

A REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY WAS HELD ON TUESDAY, NOVEMBER 12th, 2019 AT THE BOROUGH HALL BEGINNING AT 7:00 P.M.

PRESENT: Mayor Morgan, Council Members: Dennison, Hoag (7:08), Smith, Pearson, and Delfing

ABSENT: Council Member Figueiredo

The Mayor 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 Mrs. Delfing, seconded by Mr. Pearson to approve the minutes of the meeting held on October 15th, 2019. Upon roll call the following votes were cast: AYES: Pearson. NAYS: None. ABSTAIN: Smith, Dennison and Delfing. Motion carried.

CFO Report:

Best Practices:

A MOTION was made by Mrs. Delfing, seconded by Mr. Pearson to approve the 2019 Best Practices as prepared by the CFO as presented. Upon roll call the following votes were cast: AYES: Dennison, Smith, Pearson, and Delfing. Motion carried.

OFFICIALS REPORTS:

No Treasurer's Report

A MOTION was made by Mr. Dennison, seconded by Mrs. Delfing to accept the following reports and place on file: Lakeland Emergency Squad report for October and YTD, Joint court Report for October. Upon roll call the following votes were cast: AYES: Dennison, Smith, Pearson, Delfing. NAYS: None. Motion carried.

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

A Letter NJ Courts re: Approval of Extension of the Andover Joint Municipal Court Agreement.

AUDIENCE PARTICIPATION: None.

****** Mr. Hoag entered into recorded as present for the meeting ******

REPORTS OF SPECIAL COMMITTEES: Mr. Landrith was absent. No report.

Grant Update Discussions:

Fire Department Equipment Report – Mr. Pearson reported that he and Mrs. Delfing has meet and understand what they will need to gather to prepare the grant. They want to be as ready as possible when the grant opens up. They will be communicating with the ABFD to determine what is needed.

Open Space Report – No report.

Borough Land Report – No report. There was some discussion regarding the preparation of the sale for the In-Rem foreclosed properties and the need to clear one parcel of the abandoned vehicles.

REPORTS OF STANDING COMMITTEES:

Administrative & Executive: Mr. Pearson reported that we will need to budget for a new copier. Mr. Dennison inquired about leasing a copier for a better price. He continued to report that the archiving of the records is in order. There will need to be an update to the personnel policy to include the new domestic violence statute passed by the State. The planning board will be reviewing the new zoning permit review ordinance and pass back to the governing body. He will continue to try to straighten out outlook via Go Daddy. He concluded by reporting that the tax sale is scheduled for 12/9/19.

Celebration of Public Events: Mr. Figueiredo was absent, but it was reported that the Community Breakfast is being organized and that Santa Clause still needs to be scheduled for the day. There was also a discussion regarding the Halloween events at the Park and the ABFD. It was reported that 25+ kids attended the event at the park and about 120+ attended the one at the ABFD. The Newton Holiday parade is set and the Mayor will be driving Miss Andover Borough. **A MOTION** was made by Mrs. Delfing, seconded by Mr. Smith to approve an amount not to exceed \$1000 for expenses for the community breakfast. Upon roll call the following votes were cast: AYES: Dennison, Smith, Pearson, Delfing. NAYS: None. Motion carried.

Finance: Mr. Dennison offered his experience with leasing a copier and that it may be a solution to the matter previously reported on by Mr. Pearson.

Parks & Playgrounds: Mr. Figueiredo was absent. The Mayor mentioned that two new information signs will be erected in the Park in 2020 via an Eagle Scout project.

Public Bldgs. & Grounds: Mr. Smith reported that he fixed the heat in the park building. He continued to discuss wanting to replace the chairs in the park building. He estimates about 100 chairs are needed. Estimates will be sought. Lastly, he reported that he is working on replacing the lights in Borough Hall with LED.

Public Safety: Mrs. Delfing inquired if there is reported that there is an interest in upping the security in the Borough Hall. The Clerk inquired about adding another camera to the front entrance to the Municipal Building. There was a discussion regarding the recent burglaries in the Borough. There was no notification provided about the issue. Mr. Dennison will contact the State Police to see if a blotter is possible for the Borough to see the goings on with regard to crime and he will also inquire about the process of removing the abandoned vehicles on the recently acquired property.

Streets & Roads: Mr. Hoag reported that the culvert repair on Maple Street was postponed due to a water main break repair which occurred on the same day.

Water Utility: Mr. Smith reported that the water main break on 11/11/19 required a boil water order even though the water was not out for more than 3-4 hours. A water sample was taken. He also mentioned that additional 25 cones are needed.

OLD BUSINESS:

The Council reviewed the catch basin clean out proposal and will address again in 2020.

The Mayor reported that there is some landscaping needed at the park building to clean up the area. He also reported that he had some difficulty voting due to an error by the Board of Election.

There was some discussion regarding a changeup of committees for 2020. The Rules of Order will be forwarded to Mr. Hoag to review and update.

NEW BUSINESS: Best Practices review was completed during CFO reporting.

ORDINANCES:

Zoning Permits: The following ordinances were tabled until the December meeting to provide time for the zoning board to review the content and make suggestions.

(table to 12/9/19 – for zoning board review)

The motion to approve the second reading and adoption of “**AN ORDINANCE TO AMEND SUBSECTION 134-4(E), ENTITLED “ZONING PERMITS AND CERTIFICATES OF OCCUPANCY”, OF CHAPTER 134, ENTITLED “ZONING”, OF THE CODE OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX, NEW JERSEY.”** Was tabled until the meeting scheduled for 12/9/19.

(table to 12/9/19 – for zoning board review)

The motion to approve the second reading and adoption of “**AN ORDINANCE TO AMEND CHAPTER 66, ENTITLED “FEES”, OF THE CODE OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY, ESTABLISHING FEE FOR ZONING PERMIT APPLICATIONS”** Was tabled until the meeting scheduled for 12/9/19.

RESOLUTIONS:

Shared Service Agreement:

A MOTION was made by Mrs. Delfing, seconded by Mr. Smith to approve the shared service agreement with Sandyston Twp. to provide zoning officer, planning board secretary and land use administrator duties. Upon roll call the following votes were cast: AYES: Dennison, Smith, Pearson, Delfing. NAYS: None. Motion carried.

Escrow Reimbursement:

A MOTION was made by Mr. Dennison, seconded by Mr. Pearson to approve a Resolution to refund escrow rental deposit to Stephanie Bloom. Upon roll call the following votes were cast: AYES: Dennison, Smith, Pearson, Delfing. NAYS: None. Motion carried.

A MOTION was made by Mr. Dennison, seconded by Mr. Pearson to approve a Resolution to refund escrow rental deposit to Diana Eigner. Upon roll call the following votes were cast: AYES: Dennison, Smith, Pearson, Delfing. NAYS: None. Motion carried.

Transfer Resolution:

A MOTION was made by Mr. Pearson, seconded by Mr. Dennison to approve a resolution to transfer funds as presented by the CFO in the amount of \$500.00. Upon roll call the following votes were cast: AYES: Dennison, Smith, Pearson, Delfing. NAYS: None. Motion carried.

AUDIENCE PARTICIPATION: Mr. Mooney exclaimed “goats!”. He would like the Borough to get some to clean up the overgrowth of vegetation at the pump house.

MOTION TO PAY THE BILLS: No bills list.

The Mayor quickly brought the Council up to date on the new businesses opening in the Borough.

MOTION TO ADJOURN:

A MOTION was made by Mr. Smith, seconded by Mr. Dennison to adjourn the meeting. AYES: All in favor. NAYS: None. Motion carried.

Beth Brothman
Municipal Clerk