

**STILLWATER TOWNSHIP COMMITTEE
REGULAR MEETING MINUTES**

DECEMBER 2, 2025

A **REGULAR MEETING** of the Stillwater Township Committee was called to order by Mayor L. Chammings at 6:01 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: Committeewoman D. Delaney, Deputy Mayor V. Rumsey, Mayor L. Chammings

Also Present: Township Attorney Eric Bernstein, Esq (via Zoom)

Absent: Committeeman G. Scott, Committeeman D. Manser

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 6:02 p.m.

**STILLWATER TOWNSHIP COMMITTEE
RESOLUTION FOR EXECUTIVE SESSION**

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting under certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

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

1. The public shall be excluded from that portion of this meeting.
2. The general nature of the subject matter to be discussed is as follows: Personnel, Attorney-Client, Litigation/Potential Litigation, Contract, and Public Safety
3. As nearly as can now be ascertained, the matter or matters to be discussed at this time will be disclosed to the public when such matters are resolved.

A **MOTION** was made by Committeewoman D. Delaney and seconded by Deputy Mayor V. Rumsey, to go back into Regular Session at 6:40 P.M.

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

BOARD OF HEALTH MEETING

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

A MOTION was made by Deputy Mayor V. Rumsey and seconded by Committeewoman D. Delaney to excuse Committeeman D. Manser and Committeeman G. Scott from the meeting that evening.

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

COMMITTEE REPORTS:

Committeewoman D. Delaney

Committeewoman D. Delaney stated that she missed the Planning Board meeting as she was at the League of Municipalities. Mayor L. Chammings stated that they had memorialized the resolution on the lot line adjustment on the property on Dove Island Road.

At the Recreation Commission meeting, they primarily focused on the tree lighting that was coming up on Friday night. They approved a new pitcher's mound and had that installed. Rec would like to have their own outdoor drop box at the Community Center or Town Hall for suggestions, voting on things like the home decorating contests, applications for events, or to pick up entry forms. The committee agreed that it wasn't necessary, and who would oversee checking it, especially at the Community Center. Those items may all be done inside the town hall as they have been. There were 35 vendors at the vendor fair.

Deputy Mayor V. Rumsey

The Zoning Board passed the resolution on 907 Morningside Drive. Pepperidge Drive was heard for completeness and had the hearing. There were 3 variances on the property that were all approved so they can move forward with building their home now.

Deputy Mayor V. Rumsey stated that she was not given a Fire Department report, so she didn't have anything to report for Fire/EMS. There will be a free Breakfast with Santa on Sunday, December 14th, from 8 am to 12 pm. They served 96 Thanksgiving Dinners to residents and some surrounding the area who were in need. It was a huge success again!

Mayor L. Chammings

Mayor L. Chammings addressed CERT Program Coordinator & Township Resident Maureen Tsadilas for her achievement, which was awarded by Congressman Kane. She recognized her for all the work that she has done with the CERT program and thanked her for everything. She noted

that some of the CERT members donated clothing to those who lost everything in a fire over the weekend in Fredon. They were very appreciative.

Mayor L. Chamings thanked Township Attorney E. Bernstein for the dinner at the League of Municipalities, which she, V. Rumsey, and D. Delaney attended.

The Citizen Scientist field trip was a success, and she and Committeeman D. Manser had a great time. The field trip went to the School of Conservation up in Sandyston.

AMENDMENTS TO AGENDA: Deputy Mayor V. Rumsey asked for Grant Writing to be added under Discussion.

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

Public Session Open at 7:13 p.m.

Township Resident D. Gatanas asked who the Zoning Officer's direct supervisor is. Mayor L. Chamings stated that the Township Committee oversees the Zoning Officer.

