

**A REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY WAS HELD ON TUESDAY, OCTOBER 11<sup>th</sup>, 2016 AT THE BOROUGH HALL BEGINNING AT 7:00 P.M.**

**PRESENT:** Mayor Morgan, Council Members: Hoag, Dennison, Figueiredo, Pearson\ and Smith

**ABSENT:** Mrs. Delfing

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.

**LAKELAND FRU PURCHASE REQUEST:**

Members of the Lakeland Emergency Squad were present to discuss the matter of the Borough providing a First Response Unit. The purchase request is for a 2016 or similar Chevy or GMC 3500HD 4x4 with crew cab chassis, single-rear wheel vs. dual-rear wheel and reading/Knapheide 8'-9' service body. The squad add-ons would include the 8'-9' Reading or Knapheide Service body providing necessary cabinet depth to store equipment and top body cabinet for additional storage, Tow package & Class III Hitch, Roll Top Cover for middle of the truck bed, emergency lighting/siren package, standard LES graphics The anticipated cost is \$50,000-\$55,000 with up fit.

The current status of the FRU purchased by the Borough in 2005 was provided to the Council. It was reported that the current Dodge Durango with 55K miles responds to 15%-20% of calls. The average arrival time of the FRU is 6-7 minutes after dispatch. That it carries nearly identical equipment and meds as the ambulances. That the FRU is an incident command unit / shift supervisor vehicle. The vehicle is sometimes used to tow the squads support apparatus even though unable to safely and legally able to do so. It's used for personnel transport as well as being one of two 4x4's capable vehicles in the fleet. It was mentioned that there is an issue with it leaking oil, and that there is some rust/corrosion on the body as well as an electrical short in the console. The leaking oil and electrical issue have not been thoroughly assessed for the source of the issue. It was expressed that the FRU is even more important with squad operation changes in the future.

The conversation then turned to the process of purchasing the vehicle. The squad is seeking the have the vehicle by early 2017 and would like to keep the FRU Dodge Durango in the fleet which makes it unavailable for use as a trade-in. The Council asked questions pertaining to the need for the up fit and the use of the current FRU. There was some clarification as to the use of the current FRU to help the Council understand its availability. It was also determined through discussion that it was not possible for the Borough to bond for the vehicle as the title would have to been in the name of Lakeland Emergency Squad as per the bylaws and nature of the of their future agreement. It was reported that the vehicle being requested was priced using HGAC Co-op and that this cooperative or another could be looked into. While discussing the need for this type of response vehicle the LES did understand that the type of chassis requested may be at the higher end of the Borough budget and would consider "chipping in" for that to secure this vehicle.

The Council will consider this request and continue discussion at their next meeting.

**OFFICIALS REPORTS:**

A MOTION was made by Mr. Figueiredo, seconded by Mr. Pearson to accept the Treasurer's Report for October 11<sup>th</sup>, 2016. Upon roll call the following votes were cast: AYES: Hoag, Dennison, Figueiredo, Pearson, Smith. NAYS: None. Motion carried.

A MOTION was made by Mr. Figueiredo, seconded by Mr. Dennison to accept the following reports and place on file: Joint Court report for August. Upon roll call the following votes were cast: AYES: Hoag, Dennison, Figueiredo, Pearson, Smith. NAYS: None. Motion carried.

**CORRESPONDENCE:** None.

**AUDIENCE PARTICIPATION:** None.

**REPORTS OF SPECIAL COMMITTEE:** SWAC - no report – Mr. Landrith absent.

Sustainable New Jersey – the committee will continue to explore the option of a farmers market. Submission for these qualifications is not on a calendar year.

**REPORTS OF STANDING COMMITTEES:**

**Administrative & Executive:** Mr. Pearson reported that he has been reviewing the commercial vehicle ordinance. He will provide his suggestion to the Zoning Board. He also reported that he is reviewing the method to issue generators that we have on hand in the event of an emergency. Lastly, he reported he is continuing to look into a new email provider for the Borough Administration.

**Celebration of Public Events:** Mr. Figueiredo reported that we may look into a Halloween celebration next year and that the Community Breakfast is scheduled for 12/3/16.

