

**STILLWATER TOWNSHIP COMMITTEE
REGULAR MEETING MINUTES**

JANUARY 21, 2025

A **REGULAR MEETING** of the Stillwater Township Committee was called to order by Mayor L. Chammings at 6:00 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, Deputy Mayor V. Rumsey, Committeeman G. Scott (via Zoom), Mayor L. Chammings

Also Present: Township Attorney E. Bernstein

EXECUTIVE SESSION: held in the Stillwater Township Municipal Building.

A **MOTION** was made by Deputy Mayor V. Rumsey, seconded by Committeewoman D. Delaney, with all members in favor, to adopt the Resolution permitting the Committee to go into Executive Session at 6:01 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: Attorney-Client, Contract, 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 Committeeman D. Manser and seconded by Committeewoman D. Delaney to go back into Regular Session at 7:09 P.M.

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

Township Attorney E. Bernstein stated to let the record reflect that the Township Committee entered into executive session at 6:00 p.m. and it went a little beyond 7:00 p.m. at his request. There was a discussion regarding the ongoing issues with Affordable Housing and potential litigation. Township Planner J. Caldwell was present via Zoom to discuss the same. Formal action will be taken by the governing body later during the meeting. There was an update on the Teamsters Local 125 collective bargaining agreement; no action needs to be taken at this time.

The Township Committee took a brief recess before resuming the regular meeting.

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

COMMITTEE REPORTS:

Committeeman George Scott

Committeeman G. Scott did not have a report at this time.

Committeeman David Manser

Board of Education

Committeeman D. Manser explained the auditor was at the Board of Education meeting and went through all the books and reports finding no flaws. He also complimented the board on their spending. They discussed building issues including the cracks in the floor in the gym and some lower classrooms. They had 130 seniors at their senior luncheon and included an abbreviated concert by the students. TREP\$ Marketplace was also very successful. They had their January 6, Reorganization meeting electing Krista Galante as President and Cheryl Williver as Vice President. They also swore in three members who won the election. They adopted their meeting dates for the year as well.

Recreation Commission

Committeeman D. Manser stated he was at the Board of Education meeting which was the same night as the Rec Reorg meeting so he asked Committeewoman D. Delaney to start.

Committeewoman D. Delaney said the Recreation Commission Reorganization meeting was on January 6th. Tara Tosti was elected as Chairwoman again and Gina McCabe-Richardson as Vice Chairwoman, Danielle Wunder as Secretary. They set many of their events for the year and those have been put on the website. The Valentine's Dance will be held at the Stillwater Fire House this year. Rec will purchase some food and additional items may be brought from guests attending. There will also be a cash bar and a DJ. They are planning a bus trip in March to Wind Creek Casino. There are also more Veteran's events planned, First Responders events, the Sheriff's Office Safety Series, and more. Committeeman D. Manser also noted that they awarded the decorating contest winners and discussed the tree-lighting event.

Committeewoman Dawn Delaney

Planning Board

Committeewoman D. Delaney said new member A. Kavanaugh was sworn in at the meeting as a member. The Chairwoman is Karen Puccio and the Vice Chairman is Bob Pierce. Penny Bair is still the Planning Board Secretary. They set the dates for the year, approved the meeting minutes, and paid the bills. They also have another member that they are recommending to the Township Committee for approval at the February 4th meeting.

Committeewoman Vera Rumsey

Zoning Board of Adjustment

Committeewoman V. Rumsey stated that the Zoning Board meeting isn't until January 27th. The first meeting of the year will still be at 7:30 p.m. however the rest of the meetings for the year will begin at 7:00 p.m.

Emergency Services

Committeewoman V. Rumsey stated that she did not have a year-to-date report yet. There is an upcoming ice fishing competition at Swartwood Lake & Little Swartwood Lake on the 25th and 26th the Stillwater FD & EMS will be present. Their installation dinner is also coming up.

