

**STILLWATER TOWNSHIP COMMITTEE MEETING**  
**MINUTES**  
**January 20, 2015**  
**Regular Meeting**

A REGULAR MEETING of the Stillwater Township Committee was called to order by Mayor Scott at 7:00 p.m. noting the meeting date, time and place were duly published in the New Jersey Herald and posted at the Town Hall and advised those present that this meeting was being held in compliance with provisions of P.L. 1975, Chapter 231, Sections 4 & 13.

Roll Call was taken and the flag was saluted.

PRESENT: Mayor Scott, Committeewoman Chamblings, Committeeman Fisher, Committeeman Gross, Committeewoman Straway, Municipal Clerk Lynda Knott, Township Attorney Richard Stein.

**Regular Session:**

**CONSENT AGENDA:**

**ALL MATTERS LISTED BELOW ARE CONSIDERED ROUTINE IN NATURE AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THE ITEMS. IF ANY DISCUSSION IS DESIRED, THAT PARTICULAR ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED SEPARATELY ON THE REGULAR AGENDA.**

**Resolutions:** 2014-022 Authorizing an Appropriation Reserve Transfer for the Year 2014  
2015-023 Refunding Zoning Variance Escrow Balance – Bradley  
2015-024 Refunding Zoning Variance Escrow Balance – Goldberg  
2015-025 Refunding Zoning Variance Escrow Balance - Tanis

**Minutes:** December 16, 2015 Regular

**Reports:** Stillwater EMS Monthly and Monthly Day Calls for December 2014  
Construction Department Report for December 2014  
Tax Collector's Report for December 2014

Mr. Fisher made a **motion** to approve the Consent Agenda, seconded by Ms. Chamblings.

**Roll Call Vote:** Ms. Chamblings, yes, Mr. Fisher, yes, Mr. Gross, yes, Mrs. Straway, yes, Mayor Scott, yes

**AMENDMENTS TO THE AGENDA:** Add budget meeting dates under Old Business

**Resolution 2015-026 Establishing Township Committee Liaison Appointments**

Following a brief discussion, Mr. Gross made a **motion** to adopt Resolution 2015-026, seconded by Mr. Fisher.

**RESOLUTION NO. 2015-026**  
**RESOLUTION ESTABLISHING TOWNSHIP COMMITTEE**  
**LIASION APPOINTMENTS FOR 2015**

**WHEREAS**, it is deemed necessary to establish Liaison Appointments 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 Appointments 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:

Committeewoman Chammings: Environmental Commission, Planning Board, Board of Health, Gypsy Moth, 208 Water Quality  
Committeeman Fisher: Recreation Commission, Clean Communities, Recycling  
Committeeman Gross: Fire and Rescue, Zoning Board, Auditor  
Committeewoman Straway: Engineering, School Boards, League of Municipalities, PSE&G  
Mayor Scott: Personnel, Legal, Emergency Management, Planning Board, DPW

**Roll Call Vote:** Ms. Chammings, yes, Mr. Fisher, yes, Mr. Gross, yes, Mrs. Straway, yes, Mayor Scott, yes

**Bills List #1: \$1,751,285.25**

**Resolution 2015-027:** Payment of Bills

Mrs. Straway made a **motion** to approve Bill List #1, Resolution 2015-027, removing P.O. #4437, seconded by Mr. Gross.

**Roll Call Vote:** Ms. Chammings, yes, Mr. Fisher, yes, Mr. Gross, yes, Mrs. Straway, yes, Mayor Scott, yes

Mr. Fisher made a **motion** to approve P.O. #4437, seconded by Mrs. Straway.

**Roll Call Vote:** Ms. Chammings, abstain, Mr. Fisher, yes, Mr. Gross, yes, Mrs. Straway, yes, Mayor Scott, yes

**Open Public Session:**

**At this point, this portion of the meeting was opened to the public.**

**Kathy Draghi, 1016 Route 619** questioned whether or not Mr. Fisher should have voted on Resolution 2015-03 Appointment of Officers at the last meeting, as it included three appointments of his wife. Mr. Fisher stated that past township attorneys have indicated that he was eligible to do so as it is a general appointment for all employees. Ms. Draghi asked if there was another procedure that could be followed when voting for deputy mayor and mayor. Mrs. Straway explained the Township Committee form of government requires it to be done by motion.

