

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

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

ABSENT: Mr. Dennison

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. Smith, seconded by Mr. Pearson to approve the minutes of the meeting held on August 10th, 2020. Upon roll call the following votes were cast: YES: Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: Hoag. Motion carried.

OFFICIALS REPORTS:

A MOTION was made by Mrs. Delfing, seconded by Mr. Hoag to accept the Treasurer's report as presented. Upon roll call the following votes were cast: YES: Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

A MOTION was made by Mrs. Delfing, seconded by Mr. Hoag to accept the following reports and place on file: Animal Control Report April-June 2020, Joint Court Report for August. Upon roll call the following votes were cast: YES: Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

CORRESPONDENCE: The following was presented to the Council and placed on file.

Letter from JCP&L re: 2020/2021 Annual Compliance Filings seeking an increase in the Universal Service Fund and Lifeline components.

Letter from JCP&L re: Petition of JCP&L for review and approval of increases and other adjustments in Its Rates and Charges for Electric Service.

AUDIENCE PARTICIPATION: None.

REPORTS OF SPECIAL COMMITTEES:

SWAC & SC Water Quality Management – Mr. Landrith absent. The Mayor communicated that a neighboring compost facility will be accepting animal-waste as well a food-waste for composting.

Borough Land Report – Although the committee is still reviewing options to move forward with the sale of the properties, there was a determination to merge lots 37 & 25 of block 24.

REPORTS OF STANDING COMMITTEES:

Administrative & Executive: Mr. Pearson reported the crossing guard hours shall be made up in the office until December 2020. Beginning January 2021, all pay to the crossing guard shall be based on actual hours.

Celebration of Public Events: Mrs. Walter reported that in light of the restrictions on gatherings that the Halloween party could not be held this year, but to still provide a celebration for the children she is organizing a drop off bag for all the kids in the Borough. A registration form will be put in the newsletter and info put on social media. Bags will consist of a small pumpkin and candy and will be delivered on 10/30.

A MOTION was made by Mr. Hoag, seconded by Mr. Pearson to approve \$200 for the cost of expenses for this activity. Upon roll call the following votes were cast: YES: Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

Finance: Mr. Dennison was absent. There was a discussion to review the two estimates provided for payroll companies. After some review, it was determined that Anchor would be a better fit.

A MOTION was made by Mr. Hoag, seconded by Mr. Smith to approve the agreement with Anchor Payroll Services in the amount of \$1857 annually. Upon roll call the following votes were cast: YES: Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

Parks & Playgrounds: Mr. Hoag reported that there was a tree branch from a neighboring property that is blocking the sidewalk to the mini park. He will arrange to remove it. He also reported that he will replace the flag in the mini park.

Public Bldgs. & Grounds: Mr. Smith reported that he sanitized the park building after the recent rentals. He continued to report that a dehumidifier is needed in the basement of the park building and that the Husqvarna mower will need to be replaced in the near future. Lastly, the Council discussed the request by the County Board of Elections to place a ballot box in the front of the municipal building. The governing body did not want the box to a permanent installment due to the possibility of issues with potential vandalism or damage. The Clerk reported that the request was for a permanent placement, but she would convey that concern.

A MOTION was made by Mr. Smith, seconded by Mr. Pearson to approve this placement on Borough Hall property. Upon roll call the following votes were cast: YES: Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

Public Safety: Mrs. Delfing reported that she had an invoice from Warren Dis. for fit testing in the amount of \$195.00.

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

Streets & Roads: Mr. Hoag reported that the road construction is progressing on Prospect Avenue and now starting on Old Creamery. It was commented that Prospect Avenue seems narrower than prior to the work being done. The conversation turned to the lack of Belgium block curbing on Old Creamery. After some conversation it was established that the cost of curbing was investigated and decided to be too much. Mr. Hoag continued to report that Marksmen Enterprises will be repairing a catch basin at the intersection of Maple and Lakeview. Lastly, the catch basin agreement with National Water Main Cleaning was approved by the following vote:

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

Water Utility: Mr. Smith reported that the bid for the Water Tower repair is advertised and there is some interest already. He also reported that he is still considering goats to clear the weeds out of the pump house.

OLD BUSINESS:

The Mayor reported that the generator maintenance is due for its quarterly visit. There was some discussion if the company who acquired the agreement (Genserv) had discontinued the agreement. Genserv will be contacted to confirm agreement and next scheduled visit.

The discussion continued to the sale of surplus equipment. Specifically, the generator acquired during hurricane Sandy is not being used and an offer of \$1500 was made. The CFO will be advised of the interest to remove this item from surplus.

There was a brief conversation regarding the school board representative for the Borough of Andover and that the person in the current seat has confirmed to the Clerk that they are still interested. This would require a write in vote.

The Mayor concluded his report by advising the Council that Sussex Rental Center will no longer provide repair and service for equipment.

NEW BUSINESS:

The Mayor reported that approval has been given for an Eagle Scout project to refurbish the baseball dugouts. He continued to report that a digital billboard application has been submitted to the Planning Board.

ANY OTHER BUSINESS: None.

ORDINANCES:

Vehicles and Traffic.

