



**STILLWATER TOWNSHIP  
TOWNSHIP COMMITTEE MEETING  
AGENDA**

**TUESDAY, February 4, 2025**

**Executive Session: 6:00 P.M.**

**Regular Meeting: 7:00 P.M.**

**Zoom Link: <https://us02web.zoom.us/j/87830809012>**

**OPENING STATEMENT:** Adequate notice of this meeting has been provided according to the Open Public Meetings Act, Assembly Bill 1030. Notice of this meeting was included in the Annual Meeting Notice to the public and sent to the press on January 8, 2025, placed on the Official Bulletin Board at the Municipal Building, and posted electronically on the Stillwater Website.

**ROLL CALL:** Manser ☐ Delaney ☐ Rumsey ☐ Scott ☐ Chammings ☐

**EXECUTIVE SESSION:**

**WHEREAS,** Section 8 of the Open Public Meetings Act, Chapter 231 permits the exclusion of the public from a meeting in 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, County of Sussex, New Jersey as follows:

1. The public shall be excluded from discussion of and action upon the hereinafter-specified subject matter(s).
2. The general nature of the subject matter(s) to be discussed is as follows:  
\_\_\_ Personnel \_\_\_ Contract \_\_\_ Real Property \_\_\_ Litigation/Potential Litigation  
X Attorney Client \_\_\_ Public Safety
3. It is anticipated at this time that the above-stated subject matter(s) will be made public at the conclusion of each individual specified subject matter.
4. This resolution shall take effect immediately. Time \_\_\_\_\_

Motion/2nd \_\_\_\_\_ / \_\_\_\_\_

**ROLL CALL:** Manser ☐ Delaney ☐ Rumsey ☐ Scott ☐ Chammings ☐

**RETURN TO OPEN SESSION** Time \_\_\_\_\_ Motion/2nd \_\_\_\_\_ / \_\_\_\_\_

**ROLL CALL:** Manser ☐ Delaney ☐ Rumsey ☐ Scott ☐ Chammings ☐

**FLAG SALUTE**

**COMMITTEE REPORTS:**

Committeeman George Scott

Committeeman David Manser

Committeewoman Dawn Delaney

Deputy Mayor Vera Rumsey

Mayor Lisa Chammings

**AMENDMENTS TO AGENDA**

**OPEN PUBLIC SESSION (Agenda items only – 3 min time limit)**

**OLD BUSINESS:**

**PUBLIC HEARING AND FINAL ADOPTION**

**ORDINANCE 2025-01**

CALENDAR YEAR 2025 ORDINANCE OF THE TOWNSHIP OF STILLWATER, COUNTY OF SUSSEX, NJ TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14) *[Public Hearing & Final Adoption]*

Motion/2nd \_\_\_\_\_ / \_\_\_\_\_

**ROLL CALL:**

**Manser ☐ Delaney ☐ Rumsey ☐ Scott ☐ Chammings ☐**

**ORDINANCE 2025-02**

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 2025 *[Public Hearing & Final Adoption]*

Motion/2nd \_\_\_\_\_ / \_\_\_\_\_

**ROLL CALL:**

**Manser ☐ Delaney ☐ Rumsey ☐ Scott ☐ Chammings ☐**

**ORDINANCE 2025-03**

ORDINANCE AUTHORIZING THE SALE OF THE 2008 FORD F-450 AMBULANCE *[Public Hearing & Final Adoption]*

Motion/2nd \_\_\_\_\_ / \_\_\_\_\_

**ROLL CALL:**

**Manser ☐ Delaney ☐ Rumsey ☐ Scott ☐ Chammings ☐**

**NEW BUSINESS:**

**INTRODUCTION AND FIRST READING**

**ORDINANCE 2025-04**

AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT CHAPTER 80 OF THE TOWNSHIP CODE OF THE TOWNSHIP OF STILLWATER, COUNTY OF SUSSEX, STATE OF NEW JERSEY, ENTITLED "VOLUNTEER INCENTIVES"/ARTICLE 1, ENTITLED "LENGTH OF SERVICE AWARDS PROGRAM" *[Public Hearing & Final Adoption February 18, 2025]*

Motion/2nd \_\_\_\_\_ / \_\_\_\_\_

**ROLL CALL:**

**Manser** ☐ **Delaney** ☐ **Rumsey** ☐ **Scott** ☐ **Chammings** ☐

**ORDINANCE 2025-05**

CAPITAL ORDINANCE APPROPRIATING \$12,764.10 IN ADDITIONAL FUNDS FOR THE PAVING OF PARKING LOTS OF STILLWATER AREA PARKS *[Public Hearing & Final Adoption February 18, 2025]*

Motion/2nd \_\_\_\_\_ / \_\_\_\_\_

**ROLL CALL:**

**Manser** ☐ **Delaney** ☐ **Rumsey** ☐ **Scott** ☐ **Chammings** ☐

**RESOLUTIONS****RESOLUTION 2025-035**

RESOLUTION TO ACCEPT THE 40-YEAR SURFACE WATER QUALITY REPORT (1984-2024)

