

A REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY WAS HELD ON MONDAY, APRIL 14th, 2014 AT THE BOROUGH HALL BEGINNING AT 7:00 P.M.

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

ABSENT: Mrs. McGowan and 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 and posting copy of notice in the Borough Hall.

Jackie Espinoza of JCPL appeared before the board to introduce herself and explain the programs that are being set in place to notify residents of outages and communicate better with the municipalities.

MINUTES:

A MOTION was made by Mr. Smith, seconded by Mrs. Delfing to approve the minutes of the meeting of February 10th, 2014 as presented. Upon roll call the following votes were cast: AYES: Pearson, Smith and Delfing NAYS: None. ABSTAIN: None. Motion carried.

A MOTION was made by Mr. Smith, seconded by Mr. Delfing to approve the minutes of the meeting of March 10th, 2014 as presented. Upon roll call the following votes were cast: AYES: Pearson, & Smith. NAYS: None. Motion carried.

OFFICIALS REPORTS:

A MOTION was made by Mr. Smith, seconded by Mr. Pearson to accept the following reports and place on file: Lakeland Emergency Squad February & March 2014 & Year to Date Report, ABFD report for February & March 2014, NJDEP Bureau of Safe Drinking Water Disinfectant Residual Report dated 3/3/14, Joint Court Report for March 2014, Upon roll call the following vote was cast: AYES: Pearson, Smith and Delfing. NAYS: None. Motion carried.

Assessor's Office:

The Preliminary Equalization Table and 2014 top 10 taxpayer rank was presented to the Council and placed on file.

CORRESPONDENCE:

A Ltr from NJ Dept. of Education re: 2014-2015 Municipal Percentage Shares for Tax Levies for Regional School Districts was presented to the governing body and placed on file.

A Ltr from Board of Taxation re: meeting April 16th, 2014 at 9:30 a.m. to discuss plan to create assessment uniformity on Tax List was presented to the governing body and placed on file.

A Ltr from Gebhardt & Kiefer re: update on Obchinetz v. Maple Shade Township was presented to the governing body and placed on file.

*** Mr. Danielson entered into record of attendance 7:20 p.m.*

AUDIENCE PARTICIPATION:

Mr. Richard Mooney asked about the repair of the fence at the pump house. A date shall be set to repair fence this month.

REPORTS OF SPECIAL COMMITTEE: Mr. Landrith of SWAC was absent from this meeting. No report.

REPORTS OF STANDING COMMITTEES:

Administrative & Executive: Mr. Pearson reported that the new computer and server will be installed next week. He also discussed that new time sheets have been provided. The administration committee will be reviewing the duties outlined for employees to ensure updated and consistent. There was a brief discussion regarding summer hours for the municipal building. **A MOTION** was made by Mr. Smith, seconded by Mr. Pearson to approve summer hours from Memorial Day to Labor Day. Hours Monday – Friday 9 a.m. to 4 p.m. Closed on Fridays. Upon roll call the following votes were cast: AYES: Danielson, Pearson, Smith, Delfing. NAYS: None. Motion carried.

Celebration of Public Events: Mrs. Delfing reported that the Easter Egg Hunt on 4/12 was another success. Thank you to everyone who helped. A picture was submitted to the Township Journal. The Mayor reported that the date for the Open Space Dedication has been set for May 22nd at 10 a.m. There was some discussion to change the time so that Council members could attend.

Finance: Mr. Dennison was absent. Adoption of Budget is scheduled for this evening.

Parks & Playgrounds: Mr. Danielson reported that the ballfield is in good shape.

Public Bldgs. & Grounds: Mr. Smith reported that there are some security concerns for the Borough Hall and Park Building. An estimate to change the locks will be gathered. He will also be looking into replacing the front door of the park building. There was also some discussion regarding painting the inside & outside of the Borough Hall.

Public Safety: Mrs. Delfing reported that the ABFD installation dinner will be held on 4/26/14.

Streets & Roads: Mr. Danielson reported that the matter of Forest Lakes needs a letter to be forwarded to the necessary parties to solve the issue of maintenance of the roadway. Also, there was some discussion regarding replacing the Stop sign on Brandon Court and installation of No Parking Signs on Maple. Grants to repair catch basins will be looked into. Mr. Danielson also reported on the cracks on Lakeview Avenue and other roadways. There was some discussion regarding an estimate to repair these and catch basins in the Borough. Mr. Danielson also discussed the replacement of the portable radios, base radio and antenna. After some consideration by the Council the following motion was made:

A MOTION was made by Mrs. Delfing, seconded by Mr. Pearson to approve an amount up to \$2000 to replace the portable radios, base radios and antenna. Upon roll call the following votes were cast: AYES: Delfing, Danielson, Pearson, Smith. NAYS: None. Motion carried.

Water Utility: Mr. Smith discussed the invoices sent in by Petit Corp for asphalt. They should go to Mr. Mooney as per the Maintenance agreement.

OLD BUSINESS: None.

