

**A REGULAR YEAR END MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY WAS HELD ON WEDNESDAY, DECEMBER 27, 2023 AT THE BOROUGH HALL BEGINNING AT 7:00 P.M.**

**PRESENT:** Mayor Morgan, Council Members: Smith, Lane and Webb.

**ABSENT:** Mallon, Dennison, 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.

**CORRESPONDENCE:** None.

**AUDIENCE PARTICIPATION:** None.

**RESOLUTIONS:**

**R-2023-69** Cancel Various Reserves as prepared by CFO

A MOTION was made by Mr. Lane, seconded by Mrs. Webb to approve the following resolution #2023-69 to cancel various Capital and Water Capital Appropriations. Upon roll call the following votes were cast: AYES: Smith, Lane, Webb. NAYS: None. ABSTAIN: None. Motion carried.

**RESOLUTION TO CANCEL VARIOUS RESERVES  
R-2023-69**

**WHEREAS,** there are various Capital and Water Capital Appropriations listed that need to be cancelled:

<u>FUND</u>	<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Capital	04-215-55-944-020	Purchase of Utility Pumper	35,485.51
Capital	04-216-55-900-006	Emergency Repair Sr. Center	837.42
Capital	04-216-55-900-012	Purchase of Computer	63.00
Capital	04-216-55-900-011	Improvements Old Creamery/Prospect	1,664.58
Capital	04-216-55-900-014	Purchase of Fire Truck	22,862.70
Capital	04-216-55-900-013	Purchase of Drop Box	1,012.04
Water Capital	06-216-55-911-000	Repair Maint. Water Meter... Supply	868.95
Water Capital	06-216-55-910-004	Fire Hydrant Repair	397.70
Water Capital	06-216-55-910-005	Purchase of Storage Building	2,000.00
Water Capital	06-216-55-910-006	Repairs to Water Main Breaks	280.01
Water Capital	06-216-55-910-007	New Pump Controller	17.00

**R-2023-70** Shared Service – Tax Collector – Wantage Township

A MOTION was made by Mr. Lane, seconded by Mrs. Webb to approve the following resolution #2023-70 to authorize shared service agreement with Wantage Township for Tax Collector services. Upon roll call the following votes were cast: AYES: Smith, Lane, Webb. NAYS: None. ABSTAIN: None. Motion carried.

**RESOLUTION  
R-2023-70**

**RESOLUTION AUTHORIZING SHARED SERVICE AGREEMENT WITH  
WANTAGE TOWNSHIP FOR TAX COLLECTION SERVICE**

WHEREAS, the Borough of Andover wishes to enter into a shared services agreement with the Township of Wantage whereby the Township of Wantage will provide Tax Collection Services; and

WHEREAS, the provision of such services to the Borough of Andover per a shared service agreement is authorized by the New Jersey Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq., and Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Borough Council has considered this opportunity and determined that the proposed arrangement would serve the Borough's interests; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Andover that the Borough of Andover shall accordingly enter into a shared service agreement with the Township of Wantage entitled "Shared Services Agreement Between the Borough of Andover and the Township of Wantage for Tax Collection Services" for said services starting January 1, 2024 and ending December 31, 2028.

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**R-2023-71** Appropriation Transfer – 2023 Budget

A MOTION was made by Mr. Lane, seconded by Mrs. Webb to approve the following transfer resolution #R 2023-71. Upon roll call the following votes were cast: AYES: Smith, Lane, Webb. NAYS: None. ABSTAIN: None. Motion carried.

**TRANSFER RESOLUTION  
R-2023-71**

**WHEREAS**, N.J.S.A. 40A:4-58 permits appropriation transfers to be made during the last two months of the fiscal year and the subsequent three months, and

**WHEREAS**, it is necessary to transfer appropriations between line items presently located in the 2023 Budget Year, and

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Andover, County of Sussex, State of New Jersey that the following transfers be made:

APPROPRIATION TRANSFER - 2023 BUDGET		
FOR DECEMBER 27, 2023 COUNCIL MEETING		
	<u>CURRENT FUND</u>	
<u>FROM:</u>	<u>ACCOUNT No.</u>	<u>AMOUNT:</u>
COMPUTER SERVICES OE	01-201-20-140-020	3,000.00
		<b>3,000.00</b>
<u>TO:</u>	<u>ACCOUNT No.</u>	<u>AMOUNT</u>
MUNICIPAL CLERK OE	01-201-20-120-020	3,000.00
		<b>3,000.00</b>

\*\*During this hearing the Municipal Clerk sought consultation from the Borough Attorney regarding resolution(s) approval via phone conference.

**NEW BUSINESS:**

**2024 Rules of Order Review**

The draft 2024 rules of order were reviewed. The Mayor presented his recommendation. The Council members present accepted the Mayor's recommendation for consideration to be adopted at the reorganization meeting scheduled for 01/03/2024.

**Statewide Insurance 2024 Client Authorization to Bind Coverage**

The Municipal Clerk presented the pages 46-47 of the Statewide Insurance Fun 2024 Client Authorization to Bind Coverage. The Mayor would like to review the entire proposal.

**Electrical Sub-Code Inspector**

With the retirement of Kurt Decker, the Council was presented recommendation by the Construction Official to hire replacement Glenn Kovatch.

A MOTION was made by Mr. Smith, seconded by Mr. Lane to approve the hiring of Glenn Kovatch to be Electrical Sub Code Inspector for Construction permitting, with a probationary period of 60 days and submission of all supporting licensing and employment documents. Upon roll call the following votes were cast: AYES: Smith, Lane, Webb. NAYS: None. ABSTAIN: None. Motion carried.

**OLD BUSINESS:**

**QPA Services**

The Council reviewed the submission made by The Canning Group.

A MOTION was made by Mr. Lane, seconded by Mr. Smith to authorize the execution of the agreement as presented. Upon roll call the following votes were cast: AYES: Smith, Lane, Webb. NAYS: None. ABSTAIN: None. Motion carried.

**ANY OTHER BUSINESS:**

Mr. Lane reported that invitation to the A.B.F.D. installation of officers was sent out. The date is Sunday, January 14<sup>th</sup> at 1 p.m.

The Mayor reported that we have not heard back from T. Knutelsky of H.E. Pellow & Associates, Inc. regarding the finalization and submission of the Stormwater Plan, Tier B to Tier A submission.



**ORDINANCE:**       None.

**AUDIENCE PARTICIPATION:** None.

**MOTION TO PAY THE BILLS:**

A **MOTION** was made by Mrs. Webb, seconded by Mr. Lane to pass the following Resolution: BE IT RESOLVED by the Governing Body to approve the payment of all vouchers on the bill listed December 27, 2023, submitted by the Chief Financial Officer for payment. Upon roll call the following votes were cast: YES: Smith, Lane, Webb. NAYS: None. ABSTAIN: None. Motion carried.

**MOTION TO ADJOURN:**

A **MOTION** was made by Mr. Lane. The Mayor adjourned the meeting.

A handwritten signature in blue ink, appearing to read 'Beth Brothman', with a long, sweeping underline that extends to the right.

Beth Brothman  
Municipal Clerk