**Finance:** Mr. Dennison reported that he was reviewing payroll savings. Could be up to \$800. Mr. Dennison will provide estimates.

**Parks & Playgrounds:** Mr. Figueiredo discussed the suggestion by the Borough Insurance Agency to pass a drone ordinance. The Council felt they needed more on that subject. There was a brief discussion regarding a woman who is in the park on a daily basis and whether she may need some kind of assistance. This situation will be continue to be observed.

**Public Bldgs. & Grounds:** Mr. Smith reported that the park building painting is underway. He reported that the baseboards needed to be addressed. The cost to use vinyl is \$465 but the labor doubles to \$915 and the to paint them is \$475 plus about \$250 in labor.

**A MOTION** was made by Mr. Smith, seconded by Mr. Pearson to approve the painting of the baseboards at \$475 plus labor at \$250. Upon roll call the following votes were cast AYES: Figueiredo, Pearson, Smith. NAYS: None. Motion carried.

Mr. Smith continued to report that he will be moving the garbage cans inside as he has found a resident placing daily garbage in them. Furthermore, he will be looking for oil from the Morris County Coop.

**Public Safety:** Mrs. Delfing absent. It was reported that the ABFD came in 2<sup>nd</sup> place for the Hahn at the Sussex Borough Parade on 10/1/16. It was further reported that the bill from the County to remove the tree on Maple will not be paid as it was not improved. Lastly, it was reported that the speed bump was removed from Railroad and the work is satisfactory.

**Streets & Roads:** Mr. Hoag discussed the County patching Lindley Court and Prospect Avenue to prepare for snowing plowing this winter.

**A MOTION** was made by Mr. Hoag, seconded by Mr. Dennison to approve the amount not to exceed of \$2000 to repair the roads. Upon roll call the following votes were cast AYES: Figueiredo, Pearson, Smith. NAYS: None. Motion carried.

**Water Utility:** Mr. Smith that there has been some issues with the water tower overflowing. He has looked into the issue and is hopeful that the problem is fixed. He continued to report that the water department found the leak at the location owned by BTI Holding (Luchetti) and that the shut off was found and the water is officially turned off. He also reported that the Borough Water Dept. is now using a new water testing company to provide necessary testing as selected by the Water Operator.

**OLD BUSINESS:**

Lakeland Emergency Agreement discussion was continued. The Mayor reported that Byram Township wasn't in favor of our last proposal as we were not paying any portion of the worker's compensation. John Cubberly, the Chief of Lakeland Emergency explained that Byram has always paid all of the workers compensation and wanted to divide that amount up between municipalities based on population. He continued to explain that when the agreement was first proposed the worker's compensation wasn't part of the original discussion. The Mayor expressed that the increase equates to a 15% increase. There is another meeting being planned between the municipalities and LES to continue to try to work out the details; as of now the agreement discussion will be tabled until the November meeting.

**NEW BUSINESS:**

The auditor will be attending the December meeting to discuss the matter of the amount of money in the fund balance.

The Mayor will contact Mr. Pellow to ensure that the quarterly monitoring report has been done for the Generator grant.

**911 Dispatch Interlocal Service Agreement with Andover Township** which was tabled from September was discussed. There was some discussion regarding the comparison to a shared service the County 911 Service. Should the Borough consider the County shared service then radios and perhaps the necessity to replace them would be a factor as well as dispatch coordinating the location and calls. Response time is certainly a concern as expressed by members of the audience with experience in emergency response and there were many aspects of that change that could not be answered at this time. The concern for the safety of residents to switch at this time without more study was an issue.

Jessica Casella, Chief of the Andover Borough Fire Department was concerned why the ABFD was not involved during the consideration of going with changing the dispatching services. She continued to report that ABFD owns 3 bands of their own and are in the process of updating their consoles.

John Cubberly, Chief of Lakeland Emergency Squad expressed concerns that with the County Dispatch and explained the issues that they experience in Byram and the towers issues with receiving County Dispatch calls.

After some consideration, the following vote was passed.

