

**STILLWATER TOWNSHIP COMMITTEE
REGULAR MEETING MINUTES**

FEBRUARY 4, 2025

A REGULAR MEETING of the Stillwater Township Committee was called to order by Mayor L. Chammings at 7:00 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 (via Zoom) & Deputy Clerk J. Leatham

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

COMMITTEE REPORTS:

Committeeman George Scott

Committeeman G. Scott stated he will report at the next meeting.

Committeeman David Manser

Committeeman D. Manser stated the Board of Education meeting was held on January 27th. There was an update on district goals, math program, all district schools, mental health program, their attendance is in state ranking, 6th grade round table award, the SC Prosecutor Cyber Bullying presentation and they applied for the LRIG Grant for the path around the school.

Committeeman D. Manser stated there was an adult softball request for field approval. The Senior Valentine's Dance will be at the Stillwater Fire Department and have a cash bar available. There are about 50 people registered so far. They are a little concerned about the pending weather. The PTA will be hosting a tricky tray on March 29th. Recreation will be donating two, one-week sessions of summer camp admissions and a blanket for the tricky tray. The Recreation Commission will also be redoing the pitcher's mound at Swartswood/Stillwater Park. They will be elevating the mound more and have received a quote for \$2,500.

Committeeman D. Manser stated that the recycling center has been busy as usual. He wanted to commend Larry Sherov for building and donating a beautiful table to the recycling center. He put the township logo on the top of the table and everyone there has been enjoying it.

Committeewoman Dawn Delaney

Committeewoman D. Delaney said that there will be a workshop meeting on February 25th to discuss the bicentennial celebration with the township committee and historical society. Andy Martin was late to the meeting but requested to be able to use the community center to do 10 presentations throughout the year with regard to Stillwater history. He's going to start with how some of the roads in Stillwater Township got their name.

Committeewoman D. Delaney said that the Planning Board reorganization meeting was short and sweet. Karen Puccio is the Chair and Bob Pierce the Vice Chair. A new member will be joining the Planning Board as well, Jacqueline McDonough and Bob Lippencott will be joining the Environmental Commission.

Mayor Lisa Chammings

Mayor L. Chammings stated that the two DPW trucks had been sold and picked up. They sold for approximately \$21,000.

The Open Space and Rec Plan Presentation will be at the Planning Board meeting in March. This will be the final draft and will be potentially adopted at their meeting. The 40-year surface water quality report resolution is on the agenda for adoption tonight so hopefully everyone has reviewed the document.

The Clean Community coloring books are ready and available at the municipal office. She thanked the Minisink Press for doing a wonderful job on them.

Mayor L. Chammings attended a brief Historical Society meeting, she will let them express their thoughts on the bicentennial celebration at the February 25th meeting.

CERT had their meeting on January 22nd. She stated it went well and that there were four new members in attendance.

The Stillwater Township school had their class trip to the Community Center for their energy audit. They found that the windows were letting cold air in and discovered that they weren't shut and latched all the way. Mayor L. Chammings noted that the window tracts may need to be cleaned in order to have a better seal.

Deputy Mayor Vera Rumsey

Deputy Mayor V. Rumsey stated that there were 11 fire calls and 46 EMS calls in January. Their annual refreshers have been completed and they had their first EMS drill of the year which went well. They completed their annual gear check. The Twiage app was updated which allows the first responders to send the patient's info to the hospital before arrival for a much quicker and smoother transition.

The Zoning Board has a new alternate member who was sworn in at the meeting; John Besler. Herself and D. Delaney have been conducting a survey about the possibility of a land use board. Any of the municipalities that have dissolved their respective Zoning and Planning Boards for a Land Use Board have sent their Ordinances over as well. There are only two municipalities in the county that still have a Planning Board and Zoning Board, Stillwater being one of them. They're just looking into the pros and cons of switching currently. Committeeman G. Scott suggested having the discussion at the end of the year once everyone has had time to review the information. Committeewoman D. Delaney commented that a resident had made a statement at one of the Planning Board meetings that the Zoning Board and Planning Board are not always on the same page. She stated that it makes sense, that they're often not on the same page when it comes to the historical building down on Main Street and for their preservation. She just wants to make sure that the township is moving in the right direction.