Motion/2nd \_\_\_\_\_ / \_\_\_\_\_

**ROLL CALL:**

**Manser** ☐ **Delaney** ☐ **Rumsey** ☐ **Scott** ☐ **Chammings** ☐

**RESOLUTION 2025-036**

RESOLUTION OF THE TOWNSHIP OF STILLWATER APPROVING APPOINTMENTS OF TOWNSHIP BOARD AND COMMISSIONS

Motion/2nd \_\_\_\_\_ / \_\_\_\_\_

**ROLL CALL:**

**Manser** ☐ **Delaney** ☐ **Rumsey** ☐ **Scott** ☐ **Chammings** ☐

**RESOLUTION 2025-037**

RESOLUTION REQUESTING THE SUSSEX COUNTY CLERK TO SUBMIT THE FOLLOWING NON-BINDING REFERENDUM TO THE VOTERS OF THE TOWNSHIP OF STILLWATER AT THE GENERAL ELECTION OF NOVEMBER 4, 2025

Motion/2nd \_\_\_\_\_ / \_\_\_\_\_

**ROLL CALL:**

**Manser** ☐ **Delaney** ☐ **Rumsey** ☐ **Scott** ☐ **Chammings** ☐

**RESOLUTION 2025-038**

RESOLUTION OF THE TOWNSHIP OF STILLWATER ESTABLISHING COMMITTEE DEPARTMENTS

Motion/2nd \_\_\_\_\_ / \_\_\_\_\_

**ROLL CALL:****Manser** ☐ **Delaney** ☐ **Rumsey** ☐ **Scott** ☐ **Chammings** ☐**RESOLUTION 2025-039**

MAYOR'S ACCEPTANCE OF THE RESIGNATION OF PATRICK MURPHY AS STILLWATER TOWNSHIP ELECTRICAL SUBCODE OFFICIAL AND FIRE SUBCODE OFFICIAL WITH COMMITTEE CONCURRENCE

Motion/2nd \_\_\_\_\_ / \_\_\_\_\_

**ROLL CALL:****Manser** ☐ **Delaney** ☐ **Rumsey** ☐ **Scott** ☐ **Chammings** ☐

**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, one (1) second, and one (1) vote. There will be no separate discussion of any of these items unless a Committee member requests the same, in which case the item(s) will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

**\*MINUTES:**

January 21, 2025 Regular &amp; Executive Meeting Minutes

**\*CORRESPONDENCE:**

1. Stillwater Township Zoning Board December 16, 2024 Meeting Minutes
2. County of Sussex- 2025 Board of County Commissioners Municipal Liaisons
3. County of Sussex-Reappointment of William Joseph as the Official Town Crier for the County of Sussex for 2025
4. County of Sussex-Reappointment of Dr. William Truran, Sussex County Historian for Term Expiring December 31, 2025
5. Stillwater Township Zoning Board of Adjustment Annual Report on Applications Heard by the Stillwater Township Zoning Board of Adjustment for the Calendar Year 2024

**\*RESOLUTIONS:****RESOLUTION 2025-040**

RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT WITH SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY FOR THE PROVISION OF CERTIFIED RECYCLING PROFESSIONAL SERVICES TO CERTIFY AND SUBMIT THE 2024 RECYCLING TONNAGE REPORT TO NJDEP

**RESOLUTION 2025-041**

RESOLUTION TO APPROVE CIVIC GROUPS' USE OF THE COMMUNITY CENTER

**APPROVAL OF THE CONSENT AGENDA**

Motion/2nd \_\_\_\_\_ / \_\_\_\_\_

**ROLL CALL:** Manser ☐ Delaney ☐ Rumsey ☐ Scott ☐ Chammings ☐

**DISCUSSION ITEMS:**

Land Sale

Dais Reconfiguration

Fuel Providers

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

**PUBLIC SESSION CLOSED**

**ATTORNEY'S REPORT**

**BILLS LIST #02**     \$ 1,239,993.90

**RESOLUTION 2025-042**                      **Authorizing Payment of Bills**

Motion/2nd \_\_\_\_\_ / \_\_\_\_\_

**ROLL CALL:**                                      Manser ☐ Delaney ☐ Rumsey ☐ Scott ☐ Chammings ☐

**ADJOURNMENT**

Time \_\_\_\_\_ Motion/2nd \_\_\_\_\_ / \_\_\_\_\_

**ROLL CALL:**                                      Manser ☐ Delaney ☐ Rumsey ☐ Scott ☐ Chammings ☐

**TOWNSHIP OF STILLWATER  
SUSSEX COUNTY, NEW JERSEY**

**ORDINANCE 2025-01**

**CALENDAR YEAR 2025 ORDINANCE OF THE TOWNSHIP OF STILLWATER,  
COUNTY OF SUSSEX, NJ TO EXCEED THE MUNICIPAL BUDGET  
APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK  
(N.J.S.A. 40A: 4-45.14)**