**There being no further members of the public wishing to speak, this portion of the meeting was closed.**

**OLD BUSINESS**

**Budget Meeting Dates:** 1/29/15 – 6 p.m.; 2/5/15 – 6 p.m.; 2/12/15 – 6 p.m.

**ORDINANCE 2015-01 AMENDING ARTICLE XIX, ENVIRONMENTAL COMMISSION OF CHAPTER 10 OF THE CODE OF THE TOWNSHIP OF STILLWATER - Public**

**Hearing/Adoption**

Ms. Chammings made a **motion** to open the meeting for public comment on Ordinance 2015-01, seconded by Mrs. Straway.

**Roll Call Vote:** Ms. Chammings, yes, Mr. Fisher, yes, Mr. Gross, yes, Mrs. Straway, yes, Mayor Scott, yes

There being no public comment, this portion of the meeting was closed.

Mr. Fisher made a **motion** to adopt Ordinance 2015-01, seconded by Mrs. Straway.

**Roll Call Vote:** Ms. Chammings, yes, Mr. Fisher, yes, Mr. Gross, yes, Mrs. Straway, yes, Mayor Scott, yes

**RESOLUTION 2015-028 APPROVEMENT OF APPOINTMENTS TO TOWNSHIP BOARDS AND COMMISSIONS – Planning Board and Environmental Commission**

Mr. Fisher made a **motion** to adopt Resolution 2015-028, seconded by Mrs. Straway.

**RESOLUTION 2015-028**

**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 2015 as follows:

**PLANNING BOARD**

Name	Term	Term Expires
George Scott – Class I	1 year	12/31/15
Arlene Fisher – Class II	1 year	12/31/15
Lisa Chammings – Class III	1 year	12/31/15
Donald Donofrio	3 year	12/31/17

**ENVIRONMENTAL COMMISSION**

Name	Term	Term Expires
Ed Szabo	3 years	12/31/17
Margaret Emmetts	3 years	12/31/17
Anna Marie Fleck	2 years	12/31/16
Ian Blanchard	1 year	12/31/15
Sara Branagan – Alternate #1	2 years	12/31/16
Joshua Danesi – Alternate #2	1 year	12/31/15

**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 2015.

**Roll Call Vote:** Ms. Chammings, yes, Mr. Fisher, yes, Mr. Gross, yes, Mrs. Straway, yes, Mayor Scott, yes

**COMMITTEE REPORTS:**

**Ms. Chammings:** Ms. Chammings referred to the Wastewater Management Plan – Stillwater, discussed at the PAC meeting. She asked for clarification on whether or not Aldersgate located on Sprout Hill Road is still in operation; the Clerk will provide her the contact information. According to the plan, the school has 415 students and Mountain Shadows Campground has 271 sites. Mrs. Straway stated a more accurate number for the school would be 350.

The Environmental Commission met on 1/12/15 and a location needs to be designated for the recycling shed at VMP. Mr. Fisher will follow-up with the Recreation Commission on the location and would then have the shed moved by the DPW. The EC expressed concern with littering on Saddleback Road. Ms. Chammings asked if the County had updated their recycling ordinance yet. The Clerk would inform the EC once she is notified it has been done. The Paulinskill River Clean Up continues to move forward and fishing line collected from the fishing receptacles installed by the EC has been sent to Iowa for recycling.

**Mr. Gross:** Annual reports will be submitted by each fire department. Scheduling of the monthly safety meetings will be discussed with the fire departments and rescue squad. The first one will be held at the Municipal Building on 1/22/15 at 7 p.m. Issues with the new 9-1-1 County dispatching were discussed and will be further addressed at the safety meeting. The County (Mr. Tomasula) has also been notified of the ongoing problems by the Clerk and Fire Chief Ashley. A tour of the 9-1-1 facility/open house is being held on 1/26/15 for governing officials.

