

**A REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY WAS HELD ON MONDAY, DECEMBER 14<sup>th</sup>, 2020 AT THE BOROUGH HALL BEGINNING AT 7:00 P.M.**

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

**ABSENT:** Mr. Hoag

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, posting copy of notice in the Borough Hall and on the Borough website. This public meeting is being held in person and remotely as recommended due to the current situation involving the COVID-19 virus and directives of State and County governments.

**PRESENTATION:**

Jackie Espinoza of JCP&L presented Mayor Morgan and all the Mayors representing Sussex County's 24 municipalities on being honored Mayor of the Year for 2020. The Sussex County Economic Development Partnership decided to recognize all 24 Mayors for their efforts in what has been an unprecedented, difficult and trying time for their respective municipalities.

**MINUTES:**

**A MOTION** was made by Mrs. Delfing, seconded by Mr. Dennison to approve the regular and executive session minutes of the meeting held on December 9th, 2020. Upon roll call the following votes were cast: Dennison, Smith, Pearson, Walter, Delfing. NAYS: None. ABSTAIN: None. Motion carried.

**OFFICIALS REPORTS:**

**A MOTION** was made by Mrs. Delfing, seconded by Mr. Dennison to approve the Treasurer's Report - as presented and waive the reading. Upon roll call the following votes were cast: Dennison, Smith, Pearson, Walter, Delfing. NAYS: None. ABSTAIN: None. Motion carried.

**A MOTION** was made by Mr. Smith, seconded by Mr. Pearson to accept the following reports and place on file: Joint Court report for October & November, ACO report July-Sept 2020. Upon roll call the following votes were cast: Dennison, Smith, Pearson, Walter, Delfing. NAYS: None. ABSTAIN: None. Motion carried.

**CORRESPONDENCE:** *the following was reviewed by the governing body and placed on file:*

NJDOT re: 2021 Municipal Aid for Railroad Avenue \$29,750.00

H. E. Pellow & Assoc. re: FY2021 Trust Fund Grant for Railroad Avenue

H. E. Pellow & Assoc. re: Engineer's End-of-Year Report

SCMUA re: FY2021 Rate Schedule Effective December 1, 2020

NJDEP Dam Safety re: Lake Lenape Dam receipt of report for 2020 regular dam safety inspection

NJS Planning Commission re: Center of Place Designation

**AUDIENCE PARTICIPATION:**

Colleen Figueiredo, of High Street, spoke with the governing body regarding a free lunch program offered through the school and the difficulty of parents obtaining the meals due to the rigid pick up time as well as their own work or classroom schedules. She requested that the governing body allow for the crossing guard to pick up the lunches and deliver them. She offered some suggestions on how to accomplish this and mentioned that the act would not affect the regular

hours of the crossing guard, or cost more to the borough as the pandemic has reduced the crossing guards time and she could use this work to keep her hours consistent.

Jamie Stowe, of Brighton Avenue, suggested that the lunches could be dropped off at the park and the parents could help distribute them.

Sundae Greame, of Tranquility Road, reiterated the need for some help and the hope that the Borough could help find a solution.

There were members of the governing body that inquired as to the liability of this as the crossing guard would be traveling and using her own vehicle. It was also asked if the Andover Regional PTA could be of some help with this. After some time, the Mayor stated that the Council would take it under advisement and consider if it could work.

**REPORTS OF SPECIAL COMMITTEES:** Mr. Landrith absent.  
No reports from any special committee.

**REPORTS OF STANDING COMMITTEES:**

**Administrative & Executive:** Mr. Pearson reported that the CFO needs a new computer. An estimate was provided from MSI and approved.

**A MOTION** was made by Mr. Smith, seconded by Mr. Pearson to approve the estimate as presented. Upon roll call the following votes were cast: Dennison, Smith, Pearson, Walter, Delfing.  
NAYS: None. ABSTAIN: None. Motion carried.

**Celebration of Public Events:** Mrs. Walter reported on the success of the Santa Run. She thanked the volunteers and fire department for all of their help. There were many thank yous from senior citizens and families in the borough.

**Finance:** Mr. Dennison had no report. 2021 Budgeting will begin next month.

**Parks & Playgrounds:** Mr. Hoag was absent. It was reported by Mr. Smith that the lawn mower needs attention before next season and that the parking lot is in terrible shape. ADA grants may still be available as it provides access to the polling location, however, we will have to see how that process moves forward since pandemic.

**Public Bldgs. & Grounds:** Mr. Smith reported that the park building will need to be power washed. He also noticed some tape separation from repair after water damage. He will contact Blake regarding that. He will also look into the masonry repair at the borough hall.

**Public Safety:** Mrs. Delfing reported that the fundraiser did okay this past weekend with donations going to some local places such as Benny's Bodega. Mr. Dennison spoke regarding the Lakeland Emergency Squad and the arrangement with coverage. He expressed that the coverage is the same and that there is no interruption in service nor any additional costs.

**Streets & Roads:** Mr. Hoag was absent. There was some discussion of installing signage as soon as possible. There was also a discussion regarding the catch basin on Railroad Avenue, near Smith Street, as needing repair.