Community Center

Committeewoman V. Rumsey stated that the invoices have been sent out to the Civic Groups for renewing their use of the Community Center for 2025. She thanked the Mayor & Committeewoman D. Delaney for fixing the ice machine and cleaning up after it backed up into the utility room. The pipe had frozen outside. She stated that there are now signs hanging everywhere stating no running, no climbing on the chair and table stands, no entry beyond this point back by the Fire Department trophies, and no unsupervised children at the doors going into the kitchen. She stated that a couple of the children's groups using the Community Center are not being monitored by the parents. Children are seen running, falling, climbing on the tables and chair racks, running in the kitchen, playing in the ice machine, etc. They will also make changes to the community center use form stating none of this is allowed. After three strikes, the groups will not be able to use the community center any longer if they do not follow the rules due to liability issues. One of the groups responded by saying they would speak with the parents.

Mayor Lisa Chammings

Finance

Mayor L. Chammings stated that the Township Committee met with the CFO, DPW, Recreation, and Fire Department for a budget meeting on Saturday, January 11th to discuss Capital Items. These item requests will be reviewed by the CFO then she will relay what needs to be bonded.

The next budget meeting will be at 6:00 p.m. on February 18th before the regular Township Committee meeting.

Environmental Commission

Mayor L. Chammings explained that Dr. Lippencott's 40-year water quality report was distributed at the meeting. She made a copy for the Township Committee members and asked that they please look it over prior to the February 4th meeting. There will be a Resolution to adopt the report as accepted. The report will then be uploaded to the town website and will help assist with Stormwater Management. Mandy Coriston is the Chairwoman and Dr. David Mattes is Vice Chairman. She noted that the bald eagle and the osprey are off of the endangered animal list as of January 2025.

CERT

Mayor L. Chammings stated that CERT met to discuss their budget for the year. They had seven participants at their "Stop the Bleed" course. Their next meeting is on January 22nd.

DPW

Mayor L. Chammings stated that the DPW has been very busy. They did a great job during the past storm. Everyone is officially back on the DPW again as of that day. The cable had broken on the rollback but since has been fixed.

Engineer

Mayor L. Chammings stated that there was a large amount in the bill list for engineering. Mt. Benevolence Road phases 1, 2, and 3 are being taken care of which added up to approximately \$100,000.

Sunday, February 9th Plymouth Lake will have their meeting from 1:00 p.m. to 3:00 p.m. at the Stillwater Town Hall.

According to the NJ Planner, outdoor dining has been permanently approved, and for the Clerk to send a copy to the North Shore House and the Hyde Away Restaurant.

A productive tax sale took place on December 30th. There is one redemption on the agenda. Mayor L. Chammings stated that the NJ DEP Fish & Wildlife is setting up a trail cam on Township property to monitor Fishers.

Deputy Mayor V. Rumsey suggested the township committee make bulleted reports to include in the meeting packets and only speak on key points at the meetings.

AMENDMENTS TO AGENDA:

Resolution 2025-034 will be added before Discussion Items. The resolution is regarding Affordable Housing.

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

Public Session Open 7:46 pm.

Township Resident K. Draghi noted that she saw that the Office Manager position ranging from \$5,000-\$10,000 had been removed from the Salary Ordinance. She asked if the position had been removed.

Township Resident K. Draghi asked if the mechanic's tools were given the \$150,000 value by an appraiser. She asked if it would be expensive to add to the township insurance or if it would just be added to a list of insurable items. Mayor L. Chamings stated that the tools were appraised and that it wouldn't cost anything extra to add the tools to the township's insurance policy but would protect Mr. Gardner in the event they were destroyed while on town property.

Township Resident H. Montford stated that Secretary P. Bair is fantastic, she's done a great job as secretary to the Zoning Board. She asked what the Culinary Explorers were. Deputy Mayor V. Rumsey replied that it's a 4H children's cooking group that meeting at the Community Center.

