

**STILLWATER TOWNSHIP COMMITTEE MEETING**  
**MINUTES**  
**September 20, 2011**  
**Regular Meeting**

A REGULAR MEETING of the Stillwater Township Committee was called to order by Mayor Scott at 6 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, Deputy Mayor Fisher, Committeeman Gross, Committeewoman Straway, Acting Municipal Clerk Lynda Knott and Attorney Howard Vex.  
Committeeman Morrison arrived at 6:40 p.m.

**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 unanimously carried by roll call vote to adopt the resolution permitting the Committee to go into Executive Session at 6:08 p.m.

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; Contract; Real Property; Possible Litigation; Attorney-Client Privilege – Board of Appeals
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 at 6:55 p.m., unanimously carried by roll call vote.

**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 SEPERATELY ON THE REGULAR AGENDA.**

**Reports:**

Stillwater Emergency Rescue Squad –Monthly Day Calls August 2011

Stillwater Emergency Rescue Squad – Monthly Calls August 2011

Stillwater Building/Code Enforcement – August 2011

**Minutes:**

Regular Meeting: September 6, 2011

Executive Session: September 6, 2011

**Resolutions:**

2011-56 Appointing George Scott as Temporary OEM Coordinator

2011-57 Approving Building Department's Request to send State Training Fees directly to the New Jersey Department of Community Affairs

2011-58 Approving Refund of Deposit for Land Sale to Patricia Pobihun

2011-59 Rescinding Resignation of the Recreation Commission Secretary Tammy Leonard

Mr. Fisher made a **motion** to approve the Consent Agenda, seconded by Mrs. Straway.

**Roll Call Vote:** Deputy Mayor Fisher, yes, Mr. Gross, yes, Mr. Morrison, yes, Mrs. Straway, yes, Mayor Scott, yes

**Bill List Cycle #16:** \$821,999.86

Mr. Morrison made a **motion** to approve Bill Cycle #16 in the amount of \$821,999.86, seconded by Mrs. Straway.

**Roll Call Vote:** Deputy Mayor Fisher, yes, Mr. Gross, yes, Mr. Morrison, yes, Mrs. Straway, yes, Mayor Scott, yes

**Amendments to the Agenda:** Add Under New Business: Middleville Road – additional drainage

**Committeeperson Reports:**

**Mr. Fisher** reported the Rescue Squad August 2011 activity as follows: 23 total calls; 6 mutual aid; 5 fire calls

**Mrs. Straway** reported the Recreation Commission (RC) discussed future plans including Stillwater Day and a movie night. Tammy Leonard will continue as the Commission Secretary. The RC meeting time will be changed from 7 p.m. to 7:30 p.m. to accommodate a conflict Mrs. Leonard has with scheduling. Mrs. Straway reported the Environmental Commission (EC) discussed removal of invasives at Veteran's Memorial Park utilizing the SLAP program; discussed participating in the Sustainable Jersey Program; and they also reviewed a septic application. The next EC meeting will be held on Thursday, October 13, 2011 due to the Columbus Day holiday.

**Mr. Gross** reported the next Zoning Board of Adjustment meeting will be held on Monday, September 26, 2011 at Stillwater School at 7:30 p.m. and the Nextel tower application will be heard. The Committee received a memorandum from Larry Lockwood, Chairperson of the Zoning Board and it was read into the record as follows:

*Date: September 14, 2011*

*To: Mayor Scott and Stillwater Township Committee*

*From: Larry Lockwood, Chairperson  
Zoning Board of Adjustment*

*Re: Escrow/Budget Accounting*

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*On behalf of the Zoning Board of Adjustment, I am requesting escrow accounting and approved budget documentation for 2011. We have not received a routine monthly escrow statement since December 2010 or an approved budget record for 2011, although several written and verbal attempts have been made.*

*Please advise as to the status of the escrow report and budget and when we can expect to receive a copy of each.*

*Thank you for your cooperation in this matter.*

**Mayor Scott** reported construction bids have been received for the work on Five Points Lane, to be reviewed by Mr. Vreeland. He commended the DPW who have been working diligently during the past few weeks in response to the storms. Mr. Scott commended Mr. Hendershot and Mr. McAllister of the DPW for their service to the community during a time when they were scheduled to attend the Firemen's Convention.

**Open Public Session (agenda items only):**

**This portion of the meeting was opened for public comment on agenda items only.**

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

**New Business:**

**Tie a Ribbon Campaign:**

Mayor Scott stated a letter was received from the County Department of Environmental and Public Health Services regarding the Tie a Ribbon Campaign for breast cancer awareness. Ms. Knott will be the contact person for the Township and pink ribbons will be placed throughout the community.

