

**STILLWATER TOWNSHIP COMMITTEE  
REGULAR MEETING MINUTES**

**JULY 16, 2024**

A **REGULAR MEETING** of the Stillwater Township Committee was called to order by Mayor L. Chammings at 7:07 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.

A **MOTION** was made by Committeewoman V. Rumsey and seconded by Committeewoman D. Delaney, with all members in favor, to excuse Committeeman G. Scott from the July 16<sup>th</sup> meeting.

**ROLL CALL:** Committeeman D. Manser, Committeewoman D. Delaney, Committeewoman V. Rumsey, and Mayor L. Chammings

**Also Present:** Township Attorney E. Bernstein

**Absent:** Committeeman G. Scott

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

**PRESENTATION- SUSSEX-WANTAGE AREA ENERGY COOPERATIVE- SWAEC**

Vicki Molloy representing Concord Energy Services energy consultant for the Sussex Warren Area Energy Cooperative introduced herself and gave an overview on the SWAEC program and savings.

Once the mailing is distributed, there is an initial 30-day window for residents to decide if they would like to Opt-Out of the program. Anyone choosing not to Opt-Out of the program will be enrolled in the program. Residents can opt-out of the program by returning the response card included in the program mailer, by calling our toll-free opt-out number, or online through the program's web page. Residents can decide at any time after program begins to discontinue participation by opting out with no termination fees or other penalties.

Residents will also have the option to Permanently Opt-Out of the program meaning that not only will their account not be included in this round of the program, but their account will also not be automatically included in future rounds of the CEA program. Stillwater has 100 residents that are listed on the permanent opt out and will not be a part of this program. That said, residents are always welcome to re-enroll in the program and can opt-in at any time.

The Program only includes eligible residents who are not currently with a third-party supplier, who do not have solar or time-of-day meters.

Under the CEA program, all current services – delivery, meter readings, billing, payments, emergency services, etc. - are still provided by the utility.

Residents will continue to call their utility for service-related questions and to report outages. They will also continue to receive one bill every month from their current utility. Budget billing, a.k.a. equal payment plan, is offered in the program. There are no fees to be part of the program. No one from the program will be calling or knocking on residents' doors about the program.

The CEA Program will include the option for residents to opt-in to 100% renewable energy; the price for the additional renewable will be higher than the program's default rate. Residents can opt-in to the 100% renewable energy option over by calling us and online. This product design is not eligible for Sustainable Jersey points for the Township.

There is a 5% projected savings per resident.

A **MOTION** was made by Committeewoman V. Rumsey and seconded by Committeewoman D. Delaney, with all members in favor, to open the discussion to the public for any questions that they may have.

The public had the opportunity to ask the questions that they had regarding the co-op.

The Township Committee thanked V. Molloy for her time and presentation and stated that they would discuss during Executive Session at the end of the meeting and make their decision.

Mayor L. Chammings stated that the township wanted to give an option to the residents to use a co-op with a lower rate to save some money, they are by no means telling residents how to spend their money. They can opt out of the co-op if they do not want to join.

### **COMMITTEE REPORTS:**

#### **Committeeman David Manser**

##### Board of Education

Committeeman D. Manser stated that the Board of Education meeting was on June 24<sup>th</sup>; they are down to one meeting per month for the summer. They are busy filling positions from retirements and moving staff around. They're currently looking for a new security officer as well as the previous officer has moved out of the state. Summer School is taking place from July 1<sup>st</sup> through the 26<sup>th</sup>. They are also doing some repairs to the school and rectify a way to keep water away from the school.

##### Recreation Commission

Committeeman D. Manser stated that the Recreation Commission's July 1<sup>st</sup> meeting was cancelled due to a lack of a quorum. They had their meeting on July 15<sup>th</sup>. They discussed the tennis courts at Stillwater Park. They are going to be refurbished and lined for pickleball. They have two openings on the Rec Commission and are currently seeking new members to join. They are getting ready for the fall sports. There are some programs coming up at the Community Center that will be announced soon on the Rec Facebook page.

##### Recycling Center

Committeeman D. Manser stated that an extra employee has been assigned to the recycling dumpster. He's a college student and has been checking the items going into the recycling bin. A lot of farm equipment has been tossed in with recycling when it's not recyclable material. The MUA has threatened to turn Stillwater Township down or start charging the town for bringing the recycling there. He's doing a great job sifting through everything to ensure that it is only recyclable material going in.