**WHEREAS**, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

**WHEREAS**, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

**WHEREAS**, the Township Committee of the Township of Stillwater in the County of Sussex finds it advisable and necessary to increase its CY 2025 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

**WHEREAS**, the Township Committee hereby determines that a 1.0% increase in the budget for said year, amounting to \$27,582.86 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

**WHEREAS**, the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the Township Committee of the Township of Stillwater, in the County of Sussex, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2025 budget year, the final appropriations of the Township of Stillwater shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$96,540.01, and that the CY 2025 municipal budget for the Township of Stillwater be approved and adopted in accordance with this ordinance; and,

**BE IT FURTHER ORDAINED**, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

**TOWNSHIP COMMITTEE  
OF STILLWATER TOWNSHIP**

**ATTEST:**

\_\_\_\_\_  
Valerie Ingles, Township Clerk

\_\_\_\_\_  
Lisa Chammings, Mayor

DATED: Introduced: January 21, 2025  
Adopted: February 4, 2025

**STILLWATER TOWNSHIP  
SUSSEX COUNTY, NEW JERSEY**

**ORDINANCE 2025-02**

**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 2025**

**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 municipal officers and employees for services rendered as shown below. The figures shown represent annual salary unless otherwise noted.

<u>POSITION:</u>	<u>SALARY RANGE:</u>
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	\$35,000.00 - \$60,000.00
Deputy Municipal Registrar	\$3,000.00 - \$4,500.00
Receptionist	\$15.49 - \$20.00 per hour
File Clerk	\$15.49 - \$20.00 per hour
Chief Financial Officer	\$50,000.00 - \$95,000.00
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 - \$50.00 per hour
Deputy Tax Collector	\$4,000 - \$10,000
DPW Supervisor (Provisional)	\$58,000.00 - \$75,000.00
DPW Supervisor	\$60,000.00 - \$85,000.00
DPW Supervisor (CPWM)	\$75,000.00 - \$90,000.00
Recycling Coordinator	\$1,750.00 - \$2,500.00
DPW Union Members	As Per Contract
As Needed Snow Plow Drivers	\$20.00 - \$30.00 per hour
Solid Waste Worker	\$15.49 - \$25.00 per hour
Solid Waste Cashier	\$15.49 - \$25.00 per hour
Recycling Supervisor	\$20.00 - \$30.00 per hour
Recycling Worker	\$15.49 - \$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	\$30.00 per Certification
Smoke Detector Re-Certifications	\$25.00 per Certification
Smoke Detector Certifications (Emergency)	\$60.00 per Certification
Smoke Detector Re-Certifications (Emergency)	\$25.00 per Certification
Lead Paint Certifications	\$25.00 per Certification
Lead Paint Re-Certifications	\$20.00 per Certification
Lead Paint Certifications (Emergency)	\$50.00 per Certification
Lead Paint Re-Certifications (Emergency)	\$25.00 per Certification
Emergency Mgmt Coordinator	\$2,000.00 - \$5,000.00
Deputy Emergency Mgmt Coordinator	\$1,000.00 - \$3,000.00
Vacation/Leave Coverage	\$20.00 - \$50.00 per hour

BOARDS AND COMMISSIONS:

Zoning Board Secretary	<u>SALARY RANGE:</u> \$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
Recreation Workshop Meeting-Stipend	\$100.00 per Workshop Meeting

POLICE:

Crossing Guard	<u>SALARY RANGE:</u> \$15.49 - \$18.00 per hour
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Section 2. Specific salaries or wages established by the Ordinance shall be made active as of the first payroll of 2025 unless otherwise noted.

Section 3. Nothing in this ordinance shall be construed as making mandatory the payment of annual salary increments to any officer or employees of the Township of Stillwater. Salary or wage increases shall be contingent upon the 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

ATTEST:

\_\_\_\_\_  
Valerie Ingles, Township Clerk

\_\_\_\_\_  
Lisa Chammings, Mayor

DATED:        Introduced: January 21, 2025  
                  Adopted: February 4, 2025

**TOWNSHIP OF STILLWATER  
SUSSEX COUNTY, NEW JERSEY**

**ORDINANCE 2025-03**

**ORDINANCE AUTHORIZING THE SALE OF 2008 FORD F-450 AMBULANCE**

**WHEREAS**, the Township of Stillwater owns 42-53, a 2008 Ford F-450 Ambulance, VIN 1FDXF 47R68 EC364 59 ("42-53"); and,

**WHEREAS**, the Township of Stillwater has determined that 42-53 is no longer needed for a public purpose; and,

**WHEREAS**, the Stillwater Area Volunteer Fire Company, a public entity that is part of Stillwater Township, has offered to purchase 42-53 for one dollar (\$1.00) for use at the Stillwater Fire Company, a public purpose; and,

**WHEREAS**, *N.J.S.A.* 40A:12-123(b)(1) permits a municipality to sell, by private sale, any personal property not needed for a public purpose to another public entity by an enactment of an Ordinance for the said sale of public property:

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Stillwater, County of Sussex and State of New Jersey, that 42-53, the 2008 Ford F-450 Ambulance, VIN 1FDXF 47R68 EC364 59, being no longer needed for a public purpose, may be sold to the Stillwater Area Volunteer Fire Company, a public entity which is part of Stillwater Township, for the sum of one dollar (\$1.00) and upon approval by the Stillwater Volunteer Fire Company members; and,

**BE IT FURTHER RESOLVED** that the Mayor and Township Clerk are authorized to execute any and all documents and/or endorsements required to effectuate said private sale.

