

A REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY WAS HELD ON MONDAY, April 8th, 2019 AT THE BOROUGH HALL BEGINNING AT 7:00 P.M.

PRESENT: Mayor Morgan, Council Members: Dennison, Hoag, Smith, Figueiredo, Pearson and Delfing.

ABSENT: None.

Mayor Morgan called the meeting to order with a salute to the flag and in accordance with the Open Public Meetings Act by advertising notice of meeting in the N.J. Herald and posting copy of notice in the Borough Hall.

MINUTES:

A MOTION was made by Mr. Figueiredo seconded by, Mrs. Delfing to approve the minutes of the meeting held on March 11, 2019. Upon roll call the following votes were cast: YES: Smith, Pearson, Figueiredo, and Delfing. NAYS: None. ABSTAIN: Hoag. Motion carried.

OFFICIALS REPORTS:

CFO:

A MOTION was made by Mr. Figueiredo, seconded by Mrs. Delfing to approve the Treasurer's Report for January 2019. Upon roll call the following votes were cast: YES: Smith, Pearson, Figueiredo, and Delfing. NAYS: None. ABSTAIN: Hoag. Motion carried.

******Mr. Dennison entered into meeting 7:03 p.m.******

A MOTION was made by Mr. Smith, seconded by Mr. Hoag to accept the following reports and place on file: Animal Control Officer Report for February, Joint Court report for February, Lakeland Emergency Squad report for February & March, ABFD report for March. Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Figueiredo and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

CORRESPONDENCE: The following reports were presented to the governing body and placed on file:

Sussex County Board of Taxation re: Final Equalization Table

Andover Township re: Joint Court Agreement Renewal

Andover Township re: 911 & Dispatch Service – Chief of Police of the Andover Township Police Department, Eric Danielson attended this meeting and spoke when asked. He stated that Andover Township is looking to continue the relationship and that while there are other agencies available, he feels that there is a long history and working knowledge of the operations for the borough the relationship could continue to benefit both municipalities.

NJDOT re: Municipal Aid Program – Prospect Avenue Section II in the amount of \$141,500.00

AUDIENCE PARTICIPATION: None.

REPORTS OF SPECIAL COMMITTEES: Mr. Landrith was absent. There was no report.

REPORTS OF STANDING COMMITTEES:

Administrative & Executive: Mr. Pearson reported that the personnel and purchasing policies are still being compiled as well as he is continuing to work on the Fire Equipment Grant.

Celebration of Public Events: Mr. Figueiredo reported that the Easter Egg Hunt is still on for 4/20/19 at 11:30 a.m. He will arrive to line the park at 10 a.m.

Finance: Mr. Dennison reported that the budget is coming up.

Parks & Playgrounds: Mr. Figueiredo thanked Mr. Smith and Mayor Morgan for their help in replacing the flags in the park. He mentioned that additional graffiti was found on the gate at end of parking lot. Lastly, he reported that signs for "carry in / carry out" need to be ordered as garbage cans have been removed.

Public Bldgs. & Grounds: Mr. Smith reported that the work is continuing at the park building during the phase II of the water damage repair. He stated that the cost for Blake is \$5800, to be paid in two installments of \$2900 each. The carpenter repair work to replace the door is \$825.

A MOTION was made by Mr. Smith, seconded by Mr. Dennison to approved this work. Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Figueiredo and Delfing. NAYS: None. ABSTAIN: None. Motion carried

In addition to that work, the following estimates were provided, but not approved - for gutter work - \$1050 by Bell Seamless Gutters, Electric work up to \$1850 by Costello Electric. Mr. Smith continued to explain that new keys are being made for the basement door handle that needed to be replaced and he would also like to have the park building power washed. Lastly, he is continuing to look at estimates to replace the carpet in the Borough Hall as the last estimate came in too high as well as the cost of work to paint the top stucco portion of the borough hall.

Mr. Smith reported that the leak at pump house would be discussed in his water report.

Public Safety: Mrs. Delfing reported that she had her annual meeting with Ivan Cohen. He also provided the ABFD with RTK and Blood Borne Pathogen training. She is still waiting for his report.

Streets & Roads: Mr. Hoag reported that all the signs have been installed. He still needs three (3) "here to corner" signs. Mr. Hoag continued to report that there was a meeting with the NJDOT to replace a culvert under the Route 206 tunnel. The NJDOT stated that the repair is expected to commence in 5 years and the closure in that section to last about a year to complete.

Water Utility: Mr. Smith mentioned water mark out work and inquired on who would pay to have Route 206 marked out with the NJDOT road resurfacing. He continued to state that the cost is always covered by the requestor. The Clerk kindly corrected the statement to clarify that mark outs are never covered by the requestor. Only water turn-on/turn-offs are covered, not water mark outs.