No further public comments.

Public Session Closed 7:51 pm.

OLD BUSINESS- None

NEW BUSINESS

ORDINANCE INTRODUCTION AND FIRST READING

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.

A MOTION was made by Deputy Mayor V. Rumsey and seconded by Committeeman G. Scott to Introduce Ordinance 2025-01.

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

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:

SALARY RANGE:

Zoning Board Secretary	\$5,000.00 - \$9,000.00
Planning Board Secretary	\$5,000.00 - \$9,000.00
Environmental Commission Secretary	\$2,500.00 - \$5,000.00
Recreation Commission Secretary	\$2,500.00 - \$5,000.00
Recreation Workshop Meeting-Stipend	\$100.00 per Workshop Meeting

POLICE:

SALARY RANGE:

Crossing Guard	\$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.

A **MOTION** was made by Committeewoman D. Delaney and seconded by Deputy Mayor V. Rumsey to Introduce Ordinance 2025-02.

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

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.

A **MOTION** was made by Committeewoman D. Delaney and seconded by Deputy Mayor V. Rumsey to Introduce Ordinance 2025-03.

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

RESOLUTIONS

RESOLUTION 2025-023
**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF STILLWATER AMENDING THE APPOINTMENT
OF SEAN UTTER AS A PART-TIME
RECYCLING/SOLID WASTE ATTENDANT ON AN “AS NEEDED
BASIS”**

WHEREAS, S. Utter was hired as a Recycling/Solid Waste Attendant per Resolution 2022-152 on September 24, 2022 for 10 hours per week; and,

WHEREAS, to keep with the recently implemented “as needed” appointments for employees at the Stillwater Township Convenience Center due to the nature of the positions, the Township is amending Mr. Utter’s resolution stating 10 hours per week to an “as needed basis”.

THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Stillwater amends Resolution 2022-152 appointing Sean Utter as a Part-Time Recycling/Solid Waste retroactive to January 1, 2025 to an “as needed basis” at a current rate of \$15.99 per hour.

BE IT FURTHER RESOLVED that this appointment was made at a meeting of the Township Committee on Tuesday, January 21, 2024.

A MOTION was made by Deputy Mayor V. Rumsey and seconded by Committeeman D. Manser to adopt Resolution 2024-023.

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

RESOLUTION 2025-024

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF STILLWATER AMENDING THE APPOINTMENT
OF CONNOR LOGAN AS A PART-TIME
RECYCLING/SOLID WASTE ATTENDANT ON AN “AS NEEDED
BASIS”**

WHEREAS, C. Logan was hired as a Recycling/Solid Waste Attendant per Resolution 2022-152 on July 11, 2023 for 10 hours per week; and,

WHEREAS, to keep with the recently implemented “as needed” appointments for employees at the Stillwater Township Convenience Center due to the nature of the positions, the Township is amending Mr. Logan’s resolution stating 10 hours per week to an “as needed basis”.

THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Stillwater amends Resolution 2023-155 appointing Connor Logan as a Part-Time Recycling/Solid Waste retroactive to January 1, 2025 to an “as needed basis” at a current rate of \$15.99 per hour.

BE IT FURTHER RESOLVED that this appointment was made at a meeting of the Township Committee on Tuesday, January 21, 2025.

A MOTION was made by Committeewoman D. Delaney and seconded by Committeeman D. Manser to adopt Resolution 2024-024.

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

RESOLUTION 2025-025

**RESOLUTION APPOINTING DAWN TIGHE AS FILE CLERK FOR
CONSTRUCTION DEPARTMENT SCANNING PROJECT**

WHEREAS, Stillwater Township has the need for scanning assistance in the Construction Department; and

WHEREAS, the Township Committee desires to have Dawn Tighe continue to provide the necessary services; and

WHEREAS, the Township's Chief Financial Officer has certified the funds are available for this purpose;

BE IT RESOLVED, the Township Committee of the Township of Stillwater will retain the services of Dawn Tighe to provide scanning assistance to the Construction Department at a rate of \$20.00 per hour, to be adjusted when the 2025 Salary Resolution is adopted, for up to four (4) hours per week for the year 2025.