**A MOTION** was made by Mr. Smith, seconded by Mr. Dennison to approve the 911 Dispatch with Andover Township for two years. The Council considered that the contract should be accepted as is and was amended as follows:

**A MOTION** was made by Mr. Smith, seconded by Mr. Dennison to approve and authorize the signing of the 911 Dispatch Agreement with Andover Township. Upon roll call the following votes were cast AYES: Figueiredo, Pearson, Smith. NAYS: None. Motion carried.

**Clean Communities:**

The Clerk and Clean Communities coordinator reported that she would like to hold additional clean ups before the end of the year. There was much deliberation as to how those funds could be used and what groups are eligible. It was finally determined by the Coordinator that a report will be provided at the beginning of each year outlining the events for the year so that Council can consider the funds being spent all at once as well as providing the guidelines for the expenditure of such funding.

**A MOTION** was made by Mr. Dennison, seconded by Mr. Pearson to approve the amount not to exceed \$300 for two more events as requested by the Clean Communities Coordinator. Upon roll call the following votes were cast AYES: Figueiredo, Pearson, Smith. NAYS: None. Motion carried.

**Best Practices** – The governing body reviewed the Best Practices as provides by the CFO.

**A MOTION** was made by Mr. Pearson, seconded by Mr. Hoag to approve and forward Best Practices to DCA. Upon roll call the following votes were cast AYES: Figueiredo, Pearson, Smith. NAYS: None. Motion carried.

**Planning Board:** The recommendation by the Planning Board to permit outdoor sales for commercial businesses. A MOTION was made by Mr. Smith, seconded by Mr. Pearson to approve this suggestion by the Planning Board to permit outdoor sales to be arranged with the cooperation of the economic development committee and registration. Upon roll call the following votes were cast: AYES: Hoag, Dennison, Figueiredo, Pearson, Smith. NAYS: None. Motion carried.

**ORDINANCES:**

**A MOTION** was made by Mr. Figueiredo, seconded by Mr. Dennison to approve the introduction and publication of "AN ORDINANCE OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY, AMENDING THE CODE OF THE BOROUGH OF ANDOVER TO ADD AND INCLUDE NEW CHAPTER 69, ENTITLED "FIRE HYDRANTS". Upon roll call the following votes were cast: AYES: Hoag, Dennison, Figueiredo, Pearson, Smith. NAYS: None. Motion carried.

**ZONING REGULATION:**

**A MOTION** was made by Mr. Dennison, seconded by Mr. Figueiredo to approve the second reading and adoption of "AN ORDINANCE OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AMEND THE APPENDIX ENTITLED "134 ATTACHMENT 1, BOROUGH OF ANDOVER, SCHEDULE OF DIMENSIONAL REGULATIONS" TO CHAPTER 134, ENTITLED "ZONING", OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF ANDOVER. Upon roll call the following votes were cast: AYES: Hoag, Dennison, Figueiredo, Pearson, Smith. NAYS: None. Motion carried.

**AUDIENCE PARTICIPATION:**

Jessica Casella asked where the generators where to be stored and how it would be determined who to issue them to. She mentioned that JCPL has a program. She was advised that the Borough does have the generators on hand from JCPL and are reviewing a plan.

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

A MOTION was made by Mr. Hoag, seconded Mr. Figueiredo to pass the following Resolution: BE IT RESOLVED by the Governing Body to approve the payment of all vouchers on the bill listed October 11<sup>th</sup>, 2016, submitted by the Chief Financial Officer for payment. Upon roll call the following votes were cast: AYES: Hoag, Dennison, Figueiredo, Pearson, Smith. NAYS: None. Motion carried.

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A MOTION was made by Mr. Figueiredo, seconded by Mr. Smith to adopt the following Resolution. Upon roll call the following vote was cast: AYES: All in favor. 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: 9:32 p.m.

A MOTION was made by Mr. Smith, seconded by Mr. Pearson to resume the public portion of the meeting. Upon roll call the following vote was cast: AYES: All in favor. NAYS: None. Motion carried: 9:42 p.m.

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**MOTION TO ADJOURN:**

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

Beth Brothman, RMC  
Borough Clerk