

# STILLWATER TOWNSHIP COMMITTEE MEETING

## MINUTES

May 21, 2013

### Regular Meeting

A REGULAR MEETING of the Stillwater Township Committee was called to order by Mayor Gross at 7:01 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. A moment of silence was observed for the victims of the Oklahoma tornado.

PRESENT: Mayor Gross, Committeewoman Chamblings, Committeeman Fisher, Deputy Mayor Scott, Committeewoman Straway, Acting Municipal Clerk Lynda Knott, and Attorney Michael Garofalo.

ABSENT:

#### **PRESENTATION: Kittatinny Regional High School Budget – Craig Hutcheson, Superintendent and Kathy Kane, Business Administrator**

Mr. Hutcheson and Mrs. Kane provided a presentation on the 2013-2014 Kittatinny Regional High School budget. Stillwater will be responsible for 24.91% of the budget. There will be an increase of \$1.20 per \$100,000 valuation. The entire presentation is available for viewing on the Kittatinny website. A brief question and answer period followed.

#### **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.**

#### **Resolutions:**

2013-058 Authorizing Refund of Building Permit Fee

2013-059 Authorizing Payment of Lien Redemption B 1102 L 25

2013-060 Authorizing Payment of Lien Redemption B 4407 L 9

2013-061 Authorizing Payment of Lien Redemption B 1605 L 2.08

**Minutes:** April 16 and May 7, 2013

#### **Reports:**

Sussex County Board of Health – April 2013

Building Department – April 2013

Stillwater EMS Monthly and Day Calls – April 2013

Stillwater Fire Calls – April 2013

Stillwater ZBA Minutes – February 25, 2013

Stillwater Environmental Minutes – April 8, 2013

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

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

**Bill List Cycle #10:** \$971,350.69

Mr. Scott made a **motion** to approve Bill List Cycle #10, seconded by Mrs. Straway.

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

**Resolution 2013-063:** Mayor's Appointment of Nancy Farber as Solid Waste Cashier.

Mrs. Straway made a **motion** to adopt Resolution 2013-063, seconded by Mr. Fisher.

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

**Resolution 2013-064:** Resolution of the Mayor and Township Committee of the Township of Stillwater Approving Appointments of Environmental Commission.

Mrs. Straway made a **motion** to adopt Resolution 2013-064, seconded by Mr. Fisher.

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

**Resolution 2013-065:** Resolution of the Mayor and Township Committee of the Township of Stillwater Approving Employment Agreement with Kathy Wunder.

Mrs. Straway made a **motion** to adopt Resolution 2013-065, seconded by Mr. Fisher.

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

**Resolution 2013-066:** Resolution of the Mayor and Township Committee of the Township of Stillwater Amending 2013 Budget.

Mrs. Straway made a **motion** to adopt Resolution 2013-066, seconded by Mr. Fisher.

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

**Amendments to the Agenda:** none

### **Open Public Session:**

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

**Kathy Fobes-Jacoby, Stillwater Township Green Team:** The Green Team will be having a Green Fest on August 18, 2013 from 1-4 pm at Fairview Lake Camp. It is free and open to the public. They are currently looking for vendors. Mayor Gross will be attending.

**Bill Steckowich, 907 Hardwick Road** asked if there was any news about the DPW purchasing a new dump truck. Mrs. Knott informed him there was no news. He also asked about a generator for the Municipal Building. Ms. Chamblings informed him that would not be dealt with until the renovation. He also had questions about PSE&G. Mrs. Straway recommended waiting until her committee report as his questions may be answered.

**Kathy Draghi, 1016 Rte 619** questioned the hiring procedures for the recycling center. It was explained that the position was posted and applications were taken. Following interviews, Mr. Hendershot and Mr. Whitehead made a recommendation to fill the position.

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

### **COMMITTEE REPORTS:**

**Mrs. Straway:** The Green Team and Green Fest, the use of Stillwater School and Fairview Lake Camp as emergency shelters, road resurfacing with oil and stone, and updating of Township Personnel Policies were discussed. Due to seminars she has attended, Mrs. Straway feels the Committee should consider having the attorney update the personnel policies. PSE&G was also discussed. Mrs. Straway pointed out that this is a state approved project. By the end of the week, PSE&G will be sending letters to all residents within 1000 feet of the project. The letter will include project information, a hotline number and a website. The letter will be posted at the Municipal Building and on the Township website and Facebook page. Residents should only call the Municipal Building if they believe there is a safety hazard at any of the access points. All other questions and concerns should be directed to PSE&G.

**Mr. Fisher:** There is a buildup of tree branches at the Baldwin Gate Bridge. The DPW will be clearing them. The DPW is in need of a new 40 yard container. A document needs to be sent to prospective bidders for the renovations to the Town Hall.