#### **Committeewoman Dawn Delaney**

##### Planning Board

Committeewoman D. Delaney stated that the Planning Board discussed 907 Saddleback Road for completeness. Township Engineer Joe Vuich and the Nature Conservancy made a presentation and the Board deemed the matter complete at the hearing. All their questions were answered and all were in favor.

##### Finance

Committeewoman D. Delaney stated that she spoke with the CFO for a finance update. The ARP-FF grant was submitted and that the remaining money from the 2023 LRIG grant was spent. She is preparing for the bond anticipation note which there is a resolution for in tonight's packet.

**Deputy Mayor Vera Rumsey**

Zoning Board

Committeewoman V. Rumsey stated that the Zoning Board meeting was on June 24<sup>th</sup>. The 911 Swartswood Road Resolution was passed but no permits may be issued until the owner is caught up on taxes. 901 Stillwater Road has paid the fees that were due. Mr. Gatanas was present at the meeting to discuss the church & the bank. He has applied for a change of use, landlord registration and the smoke certifications to work towards coming into compliance.

Emergency Services

Committeewoman V. Rumsey stated that fire has responded to 127 calls and EMS has responded to 313 calls since the beginning of the year. They will be doing training on the new fire truck next week and pump training. They will also be training on the new fast board.

Community Center

Committeewoman V. Rumsey stated that the shed is painted black and ready for the mural which will be painted once the weather cools down a little. There are now two trash and two recycling bins inside the shed. The dumpsters have been removed. Summer Camp will be taking place for two weeks in August from the 12<sup>th</sup> through the 26<sup>th</sup>. No other groups will be allowed in the community center during that time.

Personnel

Committeewoman V. Rumsey stated that there was a 1<sup>st</sup> Amendment training class given by Statewide Insurance at the Municipal Office on Monday. It will coincide with the new OPRA laws. She also welcomed Julie Ann, Stillwater's new receptionist.

**Mayor Lisa Chammings**

Environmental Commission

Mayor L. Chammings stated that the Environmental Commission cancelled their July meeting.

Legal

Mayor L. Chammings stated that she has been speaking with the Township Attorney regarding various issues. There are some in-rem updates. The tax collector will be meeting with In-Rem Attorney R. McBriar to discuss the updates.

DPW

Mayor L. Chammings stated that the DPW has been very busy. They've been frequently clearing trees and tree limbs from the roadways from storms.

Engineer

Mayor L. Chammings stated that she spoke with the Township Engineer regarding the new Floodplane Ordinance which the town is working on. They will discuss that with the attorney during Executive Session. She also spoke with him regarding Mt. Benevolence Road & signed off on it. The town decided with the advice of the Township Engineer, that instead of doing Mt. Benevolence Road in three (3) segments, they're breaking it up into more segments because every time the town applies for grants from the State, we're limited on how much we receive. The average is about \$135,000 to \$185,000 from the state, then the town pays the remainder. If they did the road all in one shot, they may still only receive the same amount as they're receiving now which would mean more money from the tax payers. So, by breaking the road paving up into 5-6 phases, it will all be completed by 2026 and though it is longer, it saves a significant amount of money.

CERT

Mayor L. Chammings stated that there was a registered nurse that came to the CERT meeting to show the members how to do stats and blood pressure using various cuffs. She also gave them the various cuff sizes to have for infants, adult and obese. Mayor L. Chammings thanked Susan Dell for providing the information at the meeting and assisting CERT.

**AMENDMENTS TO AGENDA:** Mayor L. Chammings stated that there was one amendment to the Agenda involving an increase in funding for the resurfacing/repainting of the tennis/pickleball court which will they will go over during Discussion.

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

**PUBLIC SESSION OPEN. At 8:10pm**

Township Resident K. Draghi asked if there had been changes to what's accepted at the recycling center. Committeeman D. Manser stated that there have been some changes, to check the township website. He stated that the biggest change is that they do not take the planter pots which a lot of people have been bringing assuming that they're recyclable. Mrs. Draghi asked if the recycle center is for Stillwater residents only? Mayor L. Chammings stated that it's something that the committee can consider.