This Ordinance shall take effect immediately upon passage and publication according to law.

**TOWNSHIP COMMITTEE, STILLWATER TOWNSHIP**

**ATTEST:**

\_\_\_\_\_  
Valerie Ingles, Township Clerk

\_\_\_\_\_  
Lisa Chammings, Mayor

Introduced: January 21, 2025

Adopted: February 4, 2025

**TOWNSHIP OF STILLWATER  
SUSSEX COUNTY, NEW JERSEY**

**ORDINANCE 2025-05**

**CAPITAL ORDINANCE APPROPRIATING \$12,764.10  
IN ADDITIONAL FUNDS FOR THE PAVING OF PARKING LOTS  
OF STILLWATER AREA PARKS**

**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 \$12,764.10, 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 \$12,764.10 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:

Add'l Cost of Parking Lot Paving:	\$6,764.10	Ord. 2022-08 Pond Brook Paving
	\$6,000.00	Reserve for Asphalt Overlay

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.

**TOWNSHIP COMMITTEE, STILLWATER TOWNSHIP**

**ATTEST:**

\_\_\_\_\_  
Valerie Ingles, Township Clerk

\_\_\_\_\_  
Lisa Chammings, Mayor

Introduced: February 4, 2025

Adopted:

**STILLWATER TOWNSHIP  
SUSSEX COUNTY, NEW JERSEY  
RESOLUTION 2025-035**

**RESOLUTION TO ACCEPT THE 40-YEAR SURFACE WATER QUALITY REPORT  
(1984-2024)**

**WHEREAS**, Dr. Robert Lippencott has prepared a 40-Year Surface Water Quality Report for the Stillwater Environmental Commission for the years 1984-2024, and;

**WHEREAS**, The Stillwater Township Environmental Commission has reviewed the report and accepted the report at their meeting on January 13, 2025, and;

**WHEREAS**, The Stillwater Township Environmental Commission has asked to forward the report to the Stillwater Township Committee for consideration for adoption by the Township of Stillwater, and;

**WHEREAS**, The Stillwater Township Committee has reviewed and accepted the 40-Year Surface Water Quality Report.

**NOW, THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Stillwater adopts the 40-Year Surface Water Quality Report (1984-2024) prepared by Dr. Robert Lippencott.

**CERTIFICATION**

I, Valerie Ingles, RMC/CMR, Township Clerk of the Township of Stillwater, hereby certifies that this is a true copy of a Resolution approved by the Township Committee of the Township of Stillwater, in the County of Sussex, State of New Jersey at a regular meeting held on the 4<sup>th</sup> day of February 2025.

\_\_\_\_\_  
Valerie Ingles, RMC/CMR  
Township Clerk

**STILLWATER TOWNSHIP,  
SUSSEX COUNTY, NJ**

**RESOLUTION 2025-036**

**RESOLUTION OF THE TOWNSHIP OF STILLWATER APPROVING  
APPOINTMENTS OF TOWNSHIP BOARD AND COMMISSIONS**

**BE IT RESOLVED** by the Township Committee that they do hereby concur with the Mayor's Appointments and Committee appointments to Board and Commission Members for the year 2025 as follows:

**ENVIRONMENTAL COMMISSION**

Name	Term	Term Expires
Dr. Robert Lippencott <i>(filling unexpired term of E. Wills)</i>	3 years	12/31/2026

**PLANNING BOARD**

Name	Term	Term Expires
Jaqueline McDonough- Class IV Member <i>(filling unexpired term of R. Lippencott)</i>	3 years	12/31/2027

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Stillwater, County of Sussex, State of New Jersey that they do hereby concur with the appointments herein for the year 2025.

**CERTIFICATION**

I hereby certify that the above Resolution was adopted by the Township Committee at their regular meeting held February 4, 2025 at the Stillwater Township Municipal Building, Stillwater, Sussex County, New Jersey.