**Water Utility:** Mr. Smith reported that water is doing well. Jim Wilkins has assumed the job of daily monitoring and there needs to be some consideration in the 2021 salary guide to provide for a position to turn water service on/off.

**OLD BUSINESS:**  
**MCCPC**

The Council reviewed the 2021 MCCPC Membership Fee – renewal information.

A MOTION was made by Mr. Dennison, seconded by Mrs. Delfing to approve the renewal. Upon roll call the following votes were cast: Dennison, Smith, Pearson, Walter, Delfing. NAYS: None. ABSTAIN: None. Motion carried.

\*\*\* 8:27 p.m. Mr. Dennison excused himself from the meeting \*\*\*

**NEW BUSINESS:**

**Sandyston Twp Shared Service Agreement – Land Use Services:**

The governing body reviewed a renewal of Shared Service with Sandyston Township for Land Use. A MOTION was made by Mr. Smith, seconded by Mrs. Delfing to authorize the agreement renewal. Upon roll call the following votes were cast: Dennison, Smith, Pearson, Walter, Delfing. NAYS: None. ABSTAIN: None. Motion carried.

**Personnel Policy:**

The governing body reviewed proposed amendment to Section 9 of the Personnel Policy. A MOTION was made by Mrs. Delfing, seconded by Mrs. Walter to authorize amendment to the section 9 of the personnel policy. Upon roll call the following votes were cast: Dennison, Smith, Pearson, Walter, Delfing. NAYS: None. ABSTAIN: None. Motion carried

**Stillwater Twp Shared Service Agreement – QPA:**

The governing body reviewed a shared service agreement with Stillwater Township for QPA svc. A MOTION was made by Mr. Pearson, seconded by Mrs. Delfing to authorize the agreement. Upon roll call the following votes were cast: Dennison, Smith, Pearson, Walter, Delfing. NAYS: None. ABSTAIN: None. Motion carried

**ORDINANCE:**

**Salary Ordinance Amendment:**

A MOTION was made by Mrs. Delfing, seconded by Mr. Pearson to approve the second reading and adoption of “AN ORDINANCE TO AMEND AN ORDINANCE FIXING THE SALARIES OF THE MAYOR, COUNCIL, OFFICERS AND EMPLOYEES OF THE BOROUGH OF ANDOVER, IN THE COUNTY OF SUSSEX AND STATE OF NEW JERSEY FOR THE YEAR 2020” as presented. Upon roll call the following votes were cast: Dennison, Smith, Pearson, Walter, Delfing. NAYS: None. ABSTAIN: None. Motion carried.

**RESOLUTIONS:**

**Reimbursement of Escrow:**

A MOTION was made by Mrs. Delfing, seconded by Mr. Pearson to approve the following reimbursements. Upon roll call the following votes were cast: Dennison, Smith, Pearson, Walter, Delfing. NAYS: None. ABSTAIN: None. Motion carried.

King	PZ-03-2019	\$145.00
Fire House Pizza	PZ-02-2019	\$179.00

**Tax Collector:**

A MOTION was made by Mrs. Delfing, seconded by Mr. Pearson to approve the reimbursement of fund for redemption of Tax Sale Certificate #2017-002 in the amount of \$123,070.06 for block 21 lot 5. Upon roll call the following votes were cast: Dennison, Smith, Pearson, Walter, Delfing. NAYS: None. ABSTAIN: None. Motion carried.

A MOTION was made by Mr. Smith, seconded by Mrs. Delfing to approve the cancellation of taxes on properties purchased by Andover Borough in 2014, properties purchased by State of NJDEP in 2014 and Property billed in error in 2015 as listed. Upon roll call the following votes were cast: Dennison, Smith, Pearson, Walter, Delfing. NAYS: None. ABSTAIN: None. Motion carried.

**Transfer Resolution:**

A MOTION was made by Mr. Smith, seconded by Mr. Pearson to approve the transfer resolution as presented by the Chief Financial Officer. Upon roll call the following votes were cast: Dennison, Smith, Pearson, Walter, Delfing. NAYS: None. ABSTAIN: None. Motion carried.

**AUDIENCE PARTICIPATION:**

Colleen Figueiredo of High Street requested that the High Street sign could be replaced.

The Council revisited the request by Colleen Figueiredo regarding the suggestion to have the crossing guard pick up and deliver the free lunches available as part of a grant program through Andover Regional School. The Council determined that there would be no action on this request.

**MOTION TO PAY THE BILLS:**

**A MOTION** was made by Mr. Smith, seconded by Mrs. Walter to pass the following Resolution: BE IT RESOLVED by the Governing Body to approve the payment of all vouchers on the bill listed December 14, 2020, submitted by the Chief Financial Officer for payment. Upon roll call the following votes were cast: Dennison, Smith, Pearson, Walter, Delfing. NAYS: None. ABSTAIN: None. Motion carried.

**MOTION TO ADJOURN:**

**A MOTION** was made by Mr. Smith, seconded by Mr. Pearson to adjourn the meeting. Upon roll call the following votes were cast: AYES: All in favor. NAYS: None. ABSTAIN: None. Motion carried.

Beth Brothman  
Municipal Clerk