Township Resident H. Mountford asked if the township received the AARP grant? Mayor L. Chammings responded that they were discussing the ARP-FF grant from last year which the money has been spent from. They did not receive the 2024 AARP grant unfortunately, but will apply again next year.

**PUBLIC SESSION CLOSED. At 8:16pm**

**OLD BUSINESS: None**

**NEW BUSINESS:**

1. Request for approval of a Social Affairs permit for The Historical Society of Stillwater Township for the Fall Festival to be held on October 12, 2024.

**A MOTION** was made by Committeewoman V. Rumsey and seconded by D. Delaney, with all members in favor, to approve the Social Affairs permit for the Historical Society subject to approval by outside agencies.

**CONSENT AGENDA** - All items with an Asterisk (\*) are considered to be routine and non-controversial in nature. All such items will be handled by one (1) motion and one (1) second and one (1) vote. There will be no separate discussion of any of these items unless a Committee member requests same, in which case the item(s) will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

**\*MINUTES:** June 18, 2024 Regular & Executive Meeting Minutes, June 25, 2024 Workshop Meeting Minutes

**\*CORRESPONDENCE:**

1. County of Sussex-Resolution Establishing the Sussex NJ 250 Committee & Designating the Logo and Catchphrase for the Sussex NJ 250 Committee
2. Maureen Tsadilas letter of resignation from Recreation Commission
3. Stillwater Township Zoning Board of Adjustment Meeting Minutes May 20, 2024
4. Stillwater Township Planning Board Meeting Minutes April 17, 2024
5. State of NJ; DEP Flood Damage Prevention Ordinance
6. Cramer Ecological Services; Freshwater Wetland General Permit B3401 L3
7. State of NJ; Dept of Agriculture Application for survey of LDD Gypsy Moth Egg Masses
8. Borough of Montvale Affordable Housing
9. Thank you letter from Karen Scott

**\*REPORTS:**

1. Community Center Receipt Report – June 2024
2. Recreation Commission Report – June 2024
3. Board of Health Receipts – June 2024
4. Construction Permit Activity Report June 2024
5. Vacant/Abandon Property Registration Report – June 2024
6. Convenience Center Report – June 2024
7. Registrar Report – June 2024
8. Certified Copies Report – June 2024
9. ACO Report – June 2024
10. Landlord Registration Fees- June 2024
11. Tax Collector’s Report- June 2024
12. Liquor License Report- June 2024
13. Zoning Report- May through June 2024
14. DPW Report- June 2024
15. Sussex County Health Inspection Report- June 2024

**\*RESOLUTIONS:**

- |                           |  |
|---------------------------|--|
| <b>RESOLUTION 2024-83</b> | RESOLUTION AUTHORIZING SALARY FOR DEPUTY OEM COORDINATOR   |
| <b>RESOLUTION 2024-88</b> | RESOLUTION AUTHORIZING REFUND OF PLANNING BOARD ESCROW ACCOUNTS  |
| <b>RESOLUTION 2024-89</b> | RESOLUTION APPROVING TO SUBMIT A GRANT APPLICATION & EXECUTE A GRANT CONTRACT WITH THE NJ DOT FOR THE MT. BENEVOLENCE ROAD SECTION 4 PROJECT                 |
| <b>RESOLUTION 2024-90</b> | MAYOR’S ACCEPTANCE OF THE RESIGNATION OF MAUREEN TSADILLAS AS A MEMBER ON THE RECREATION COMMISSION WITH COMMITTEE CONCURRENCE                               |
| <b>RESOLUTION 2024-91</b> | RESOLUTION TO AUTHORIZE PAYMENT OF REDEMPTION FOR PROPERTY AT EMMONS LANE  |
| <b>RESOLUTION 2024-92</b> | GRACE PERIOD FOR AUGUST 2024 TAX PAYMENT   |
| <b>RESOLUTION 2024-93</b> | RESOLUTION AUTHORIZING THE ISSUANCE OF NOT EXCEEDING \$1,778,567 BOND ANTICIPATION NOTES OF THE TOWNSHIP OF STILLWATER, IN THE COUNTY OF SUSSEX, NEW JERSEY. |
| <b>RESOLUTION 2024-94</b> | RESOLUTION OF THE TOWNSHIP OF STILLWATER APPROVING APPOINTMENTS OF TOWNSHIP BOARD AND COMMISSIONS  |

**APPROVAL OF THE CONSENT AGENDA**

Committeewoman V. Rumsey requested that Resolution 2024-92 be removed from the Consent Agenda for further discussion.