\_\_\_\_\_  
Valerie Ingles, RMC  
Township Clerk

**STILLWATER TOWNSHIP  
SUSSEX COUNTY, NEW JERSEY  
RESOLUTION 2025-037**

**RESOLUTION REQUESTING THE SUSSEX COUNTY CLERK TO SUBMIT THE  
FOLLOWING NON BINDING REFERENDUM  
TO THE VOTERS OF THE TOWNSHIP  
OF STILLWATER AT THE GENERAL ELECTION OF NOVEMBER 4, 2025**

**WHEREAS**, the Stillwater Township Committee recognizes the utmost importance of the acquisition, development and maintenance of land for recreation and conservation purposes and for preservation of farmland and historic properties; and

**WHEREAS**, this vital preservation of open space can best be achieved through the provision of a definite, long-term fixed source of funding; and

**WHEREAS**, N.J.S.A. 40:12-15.7 authorizes the Township Committee to submit to the voters of the municipality a question in order to ascertain the sentiments of the voters by including a non-binding referendum on the November 4, 2025 General Election Ballot;

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

1. That the following non-binding referendum be forwarded to the Sussex County Clerk for inclusion on the November 4, 2025 General Election Ballot:

[ ] Yes

[ ] No

Shall the Township of Stillwater adopt an Ordinance establishing a “Municipal Open Space, Recreation, and Farmland and Historic Preservation Trust Fund” which will have the following provisions:

- A. The “Municipal Open Space, Recreation, and Farmland and Historic Preservation Trust Fund” shall be funded through the collection of a local property tax in an amount between \$.005 and \$.02 per One Hundred Dollars (\$100) of assessed value.
- B. Such funds shall be designated solely for (1) the acquisition, development and maintenance of land for recreation and conservation purposes, (2) the acquisition of farmland for preservation purposes, (3) the acquisition and preservation of historic properties, structures, sites, areas or objects, or (4) payment of debt service on indebtedness issued or incurred by the municipality for any of the foregoing purposes.

- C. Funds raised through the annual property tax levy will be subdivided by the Township Committee at a later date after a public hearing.
- D. Any property acquired by or through the "Municipal Open Space, Recreation, and Farmland and Historic Preservation Trust Fund" shall not be sold or conveyed by the Township until and unless authorized by a binding public Referendum.
- E. This Trust Fund tax shall be for a term not to exceed ten (10) years and may only be extended upon approval of a non-binding voter referendum.

### **INTERPRETIVE STATEMENT**

This referendum will give the elected officials of the Township of Stillwater the sentiment of the voters concerning the re-establishment of a "Municipal Open Space, Recreation, and Farmland and Historic Preservation Trust Fund". This Fund would be in addition to bonding and other available sources of public funds, and would be used solely for the purpose of acquiring and maintaining lands within the Township for open space, recreation and conservation, and for farmland and historic preservation. Having the funds would enable the Township to qualify for grants, matching funds and other sources of funds available through the State and other entities. The Fund will be raised through a dedicated tax on real property. The Township Committee will determine the rate of the special tax each year but the amount will be between \$.005 and \$.02 per \$100 of assessed value of the property. For example, at the minimum rate of \$.005 per \$100 of assessed value, the owner of property assessed at \$150,000 would contribute \$7.50 to the Open Space Trust Fund in a year. At a rate of \$.01 per \$100 of assessed value, the owner of property assessed at \$150,000 would contribute \$22.50 to the Open Space Trust Fund in a year. At a rate of \$.02 per \$100 of assessed value, the owner of property assessed at \$150,000 would contribute \$30 to the Open Space Trust Fund in a year. Any property or asset acquired by the Open Space Trust Fund could not be sold or disposed of unless authorized by Public Referendum.

- 2. The Sussex County Clerk is hereby requested to print the Referendum and Interpretive Statement on the Official Ballot for the General Election to be held on November 4, 2025.
- 3. A copy of this Resolution shall be placed on file with the Clerk of the Township.

I hereby certify this is a true copy of the Resolution adopted by the Township Committee of the Stillwater Township on February 4, 2025

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Valerie Ingles, RMC  
Township Clerk



**TOWNSHIP OF STILLWATER  
COUNTY OF SUSSEX  
RESOLUTION 2025-038**

**RESOLUTION OF THE TOWNSHIP OF STILLWATER  
ESTABLISHING COMMITTEE DEPARTMENTS**

**WHEREAS**, it is deemed necessary to establish Departments within the Township government to provide for the orderly and efficient transaction of Township business and to promote public service.

**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 allegations of the preamble are incorporated herein by this reference.
2. The following Departments are hereby established within the Township of Stillwater, effective immediately and to remain in effect until the next Reorganization Meeting of the Township Committee, unless sooner modified or terminated and the member of the Township Committee assigned to oversee the operation of such Department is as follows:

Deputy Mayor Rumsey:	Emergency Services, Community Center, Personnel, Zoning Board of Adjustment
Committeeman Manser:	Board of Education, Recreation Commission, Recycling Center, Engineering
Committeewoman Delaney:	Planning Board, Community Center, Recreation Commission
Committeeman Scott:	DPW, Engineering, Gypsy Moth
Mayor Chammings:	Environmental Commission, Legal, CERT, Personnel, Finance

**CERTIFICATION**

I hereby certify that the above Resolution was adopted by the Township Committee at their regular meeting held February 4, 2025 at the Stillwater Township Municipal Building, 964 Stillwater Road, Stillwater, Sussex County, New Jersey.

