

**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>, 2015  
AT THE BOROUGH HALL BEGINNING AT 7:00 P.M.**

**PRESENT:** Mayor Morgan, Council Members: Dennison, Danielson, Figueiredo, Smith and Delfing.

**ABSENT:** Mr. Pearson

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.

**Eagle Scout Service Project:**

Life Scout Samuel C. Brothman presented to the governing body his project plan for his Eagle Scout achievement. The project plan is to mark out and map the hydrants and water draft areas in both Andover Borough and Andover Township. He is seeking approval from the municipality and water utility to perform this project. **A MOTION** was made by Mr. Smith and seconded by Mr. Danielson to grant approval for this project on behalf of the governing body and water utility. Upon roll call the following vote was cast: AYES: Dennison, Danielson, Figueiredo, Smith and Delfing NAYS: none. Motion carried.

**LPS 8<sup>th</sup> Grade Project Graduation:**

Alison Martin of the LPS 8<sup>th</sup> grade graduation committee requested permission from the governing body to use the park building for events to offset the cost of the trip. **A MOTION** was made by Mr. Smith, seconded by Mr. Dennison to approve a date in February plus a snow date with a certificate of insurance to be provided. Upon roll call the following vote was cast: AYES: Dennison, Danielson, Figueiredo, Smith and Delfing NAYS: none. Motion carried.

**MINUTES:**

**A MOTION** was made by Mr. Danielson, seconded by Mr. Smith to approve the regular and executive session minutes of the meeting held on September 14<sup>th</sup>, 2015 as provided. Upon roll call the following vote was cast: AYES: Dennison, Danielson, Figueiredo, Smith and Delfing NAYS: none. Motion carried.

**A MOTION** was made by Mr. Danielson, seconded by Mr. Smith to approve the regular and executive session minutes of the meeting held on June 8<sup>th</sup>, 2015 as provided. Upon roll call the following vote was cast: AYES: Danielson, Figueiredo, Smith. ABSTAIN: Dennison and Delfing NAYS: none. Motion carried.

**OFFICIALS REPORTS:**

**A MOTION** was made by Mr. Dennison, seconded by Mrs. Delfing to approve the Treasurer's Report for November, 2015 as presented and waive the reading. Upon roll call the following vote was cast: AYES: Dennison, Danielson, Figueiredo, Smith and Delfing NAYS: none. Motion carried.

**CFO REPORT:**

**A MOTION** was made by Mr. Danielson, seconded by Mr. Dennison to approve a transfer resolution in the amount of \$342.50. Upon roll call the following vote was cast: AYES: Dennison, Danielson, Figueiredo, Smith and Delfing NAYS: none. Motion carried.

**A MOTION** was made by Mr. Smith, seconded by Mrs. Delfing to accept the following reports and place on file: Lakeland Emergency Squad report for October and year to date, Joint Court Report for October 2015, Allied Meter Service Inc. Calibration Report. Upon roll call the following vote was cast: AYES: Dennison, Danielson, Figueiredo, Smith and Delfing NAYS: none. Motion carried.

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

Letter from McGovern & Roseman re: Borough of Andover v. State of New Jersey Div. of Taxation

Letter from State of New Jersey Div. of Taxation re: Correction 2015 Director's Table

SCMUA Adopted FY2016 Rate Schedule

Statewide Insurance re: Loss Control Service Visit

**AUDIENCE PARTICIPATION:** None.

**REPORTS OF SPECIAL COMMITTEE:**

Mr. Landrith of SWAC reported on the water quality meeting and the revised regulations on septics.

**REPORTS OF STANDING COMMITTEES:**

**Administrative & Executive:** Mr. Pearson reported that he is continuing to look into the ordinance regulating commercial vehicles on residential properties.

**Celebration of Public Events:** Mrs. Delfing reported that the community breakfast was a great success. 89 people attended and a fun time was had by all.

**Finance:** Mr. Dennison is looking into the PILOT program, the Morris County Coop to see if it is a once per year charge and confirming if the Street lights correspond with the map we have and the JCPL rate.

