

**A REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY WAS HELD ON MONDAY, MAY 11<sup>th</sup>, 2020 AT THE BOROUGH HALL BEGINNING AT 7:00 P.M.**

**PRESENT:** Mayor Morgan, Council Members: Dennison, Hoag, Smith, Walter, 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, posting copy of notice in the Borough Hall and on the Borough website. This meeting is being held remotely as an electronic public meeting as recommended due to the current situation involving the COVID-19 virus and directives of State and County governments.

**MINUTES:**

A MOTION was made by Mr. Dennison, seconded by, Mr. Smith to approve the minutes of the meeting held on April 13<sup>th</sup>, 2020. Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion **carried**.

**OFFICIALS REPORTS:**

A MOTION was made by Mr. Smith, seconded by Mrs. Walter to accept the following reports and place on file: Joint Court Report for March and April. Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

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

Letter from New Jersey Office of Planning Advocacy re: 180-day extension Center of Place designation

**AUDIENCE PARTICIPATION:** None.

**REPORTS OF SPECIAL COMMITTEES:**

**SWAC & SC Water Quality Management:** Mr. Landrith was absent. No report.

**Borough Land Report:** Mr. Dennison reported that he reached out to George's Salvage for removal of the debris. The Clerk will look into a certification requirement for contractor.

**REPORTS OF STANDING COMMITTEES:**

**Administrative & Executive:** Mr. Pearson reported that a new copier has been found from estimates gathered last month. The purchase from T.A. Mountford is a newer model of the Kyocera that the borough currently has. A MOTION was made by Mr. Hoag, seconded by Mrs. Delfing to approve the purchase. Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

There was also some conversation how to handle the crossing guard salary. It was determined that she could work her remaining hours in the office and submit a timesheet.

**Celebration of Public Events:** Mrs. Walter reported that the Memorial Day wreath ceremony will still be held.

**Finance:** Mr. Dennison reported that the salary and budget are on the agenda this evening. He will look into the lights in the borough to assess what should be on and what should be off.

**Parks & Playgrounds:** Mr. Hoag reported that he was contacted by a USDA Lantern Fly Research group that would like to use the trees in the park. They were told it was okay, but we could not guarantee that they are not slated to be removed. He continued to report that the branches in the park were removed and Clarence is cutting the fields. He was advised that the belt on the large mower is loose and the blower is shutting off on its own.

**Public Bldgs. & Grounds:** Mr. Smith reported that the borough is losing revenue on the rental of the park building due to the virus. Mr. Dennison asked why the senior building sign is still on the building to which he was advised that the building is still known as the Andover Borough Senior and Community Center. There was some discussion over the election grants for the parking lot which should help some improvement to the ramp area.

**Public Safety:** Mrs. Delfing reported that the ABFD Flower sale was somewhat successful and that they were provided hand sanitizer from LES. They were given some by a business and they are sharing it with other agencies.

**Streets & Roads:** Mr. Hoag reported Harold Pellow's office forwarded the information on Prospect and Old Creamery road resurfacing.

**A MOTION** was made by Mrs. Delfing, seconded by Mrs. Walter to approve the plans but to request the inclusion of belgian block curb. Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried. He concluded his report by providing the estimate to repair the catch basin on Smith Street in the amount of \$1135.

**A MOTION** was made by Mr. Hoag, seconded by Mr. Pearson to approve the amount of \$1135 for the catch basin repair. Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

Mr. Dennison confirmed that he would reach out to the Enriquez family to discuss the Old Creamery project. There was a conversation regarding the bid process and how to proceed with public gathering restrictions due to COVID.

**Water Utility:** Mr. Smith reported that Mr. Mooney painted the pipes at the pump house and that the water contract for maintenance & repairs will be expiring soon.

A MOTION was made by Mr. Smith, seconded by Mr. Dennison to approve an extension of the contract with Marksmen Enterprises. Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

He concluded by reporting that the hydrants will be flushed. A date will be scheduled.

## **MUNICIPAL BUDGET: Review of 2020 Budget**

### **Estimated Tax Bills.**

A MOTION was made by Mr. Dennison, seconded by Mr. Pearson to approve a "RESOLUTION AUTHORIZING THE TAX COLLECTOR TO PROCESS THIRD QUARTER "ESTIMATED" TAX BILLS, DUE AUGUST 1, 2020". Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried

**CAP Bank:**

MOTION to approve the second reading and publication of "AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK". Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried

**Salary Ordinance:**

Mr. Smith made a motion to hold the current salaries at the 2019 rate due to the COVID pandemic, the motion was seconded by Mr. Dennison. Mrs. Delfing suggested an increase except that of the new addition of the new salaries added to the ordinance. The Mayor stated the increase was \$12,000 since last year. The CFO indicated that \$8900 of that is new employees. Upon roll call the following votes were cast: AYES: Dennison, Smith, Hoag, Walter. NAYS: Pearson and Delfing. Motion carried.

A MOTION was made by Mr. Pearson, seconded by Mr. Smith to approve the second reading and publication of "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". Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried

**Budget Introduction**

A MOTION was made by Mr. Smith, seconded by Mr. Dennison to approve the first reading and publication of the 2020 Andover Borough Municipal Budget. No public comment. Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried

**OLD BUSINESS:** There has been no new news on the Forest Lake issue.

**NEW BUSINESS:**

The governing body reviewed the information provided on the NJDOE Budget 2020-21 School District Budget Statement – Tax Levy Certification – Form A

**RESOLUTIONS:****GSA Federal Surplus Property Program:**

A MOTION was made by Mr. Smith, seconded by Mrs. Delfing to approve a Resolution "Authorizing the Participation in the New Jersey Agency for Surplus Property Program. Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

**Farm Lease:**

A MOTION was made by Mrs. Delfing, seconded by Mr. Dennison to approve a resolution authorizing the signing of the farm lease with Tranquility Farms LLC for 2020. Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

**AUDIENCE PARTICIPATION:** None.

**MOTION TO PAY THE BILLS:**

A MOTION was made by Mr. Pearson, seconded by Mr. Hoag to pass the following Resolution: BE IT RESOLVED by the Governing Body to approve the payment of all vouchers on the bill listed May 11<sup>th</sup>, 2020, submitted by the Chief Financial Officer for payment. Upon roll call the following votes were cast: YES: Dennison, Hoag, Smith, Pearson, Walter and 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. AYES: All in favor. NAYS: None. ABSTAIN: None. Motion carried.

Beth Brothman  
Municipal Clerk