A **MOTION** was made by Deputy Mayor V. Rumsey and seconded by Committeewoman D. Delaney to adopt Resolution 2024-025.

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

RESOLUTION 2025-026

**A RESOLUTION APPOINTING RON TAPPAN AS THE TOWNSHIP OF
STILLWATER QUALIFIED PURCHASING AGENT**

WHEREAS, Stillwater Township contends that it would be beneficial to appoint Ron Tappan as a qualified purchasing agent to perform purchasing-related services on an as-needed basis; and

WHEREAS, Ron Tappan does possess a Qualified Purchasing Agent Certification; and

NOW THEREFORE BE IT HEREBY RESOLVED that the Township of Stillwater is authorized to appoint Ron Tappan as Purchasing Agent to perform the services described above. Said appointment is for a period of one (1) year commencing January 1, 2025 and expiring December 31, 2025.

A **MOTION** was made by Committeewoman D. Delaney and seconded by Committeeman D. Manser to adopt Resolution 2024-026.

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

RESOLUTION 2025-027

RESOLUTION AWARDING FIELD MAINTENANCE CONTRACT

WHEREAS, the Township of Stillwater requires a field maintenance contractor to provide field maintenance services for the 2025 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 \$11,680.00 for field maintenance and an additional \$2,640.00 for aeration and overseeding of Volunteer Field and Stillwater Park for the 2025 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 2025 lawn maintenance season in the amount not to exceed \$14,320.00 in accordance with Farmside Landscape & Design's written proposals dated November 26, 2024.

A **MOTION** was made by Deputy Mayor V. Rumsey and seconded by Committeeman G. Scott to adopt Resolution 2024-027.

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

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:** December 17, 2024 Regular & Executive Meeting Minutes
January 7, 2025 Reorganization Meeting Minutes
January 11, 2025 Special Budget Meeting Minutes

***CORRESPONDENCE:**

1. Stillwater Township Zoning Board November 18, 2024 Meeting Minutes
2. Stillwater Township Planning Board December 18, 2024 Meeting Minutes & January 15, 2025 Meeting Agenda
3. Stillwater Township Environmental Commission December 9, 2024 Agenda & 2025 Meeting Dates
4. Stillwater Township Recreation Commission December 2, 2024 Meeting Minutes
5. Swartswood Lake NJDEP Grant Issues Needing Assistance

***REPORTS:**

1. Community Center Receipt Report – December 2024
2. Recreation Commission Report – December 2024
3. Board of Health Receipts –December 2024
4. Vacant/Abandon Property Registration Report – December 2024
5. Convenience Center Report – December 2024
6. Registrar Report – December 2024
7. Certified Copies Report – December 2024
8. ACO Report – December 2024
9. Landlord Registration Fees- December 2024
10. 2024 Accumulated Absences Summary
11. DPW Monthly Report- December 2024
12. Tax Collector’s Report- December 2024
13. Office of Construction Official Report- December 2024
14. Food License Renewal Report- December 2024
15. Sheriff’s Office of Sussex County- Stillwater Township Patrol May 2024-December 2024
16. Environmental Commission 2024 Annual Report
17. Zoning Officer’s Report- December 2024

***RESOLUTIONS:**

RESOLUTION 2025-028

**RESOLUTION IN SUPPORT OF THE 2025 LOCAL RECREATION IMPROVEMENT
GRANT (LRIG)**

RESOLUTION 2025-029

**RESOLUTION INSURING THE VALUE OF TOOLS AND TOOLBOX
BELONGING TO THE DPW MECHANIC**

WHEREAS, the Township of Stillwater, in agreement with DPW Mechanic Jeffrey Gardner, wishes to house the toolbox and tools belonging to Mr. Gardner at the Stillwater Department of Public Works Garage; and

WHEREAS, the items are valued at \$150,000;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Stillwater that said items, the tools and tool box belonging to Mr. Gardner, will be insured by Stillwater Township at a value of \$150,000.00 for the duration of their residence at the Stillwater DPW Garage.

