

**STILLWATER TOWNSHIP COMMITTEE MEETING**  
**MINUTES**  
**March 6, 2012**  
**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, Deputy Mayor Fisher, Committeewoman Chamblings, Committeeman Gross, Committeewoman Straway, and Acting Municipal Clerk Lynda Knott.

**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.**

**Minutes:**

Executive Session: February 20, 2012

**Department Reports:**

Stillwater Emergency Rescue Squad Monthly Calls February 2012

Stillwater Emergency Rescue Squad Monthly Day Calls February 2012

**Resolutions:**

2012-36 Authorizing an Appropriate Reserve Transfer

Ms. Chamblings asked for Resolution 2012-36 to be removed for discussion.

Mr. Fisher made a **motion** to approve the Consent Agenda, removing Resolution 2012-36, seconded by Mrs. Straway.

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

**Discussion:** Ms. Chamblings felt she could not vote on Resolution 2012-36 as she was not a Committee member in 2011 and also did not have an accounting or audit report for 2011.

Mrs. Straway made a **motion** to adopt Resolution 2012-36, seconded by Mr. Fisher.

Mr. Gross explained the bills referenced in the Resolution are 2011 bills that still needed to be paid.

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

**Bill List Cycle #5:** \$770,889.74

Mrs. Straway made a **motion** to approve Bill List Cycle #5, seconded by Mr. Fisher.

Ms. Chamblings asked for the bill for Dan Rivara in the amount of \$6,261.33 to be pulled from the bill list as the ordinance appropriating the funds had not yet been passed. The motion was amended to approve Bill List Cycle #5, excluding the bill for Mr. Rivara.

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

**Amendments to the Agenda:** Added under Discussion: Legislative Photograph

**Open Public Session (Agenda Items Only):**

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

### **Committee Reports:**

**Mr. Fisher:** Travel Baseball submitted a proposal to the Recreation Commission (RC) to increase the size of the baseball field at Veteran's Memorial Park so it can be used as either a 50' x 70' or 40' x 60' field, allowing children over and under 12 years old to utilize it. Baseball will provide the labor, and the RC has asked if the DPW could pick up and deliver the clay to reduce the cost. Clean Up Day will be held on April 28<sup>th</sup>, rain date April 29<sup>th</sup>; Stillwater Day will be on June 9<sup>th</sup> at Veteran's Memorial Park (VMP), and the RC discussed purchasing jungle gyms and swing sets for VMP. Mayor Scott indicated the clay costs will be considered during budget review.

**Ms. Chamblings:** The Planning Board budget was submitted to the CFO, including \$5,000 for the Master Plan. Ms. Chamblings discussed the Master Plan reserve included in the 2010 Audit Report and questioned if a resolution would be necessary to transfer the funds from that reserve to help pay for the Master Plan. The Clerk indicated the CFO would do so, and Ms. Chamblings recommended that bills for the Master Plan be paid from the reserve. The Township Committee received a memo from the Environmental Commission (EC) in support of the revised Land Conservancy contract in the amount of \$8,000. Ms. Chamblings asked if this item could be placed on the agenda of March 20<sup>th</sup>. Mr. Gross and Mrs. Straway indicated their vote against the contract would not change. They expressed concern with the issue being brought up on several occasions following a Committee decision. Ms. Chamblings noted the revised contract does not include farmland preservation, only Green Acres and open space. Mayor Scott indicated he would like to wait until after the next Environmental Commission meeting so he could review Green Acres further, which he is in favor of, and possibly attend the EC meeting. Mr. Fisher indicated he was in favor of Green Acres, and questioned why the revised contract excluding farmland preservation was not offered originally. Ms. Chamblings explained the revised contract was offered based on the denial of the original contract and concerns expressed. Mrs. Straway clarified that she and Mr. Gross received the revised contract on February 28<sup>th</sup> and had reviewed it. Ms. Chamblings discussed the existing phone lines that are no longer in service and the charges related to such. She recommended closing the accounts for 3773, a savings of \$829.00/year; 1214, a savings of \$46.00/month; and 9393, 8560, 9687, a savings of \$1700/year. Ms. Chamblings and Ms. Knott will confirm the usage of all lines and a report will be provided to the Committee prior to service being cancelled.