\_\_\_\_\_  
Valerie Ingles, RMC  
Township Clerk

**STILLWATER TOWNSHIP  
SUSSEX COUNTY**

**RESOLUTION 2025-039**

**MAYOR'S ACCEPTANCE OF THE RESIGNATION OF PATRICK  
MURPHY AS STILLWATER TOWNSHIP ELECTRICAL SUBCODE  
OFFICIAL AND FIRE SUBCODE OFFICIAL 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 Patrick Murphy as Electrical Subcode Official and Fire Subcode Official effective March 1, 2025.

**CERTIFICATION**

I, Valerie Ingles, Township Clerk for the Township of Stillwater, hereby certify that the above Resolution was approved by the Township Committee of the Township of Stillwater at their regularly scheduled Township Committee Meeting of February 4, 2025.

**Valerie Ingles, Township Clerk**

**STILLWATER TOWNSHIP  
SUSSEX COUNTY, NEW JERSEY  
RESOLUTION 2025-040**

**RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT WITH  
SUSSEX COUNTY MUNICIPAL UTILITIES AUTHORITY FOR THE PROVISION  
OF CERTIFIED RECYCLING PROFESSIONAL SERVICES TO CERTIFY AND  
SUBMIT THE 2024 RECYCLING TONNAGE REPORT TO NJDEP**

**WHEREAS**, the Township of Stillwater is required to submit a Certified Recycling Tonnage Report to NJDEP for the year 2024; and

**WHEREAS**, the Township of Stillwater does not employ a Certified Recycling Professional required to file the Recycling Tonnage Report; and

**WHEREAS**, the Uniform Shared Services and Consolidation Act (N.J.S.A. 40A:65-1, et seq.) (hereinafter, "the Act") provides that local units of government may enter into a contract to provide or receive any service that either local unit participating in the Agreement is empowered to provide or receive within its own jurisdiction, including services incidental to the primary purposes of any of the participating units (N.J.S.A. 40A:65-4); and

**WHEREAS**, Stillwater Township will prepare the 2024 Stillwater Township Recycling Tonnage Report; and

**WHEREAS**, Stillwater Township wishes to request the services of the SCMUA in the form of the District Recycling Coordinator as a Certified Recycling Professional to certify and submit the required 2024 Stillwater Township Tonnage Report to NJDEP by April 30, 2025; and

**WHEREAS**, SCMUA has the qualified staff to certify the Recycling Tonnage Report prepared by Stillwater Township and electronically submit it to NJDEP on behalf of Stillwater Township under the terms and conditions set forth in the Shared Services Agreement.

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

1. The Mayor and Clerk are hereby authorized and directed to execute a Shared Services Agreement, a copy of which is attached hereto, with SCMUA for the provision of Certified Recycling Professional Services to certify and submit the 2024 Recycling Tonnage Report to NJDEP.
2. This Resolution shall take effect immediately.
3. All Township Staff and Professionals are authorized to take any and all necessary actions to see to the implementation of this Resolution.

I hereby certify this is a true copy of the Resolution adopted by the Township Committee of the Stillwater Township on February 4, 2025.

\_\_\_\_\_  
Valerie Ingles, RMC  
Township Clerk

**STILLWATER TOWNSHIP,  
SUSSEX COUNTY, NJ**

**RESOLUTION 2025-041**

**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  
Cub Pack 83  
Happy Together-Acapella Barbershop Singing Group  
Sussex County NJ Chapter of American Sewing Guild

**CERTIFICATION**

I hereby certify that the above Resolution was adopted by the Township Committee at their regular meeting held February 4, 2025, at the Stillwater Township Municipal Building, 964 Stillwater Road, Stillwater, Sussex County, New Jersey.

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Valerie Ingles, RMC  
Township Clerk

**STILLWATER TOWNSHIP  
SUSSEX COUNTY, NEW JERSEY**

**RESOLUTION 2025-042**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE  
TOWNSHIP OF STILLWATER AUTHORIZING PAYMENT  
OF BILLS**

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

**WHEREAS**, the Chief Finance 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 February 4, 2025, and 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.

**CERTIFICATION**

I hereby certify that the above Resolution was adopted by the Stillwater Township Committee at their regular meeting held on February 4, 2025, at the Stillwater Township Municipal Building, 964 Stillwater Road, Stillwater, Sussex County, New Jersey.

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Valerie Ingles  
Township Clerk