Mr. Smith continued to report that there is a leak at the pump house. They have had some come look at it and H.R. Drilling will be handling the emergency work. They believe \$2800 should cover the cost. Once repair is started, both pumps will need to run to control the pressure.

A MOTION was made by Mr. Hoag, seconded by Mr. Dennison to approve an amount not to exceed \$3000 for this work. Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Figueiredo and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

OLD BUSINESS:

Grant Update Discussions:

Fire Department Equipment: Mr. Pearson reported that he is working on this project and will be seeking out successful submissions from other municipalities.

Open Space: Mr. Figueiredo reported that he will be meeting with the municipal clerk next Tuesday to go through the documents we have that would be required with the submission. There was a brief discussion about hiring contractors for the kind of project that Mr. Figueiredo is working on. The challenges of rate of pay, skilled labor rates, workers comp rules make the matter complicated. Consideration of how to approach this is ongoing.

NEW BUSINESS:

The Mayor reported that he has appointed a new planning board member who will be sworn in at the next planning board meeting. Mark Olenick, Class IV will be appointed on 4/15/19.

Review of Sussex County Shared Services Agreement for provision of 911 System Management was presented. Mark Rozek and David Korver of the County Sheriff's Office were on hand to answer any questions. Mr. Rozek stated that the agreement pretty straight forward. The governing body will continue the review and discussion during closed session.

Field Use Applications for the following were reviewed and approved:

- Andover-Newton Girls Softball: 3-15-19 – 6/30/19
- Newton United Soccer: 4/1/19 – 10/31/19

A MOTION was made by Mr. Pearson, seconded by Mrs. Delfing to approve both field use applications. Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson and Delfing. NAYS: None. ABSTAIN: Figueiredo on softball. Motion carried.

Review of Model Food Truck Ordinance was reviewed. After much consideration and questions it was determined that this shall be continued to be reviewed with suggestions brought to the May meeting.

ANY OTHER BUSINESS:

2019 MUNICIPAL BUDGET: Public Hearing of 2019 Municipal Budget is scheduled for Wednesday, April 17th, 2019.

ORDINANCE:

Poultry:

A MOTION was made by Mr. Pearson, seconded by Mrs. Delfing to approve the second reading and adoption of "AN ORDINANCE TO AMEND SECTION 60-1, "DEFINITIONS", OF CHAPTER 60, ENTITLED "DOMESTIC ANIMALS", AND SECTIONS 134-15, 134-38, 134-39.3, 134-42 AND 134-49, ALL ENTITLED "ACCESSORY USES" OF ARTICLE IV "R-1 RESIDENTIAL ZONE, ARTICLE VII "R-2 RESIDENTIAL ZONE", ARTICLE VIIA "R-3 RESIDENTIAL ZONE", ARTICLE VIII "C-1 COMMERCIAL ZONE" AND ARTICLE X "C-3 COMMERCIAL AND LIMITED INDUSTRIAL ZONE" OF CHAPTER 134, ENTITLED "ZONING" OF THE CODE OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX,

NEW JERSEY." The matter being opened to the public received comment from Mr. Richard Mooney who asked if this would apply to Luchetti's. It was explained that location while in a residential zone, it is not a single family home and it would not apply. Upon roll call the following vote was cast: AYES: Dennison, Pearson, Figueiredo, Delfing. NAYS: Smith and Hoag. ABSTAIN: None. Motion carried.

Salary Ordinance:

A MOTION was made by Mr. Pearson, seconded by Mrs. Delfing to approve the second reading and adoption of 2019 Salary Ordinance. Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Figueiredo and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

BE IT ORDAINED by the Mayor and council of the Borough of Andover, in the County of Sussex and State of New Jersey, that the salaries established for 2019 are as follows:

Position	Hourly/Salary	Pay Period	Amount
Mayor	S	Q	\$ 4,177.00
Council	S	Q	2,437.00
CFO/Treasurer	Paid through shared service agreement		
Tax Assessor	S	M	12,169.00
Tax Assessor Sec.	H	Q	11.00 (f)
Tax Collector	Paid through shared service agreement		
Tax Search Officer	Each	Annual	11.00 (g)
Assessment Search Officer	Each	Annual	11.00 (g)
Asst. Tax Collector / Tax Clerk	S	M	1,667.00
Borough Clerk	S	M	48,746.00
Clerk Typist	H	M	10.20 (f)
Registrar	S	M	597.00
Licensed Water Operator	S	M	5,405.00
Asst. Licensed Water Operator	S	M	1561.00
Water Supervisor	S	Q	2,760.00
Water Collector	H	M	5,760.00
Water Meter Reader	H	Q	0.00 (f)
Board of Health Sec.	S	M	552.00
Planning/Zoning Secretary	S	M	6,938.00
Construction Official	S	M	6,246.00
Permit Control Officer	S	M	3,746.00
Zoning/Code Officer	H	M	\$25.00
Shared Service – Land Use	S	M	13,525.00
Fire Prevention	As per shared service agreement		
Fire Sub-Code Official	Each Inspection	M	\$35.00
Plumbing Inspector	Each Inspection	M	\$35.00
Electrical Inspector	Each Inspection	M	\$35.00
Emerg. Mang. Cord.	S	Q	659.00
Dog License Clerk	each license	A	0.25
Borough Hall Caretaker	S	M	2,175.00
Crossing Guard	H	M	13.00
Alternate Crossing Guard	H	M	12.00
Alternate Deputy Crossing Guard	H	M	10.00
Constable I	H	M	15.00
Constable II	H	M	10.00
Labor Class I	H	M	15.30
Labor Class II	H	M	12.50
Labor Class III	H	M	9.25 (f)