NEW BUSINESS:

There was a discussion regarding the Board of Taxations plan for assessment conformity and the need to update the tax map. **A MOTION** was made by Mrs. Delfing, seconded by MR. Pearson to approve the update of the tax maps, if necessary, for pending revaluation. Upon roll call the following votes were cast: AYES: Danielson, Pearson, Smith, Delfing. NAYS: None. Motion carried.

MUNICIPAL BUDGET:

A MOTION was made by Mr. Smith, seconded by Mr. Pearson to approve the budget self examination resolution for 2014. Upon roll call the following votes were cast: AYES: Danielson, Pearson, Smith, Delfing. NAYS: None. Motion carried.

A MOTION was made by Mr. Pearson, seconded by Mr. Smith to approve the second reading and adoption of the 2014 Municipal Budget. The matter was opened to the public and closed without comment. Upon roll call the following votes were cast: AYES: Danielson, Pearson, Smith, Delfing. NAYS: None. Motion carried.

A MOTION was made by Mr. Smith, seconded by Mr. Pearson to approve the re-introduction and publication of the amended 2014 salary ordinance. Upon roll call the following votes were cast: AYES: Danielson, Pearson, Smith, Delfing. NAYS: None. Motion carried.

NEW BUSINESS:

The Council reviewed a request by Andover Girls Soft to use the upper ball field in Andover Borough Park. The Council approved their request for three days a week on Mon. Wed. & Friday from 4:30 to 8:30 p.m. as long as certificate of insurance is filed with proper application.

The Council reviewed a request by NJ Rocks Girls 16U Softball to use the upper ball field in Andover Borough Park. The Council approved their request for two days a week on Thurs from 6:00 to 8:30 p.m. and Sat. from 9:00 a.m. to 1 p.m. as long as certificate of insurance is filed with proper application.

There was a brief discussion that Ed Conrads will be transferring his duties to another. The Borough Clerk will reach out to Mr. Conrads for new contact information.

SHARED SERVICE AGREEMENT:

The Shared Service agreement between Andover Borough and the County of Sussex for Streets and Roads was reviewed by the governing body. There are still some issues with the matter of overtime rates and removal of plowing services for the Borough park parking lot as well as pump house driveway. Without those matters settled the governing body can not yet sign the agreement. The Mayor is working with the County on the these issues. *** Tabled until next meeting ***

PROCLAMATION:

A proclamation was prepared and read for Eagle Scout Frank Edward Heter III.

ACTION ALLIANCE:

A MOTION was made by Mr. Pearson, seconded by Mr. Smith to approve Action Alliance Strategic Plan and sign agreement. Upon roll call the following votes were cast: AYES: Danielson, Pearson, Smith, Delfing. NAYS: None. Motion carried.

RECYCLING:

A MOTION was made by Mr. Smith, seconded by Mr. Danielson to adopt Resolution for "Tonnage Grant Which May Be Made to Municipalities in Order to Encourage Local Source Separation and Recycling Programs. Upon roll call the following votes were cast: AYES: Danielson, Pearson, Smith, Delfing. NAYS: None. Motion carried.

RESOLUTION:

A MOTION was made by Mr. Smith, seconded by Mr. Danielson to approve a reimbursement for overpayment of construction permit for Keith Harris in the amount of \$100. Upon roll call the following votes were cast: AYES: Danielson, Pearson, Smith, Delfing. NAYS: None. Motion carried.

ORDINANCE:

A MOTION was made by Mr. Danielson, seconded by Mrs. Delfing to approve the second reading and adoption of "AN ORDINANCE REVISING THE BOROUGH OF ANDOVER CODE, CHAPTER 66, "FEES", TO ADOPT A FEE FOR CERTAIN APPLICATIONS TO THE ZONING/PLANNING BOARD AND REVISIONS TO CHAPTER 134, CLARIFYING DEMENSIONAL REGULATIONS FOR ZONING DISTRICTS WITHIN THE BOROUGH OF ANDOVER". Upon roll call the following votes were cast: AYES: Danielson, Delfing, Pearson, Smith. NAYS: None. Motion carried.

The Council reviewed a proposed ordinance amendment to Chapter 66 – Fees which have been described as the general fees used by the municipality.

A MOTION was made by Mr. Danielson, seconded by Mr. Pearson to approve the first reading and introduction of "AN ORDINANCE TO AMEND CHAPTER 66, ENTITLED "FEES", OF THE CODE OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY" . Upon roll call the following votes were cast: AYES: Danielson, Delfing, Pearson, Smith. NAYS: None. Motion carried.

AUDIENCE PARTICIPATION: None.

MOTION TO PAY THE BILLS PLUS AD ONS:

A MOTION was made by Mr. Danielson, seconded 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 April 14th, 2014, submitted by the Chief Financial Officer for payment. Upon roll call the following votes were cast AYES: Pearson, Danielson, Delfing, Smith, NAYS: None. Motion carried.

MOTION TO ADJOURN:

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

Beth Brothman, RMC
Borough Clerk