**Ms. Chamblings** made a **motion** to have Mr. Garofalo make the appropriate legal notice to advertise for the renovations to the Town Hall, seconded by **Mr. Fisher**.

**Roll Call Vote:** Ms. Chamblings, yes, Mr. Fisher, yes, Mr. Scott, yes, Mrs. Straway, yes, Mayor Gross, yes  
Mr. Fisher also reported the porta-john at Veterans Field was overturned. The company has been called and it will be corrected on the regular service day at no extra cost.

**Mr. Scott:** No report

**Mayor Gross:** The Zoning Board of Adjustment meeting will be held on May 30th due to the holiday. Mayor Gross attended the Warren County Mayors Association meeting. A way to get a better electrical rate was discussed. The next safety meeting will be held on Thursday, May 30, at 7:00 at the rescue squad building, preceded by a dinner with Mayor Gross and the Fire Department chiefs celebrating EMS week. Deputy Mayor Scott is unable to attend.

**Ms. Chamblings:** The PAC meeting was held on May 9<sup>th</sup> where Bear Brook, the Upper Delaware Waterway Blushed designation, and the Martin development on Rte 94 were discussed. There will be a Green Team meeting on June 5<sup>th</sup> at the Town Hall. The Environmental Commission would like to discuss possible changes to the littering and tree-cutting ordinances. The Environmental Commission was also commended for their work on water testing and ecoli testing was suggested. Having the Land Conservancy look over the environmental resource inventory was also discussed. The Planning Board met on May 15<sup>th</sup>. Site approval for the YMCA camp, Minisink lodge being replaced and height variance increase to 36'9" were discussed. Ms. Chamblings also discussed updating of

Township Personnel Policies. She feels she could update the policies and then send them to the attorney for review, rather than paying the attorney to do the update. She would like the Committee to look over Sussex County Personnel Policies she brought to be considered. Mr. Garofalo will look for a copy of the current personnel policies from 2004. Ms. Chamings also asked the OEM to look over a town-wide alert system. It would have a cost of approximately \$1200.00. SCMUA is having a hazardous waste disposal day on June 1<sup>st</sup>.

**Mrs. Knott:** Due to the election, the next Town Committee meeting will be held on June 11<sup>th</sup>. The CFO and the auditors will be present to discuss the audit.

**OLD BUSINESS:**

The Committee had no old business to discuss.

**NEW BUSINESS:**

**Purchase of Roll-Off Container:** Mr. Fisher stated Mr. Hendershot has obtained several quotes for the purchase: Wastequip for \$4390.00, Rudco Products for \$4600.00, and Tony Sanchez Ltd. for \$4833.00. All companies offered products with the same specs.

**Mr. Fisher** made a **motion** to purchase a 40 yard container from Wastequip for \$4390.00, seconded by **Mr. Scott**.

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

**Litter Ordinance Chapter 253:** The Environmental Commission would like to purchase No Littering signs and has discussed raising the fees for littering offenses: \$500 for first offense; \$1000 for second offense; and \$2000, imprisonment or both for third offense. Mr. Garofalo read from the current ordinance which states “where no specific penalty is provided the maximum penalty shall be \$2000 or imprisonment for 90 days”. Mrs. Straway expressed her concerns that No Littering signs will not be much of a deterrent and there is no way of policing them. Ms. Chamings stated the signs, which could be purchase through the Clean Communities grant, would cost approximately \$600, and just one offender would almost cover the cost of their purchase.

**Ms. Chamings** made a **motion** to purchase No Littering signs with \$500 first offense, \$1000 second offense and \$2000 third offense designations using Clean Communities monies, certified by the CFO, upon the recommendation of the Environmental Commission, seconded by **Mr. Scott**.

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

**DISCUSSION ITEMS:**

The Committee had not items to discuss.

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

**Marion Gross, 912 Stillwater Road** discussed the writing of new personnel policies. She stated that due to her service on the school board for 13 years she knows it to be difficult and very time consuming.

**Bill Steckowich, 907 Hardwick Road** wanted to discuss the contamination of his well involving PSE&G. Mrs. Straway directed him to call the PSE&G hotline as it is their project. Ms. Chamings offered him some documents she thought he may want to read before calling PSE&G.

**Ed Chamings, 956 Fairview Lake Road** discussed construction debris on the hill near his property. He would like it removed. It will be discussed with Mr. Hendershot and if necessary a burn permit will be pursued.

**Lois Chamings, 956 Fairview Lake Road** stated if debris is to be burned it should be posted on Facebook so residents know what to expect.

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

**Attorney Report:** None

**Correspondence:** Mayors’ Advisory Correspondence is available in the Correspondence Binder at the Municipal Building.

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

Respectfully submitted,

Tammy Leonard