D. Gatanas asked about an item on the bills list. He stated that the Minisink Press is owned by Committeewoman D. Delaney. He asked if the township printing projects go out for bid. Mayor L. Chamings responded that the township does not need to go out for bids for the printing, as the projects have been under the bid threshold. They have requested additional quotes, but they have come in over what Minisink Press charges, or no responses have been received.

Public Session Closed at 7:18 p.m.

OLD BUSINESS:

ORDINANCE PUBLIC HEARING AND FINAL ADOPTION

ORDINANCE 2025-18

**AUTHORIZING THE CANCELLATION OF
CAPITAL ORDINANCE 2025-16**

WHEREAS, the Township of Stillwater no longer intends to purchase a Tow Behind Man-Lift; and

WHEREAS, the Finance Officer certifies that no funds were transferred from the Storm Emergency Trust Fund, and no funds will be transferred from the Trust Fund for the purchase of the Tow Behind Man-Lift, the unused debt authorizations and/or grant receivables may be canceled;

NOW THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Stillwater, County of Sussex, State of New Jersey, that the following Capital Ordinance be canceled:

Ord. #	General Capital Project Description	Amount Cancelled	
		Funded	Unfunded
2025-16	Tow Behind Man-Lift	\$40,000.00	

To be canceled to Storm Emergency Trust Fund: \$40,000.00

A **MOTION** was made by Deputy Mayor V. Rumsey and seconded by Committeewoman D. Delaney, with all members in favor, to open the discussion on Ordinance 2025-18 to the public.

No public comment. Public Session Closed.

A **MOTION** was made by Committeewoman D. Delaney and seconded by Deputy Mayor V. Rumsey to adopt Ordinance 2025-18.

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

NEW BUSINESS: NONE

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:** November 12, 2025 Meeting Minutes & Executive Session Minutes

***CORRESPONDENCE:**

1. Stillwater Township Zoning Board of Adjustment October 27, 2025 Meeting Minutes
2. Stillwater Township Planning Board September 17, 2025 Meeting Minutes
3. Stillwater Township CERT October 22, 2025 Meeting Minutes & November 19, 2025 Meeting Agenda
4. Stillwater Township Environmental Commission October 20, 2025 Meeting Minutes

***RESOLUTIONS:**

RESOLUTION 2025-159 RESOLUTION AUTHORIZING A TRANSFER OF 2025 APPROPRIATIONS

RESOLUTION 2025-160 AUTHORIZING REFUND OF PLANNING BOARD ESCROW ACCOUNT

- RESOLUTION 2025-161** RESOLUTION AWARDED DEER CARCASS REMOVAL CONTRACT
- RESOLUTION 2025-162** RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF STILLWATER AUTHORIZING THE ISSUANCE OF RAFFLE LICENSE RA-2025-05 TO THE HISTORICAL SOCIETY OF STILLWATER TOWNSHIP
- RESOLUTION 2025-163** RESOLUTION OF THE TOWNSHIP OF STILLWATER, COUNTY OF SUSSEX, STATE OF NEW JERSEY APPROVING AGREEMENT FOR INTER-MUNICIPAL COURT FOR THE MUNICIPALITIES OF WANTAGE TOWNSHIP, SUSSEX BOROUGH, STILLWATER TOWNSHIP, AND BRANCHVILLE BOROUGH
- RESOLUTION 2025-164** A RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT WITH THE TOWN OF NEWTON FOR THE SERVICES OF ANIMAL CONTROL OFFICER
- RESOLUTION 2025-165** RESOLUTION APPOINTING DAWN TIGHE AS FILE CLERK FOR CONSTRUCTION DEPARTMENT SCANNING PROJECT
- RESOLUTION 2025-166** RESOLUTION APPOINTING VALERIE INGLES TO COMPLETE THE STILLWATER POLICE DEPARTMENT PURGING PROJECT
- RESOLUTION 2025-167** 2026 SALARY RESOLUTION
- RESOLUTION 2025-168** RESOLUTION APPROVING FOUR (4) ADDITIONAL HOURS AND (2) AS NEEDED HOURS FOR TOM DIXON, ZONING OFFICER
- RESOLUTION 2025-169** RESOLUTION AUTHORIZING ACCEPTANCE OF A STORMWATER ASSISTANCE GRANT FROM THE NEW JERSEY ENVIRONMENTAL PROTECTION AGENCY, WATER RESOURCES PLANNING MANAGEMENT