**Mayor Scott:** Mayor Scott questioned if anyone on the Committee authorized the closing of the Recycling Center on Sunday. The Committee members indicated they had not. The Clerk was not notified of the closing, no signs were posted and no notification was provided to the public. Mr. Fisher will investigate further and report at the next meeting. Mayor Scott commended the DPW for their work over the weekend. Grit is available at the DPW property for Stillwater residents. Mr. Fisher asked for icy

melt to be used on the ramp to the Municipal Building rather than salt/grit as it is a tripping and slipping hazard.

**Municipal Building Generator:** Mr. Stoner is working on the additional information requested by FEMA. Ms. Knott will input the data and Ms. Chamblings will provide the necessary longitude/latitude map. The information is due on January 29<sup>th</sup>.

#### **DISCUSSION ITEMS:**

##### **Stillwater FD New Member – Paul Hawkins**

Mr. Fisher made a **motion** providing approval for Paul Hawkins to become a member of the New Jersey Relief Association, seconded by Mr. Gross.

**Roll Call Vote:** Ms. Chamblings, yes, Mr. Fisher, yes, Mr. Gross, yes, Mrs. Straway, yes, Mayor Scott, yes

##### **Municipal Emergency Operation Plan**

The Committee will review the plan and provide any changes prior to the next meeting. The County is holding a meeting on March 4, 2015 at 7 p.m. regarding the County Mitigation Plan.

##### **Town Hall Renovation**

Mr. Fisher provided a preliminary renovation plan for Committee review. A final bid date and pre-construction meeting need to be set.

#### **OPEN PUBLIC SESSION**

**At this point, this portion of the meeting was opened to the public.**

**Tami Richardson Swartwood Fire Department** informed the Committee that Stillwater School has 386 students including the pre-school. She asked for an update on the engineering plan for the recreation banner. Ms. Knott would contact Mr. Vreeland. Ms. Richardson also asked Ms. Knott to follow-up with SLAP for dates in the spring to address park items.

Ms. Richardson noted the training class that was taken by a member of the Stillwater Fire Department and is on the bill list tonight for \$50, is available through the County for a cost of \$25.

**Marion Gross, 912 Stillwater Road,** referred to the debris on Saddleback Road and commented that in the summer many park along the road to access the river area and the littering is definitely much worse in the summer than the winter. She commented that since Green Acres has acquired it, it has not been properly maintained. Ms. Chamblings noted that members of the Environmental Commission have been visiting the area once a week to remove any trash so it may appear to be less of a problem.

**Diane Apostola, 906 Five Points Lane** spoke about the recent tax bill notices that were mailed out. Ms. Knott indicated the wording would be changed for next year. Ms. Apostola asked about the corners at five points. Mayor Scott has suggested a four-way stop and is working with the Township Engineer to address the matter. Ms. Apostola commented she has seen and picked up garbage on Saddleback Road.

**There being no further members of the public wishing to speak, this portion of the meeting was closed.**

**Attorney Report:** Richard Stein – No report.

#### **EXECUTIVE SESSION:**

After the reading of the following Resolution to enter into Executive Session, a **motion** was made by Mrs. Straway, seconded by Mr. Fisher and carried by roll call vote to adopt the resolution permitting the Committee to go into 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: **Contract; Recycling Center**
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.

There being no further business to attend to, a **motion** was made by Mr. Fisher, seconded by Mrs. Straway to conclude the Executive Session, unanimously carried by roll call vote.

**Regular Session:**

Mayor Scott reported that he and Deputy Mayor Fisher will conduct interviews for the Recycling Center. Following discussion, the Committee has agreed to authorize the preparation of the specifications for the town hall renovation, to be reviewed by the Township Attorney. The preliminary plans are available for public viewing in the office of the Clerk.

There being no further business, Mr. Gross made a **motion** to adjourn the meeting, seconded by Mrs. Straway. In a voice vote, all were in favor.

Respectfully submitted,

Kathy Wunder