**Parks & Playgrounds:** Mr. Danielson reported that the monument footing still needs to be done and considered whether the Open Space Committee should work on developing the preserved property.

**Public Bldgs. & Grounds:** Mr. Smith discussed replacing the tables and curtains in the parking building. He is continuing to work on replacing the front door and has a list of projects for the Borough Hall & park building to include: roof inspection, masonry work and hiring SLAP to paint the interior of the park building.

**Public Safety:** Mrs. Delfing confirmed that the Combie tool repair was approved in January 2015.

**Streets & Roads:** Mr. Danielson reported that the signs for no parking are being addressed and that Prospect / Lakeview are being crack sealed.

**Water Utility:** Mr. Smith reported that there have been no water breaks. He also discussed ways to improve the pump house area such as building a pole barn. There was also some discussion regarding the coliform sampling reform send by Mr. Grodeska. It was mentioned that a hydrant on Route 206 south just outside the tunnel is subject to damage due to erosion of the ground caused by water run off. Mr. Danielson to take a photo graph to accompany the letter.

**WATER UTILITY:**

**A MOTION** was made by Mr. Smith, seconded by Mr. Danielson to approve the extension of the Contract for Assistant Water Operator Service from 1/1/16 to 12/31/16. Upon roll call the following votes were cast: AYES: Dennison, Danielson, Figueiredo, Smith and Delfing. NAYS: None. Motion carried.

**OLD BUSINESS:**

The Council discussed the ISO requirement status and it was reported that the requirement still needs to be completed but that the ABFD was aware.

The installation of the Radio antenna in the Borough Hall is pending upon a contractor inspection.

**NEW BUSINESS:**

The Council reviewed a packet from Lakeland Emergency Squad regarding the municipal contribution. There will be a meeting held at the squad building on December 22, 2015 at 7 p.m. Mr. Smith and Mr. Figueiredo will be attending.

The Mayor reported that there has not yet been a meeting regarding the Generator Grant.

Mr. Dennison reported on the meetings attended at the NJLM conference and provided information on Sustainable New Jersey and Clothing Bins that could be a benefit to the Borough.

**SHARED SERVICE: Interlocal with Sandyston Township.**

**A MOTION** was made by Mrs. Delfing, seconded by Mr. Danielson to approve the Interlocal agreement with Sandyston Twp for the services of a Land Use Administrator, Planning Secretary and Zoning Officer to be provided by Beth Brothman Upon roll call the following votes were cast: AYES: Dennison, Danielson, Figueiredo, Smith and Delfing. NAYS: None. Motion carried.

**RESOLUTIONS:**

**A MOTION** was made by Mr. Figueiredo, seconded by Mr. Dennison to approve a Resolution authorizing the signature of the municipal clerk on a Social Affair Permit Application for the Andover Borough Fire Department. Upon roll call the following votes were cast: AYES: Dennison, Danielson, Figueiredo, Smith and Delfing. NAYS: None. Motion carried.

**A MOTION** was made by Mr. Smith, seconded by Mrs. Delfing to approve a Resolution for redemption of Tax Sale Certificate # 2015-003 on Block 15 lot 5.01 in the amount of \$242.52 to US Bank Custodian for PC5 Sterling National. Upon roll call the following votes were cast: AYES: Dennison, Danielson, Figueiredo, Smith and Delfing. NAYS: None. Motion carried.

**AUDIENCE PARTICIPATION:** None.

**MOTION TO PAY THE BILLS PLUS AD ONS:**

**A MOTION** was made by Mr. Danielson, seconded Mr. Delfing to pass the following Resolution: BE IT RESOLVED by the Governing Body to approve the payment of all vouchers on the bill listed December 14th, 2015, submitted by the Chief Financial Officer for payment. Upon roll call the following vote was cast: AYES: Dennison, Danielson, Figueiredo, Smith and Delfing NAYS: none. Motion carried.

**MOTION TO ADJOURN:**

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

Beth Brothman, RMC  
Borough Clerk