**Mr. Gross:** The Zoning Board met on February 27<sup>th</sup>, approving a variance for a pool requiring a side setback. Nextel will be filing an appeal and additional funding was added to the budget. The Recycling Center will be accepting electronic waste at no charge beginning April 1<sup>st</sup>. A sign will be posted and information will be provided on the website. Mr. Gross noted Stillwater was the second town in New Jersey to start recycling.

**Mrs. Straway:** Mrs. Straway, Mayor Scott, Ms. Chamblings and Ms. Knott attended Love of Reading Week at Stillwater School and read to the students. The School Board is updating their social studies curriculum and library inventory with a scanning system. Four students will be exhibiting youth art at the Sussex County Arts & Heritage Building, 133 Spring Street. Public hearings on school budgets are as follows: Kittatinny - March 22<sup>nd</sup>; Stillwater - March 26<sup>th</sup>. Stillwater lost \$124,000 and Kittatinny \$143,000 in State aid. Mrs. Straway discussed this issue with the legislators and the schools. There are three factors considered in the State school aid formula: 1) declining enrollment; 2) average daily attendance; and 3) rural area adjustment aid is being phased out. In response to questioning by Ms. Chamblings, Mrs. Straway discussed the reduced lunch program, which is also part of the State aid formula, however with minimal participation in this area. Increases in State aid were minor with decreases being great, and every district in the County was cut.

**Mayor Scott:** Seven beavers were trapped on Mud Pond, alleviating a flooding issue. A memo was received from the Zoning Officer re: 2011 CFO Transfer of COAH Funding. The funds were incorrectly transferred and have been transferred back to the COAH account, to the satisfaction of the DCA. SLAP was at Veteran's Memorial Park this week to chip the brush. Snow fences are being removed by the County this week.

**Old Business:**

**ORDINANCE #2012-002 FOR Public Hearing and Adoption**

**THE TOWNSHIP OF STILLWATER**

**SUSSEX COUNTY, NEW JERSEY**

**Ordinance No. 2012-002**

**CAPITAL ORDINANCE APPROPRIATING \$38,975.00 FROM THE GENERAL CAPITAL FUND “RESERVE FOR MUNICIPAL BUILDING IMPROVEMENTS” FOR PURPOSES AUTHORIZED TO BE UNDERTAKEN BY THE TOWNSHIP OF STILLWATER IN THE COUNTY OF SUSSEX, NEW JERSEY.**

**BE IT ORDAINED BY THE MAYOR AND TOWNSHIP COMMITTEE OF THE TOWNSHIP OF STILLWATER, COUNTY OF SUSSEX, NEW JERSEY AS FOLLOWS:**

Section 1. The sum of \$38,975.00 is hereby appropriated from the Capital Fund Reserve entitled “Reserve for Municipal Building Improvements” for the purpose of performing renovations to the Municipal Building, and such sums are available by virtue of provision in a previously adopted budget or budgets of the borough for capital improvement purposes, and does not constitute any additional debt on the part of the Township of Stillwater.

Section 2. The 2011 capital budget of the Township of Stillwater is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith.

Section 3. This ordinance shall take effect as provided by the law.

Mr. Fisher made a **motion** to open the meeting for public comment on Ordinance 2012-002, seconded by Mrs. Straway.

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

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

Mr. Fisher made a **motion** to adopt Ordinance 2012-002, seconded by Mayor Scott.

Ms. Chamblings asked for clarification on the ordinance amount of \$38,975 compared to the cost of the work which was \$18,800. Mrs. Straway explained it is a savings fund designated for the municipal renovations project and Mr. Fisher stated the \$18,800 will be paid from this reserve. Ms. Chamblings expressed concern with the accuracy of this process and stated she is not opposed to the renovations, only to the passing of an ordinance to appropriate funding when the procedure for spending the funding was not properly followed.