**OEM After Action Report:**

Mayor Scott reported that he, the CFO, DPW Supervisor and Stillwater Fire Department Chief attended a FEMA meeting regarding Hurricane Irene. Mr. Morrison discussed the reverse 911 system and improving communication with the public during such an event as the hurricane to provide information on matters such as water distribution and road closures. He questioned if the County would allow Stillwater to utilize their system and asked Mayor Scott to obtain more information. Mr. Gross stated there was a problem with the power company locating the outages in the town due to the five zip codes. Mayor Scott stated that he, Mr. Fisher and Mrs. Straway attended the last league meeting and preparing for such a storm was discussed. He commended the County for their help during the hurricane.

**Emergency Resolution for Expenses not Anticipated Due to Hurricanes Irene and Lee:**

Mayor Scott reported that final figures are needed and must be separated between Hurricane Irene and Hurricane Lee.

**Middleville Road Project:** Mr. Morrison reported he met with Mr. Vreeland to discuss a drainage issue on Middleville Road during heavy rains. Mr. Vreeland has proposed installing two to three additional inlets and upgrade pipes in the area of concern and he will meet with the contractor and DPW Supervisor to review the matter.

Mr. Morrison made a **motion** to authorize Mr. Vreeland, Township Engineer, to move forward with a Change of Work Order in the Middleville Road Phase I Project, cost not to exceed \$6,500, seconded by Mr. Gross. Funding is available through the DOT grant.

**Roll Call Vote:** Deputy Mayor Fisher, yes, Mr. Gross, yes, Mr. Morrison, yes, Mrs. Straway, yes, Mayor Scott, yes  
Mr. Morrison reviewed a second issue on Middleville Road in an area of overgrowth, where white stones have accumulated and wash onto the road when it rains. Mr. Morrison stated early next year the DPW can dig out the stone and place heavy duty fabric and rip rap in the area to eliminate the problem.

**DOT Grant 2012:**

Mrs. Straway stated the plan is to complete the remainder of Middleville Road and if funding remains, Sprout Hill Road will be addressed.

Mr. Gross made a **motion** to pursue the 2012 DOT Grant for Middleville Road and Sprout Hill Road, 10 percent contribution by the Township, seconded by Mr. Fisher.

**Roll Call Vote:** Deputy Mayor Fisher, yes, Mr. Gross, yes, Mr. Morrison, yes, Mrs. Straway, yes, Mayor Scott, yes

**Open Public Session:**

**Diane Apostola, 916 Five Points Lane** stated she is employed in Newton and when that municipality has a water emergency a phone call is generated providing information. Ms. Apostola asked for clarification on the work to be done on Five Points Lane and she thanked Mr. Hendershot for his prompt response to her driveway issue following the storm. Mayor Scott stated bids are currently being reviewed.

**Peter Massardo, 1060 Owassa Road** referred to the reverse 911 system and stated his mother is a resident of Ogdensburg and she received a call during the storm providing information on shelter, indicating portions of the town had been evacuated, etc. He suggested contacting Ogdensburg and the County Sheriff's Department to inquire how to access the system and institute its use, noting cell phones can be registered through the County Sheriff's website. He felt the Township website should have had more information on road closings and shelters. He was disappointed with the lack of information provided by the radio stations.

**June Steele, 921 Swartswood Road** asked when the work would start on the brook. The Clerk would contact Mr. Vreeland who will be overseeing the project.

**Denise Current, 955 Fairview Lake Road** expressed concern with the lack of information and communication from the township regarding the road closings and resulting safety issues at the bus stops. She felt the road department should have provided notification of the road closings. Mrs. Straway clarified that Mrs. Current was speaking of Hurricane Lee, not Irene. Mrs. Straway stated the Office of Emergency Management Coordinator had resigned between the two storms and the second storm hit during the early morning. She and Chief VanGorden of the Stillwater Fire Department spoke in person with Todd Radimer, Stillwater School custodian, at 6:15 a.m. the morning of the storm and then contacted Mrs. Memmelaar indicating the school needed to close because there was not enough time to assess all of the roads, many of which were washing out. At the same time, the DPW and Mayor were driving throughout the Township closing roads where necessary. Mrs. Current stated a procedure needs to be put into place with improved communication and the road department is paramount in the notification process.

**Carol Drace, 937 West End Drive** spoke about the flooding at her property and asked if the Township was still pursuing a pump to remove the water from her basement. The Mayor indicated he is trying to obtain a commercial size pump. A discussion was held on the increase in flooding in that area and the possible causes.

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

**Attorney Report:** None

**Correspondence:**

•Mayor's Advisory Correspondence is available for review in the Correspondence Binder.

There being no further business, Mrs. Straway made a **motion** to adjourn the meeting at 7:59 p.m., seconded by Mr. Fisher. In a voice vote, all were in favor.

Respectfully submitted,  
Kathy Wunder