Mayor L. Chammings noted that Correspondence #5, the State of NJ DEP Flood Damage Prevention Ordinance will be discussed during Executive Session.

Mayor L. Chammings stated that Correspondence #7, the application for survey or Gypsy Moth Egg Masses has been submitted to the state. She has heard from the Fairview Lake Camp area, Old Schoolhouse Road, Five Points Lane and Mt. Benevolence Road have significant masses.

**A MOTION** was made by Committeewoman V. Rumsey and seconded by Committeewoman D. Delaney adopt the Consent Agenda as presented with the exception of Resolution 2024-92.

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

Committeewoman V. Rumsey read the following Resolution aloud:

**STILLWATER TOWNSHIP  
SUSSEX COUNTY, NJ**

**RESOLUTION 2024-92  
GRACE PERIOD FOR AUGUST 2024 TAX PAYMENT**

**WHEREAS**, the 2024 Final – 2025 Preliminary tax bills were not mailed out before the June 14, 2024 statutory date due to the receipt of the tax rate after that date, and

**WHEREAS**, in accordance with N.J.S.A. 54:4-66 et seq., third quarter property taxes shall not be subject to interest until the later of: August 1st, or the ten-day grace period authorized by the Township Committee: or the twenty-fifth calendar day after the tax bills for the third quarter are mailed, and

**WHEREAS**, the bills will be mailed by July 24, 2024, and the latest date is August 19, 2024.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Township Committee of the Township of Stillwater that the grace period allowed for payment of the August 1, 2024 tax quarter for Stillwater Township ends August 19, 2024 and any payment received after that date will be charged interest calculated from the original August 1, 2024 due date.

Mayor L. Chammings added that if the taxes are not mailed out by July 24<sup>th</sup>, then the due date will need to be amended again to comply with the 25 days after the bills are mailed. Any questions should be directed to the Tax Collector.

**A MOTION** was made by Committeewoman V. Rumsey and seconded by Committeeman D. Manser, to adopt Resolution 2024-92.

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

**DISCUSSION ITEMS:**

In-Rem Foreclosures Update

Mayor L. Chammings stated that the Governor has signed the bill involving In-Rem Foreclosures which will be discussed further in Executive Session. The caveat is that the owner of the property has the option to sell at Sheriff's Sale. If they do not sell at the Sheriff's Sale, then the town can foreclose on it. They will send the 19 that the township currently has onto Special Council Mr. Robert McBriar Esq. for review. He will then advise Mr. Bernstein and the Township Committee on how to proceed.

Fall Land Sale

Mayor L. Chammings stated that she wanted to see if anyone has chosen any properties for the fall land sale. Committeewoman D. Delaney stated that she gave the list of properties to Paulinskill Lake President S. Douglas for his review to see if they have any interest in the properties in Paulinskill Lake. They are looking to try to sell about 12 properties. Municipal Clerk V. Ingles also included a list of properties that residents have expressed an interest in who are contiguous property owners. She asked the members to send any properties that they feel would be advantageous to sell to V. Ingles by the end of the week so that the tax collector can review and they can move forward with having a fall land sale.

In House Workshop Day

Mayor L. Chammings stated that the last in-house workshop day was very productive. The staff was able to collect boxes of records that met the retention requirements and were ready to be disposed of. They had ordered new fire safe filing cabinets in their capital budget this year and can use the day to organize and file the documents into the new cabinets. They set a tentative date of Thursday, September 12<sup>th</sup> pending the township employees' availability.

Increase in Funding for The Resurfacing/Repainting of The Tennis/Pickleball Court & Resolution

Committeeman D. Manser explained that the tennis court is getting resurfaced and repaved. They will do the line striping for one tennis court and four (4) pickleball courts. They are going to get portable pickleball court nets, so they can be rolled onto the court then moved off to the side if someone wants to play tennis. The project should be completed in the next 30 days.

Township Resident H. Montford stated that she suggested to Recreation Commission Chairwoman T. Tosti to budget for the nets that are on wheels that can be rolled off to the side if someone wants to play tennis. She stated that the nets that get stored in a bag are more difficult to set up and have a better chance at being stolen than the ones on the poles with wheels. She stated that the County grant will not come back fast enough to try to get the nets through them so T. Tosti is looking to purchase them with the Recreation funds.