Deputy Mayor V. Rumsey stated that everything is great at the Community Center, the ice machine has been fixed and is back in order.

Committeeman G. Scott stated that there used to be an Economic Development Commission years ago that was in charge of the historical buildings on Main Street.

Deputy Mayor V. Rumsey noted that Newton & Montague started an Advisory Committee once they started their Land Use Board. The committee is made up of the Mayor, a member of the Land Use Board, Township Attorney & Township Clerk. They meet with the person putting the application in prior to the meeting to review their application for completeness to streamline the process and save the applicant money from having to attend multiple meetings.

Mayor L. Chammings stated that they received the Annual Zoning Board Report for 2024 which is under the Consent Agenda for review. They used to receive one from the Planning Board as well but have not.

Township Attorney E. Bernstein stated that the Zoning Board is legally required to submit an annual report however the Planning Board is not. He stated that if applications are being heard and deemed incomplete at the meetings the boards are leaving it up to themselves to decide if an application is complete. An option available would be to designate an individual or individuals to determine if an application is complete so as to not have to turn people away and apply again.

Mayor L. Chammings stated that J. Vuich is the designated application reviewer for the Planning & Zoning Boards. She stated that some applicants still want to move forward with their application even though it has not been deemed as complete before the meeting.

AMENDMENTS TO AGENDA: *None*

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

Public Session Open 7:33 pm.

No Public Comment.

Public Session Closed 7:34 pm.

OLD BUSINESS

ORDINANCE 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)**

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 D. Manser, to open the discussion on Ordinance 2025-01 to the public.

No Public Comment. Public Session Closed.

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

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.

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

STILLWATER TOWNSHIP COMMITTEE
MEETING MINUTES

FEBRUARY 4, 2025

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	\$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	\$15.49 - \$18.00 per hour
----------------	----------------------------

SALARY RANGE:

SALARY RANGE:

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 Committeeman D. Manser and seconded by Committeeman G. Scott, to open the discussion on Ordinance 2025-02 to the public.

No Public Comment. Public Session Closed.

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

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

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 Deputy Mayor V. Rumsey and seconded by Committeeman G. Scott, to open the discussion on Ordinance 2025-03 to the public.

No Public Comment. Public Session Closed.

A MOTION was made by Committeeman G. Scott and seconded by Deputy Mayor V. Rumsey to adopt Ordinance 2025-03.

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.

NEW BUSINESS

ORDINANCE INTRODUCTION AND FIRST READING- PUBLIC HEARING & FINAL ADOPTION FEBRUARY 18, 2025

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 I, ENTITLED “LENGTH OF SERVICE AWARDS PROGRAM”

WHEREAS, the Township of Stillwater, in 2002 adopted in accordance with Chapter 388, P.L. 1997, a Length of Service Awards Program (hereinafter referred to as “LOSAP”) to reward eligible volunteer members of the Stillwater Township Area Volunteer Fire Department and/or Stillwater Emergency Rescue/First Aid Squad (hereinafter referred to as “Fire Department” and “Rescue Squad”); and,

WHEREAS, the Township now wishes 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 I, entitled “Length of Service Awards Program” to take into account the classes of the Fire Department/Rescue/First Aid Squad and the applicable provisions of law.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Stillwater, County of Sussex, State of New Jersey, State of New Jersey that the Township Committee wishes 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 I, entitled “Length of Service Awards Program” as follows:

§80-1. Establishment.

A Length of Service Awards Program (LOSAP) is herewith created in accordance with Chapter 388 of the Public Laws of 1997, to reward volunteer members of the Stillwater Township Area Volunteer Fire Department and, where applicable, Stillwater Emergency Rescue/First Aid Squad for their loyal, diligent and devoted services to the residents of the Township.