Notes:

- (f) or minimum wage, whichever is greater
- (g) \$200 annual maximum

RESOLUTIONS:

Farm Lease:

A MOTION was made by Mr. Smith, seconded by Mr. Figueiredo to approve a resolution authorizing the signing of the farm lease with Tranquility Farms LLC for 2019. Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Figueiredo and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

Tax Collector:

A MOTION was made by Mrs. Delfing, seconded by Mr. Pearson to approve a resolution for redemption of tax certificate #2016-006 for block 24 lot 24. Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Figueiredo and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

Action Alliance:

A MOTION was made by Mr. Smith, seconded by Mr. Dennison to approve a resolution for Action Alliance - Fiscal Grant Cycle July 2014 to June 2020. Upon roll call the following vote was cast: AYES: Dennison, Hoag, Smith, Pearson, Figueiredo and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

AUDIENCE PARTICIPATION: Mr. Richard Mooney asked if there would be roosters in town. He was told only hen poultry would be permitted.

MOTION TO PAY THE BILLS:

A MOTION was made by Mr. Hoag, seconded by Mr. Figueiredo to pass the following Resolution: BE IT RESOLVED by the Governing Body to approve the payment of all vouchers on the bill listed April 8th, 2019, submitted by the Chief Financial Officer for payment. Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Figueiredo and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

PAYMENT OF PARK BUILDING CONTRACTORS:

It was briefly discussed that there were some contractors who needed to be paid for their work at the park building. The payments can be made upon Mr. Smith’s approval of the completed work: A MOTION was made by Mr. Figueiredo, seconded by Mr. Hoag to approve to pay the contractors for park building work upon the approval of Mr. Smith once work is completed. Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Figueiredo and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

EXECUTIVE SESSION:

A MOTION was made by Mr. Dennison, seconded by Mr. Smith to adopt the following Resolution. Upon roll call the following vote was cast: AYES: All in favor. NAYS: None. Motion carried

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

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

WHEREAS, the Governing Body wishes to discuss: Any material which would constitute an unwarranted invasion of individual privacy if disclosed

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Andover will go into closed session: 8:05 p.m. for reasons of: negotiations.

A MOTION was made by Mr. Smith, seconded by Mr. Figueiredo to resume the public portion of the meeting. Upon roll call the following vote was cast: AYES: All in favor. NAYS: None. Motion carried: 8:27 p.m.

The discussion returned to the matter of the 911 agreements presented this evening. The Council determined that the agreements presented by the County and Andover Township were comparable and that it would be in the best interest of the Borough to remain with Andover Township for 911 Dispatch services.

911 DISPATCH AGREEMENT:

A MOTION was made by Mr. Smith, seconded by Mr. Dennison to approve the agreement as presented from Andover Township for 911 Dispatch services. Upon roll call the following votes were cast: AYES: Dennison, Hoag, Smith, Figueiredo, Pearson and Delfing. NAYS: None. ABTAIN: None. Motion carried.

MOTION TO ADJOURN:

A MOTION was made by Mr. Figueiredo, seconded by Mr. Hoag to adjourn the meeting. AYES: All in favor. NAYS: None. ABSTAIN: Pearson. Motion carried.

Beth Brothman
Municipal Clerk

MINUTES OF THE EXECUTIVE SESSION OF THE MEETING OF THE MAYOR
& COUNCIL OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX,
STATE OF NEW JERSEY FOR APRIL 8, 2019 (8:05 p.m. – 8:27 p.m.)

The Council reviewed the 911 Service contracts provided by both Andover Township and the Sussex County Sheriff Dept. of Emergency Management. With consideration of cost over 5 years to be close, the council determined that all were comfortable with the information submitted to this point.

Additionally, Joint Court service through Wantage Township was reported to be beyond the scope of what is feasible at this point.

Beth Brothman, RMC
Borough Clerk