**RESOLUTION 2024-95** RESOLUTION TO APPROVE ADDITIONAL FUNDING FOR RESTORATION OF THE EXISTING TENNIS/PICKLEBALL COURT

**A MOTION** was made by Committeewoman D. Delaney and seconded by Committeewoman V. Rumsey to adopt Resolution 2024-95.

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

Mayor L. Chammings stated that at the last Township Committee meeting, they had approved \$1,600 to get a new fridge for the Community Center however the fridge was not the right type and they had to return it. They have since located a fridge for \$1,100 and an ice machine for \$600 for a total of \$1,700; \$100 more than previously voted on.

**A MOTION** was made by Mayor L. Chammings and seconded by Committeewoman D. Delaney to spend an additional \$100 to purchase a new fridge and ice machine for the Community Center.

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

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

**PUBLIC SESSION OPENED** at 8:48 PM

Township Resident K. Draghi asked if the ice machine needed a water hookup. Committeewoman V. Rumsey stated that it does need a water hookup which is already there.

**No further public comments.**

**PUBLIC SESSION CLOSED** at 8:50 PM

**ATTORNEY'S REPORT**

Township Attorney E. Bernstein stated that the only report that has will be discussed in Executive Session.

**BILLS LIST #11** \$1,642,490.53

**RESOLUTION 2024-96**

**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 July 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 Committeewoman V. Rumsey and seconded by Committeeman D. Manser to adopt Resolution 2024-96, funds permitting.

**ROLL CALL:** Committeeman D. Manser; yes, Committeewoman D. Delaney; yes, Committeewoman V. Rumsey; yes/abstain from PO 15158, Mayor L. Chammings; yes/abstain from PO 14887. Motion carried with all in favor.

Mayor L. Chammings stated that the Township did get approved for another grant; the 2024 American Rescue Firefighter Grant in the amount of \$35,000 for the 14 protective sets of outerwear.

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

A **MOTION** was made by Committeewoman D. Delaney and seconded by Committeeman D. Manser, with all members in favor, to adopt the Resolution permitting the Committee to go into Executive Session at 8:55 p.m. Public action will be taken at the conclusion of Executive Session.

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

**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, Contract, 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 D. Manser with all members in favor, to go back into Regular Session at 10:00 P.M.

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

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. There was a discussion on



personnel with a request from the Tax Collector for a leave of absence due to medical reason from August 19, 2024 through approximately October 31<sup>st</sup>, 2024 starting back at work on November 1, 2024. Along with a request to be afforded a laptop to do township work during that period.

**A MOTION** was made by Committeewoman D. Delaney and seconded by Committeeman D. Manser, to grant the Tax Collector's request for the leave of absence and for a laptop to do township work while on leave. She will also appropriate a time sheet to be sent to the CFO for hours worked from home.

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

Township Attorney E. Bernstein stated that there was also an extended conversation with the Township Attorney regarding the Stormwater Flood Prevention regarding the same, several other ongoing issues which the Township Attorney's office is currently handling which requires no formal action at this time. A presentation was made earlier this evening relative to a Energy Aggregation Program. The Committee requested an opinion by the Township Attorney regarding the contract for possible renewal. The renewal of the agreement would place all qualified residents into the program.

**A MOTION** was made by Mayor L. Chammings and seconded by Committeeman D. Manser to sign the contract agreement to participate in the energy aggregation program.

Mayor L. Chammings stated approximately 80% of the residents stayed in the program last time, and 20% had opted out. Committeewoman V. Rumsey stated that she would be fine with the agreement as long as the Township seal isn't anywhere on their letters and that there is a disclaimer added stating that the Township of Stillwater does not endorse nor receive any gains if a resident becomes part of the aggregation program.

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

Township Attorney E. Bernstein advised to ask the company to forward the letter that they would be sending to the residents prior to going out as a basis for the agreement.

### **ADJOURNMENT**

**A MOTION** was made by Committeeman D. Manser and seconded by Committeewoman D. Delaney, with all members in favor, to adjourn the meeting at 10:10 P.M.

Respectfully submitted by,

Valerie Ingles, Municipal Clerk