APPROVAL OF THE CONSENT AGENDA

Township Attorney E. Bernstein stated that Resolution 2025-159 needed to be pulled from the agenda and held until the December 16th meeting, as it requires a 2/3 vote of the entire committee.

A MOTION was made by Deputy Mayor V. Rumsey and seconded by Committeewoman D. Delaney, to approve the Consent Agenda as presented, except for Resolution 2025-159.

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

DISCUSSION ITEMS:

1. Letter from CERT commending Mayor Lisa Chammings

CERT Coordinator M. Tsadilas commended Mayor L. Chammings for being awarded Mayor of the Year and recognized her accomplishments. She stated that the Mayor has the admiration of the township as well as CERT.

M. Tsadilas also stated that CERT completed a food drive two weeks ago, which they brought to the Community Center for Recreation Commission Chairwoman T. Tosti. They will do another food drive at the Tree Lighting.

2. Meeting Room Door

Mayor L. Chammings stated that the quote for replacing the door in the meeting room would cost approximately \$1,100, which the OEM budget could cover. The current door only has a handle on the inside, so it may only be exited. It would be very beneficial to be able to come in through that door instead of having to go around the whole building from the outside. The door at the Community Center and the other door by the meeting room will be part of the 2026 budget as Capital purchases.

A MOTION was made by Deputy Mayor V. Rumsey and seconded by Committeewoman D. Delaney, to approve the \$1,100 to replace the meeting room door.

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

3. Meeting Room Chairs

Deputy Mayor V. Rumsey stated that when she was at the League of Municipalities that they found a vendor that was selling office chairs. She provided a quote for 6 chairs but feels that they should order 8. She stated that they're leather and come fully covered, and that the company will come up and repair them anytime. She stated that they were comfortable as well, and they were able to test them out. Mayor L. Chammings stated that she felt that the cost of the chairs was a

little high. She stated that they need more than one quote for chairs for the meeting room. Deputy Mayor V. Rumsey asked the Municipal Clerk to see how long the quote is good for, ask them to send a quote for 8 chairs, and check the budget. Table for the December 16th meeting.

4. Website Content Accessibility- Compliance Deadline April 24, 2026

Municipal Clerk V. Ingles stated that she had met with the last company regarding website content, but has not had a chance to compare it to the other companies. She asked that the discussion be moved to the December 16th meeting.

5. CERT Request to use Community Center for Meetings

M. Tsadilas stated that CERT had requested to have all of their meeting for 2026 at the Community Center, but they have found another venue to host their meetings. She would like to still have their January meeting at the Community Center; however, as it is open to the public, and will have a presentation by JCP&L.

Deputy Mayor V. Rumsey noted that the Historical Society is also having their holiday event downtown on Sunday, December 14th, which is always a lot of fun.

6. Grant Writing

Deputy Mayor V. Rumsey stated that when she was at the League of Municipalities Convention, she met with Mike Danko regarding a grant writer. She asked the Municipal Clerk to reach out to them and ask the fee for writing grants, whether it's an hourly rate or per project. She asked if they could come to do a presentation for the Committee as well.

Deputy Mayor V. Rumsey stated that the Division of Fish & Wildlife had a large trailer there that they could walk through and that if it's requested months in advance, they would be able to possibly bring it to Stillwater Day. She stated that it was very interesting and educational.

PUBLIC SESSION (any subject – 3-minute limit) at 7:46 p.m.