RESOLUTION 2025-030

**RESOLUTION FOR THE CONTINUATION OF SUSSEX COUNTY FARMLAND
PRESERVATION, RECREATION AND OPEN SPACE TRUST FUND**

WHEREAS, the State of New Jersey has enacted legislation allowing counties to establish a County Farmland Preservation, Recreation, and Open Space Trust Fund pursuant to P.L. 1997, c. 24; and

WHEREAS, in November 2000, again in November 2005, and again in November 2015 the voters of Sussex County approved public questions in a general election referendum creating a Farmland Preservation, Recreation, and Open Space Trust Fund; and

WHEREAS, in the 25 years of the existence of the County program, the County has preserved in excess of 19,425 acres of farmland and 4,845.3 acres of open space, these accomplishments being achieved in cooperation with municipal, state, and private partners; and

WHEREAS, both prior public authorizations provided for the expiration of the authorization after a period of 10 years, with the November 2000 authorization expiring on January 1, 2011, the 2005 authorization scheduled to expire on January 1, 2016, and the 2015 authorization scheduled to expire on January 1, 2025; and

WHEREAS, there still exists a significant need for Farmland and Open Space preservation in Sussex County; and

WHEREAS, in the absence of a stable source of funding, land preservation efforts within Sussex County will cease;

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

We call upon the Board of Chosen Commissioners to adopt the necessary resolution pursuant to the provisions of N.J.S.A. 40:12-15-15.2, to authorize a public referendum to appear on the November 4, 2025, general election ballot to seek voter approval to continue the Sussex County Farmland Preservation, Recreation, and Open Space Trust Fund for an additional 10-year time period.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Clerk of the Board of Chosen Commissioners of the County of Sussex and the Governing Bodies of all Sussex County Municipalities.

RESOLUTION 2025 –031

**RESOLUTION TO AUTHORIZE PAYMENT OF REDEMPTION FOR PROPERTY AT
902 EAST END DRIVE**

WHEREAS, on December 30, 2024, I Terry Beshada, Collector of Taxes sold at Public Auction Tax Lien for delinquent Municipal Taxes on premises known as Block 4004 Lot 3 to Pro Cap 8 FBO Firsttrust Bank PO Box 774 Fort Washington, PA 19034.

WHEREAS, the Tax Collector has received redemption of said lien on January 6, 2025 and has deposited said sum in the current account of the Township of Stillwater in the amount of \$ 6,306.40 for taxes and \$ 8,100.00 for a premium.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Committee of the Township of Stillwater that the Tax Collector be authorized once funds have cleared, that the Tax Lien be redeemed, and that funds and certificate be canceled from the record.

RESOLUTION 2025-032
**RESOLUTION SUPPORTING STILLWATER TOWNSHIP ELEMENTARY AS
COLLABORATOR FOR MAKERSPACE GRANT**

WHEREAS, Stillwater Township Elementary is applying for the “Expanding Access to Climate Change Education and the New Jersey Student Learning Standards through Interdisciplinary Learning and Community Resilience Projects” grant through the NJDOE; and

WHEREAS, they are requesting to study the Stillwater Community Center and require a Community Partner Collaborator; and

WHEREAS, the Stillwater Township Committee acts in full support of the proposed program; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Stillwater, County of Sussex, New Jersey hereby supports Stillwater Township Elementary as a Community Partner Collaborator for the grant application.