§80-2. Contributions; plan; administration of plan.

The LOSAP shall provide for fixed annual contributions to a deferred income account for each volunteer member that meets the criteria set forth below. Such contributions shall be made in accordance with a plan that shall be established for the Township of Stillwater pursuant to P.L. 1997, c. 388 (N.J.S.A. 40A:14-183); and, that such plan shall be administered in accordance with the laws of the State of New Jersey, the United States Internal Revenue Code and this Chapter.

§80-3. Criteria for receipt of contributions.

The LOSAP shall provide for annual contributions to each eligible member that meets the following criteria each calendar year (January 1 through December 31) as follows:

Number of Points	Annual Contribution
91 or more	\$1,951.00
75 to 90	\$1,408.00
50 to 74	\$908.00
0 to 49	\$0

Starting on January 1, 2026, any such change in the aforementioned contributions above may be amended, revised and/or supplemented by a Resolution of the Stillwater Township Committee, unless the Township Committee chooses to amend Chapter 80 by Ordinance.

§80-4. Cost of program.

The estimated cost of the program has been calculated as follows: for regular annual service \$60,000.00 per year. Starting on January 1, 2026, any such change in the aforementioned estimated cost above may be amended, revised and/or supplemented by a Resolution of the Stillwater Township Committee, unless the Township Committee chooses to amend Chapter 80 by Ordinance.

§80-5. Point Schedule.

Each active volunteer member shall be credited annually, on December 31, with points for volunteer services provided to the Stillwater Township Fire Department and Stillwater Emergency Rescue/First Aid Squad in accordance with the following schedule. Points can be earned in any of the following categories:

A. Incident response: Sixty (60) points maximum.

- (1) At least twenty (20%) percent, but less than forty (40%) percent of all emergency calls per calendar year: Thirty (30) points.
- (2) At least forty (40%) percent, but less than sixty (60%) percent of all emergency calls per calendar year: Forty (40) points.
- (3) At least sixty (60%) percent, but less than eighty (80%) percent of all emergency calls per calendar year: Fifty (50) points.
- (4) At least eighty (80%) percent or greater of all emergency calls per calendar year: Sixty (60) points.
- (5) Percentages (%) for Fire Department members are based on the total number of emergency calls per year. For Rescue/First Aid Squad members, the percentage (%) shall be based on the total number of calls for each member's respective duty crew.
- (6) Members that are both Firefighters and First Aiders/Rescue Squad members can combine points in the above categories, provided they meet the required percentages (%) on separate calls.

B. Longevity: Twenty-five (25) points maximum.

One (1) point per each active service year. For the purpose of this category, "active service" shall be defined as attendance at forty (40%) percent or greater of all Fire Department or First Aid/Rescue Squad activities. Members who are both Firefighters and First Aiders/Rescue Squad members can not combine points in this category.

C. Training courses: Twenty-five (25) points maximum.

- (1) Courses under twenty (20) hour duration: Two (2) points per hour, with a maximum of Ten (10) points.
- (2) Courses of Twenty (20) to less than Forty-Five (45) hours duration: Ten (10) points per course.
- (3) Courses of Forty-Five (45) to less than One Hundred (100) hours duration: Ten (10) points per course.
- (4) Courses over One Hundred (100) hours duration: Fifteen (15) points per course.

D. Drills: Forty-Eight (48) points maximum.

Two (2) points per drill minimum two (2) hour drill.

E. Elected or appointed positions: Twenty (20) points maximum.

(1) Completion of one (1) year term in an elected or appointed position equals the following points per title:

(a) Fire Chief; EMS Captain or President: Twenty (20) points.

(b) Assistant Chief, EMS Lieutenant or Vice President: Fifteen (15) points.

(c) Fire Captain, Fire Lieutenant, Fire Foreman, Safety Officer, Fire Police Captain, EMS Second (2nd) Lieutenant, Secretaries, Treasurer or State Association Officers: Ten (10) points.