STILLWATER TOWNSHIP MANUAL/REGULAR BILL LIST				
FOR MEETING DATED 2/4/25 - BILLS LIST #2				
Account	Date	Check #	Payee	Amount
<b>Current</b>				
	1/22/25	30615	ESCAPE POWERSPORTS	\$ 1,974.72
	1/22/25	WIRE	STILLWATER TWP PAYROLL AGENCY	\$ 41,567.21
	1/22/25	30616	SUSSEX CTY CLERK'S OFFICE	\$ 16.00
	1/23/25	30617	TCTANJ - "NJ STAY..." WEBINAR	\$ 50.00
	1/28/25	30619	IMAGEPOINT LOGO (BICENTENNIAL HATS)	\$ 802.48
	1/28/25	30620	GRANT FUND (OPEN)	\$ 36,482.24
	1/29/25	30621	PITNEY BOWES (POSTAGE)	\$ 500.00
	1/29/25	30622	TOWNSHIP OF HAMPTON (TAXES)	\$ 35.05
	1/30/25	30623	KITTATINNY REGIONAL HS	\$ 451,511.80
	1/30/25	30624	STILLWATER TWP BOE	\$ 463,240.00
			<b>Subtotal of Fund</b>	<b>\$ 996,179.50</b>
<b>General Capital</b>				
	1/24/25	WIRE	CURRENT FUND (PARKING LOTS)	\$ 41,135.00
			<b>Subtotal of Fund</b>	<b>\$ 41,135.00</b>
<b>Payroll Salary Agency</b>				
	1/22/25	3302	NJ FAMILY SUPPORT PMT CENTER	\$ 392.31
	1/22/25	3303	TEAMSTERS	\$ 222.00
	1/22/25	WIRE	STILLWATER TWP PAYROLL ACCT	\$ 26,319.55
	1/22/25	WIRE	CURRENT FUND - SHBP (JAN 2025)	\$ 3,525.60
	1/23/25	WIRE	IRS	\$ 8,711.35
	1/23/25	WIRE	STATE OF NJ - GIT	\$ 1,153.37
	1/23/25	WIRE	NATIONWIDE	\$ 112.00
	1/22/25	WIRE	EMPOWER (DCRP)	\$ 514.47
	1/23/25	WIRE	PERS (JAN 2025)	\$ 3,434.68
			<b>Subtotal of Fund</b>	<b>\$ 44,385.33</b>
<b>Recreation</b>				
	1/28/25	1799	IMAGEPOINT LOGO (BICENTENNIAL HATS)	\$ 1,207.52
			<b>Subtotal of Fund</b>	<b>\$ 1,207.52</b>
<b>Recycling Trust</b>				
	1/22/25	WIRE	STILLWATER TWP PAYROLL AGENCY	\$ 75.92
			<b>Subtotal of Fund</b>	<b>\$ 75.92</b>
			<b>Grand Total All Manual Checks Issued:</b>	<b>\$ 1,083,043.27</b>
<b>GRAND TOTAL OF BILLS</b>				<b>\$ 1,239,993.90</b>

## List of Bills - (0110101000001) Cash - Current CURRENT FUND

Check#	Vendor	Description	Payment	Check Total
30625	34 - AIRGAS USA, LLC	PO 15785 INV# 5513076773 - DEC 2024	37.25	37.25
30626	38 - ALLIED OIL	PO 15781 INV# 757294 ACCT# 7199876 WINTER DYED	1,342.08	
		PO 15844 INV# 764089 ACCT# 7199884 - GASOLINE 1	513.36	1,855.44
30627	477 - ATLANTIC COMMUNICATIONS ELECTRONICS	PO 15601 ESTIMATE# SDPW10324 - VEHICLE MAINTENANC	900.39	900.39
30628	117 - CAMPBELL SUPPLY COMP OF SUSSEX CTY LLC	PO 15780 INV# C005096586:01 - DPW VEHICLE MAINTEN	29.76	29.76
30629	70 - DOLAN AND DOLAN PA	PO 15724 STMT# 951899 - 2B LEGAL SERVICES - GENER	360.10	
		PO 15733 STMT# 951901 - 2B LEGAL SERVICES - GENER	467.50	
		PO 15777 STMT# 952064 - 2B LEGAL SERVICES - GENER	601.20	1,428.80
30630	1207 - EDMUNDS GOVTECH, INC.	PO 15834 QUOTE - TAX COLLECTOR RECEIPTORS	2,050.00	2,050.00
30631	985 - FAIRCLOUGH FUEL INC.	PO 15858 INV# 04724,04722 - FUEL OIL 1/20/2025	2,419.29	2,419.29
30632	128 - HOME DEPOT CREDIT SERVICES	PO 15859 RECEIPT 1/24/25 - DEPT SUPPLIES	480.91	480.91
30633	21 - NEW JERSEY PLANNING OFFICIALS	PO 15827 2025 MEMBERSHIP ZONING/PLANNING	370.00	370.00
30634	21 - NEW JERSEY PLANNING OFFICIALS	PO 15853 INV# 082026709 - 2B MEMBER TRAINING	95.00	95.00
30635	52 - NORTH EAST PARTS GROUP, LLC	PO 15796 INV# 315676 - VEHICLE MAINTENANCE	92.93	
		PO 15842 INV# 316343 - DEPT SUPPLIES	166.94	
		PO 15860 INV# 316952,316349 - DEPT SUPPLIES	414.10	673.97
30636	1375 - PARACO GAS OF NEW JERSEY LLC	PO 15794 INV# 461211 - PROPANE 1/7/2025	1,101.98	
		PO 15863 INV# 477212 ACCT# 418401G - PROPANE @ D	1,279.48	2,381.46
30637	794 - PORTASOFT OF MORRIS CO.	PO 15787 INV# 1570 - MAINTENANCE AGREEMENT 12/1/2	337.00	337.00
30638	43 - QUILL.COM	PO 15832 ORDER# 2291974 - OFFICE SUPPLIES	39.99	39.99
30639	1383 - RIVERVIEW PAVING, INC.	PO 15420 PROPOSAL 8/23/2024 - PARKING LOT PAVING	41,135.00	41,135.00
30640	90 - SCMUA-SUSSEX CTY MUNIC UTIL'S AUTH	PO 15838 INV# 8284 - SOLID WASTE DISP; COMINGLED	1,096.64	
		PO 15857 INV# 8316 - SOLID WASTE DISP; COMINGLED	732.95	1,829.59
30641	425 - STAPLES	PO 15815 ORDER# 7649300703 - OFFICE SUPPLIES	226.96	
		PO 15843 ORDER# 7650248421 - OFFICE SUPPLIES	182.94	409.90
30642	102 - STATEWIDE INSURANCE FUND	PO 15852 INV# 2025A79 - FUND YEAR 2025 INSURANCE	47,593.75	47,593.75
30643	858 - STRAUS NEWS	PO 15851 INV# A00870C4-0001,A00870C4-0002,A00870C	176.92	176.92
30644	1246 - TERRY BESHADA	PO 15850 REIMBURSEMENT - "REVIEW AND PREPARATIONS	25.00	25.00
30645	156 - TRACTOR SUPPLY COMPANY	PO 15841 TICKET# 902049 - DEPT SUPPLIES	94.39	94.39
30646	574 - VALLEY PHYSICIAN SERVICES	PO 15783 INV# 1013322C5622 - DOT ONSITE TESTING	90.00	90.00
30647	126 - VAN CLEEF ENGINEERING ASSOC, LLC	PO 15849 INV# STW-1003.001-23 - ENGINEERING SERVI	1,600.50	1,600.50
30648	568 - WB MASON CO., INC	PO 15795 ORDER# S149512464 - OFFICE SUPPLIES	147.76	147.76
30649	505 - WEIGHTS & MEASURES FUND	PO 15790 2025 RENEWAL APPLICATION# 20-079647-25	25.00	25.00
30650	103 - WELDON QUARRY CO., LLC	PO 15784 INV# 02050011 - ASPHALT	588.00	588.00
TOTAL				106,815.07