APPROVAL OF THE CONSENT AGENDA

A **MOTION** was made by Deputy Mayor V. Rumsey and seconded by Committeewoman D. Delaney to adopt the Consent Agenda as presented.

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

Mayor L. Champlings stated that during the executive session, the Township Committee spoke with the Township Attorney and J. Caldwell regarding the Affordable Housing 4th round obligations.

RESOLUTION 2025-034
**RESOLUTION REGARDING THE TOWNSHIP OF STILLWATER'S PRESENT AND
PROSPECTIVE FAIR SHARE AFFORDABLE HOUSING OBLIGATIONS FOR THE
UPCOMING FOURTH (4TH) ROUND**

WHEREAS, on March 20, 2024, an Amendment to the Fair Housing Act, N.J.S.A.52:27D-301 et seq. was signed into law ("Amended FHA"); and,

WHEREAS, the Amended FHA requires the New Jersey Department of Community Affairs ("DCA") to determine non-binding estimates of fair share obligations on or before October 20, 2024; and,

WHEREAS, on October 18, 2024, the DCA issued a report entitled "Affordable Housing Obligations for 2025-2035 (Fourth Round) Methodology and Background" ("DCA Report"), wherein the DCA reported its estimate of the obligations for all municipalities based upon its interpretation of the standards set forth in the Amended FHA; and,

WHEREAS, the DCA Report calculates the Township of Stillwater's ("Township") Fourth Round (2025-2035) obligations as follows: a Present Need (Rehabilitation) Obligation of eleven (11) and a Prospective Need (New Construction) Obligation of fifty-three (53); and,

WHEREAS, the Amended FHA provides that the DCA Report is non-binding, thereby inviting municipalities to demonstrate that the Amended FHA would support revised calculations of Fourth Round affordable housing obligations; and,

WHEREAS, pursuant to the Amended FHA, the Township may either accept the determination of its Present and Prospective Need Obligations, as calculated by the DCA, or make its own determination as to same; and,

WHEREAS, the Amended FHA further provides that "[a]ll shall be entitled to rely upon regulations on municipal credits, adjustments, and compliance mechanisms adopted by COAH unless those regulations are contradicted by statute, including P.L. 2024, c.2, or binding court decisions". See N.J.S.A. 52:27D-311(m); and,

WHEREAS, said COAH regulations authorize municipalities to secure vacant land adjustments, durational adjustments and other adjustments; and,

WHEREAS, based on the foregoing, and after careful consideration in conjunction with the advice and input from its various legal and planning professionals, the Township has determined that it is in its best interest to accept the DCA calculations of the Township's fair share obligations and commits to its fair share of a Present Need (Rehabilitation) Obligation of eleven (11) and a Prospective Need (New Construction) Obligation of fifty-three (53), subject to any vacant land, durational and/or other adjustments that the Township may seek as part of its Housing Element and Fair Share Plan ("HEFSP") that it shall subsequently submit in accordance with the Amended FHA; and,

WHEREAS, the Township reserves the right to comply with any additional amendments to the FHA that the Legislature may enact; and,

WHEREAS, in the event that a third (3rd) party challenges the calculations provided for in this Resolution, the Township reserves the right to take such position as it deems appropriate

in response thereto, including that its Fourth (4th) Round Present or Prospective Need Obligations should be lower than as described herein.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Stillwater, County of Sussex, State of New Jersey that the Township hereby commits to its fair share of a Present Need (Rehabilitation) Obligation of eleven (11) and a Prospective Need (New Construction) Obligation of fifty-three (53) as determined by the DCA for the Fourth (4th) Round of affordable housing obligations, subject to any vacant land, durational and/or other adjustments that the Township may seek as part of its Housing Element and Fair Share Plan ("HEFSP") that it subsequently submits in accordance with the Amended FHA; and,

BE IT FURTHER RESOLVED that the Township's Affordable Housing Counsel/Township Attorney is hereby directed and authorized to file a declaratory judgment action with the Superior Court of New Jersey, Sussex County no later than forty-eight (48) hours following adoption of this Resolution seeking a compliance certification regarding its fair share affordable housing obligation for the Fourth (4th) Round and that a copy of this Resolution shall be made part of such Court filing; and,

BE IT FURTHER RESOLVED that the Township Clerk is further authorized to immediately post a copy of this Resolution on the Township's website.