(d) Engineers: Five (5) points.

(2) Points may be combined for multiple positions held up to the maximum of Twenty (20) points.

F. Attendance at meetings: Twenty (20) points maximum.

Attendance at any official meeting of the Department, Squad, Relief and Exempt Associations, County Association and the State Fireman's Association and Exempt Association caucus and convention: One (1) point per meeting.

G. Miscellaneous Activities: Twenty (20) points maximum.

Attendance at inspections, formal fund-raising activities, public programs and other Fire Department and Rescue Squad/First-Aid Squad activities not falling under one (1) of the other categories: One (1) point per official activity.

NOW THEREFORE, BE IT FURTHER ORDAINED by the Stillwater Township Committee as follows:

1. All ordinances of the Township of Stillwater, which are inconsistent with the provisions of this Ordinance, are hereby repealed to the extent of such inconsistency(ies).
2. If any section, subsection, sentence, clause and/or phrase of this Ordinance is held for any reason by a court of competent jurisdiction to be unconstitutional and/or invalid, such decision shall not affect the remaining provisions of this Ordinance.
3. This Ordinance shall take effect upon final passage and publication as provided by law.

A MOTION was made by Deputy Mayor V. Rumsey and seconded by Committeeman D. Manser to introduce Ordinance 2025-04.

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

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 aforesated improvements or purposes where applicable, are in accordance with specifications on file in the office of the Township Clerk, which specifications are hereby approved.

Section 4. The following additional matters are hereby determined, declared, recited and stated:

- (a) The said purposes described in Section 3 of this capital ordinance are capital expenses and are each a property or improvement which the Township may lawfully acquire or make as a general improvement, and no part of the cost thereof has been or shall be specifically assessed on property specially benefited thereby.

- (b) The average period of usefulness of said purposes within the limitations of said Local bond Law and taking into consideration the respective amounts of the said obligations authorized for the several purposes, according to the reasonable life thereof computed by this capital ordinance, is twenty (20) years.

Section 5. This capital ordinance shall take effect ten (10) days after the first publication thereof after final adoption, as provided by said Local Bond Law.

A MOTION was made by Deputy Mayor V. Rumsey and seconded by Committeewoman D. Delaney to introduce Ordinance 2025-05.

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.

RESOLUTIONS

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.

A MOTION was made by Committeeman G. Scott and seconded by Committeewoman D. Delaney to adopt Resolution 2025-035.

Mayor L. Chammings thanked Dr. Robert Lippencott for preparing the report for the township.

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.

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 Class IV Member)</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.

A MOTION was made by Committeeman D. Manser and seconded by Mayor L. Chammings to adopt Resolution 2025-036.

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.

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.

A MOTION was made by Committeeman G. Scott and seconded by Deputy Mayor V. Rumsey to adopt Resolution 2025-037.

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 2025-038

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, Board of Health
Committeeman Scott:	DPW, Engineering, Gypsy Moth
Mayor Chammings:	Environmental Commission, Legal, CERT, Personnel, Finance

A MOTION was made by Committeeman G. Scott and seconded by Deputy Mayor V. Rumsey to adopt Resolution 2025-038.

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.

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.

A MOTION was made by Committeeman G. Scott and seconded by Mayor L. Chammings to adopt Resolution 2025-039, with regret and to send a thank you note to Mr. Murphy for his service with Stillwater Township.

Must advertise ASAP.

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.

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:** January 21, 2025 Regular & 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**

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.

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

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. Chammings; yes. Motion carried with all in favor.