A MOTION was made by Mrs. Delfing, seconded by Mr. Pearson to approve the second reading and adoption of **“AN ORDINANCE TO AMEND CHAPTER 125 ENTITLED “VEHICLES AND TRAFFIC” OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY”**. Upon roll call the following votes were cast: YES: Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

Water Tower:

A MOTION was made by Mr. Hoag, seconded by Mrs. Delfing to approve a second reading and adoption of **“ORDINANCE APPROPRIATING THE SUM OF \$120,000.00 FOR IMPROVEMENTS TO WATER TOWER”**. Upon roll call the following votes were cast: YES: Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

Old Creamery/Prospect Ave:

A MOTION was made by Mrs. Delfing, seconded by Mr. Pearson to approve the first reading and publication of **“ORDINANCE APPROPRIATING THE SUM OF \$32,000.00 FOR IMPROVEMENTS TO OLD CREAMERY ROAD AND PROSPECT AVENUE”**. Upon roll call the following votes were cast: YES: Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

ORDINANCE APPROPRIATING THE SUM OF \$32,000.00 FOR IMPROVEMENTS TO OLD CREAMERY ROAD AND PROSPECT AVENUE

BE IT ORDAINED AND ENACTED by the Borough Council of the Borough of Andover, County of Sussex, State of New Jersey as follows:

SECTION 1: The sum of thirty-two thousand dollars (\$32,000.00) presently located in the General Capital Fund is hereby appropriated for the improvements to Old Creamery Road and Prospect Avenue funded from the Capital Improvement Fund, General Capital Fund:

Improvement to Old Creamery Road and Prospect Avenue: \$32,000.00

SECTION 2: In connection with the amount authorized in Section 1 hereof, the Borough makes the following determinations:

- 1) The purpose described in Section 1 hereof is not a Current Operating Expense and is a purchase the Borough of Andover may lawfully make as a capital purchase.
- 2) The period of usefulness of the purpose described in Section 1 hereof is not in the limitation of said Local Bond law and according to the aggregate reasonable life thereof is five (5) years or longer.

SECTION 3: All ordinances or parts of ordinances which are inconsistent with the terms of this ordinance be and the same hereby repealed to the extent of their inconsistency.

SECTION 4: This ordinance becomes effective immediately upon publication after adoption.

Purchase of Computer:

A MOTION was made by Mrs. Delfing, seconded by Mr. Pearson to approve the first reading and publication of "**ORDINANCE APPROPRIATING THE SUM OF \$1,293.00 FOR PURCHASE OF COMPUTER**". Upon roll call the following votes were cast: YES: Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

ORDINANCE APPROPRIATING THE SUM OF \$1,293.00 FOR PURCHASE OF COMPUTER

BE IT ORDAINED AND ENACTED by the Mayor and Council of the Borough of Andover, County of Sussex, State of New Jersey as follows:

SECTION 1: The sum of One Thousand Two Hundred Ninety-three dollars (\$1,293.00) presently located in the General Capital Fund is hereby appropriated for the Purchase of Computer from General Capital Reserves, General Capital Fund:

Purchase of Computer: \$1,293.00

SECTION 2: In connection with the amount authorized in Section 1 hereof, the Borough makes the following determinations:

- 3) The purpose described in Section 1 hereof is not a Current Operating Expense and is a purchase the Borough of Andover may lawfully make as a capital purchase.
- 4) The period of usefulness of the purpose described in Section 1 hereof is not in the limitation of said Local Bond law and according to the aggregate reasonable life thereof is five (5) years or longer.

SECTION 3: All ordinances or parts of ordinances which are inconsistent with the terms of this ordinance be and the same hereby repealed to the extent of their inconsistency.

SECTION 4: This ordinance becomes effective immediately upon publication after adoption.

Escrow & Rental Reimbursement:

A MOTION was made by Mr. Smith, seconded by Mr. Hoag to approve a Resolution approving the reimbursement of escrow for the following accounts:

K. Rodriguez 136 Hwy 206 LLC	PZ 2015	\$307.50
K. Mooney	Rental	\$150.00
S. Bloom	Rental	\$150.00

Upon roll call the following votes were cast: YES: Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

EXECUTIVE SESSION:

A MOTION was made by Mr. Smith, seconded by Mr. Hoag to adopt the following Resolution. Upon roll call the following vote was cast: AYES: Hoag, Smith, Pearson, Delfing, Walter. 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: 8:00 p.m. for reasons of: potential litigation.

A MOTION was made by Mrs. Delfing seconded by Mr. Smith to resume the public portion of the meeting. Upon roll call the following vote was cast: AYES: All in favor. NAYS: None. Motion carried: 8:16 p.m.

AUDIENCE PARTICIPATION: None.

MOTION TO PAY THE BILLS:

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

MOTION TO ADJOURN:

A MOTION was made by Mr. Hoag, seconded by Mr. Smith to adjourn the meeting. Upon roll call the following votes were cast: YES: Hoag, Smith, Pearson, Walter and Delfing. NAYS: None. ABSTAIN: None. Motion carried.

Beth Brothman
Municipal Clerk