## List of Bills - (0210101000001) CASH - GRANT State and Federal Grants

Check#	Vendor	Description	Payment	Check Total
1000	337 - MINISINK PRESS, INC.	PO 15840 QUOTE - CLEAN COMMUNITIES COLORING BOOK	1,230.00	1,230.00
TOTAL				1,230.00

### List of Bills - (0410101000001) Cash - General Capital General Capital

Check#	Vendor	Description	Payment	Check Total
707	1383 - RIVERVIEW PAVING, INC.	PO 15420 PROPOSAL 8/23/2024 - PARKING LOT PAVING	42,255.00	42,255.00
708	126 - VAN CLEEF ENGINEERING ASSOC, LLC	PO 12721 PROPOSAL - MT BENEVOLENCE PHASE I - MA 2	1,284.00	
		PO 13825 PROPOSAL - MT BENEVOLENCE PHASE II - MA	1,284.00	
		PO 15018 PROPOSAL - MT BENEVOLENCE PHASE 3 - MA 2	2,040.00	4,608.00
				-----
	TOTAL			46,863.00

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### List of Bills - (7510101000001) Recycling Trust - CASH RECYCLING TRUST ACCOUNT

Check#	Vendor	Description	Payment	Check Total
712	90 - SCMUA-SUSSEX CTY MUNIC UTIL'S AUTH	PO 15838 INV# 8284 - SOLID WASTE DISP; COMINGLED	163.15	
		PO 15857 INV# 8316 - SOLID WASTE DISP; COMINGLED	145.60	308.75
713	250 - TONY SANCHEZ LTD	PO 15837 QUOTE# 21584 - DPW VEHICLE MAINTENANCE F	1,266.31	1,266.31
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	TOTAL			1,575.06

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### List of Bills - (7910101000001) ESCROW - CASH ESCROW - SUBDIVISION ACCOUNT

Check#	Vendor	Description	Payment	Check Total
10364	70 - DOLAN AND DOLAN PA	PO 15725 STMT# 951900 - ZB LEGAL SERVICES - MCELE	51.00	
		PO 15750 STMT# 951268 - ZB LEGAL SERVICES - WILBU	51.00	
		PO 15751 STMT# 951426 - ZB LEGAL SERVICES - WILBU	85.00	
		PO 15752 STMT# 951701 - ZB LEGAL SERVICES - WILBU	51.00	
		PO 15775 STMT# 952066 - ZB LEGAL SERVICES - WILBU	34.00	
		PO 15776 STMT# 952063 - ZB LEGAL SERVICES - GATAN	195.50	467.50
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	TOTAL			467.50