DISCUSSION ITEMS:

Land Sale

Mayor L. Chammings stated that Township Clerk V. Ingles provided the list of potential properties for the land sale & the foreclosure list. The properties are highlighted on the maps for properties of interest by residents as well as some larger town-owned properties for public auction. Plymouth Lake is also interested in approximately 14 properties. There are about 30 properties altogether that the township is interested in trying to sell. The tax assessor can look up the assessed value on some of the properties and see if they are a part of wetlands or something that may deem them as unbuildable lots. Some properties may need to be appraised by an appraiser. The tax collector can also verify that there are no liens on the property. Minimum bids must be established on the properties and they must be declared no longer needed for public use. Depending on the size of the list of properties to sell, the list may be provided in the newspaper or it may just be advertised that a sale of public land is taking place and to visit the website or municipal clerk for the full list of properties and starting bids. Township Attorney E. Bernstein will assist with the process for the land sale. He will work with the Mayor and provide a quote for the work to be completed once his office receives the list of properties.

Dais Reconfiguration

Mayor L. Chammings stated that the quote from Broton Contracting was provided for the reconfiguration of the dais in the meeting room. She said that they would try and obtain another couple of quotes and that some of the quotes could be reduced because the DPW employees would do the demo.

Fuel Providers

Mayor L. Chammings stated that she has reviewed the current fuel provider contracts with the CFO and has looked into other options. The town is currently using six different providers for various fuel services. She had a meeting with Fairclough and gave them a list of all of the facilities that the township has. She asked if they would be able to price match the same amounts as the co-op. The CFO and DPW would like to simplify and have one provider. The Township Committee also all agreed that they would prefer to have one provider. There is an Amerigas propane tank at the DPW that will be removed hopefully soon then Fairclough can put their tank in its place. There is a generator behind the town hall that isn't needed, the DPW is going to move it to the recycling center so if the electricity is out they are still able to have power.

Mayor L. Chammings stated that \$47,000 was spent on fuel in 2024. The DPW garage used the most fuel. They are currently working on winterizing the DPW garage more so hopefully those costs can go down. She stated that they are also doing the energy audit at the Community Center with the Stillwater Elementary School kids. The grant that they received has \$2,000 allowed for a “smart thermostat”.

Township Attorney E. Bernstein stated to send the information to QPA R. Tappan to see if after reviewing, he feels that this is something that needs to go out to bid or if the town can do it by quotes. If after going out for quotes, the amount reaches \$44,000, the town will have to go out to bid.

Deputy Mayor V. Rumsey stated she couldn’t thank Fairclough enough for how fast they responded when the Community Center/Station 2 were out of fuel and had no heat. The fire trucks and ambulance have to be heated.

PUBLIC SESSION (any subject – 3-minute limit) 8:14 p.m.

Township Resident W. Doolittle stated that the Emmons Lane Association has been approved for the Kelly Act per the 2023 agreement which is good for three years through 2026. The agreement states that they would be reimbursed for snow plowing and tree removal. He wants to confirm that the DPW is aware that they must remove the trees or if they should just hire their own contractor. The Township Attorney will review the contract and advise.

No further public comment.

PUBLIC SESSION CLOSED 8:17 p.m.

ATTORNEY’S REPORT

Township Attorney E. Bernstein gave a brief update on affordable housing. He stated the township declaratory judgment action was filed regarding the affordable housing last week. He thanked the Township Committee for adopting the resolution based on Jessica Caldwell’s recommendation. J. Caldwell has started working on the housing element and fair share plan that is required along with some additional items. They are moving along on the other outstanding legal items as well.

Mayor L. Chammings stated that Mr. Manser and she met with the DPW again to discuss the updates to the union contract. She will speak with him later regarding those items.

BILLS LIST #2 \$ 1,239,993.90

RESOLUTION 2025-042 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 February 4, 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 Deputy Mayor V. Rumsey and seconded by Committeeman G. Scott to adopt Resolution 2025-042, funds permitting.

ROLL CALL: Committeeman D. Manser; yes, Committeewoman D. Delaney; yes/abstain from PO 15840, Deputy Mayor V. Rumsey; yes, Committeeman G. Scott; yes, Mayor L. Chammings; yes. Motion carried with all in favor.

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 8:20 P.M.

Respectfully submitted,

Valerie Ingles
Municipal Clerk