**Roll Call Vote:** Ms. Chamblings, no, Deputy Mayor Fisher, yes, Mr. Gross, yes, Mrs. Straway, yes, Mayor Scott, yes

**Approval of Bill: Daniel Rivara**

Mrs. Straway made a **motion** to approve payment of \$6,261.33 to Daniel Rivara for Municipal Building renovations, seconded by Mr. Gross.

**Roll Call Vote:** Ms. Chamblings, no, Deputy Mayor Fisher, yes, Mr. Gross, yes, Mrs. Straway, yes, Mayor Scott, yes

**Discussion:**

Legislative Photo

Mrs. Straway framed photographs representing the community of Stillwater, including a view from the Roof field, the First Presbyterian Church, a Stillwater Township sign, and kayaks at the State Park. She exhibited the frame for the Committee and public. The photographs will be displayed in the conference room of the County legislative offices. The Committee commended Mrs. Straway on her work and approved of the display.

**New Business:**

**Shared Service with SCMUA for Certifying Tonnage Report:**

Mr. Gross made a **motion** to enter into an agreement with SCMUA for Certifying the Tonnage Report, in the amount of \$250.00, seconded by Mr. Fisher.

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

**Discussion Items:**

**Sussex County Division of Planning and Farmland Preservation – Syberg application – Resolution**

**2012-032:** This item was tabled to the 3/20/12 Township Committee meeting. Mrs. Straway indicated additional information is being requested from the Land Conservancy, and she stated once the item is tabled, no discussion can be held.

**2012 Budget Preparation:** Introduction for the 2012 budget is anticipated for the 3/20/12 Township Committee meeting. The next Budget Workshop will be held on Saturday, March 10, 2012 at 9 a.m. at the Municipal Building. The Committee thanked the Stillwater and Swartswood Fire Departments, First Responders and Rescue Squad for their participation in the last budget meeting which was very productive. Ms. Chamings commended the Rescue Squad for answering 300 calls over last year for the first time in their history.

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

**Yolanda DeGroat, 968 Middleville Road** spoke on behalf of the Sussex County Homestead. She stated she is employed by Compassionate Care Hospice and she introduced Terry Goble, a Homestead employee for the past 32 years. Ms. DeGroat provided a presentation on the proposed sale of the Homestead, stating although the Homestead is operating at a deficit, that deficit has been decreasing over the past several years due to innovative changes and new programs. She discussed the Meals on Wheels and Food Assistance for Needy Families programs, and noted the balance center and rehab facility located at the Homestead are generating revenue. She spoke about employee raises, and explained the employees agreed to a wage freeze in 2011 and 1.75% increase in 2012, and they are willing to give up free employees meals, resulting in a salary increase of only \$15,000 as opposed to the \$350,000 projected. She discussed healthcare costs, noting in 2012 the costs will be one-half of those projected and in 2013 employees will be required to contribute to their plans. Ms. DeGroat spoke about the uncertain future for current employees and the possibility the number of beds will decrease for Medicare and Medicaid recipients. The Homestead was built by the people of Sussex County, for the people of Sussex County and is run, for the most part, by the people of Sussex County. Sale of the facility would be a permanent solution to a temporary problem. County run nursing homes can be found in Monmouth, Middlesex and Morris Counties where freeholders are honoring their obligation to senior citizens. County run nursing homes can run at a profit and a 20-bed increase at the Homestead would result in a profit within two years. Ms. DeGroat concluded her presentation and asked the Township Committee to provide a letter of support asking the Freeholders not to sell the Sussex County Homestead, or a letter asking the Freeholders to place the issue on referendum to be voted on in the November election. Mr. Gross felt the Homestead was a great option for the elderly, noting he has heard only good things about the facility, and stating he is in full support of the Sussex County Homestead. Mr. Gross made a **motion** to provide a letter of support as well as a letter asking the Freeholders to place the sale of the Homestead on a referendum for the November election, seconded by Mayor Scott.

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

In response to questioning, Ms. DeGroat stated the Meals on Wheels, balance and rehab programs, as well as others would be finished once the property is sold. She noted a new purchaser can change the use of the building after six months, but they must meet zoning and other requirements.