A **MOTION** was made by Deputy Mayor V. Rumsey and seconded by Committeewoman D. Delaney to adopt Resolution 2025-034.

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

DISCUSSION ITEMS:

Municipal Office Purge Day March 27, 2025

The Township Committee agreed to close the municipal office to the public on Thursday, March 27th for an in-office purge day. Mayor L. Chamings asked to have the date put on the website so that the residents have plenty of advanced notice.

Bicentennial Celebration

The Historical Society will be doing some presentations and tours before the events happening at Veteran's Park. There will also be a parade, they are still trying to decide on the route before asking the engineer to start the certified plan. They will coordinate with the Sheriff's Department for traffic control. They are still working on the time frame.

HVAC/Meeting Room Renovation

Mayor L. Chammings stated that R. Poust came to the municipal building and gave a quote to fix the heating issue. The whole system is malfunctioning in the ceiling of the meeting room; it's not balancing correctly. They will be putting a split unit in which will cost approximately \$17,000 and be completed on around May 6th. It will then be its zone. They are also looking into doing a service contract with the township for the other township equipment.

A MOTION was made by Deputy Mayor V. Rumsey and seconded by Committeeman D. Manser, to send the quote to the QPA for review.

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

Municibid Results

Mayor L. Chammings stated that both trucks that had been listed on Municibid met the reserve amount. The Mason Dump sold for \$14,898 and the International sold for \$6,000.

PUBLIC SESSION (any subject – 3-minute limit) 8:23 p.m.

Township Resident H. Montford asked if 922 Fairview Lake Road could be turned into a Recreational Civic Center. Mayor L. Chammings stated that they are still working on hazardous discharge grants to finish remediating the property. There are also liens on the property which they need to see will be forgiven before the township could take ownership of the property. They would get a better rate if the property is given to a non-profit organization for use. They will need to foreclose on the property and own it before making any decisions as to what to do with the property.

Township Resident K. Draghi asked if Mahjong could just sign one hold harmless agreement instead of individual forms for each member. The Township Committee agreed that would be fine.

No further public comment.

PUBLIC SESSION CLOSED 8:28 p.m.

ATTORNEY'S REPORT

Township Attorney E. Bernstein stated that he covered everything he needed to earlier in the meeting.

BILLS LIST #1 **\$ 1,326,683.86**

RESOLUTION 2025-033 **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 January 21, 2025, 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 Deputy Mayor V. Rumsey to adopt Resolution 2025-033, funds permitting.

Committeewoman D. Delaney commented that the bills highlighted in yellow were possibly lost in the mail. The bank has not charged the township for canceling a check.

Committeeman D. Manser asked if the check for Joe Finari was from when the paving was being done at the Community Center when he brought water or if was it taken off the bill in the end.

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

Committeeman G. Scott stated that Fairview Lake Road will be paved this year by the County in the Spring.

Mayor L. Chammings noted that there have been complaints from residents that the reflectors in the middle of the road on Middleville Road have been coming out. She stated that the County has been notified but if you notice any please move them to the side of the road to prevent damage to tires.

Mayor L. Chammings stated Broton Construction came in and measured to rework the dais area to have more space and storage. He's just waiting to hear back on the electrical before sending the quote in.

ADJOURNMENT

A MOTION was made by Committeeman G. Scott and seconded by Deputy Mayor V. Rumsey, with all members in favor, to adjourn the meeting at 8:38 P.M.

Respectfully submitted,

Valerie Ingles
Municipal Clerk