Township Resident D. Gatanas thanked all the elected officials for all that they do. He congratulated Mayor Lisa Chammings for being awarded Mayor of the Year. He also thanked Committeewoman D. Delaney for her generosity to the Historical Society over the years. He expressed concerns over the Zoning Officer, the Community Center, and the Land Use Boards.

Township Resident K. Draghi stated that she would like to remind everyone that the members on the Zoning Board and the Planning Board are all volunteers and that they take a lot of time to try to do what's best for the town. There's always room for improvement, but it's not fair to paint everyone with a broad brush. She stated that in response to Mr. Gatanas' comment, they do have rules that they must follow when hearing applicants, and one of them is that they must be up to date on their property taxes.

Township Resident K. Draghi asked about the ongoing scanning project of the building department files. She asked why it wasn't a part of someone's routine job duties, why someone is being paid separately to go through files. Mayor L. Chammings responded that the Building Department files had the duplicate copies purged from them by a prior employee who was coming in a couple of hours a week to go through them. Now they are being scanned into the system to digitize them, one day making them accessible to the public to be able to look up the files themselves and make responding to OPRA's easier as well! This is not an ongoing project; once everything is caught up to date, it will just be a matter of routine maintenance.

K. Draghi stated that she hopes that the Zoning Officer's additional approved hours will include going out in the field more frequently. Mayor L. Chammings responded that the Zoning Board always completes a year-end report with suggestions. She stated that they could add their suggestions there. She clarified that all the events being held at the church had all food catered, as the kitchen that's currently there is not inspected. Mr. Gatanas confirmed that any events with food are fully catered.

Township Resident M. Tsadilas stated that there are two trees adjacent to her property that she's not sure if they're on a township portion of the roadway or not. She's been trying to have them removed for a few years. She's spoken with JCP&L, but they're not within the distance of the wires that they would assume responsibility. The Stillwater DPW has gone out and assessed the trees as well. She'd like to know if it's the township's responsibility to have them removed or her neighbors.

Mayor L. Chammings stated that she would like to have a Local Historian named for Stillwater Township at the January reorganization meeting and that her recommendation would be Andy Martin.

PUBLIC SESSION CLOSED at 8:04 pm.

ATTORNEY'S REPORT

Township Attorney E. Bernstein stated that he will discuss this in Executive Session.

BILLS LIST #18 **\$ 1,597,640.85**

RESOLUTION 2025-170 **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 December 2, 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 Mayor L. Chammings to adopt Resolution 2025-170, funds permitting.

ROLL CALL: Committeewoman D. Delaney; yes/abstain from Ck #1058 & Ck #31247, Deputy Mayor V. Rumsey; yes, Mayor L. Chammings; yes. Motion carried with all in favor.

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 back into Executive Session at 8:07 p.m.

A MOTION was made by Committeewoman D. Delaney and seconded by Deputy Mayor V. Rumsey, to go back into Regular Session at 8:38 P.M.

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

Township Attorney E. Bernstein stated that the record should reflect that all members of the governing body present, commencing from Executive Session, are present to recommend the open session, along with the Township Attorney and the Township Clerk. The first executive session began at 6:02 p.m. and then ended at 6:40 p.m. for the Board of Health meeting. They then reentered into executive session at 8:07 p.m. and recommenced at 8:38 p.m. There was a discussion involving ongoing litigation regarding affordable housing, to which his office will provide an update. There was a discussion relative to DPW issues involving the collective bargaining agreement, and legal advice was provided. No further action needs to be taken on that issue. There was a discussion on ongoing contractual issues through the attorney-client privilege as well as the public safety issue. The Mayor is going to be in communication with his office regarding the contract and public safety issue for further information. No further action needs to be taken at this time.

ADJOURNMENT

A MOTION was made by Deputy Mayor V. Rumsey and seconded by Mayor L. Chammings with all members in favor, to adjourn the meeting at 8:40 P.M.

Respectfully submitted,

Valerie Ingles, Municipal Clerk