**Diane Apostola, 906 Five Points Lane** asked for clarification on the Land Conservancy contract with respect to Green Acres. The Committee explained that the Green Acres portion has always been included in the contract; however the farmland preservation aspect was removed from the most recent revised contract. Ms. Apostola felt if a suit is filed with respect to the Nextel application, Hampton should be responsible for some of the costs as most of the objection came from Hampton residents. Mrs. Straway indicated it is solely the responsibility of Stillwater.

**Bill Steckowich, 907 Hardwick Road** referred to the Municipal Building renovations, reviewing inexpensive options he had presented to the Committee that were not considered. He asked about future renovation phases and the costs of such. Mrs. Straway clarified Ordinance 2012-002 establishing a fund for \$38,975 and the cost for the current renovations at \$18,000 which will be deducted from that fund. Mrs.

Straway noted the new CFO is impressed with the financial status of Stillwater. Mr. Steckowich questioned the reason why budget workshops are not open for public comment. Mayor Scott explained there is a public hearing after the complete budget review process prior to adoption.

**Kathleen Draghi, 1016 Route 619** asked for clarification on what work was included in the current renovation project. Mr. Fisher stated the work included a wall being constructed between two bays to establish an archive room, two new garage doors were installed, exit signs and electric, three 8 x 10 closets for the police department archives, recreation use, and storage; and two exterior doors and windows, the first exterior door leads into the archive section, the other door leads into the remaining two garage bays. The future renovations will include relocating the building and zoning departments to the first two garage bays and access to the main building from that area. Phase II will require an architectural plan and sealed bids.

**Tammy Richardson, Swartswood Fire Department** asked for an update on the engineering plan for the coin toss. Mrs. Straway indicated the plan is completed, but a determination needs to be made as to who will be responsible to pay for the plan; the township or the fire department. A discussion was held on having one location requiring one plan rather than separate locations requiring a plan for each at a cost of \$500 each.

Ms. Richardson felt the organizations have always held the toss in the same location and felt the fire department would not want to change. Ms. Chamblings made a **motion** to approve payment for one engineering plan for one location that the three departments can utilize, in the amount of \$500.00, seconded by Mr. Gross.

Mrs. Straway discussed additional line items provided to fire departments during budget review and she felt the fire department should be responsible for the cost of the plan. Mr. Gross stated the engineering plan is required by the County as the fundraising location is on a County road as opposed to a Township road. Ms. Chamblings noted the new County requirement for a plan was due to an incident that took place at a fundraising site resulting in a lawsuit.

**Roll Call Vote:** Ms. Chamblings, yes, Deputy Mayor Fisher, no, Mr. Gross, no, Mrs. Straway, no, Mayor Scott, yes

The motion did not pass, and the organizations will be required to pay for their own engineering plan.

**Ed Szabo, 978 Route 521** discussed the Agenda 21 presentation that was provided at the February Environmental Commission meeting. There were a few issues with the availability of handouts and a projector not working properly and as a result Mr. Szabo compiled an information packet including points reviewed by the presenter and other information he felt to be important. He distributed the packets to the Committee and anyone from the public interested.

**Tammy Richardson, Swartswood Fire Department** announced that a clothing bin is available for donations at the fire department and toys, clothes, and shoes will be accepted. A Corned Beef and Cabbage Dinner will be held on Sunday, March 10, 2012 from 5-7 p.m. at the Swartswood Firehouse.

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

Ms. Chamblings asked if the Courthouse matter needed to be added to a future agenda. Mayor Scott indicated this item would be discussed during an Executive Session, under Contracts. Ms. Chamblings referred to the dam/bridge project and asked if it was part of the ROSI. Mr. Fisher indicated it is located in Crandon Lakes and is not part of the ROSI. Ms. Chamblings commended Ms. Knott on her attendance at the lengthy budget meetings, noting she receives no additional compensation to do so.

There being no further business, Ms. Chamblings made a **motion** to adjourn the meeting at 8:39 p.m., seconded Mrs. Straway. In a voice vote, all were in favor.

Respectfully submitted,

Kathy Wunder