adopt Resolution 2024-64.

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

DISCUSSION ITEMS:

Consent Agenda

Committeewoman V. Rumsey stated that she requested that the consent agenda be added to the discussion because she feels that it is something that the Township Committee could benefit from. A lot of other municipalities utilize a consent agenda which helps speed the meeting along. Consent Agenda items are routine items of business that do not require individual discussion, however items may be removed from the Consent Agenda to the Regular Agenda to be discussed separately. The Township Committee agreed to start to utilize a consent agenda.

PUBLIC SESSION (any subject – 3-minute limit)

PUBLIC SESSION OPENED at 8:08 PM

Township Resident H. Mountford thanked the committee for adopting Ordinance 2024-09 and the \$17,500 that's reserved for the pickleball court. She asked if it now goes back to the Recreation Committee to start the process of resurfacing and relining it. Mayor L. Chammings responded that they have one quote from a company. Committeeman D. Manser stated that they do have someone lined up and ready to go. H. Mountford will attend the next Recreation Committee meeting to suggest the layout to include 4 pickleball courts instead of the two, if possible.

Township Resident B. Doolittle thanked the Town Committee again for fixing the light in the parking lot and noted a motion sensor light that doesn't appear to be working that could also help aid the dark parking lot.

Township Resident K. Draghi asked if the cleaning company would be cleaning the community center weekly even if it wasn't used by the general public or is it only after private party rentals? Committeewoman V. Rumsey stated that they do clean weekly usually Saturday mornings, the extra cleaning charge is only needed if there is a group or private party that uses the community center and does not clean up after their event and an emergency cleaning is necessary. K. Draghi said that the last time that the Ladies Mahjong used the Community Center, one of the round wooden tables collapsed. Luckily no one was on the other side but the tables are not sturdy. Committeewoman V. Rumsey stated that they were going to purchase new tables however there was an issue with the payment. She asked Municipal Clerk V. Ingles to have CFO T. Leonard order different tables.

K. Draghi noted that Resolution 2024-61 states that the civic groups using the community center are valid through 2024 but that it should be a one-year term. Mayor L. Chammings stated that was something that the Township Committee had discussed that the Resolution should be amended to state for a one-year term and not through 2024. T. Leonard will be in charge of keeping track of the payments from the groups for their annual Community Center fee.

K. Draghi asked why there wasn't a report from the zoning officer with all the other reports. Mayor L. Chammings stated that they received March's zoning report from the zoning officer at the first meeting in April which is why it's not listed on this agenda. She also noted that after reviewing the bills list that the CFO's mileage reimbursement compared to the municipal inspectors was quite a large difference. Mayor L. Chammings stated that the inspectors may only be out doing inspections one or two days a week driving whereas the CFO has to frequently run to the bank for change or cash deposits as the Township does not hold cash for more than 48 hours.

Township Resident D. Gatanas stated concerns with the temporary traffic light that is still in front of his house. He asked the Township if there is any way that they can push back and try to have the County put something there that is less disruptive, loud and dangerous. Committeeman G. Scott stated that he has spoken with the County and asked them to consider barriers. Mayor L. Chammings stated that she and the other Township Committee members have also reached out on their own as well asking to consider the large barrels or something else that is not so evasive. She stated that April 24th is the next County Commissioners meeting which she plans on attending where a consultant will be coming in to discuss the traffic light. D. Gatanas stated that

he feels that the Township approved the County's permit too quickly and that it wasn't accurate. Mayor L. Chammings stated that they will look into the permit and speak with the zoning official & construction official.

Township Resident B. Bodensieck asked if there was any movement on the foreclosures. Township Attorney E. Bernstein stated that there is potential movement but nothing yet.

D. Gatanas stated that he heard that the Governor has been looking for film ready towns, he feels that there could be opportunity for Stillwater Township in this and help assist preserving the history in town by promoting that Stillwater is ready for this sort of thing by showing how well the last filming went. There were about 150 people in town, a lot of extra vehicles and fanfare etc., yet everything went very smoothly. He stated that there could be some grants available for the town or ancillary benefits to the residents and businesses that rent out their spaces. Mayor L. Chammings stated that she did reply that she would like to attend the meeting at the Chamber of Commerce for more information on that.

Township Resident H. Mountford stated that on Mt. Benevolence Road where it meets Old Foundry, there is already a pothole there. Mayor L. Chammings stated that the DPW just noticed that the other day and will be addressing it. She stated that she noticed that in the same area that when it rains that a river really flows across the road. She stated that she isn't concerned, it's not affecting her property, however if that area froze it would be very dangerous and vehicles will be sliding off the road. She stated that there's a stormwater drain that also doesn't catch any water. Mayor L. Chammings stated that there were three things that the engineer noted that he is going to bring back to the company. She wasn't sure if those items were the ones included in the list of corrections to make but that she would check with him to see if they are.

No further public comments.

PUBLIC SESSION CLOSED

ATTORNEY'S REPORT

Township Attorney E. Bernstein stated that the only report that he had was discussed in Executive Session.

BILLS LIST #07 \$181,798.82

RESOLUTION 2024-63

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 April 16, 2024, 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 2024-63, funds permitting.

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.

ADJOURNMENT

A **MOTION** was made by Committeewoman V. Rumsey and seconded by Committeeman D. Manser, with all members in favor, to adjourn the meeting at 8:33 P.M.

Respectfully submitted by,

Valerie Ingles
Municipal Clerk