

THE REORGANIZATION MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ANDOVER, COUNTY OF SUSSEX, STATE OF NEW JERSEY WAS HELD ON MONDAY, JANUARY 4<sup>th</sup>, 2017 AT THE BOROUGH HALL BEGINNING AT 7:00 P.M.

PRESENT: Mayor Morgan, Council members Hoag, Figueiredo, Pearson, Smith and Delfing

ABSENT: Mr. Dennison.

ALSO PRESENT: Assemblyman Timothy Eustace (D – District 28)  
Assemblyman Parker Space (R – District 24)

Mayor John A. Morgan brought 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.

Mayor Morgan read the Statement of Election

Assemblyman Timothy Eustace administered the Oath of Office to Council Members Peter Pearson and Michael Figueiredo.

Assemblyman Parker Space administered the Oath of Office to Council John Hoag.

Municipal Clerk administered the Oath of Office to the following officers:

Jessica Casella - Chief  
Brian Stang – Assistant Chief  
Steven Masnaghetti – Captain  
Andrew Rousch - Lieutenant

John Hoag - President  
Richard Mooney - Vice President  
Nicholas Santomartino – Secretary  
David Hergert - Treasurer  
Jessica Casella – Asst. Treasurer

Municipal Clerk administered the Oath of Office to members of the Fire Police:

Nicholas Santomartino  
Vincent Caruso  
Samuel Brothman

A MOTION was made by Mr. Smith, seconded by Mr. Hoag to adopt the following Resolution for Reorganization. Upon roll call the following vote was cast: AYES: Hoag, Figueiredo, Pearson, Smith, Delfing. NAYS: none. Motion carried.

BE IT RESOLVED that the regular meeting of the Mayor and Council be held on the second Monday of each month, except that on Holiday Mondays the meeting be held the next day, Tuesday, at the Borough Hall, beginning at 7:00 p.m.,

BE IT FURTHER RESOLVED that the Borough Attorney shall be Frank McGovern of McGovern & Roseman, and

BE IT FURTHER RESOLVED that the Borough Engineer shall be Harold E. Pellow of Harold E. Pellow & Associates, and

BE IT FURTHER RESOLVED that the Official Newspaper of the Borough shall be the New Jersey Herald and Sunday Herald, and

BE IT FURTHER RESOLVED that Thomas Perry of Ferraioli, Wielkotz, Cerullo & Cuva be designated as official auditor for the purpose of preparing the 2017 Municipal Budget and auditing the accounts of the Borough,

BE IT FURTHER RESOLVED that Steven Rogut of Rogut McCarthy LL be designated as official Bond Counsel for the purpose of preparing Bond Ordinances of the Borough,

BE IT FURTHER RESOLVED that Jessica M. Caruso be designated as official Borough Tax Search Officer for the ensuing year, and

BE IT FURTHER RESOLVED that Beth Brothman be designated as official Borough Assessment Search Officer for the ensuing year, and

BE IT FURTHER RESOLVED that Beth Brothman be designated as the person who will perform the Land Use Administrator, Planning Board Secretary and Zoning Officer services under the Shared Service Agreement with Sandyston Township for the year 2017, and

BE IT FURTHER RESOLVED that the interest rate on delinquent taxes shall be 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 and a penalty of 6% against a delinquency in excess of \$10,000.00 on properties that fail to pay the delinquency prior to the end of the calendar year, and Any balances under \$5.00 to be cancelled.

BE IT FURTHER RESOLVED that a penalty of 10% shall be levied on delinquent water rents for the ensuing year.

AND BE IT FURTHER RESOLVED that the Depositories for Borough funds will be PNC Bank, Lakeland Bank, Sussex Bank, New Jersey Cash Management, Hudson City Savings Bank, Bank of New York, First Hope Bank, Valley National Bank and Commerce Bank

A MOTION was made by Mr. Smith , seconded by Mr. Hoag to elect Lynn Delfing as Council President for the ensuing year. Upon roll call the following vote was cast: AYES: Hoag, Pearson, Smith. ABSTAIN: Mrs. Delfing. NAYS: none. Motion carried.

A MOTION was made by Mr. Smith, seconded by Mr. Figueiredo to appoint council member Peter Pearson to the Planning/Zoning Board for a 1-year term. Upon roll call the following vote was cast: AYES: Hoag, Figueiredo, Smith, Delfing. ABSTAIN: Pearson. NAYS: none. Motion carried.

A MOTION was made by Mrs. Delfing, seconded by Mr. Pearson to approve the Mayor's appointments to the following positions for 2017. Upon roll call the following vote was cast: AYES: Hoag, Figueiredo, Pearson, Smith, Delfing. NAYS: none. Motion carried.

Registered Municipal Clerk, Beth Brothman  
Chief Finance Officer / Treasurer, Michelle LaStarza  
Tax Collector, Jessica M. Caruso  
Tax Clerk, Beth Brothman  
Assessor, Joe Ferraris  
Borough Hall Custodian & Caretaker, Cindy Smith  
Police Commissioner, Robert Smith  
Fire Commissioner, Lynn Delfing  
Deputy Fire Commissioner, Robert Smith  
Animal Control Officer, Alan DeCarolis  
Registrar of Vital Statistics, Beth Brothman  
Deputy Registrar of Vital Statistics, Amanda Lobban  
Coordinator of Aging, John A. Morgan  
Joint Insurance Fund Commissioner, Beth Brothman  
Sustainable New Jersey, Michael Figueiredo  
Emergency Management Coordinator, John Hoag  
Deputy Emergency Management Coordinator, Jessica Casella  
911 Coordinator, John Hoag

Right to Know Coordinator, John Hoag  
Crossing Guard (end June 2017), Terry Casella  
Deputy Crossing Guard (end June 2016), open  
Small Cities Grant Administrator, Jessica Caldwell  
Economic Development Committee, Sherry Arnold  
Fire Sub-Code Official, William Paterson  
Fire Prevention Officer, William Paterson  
Zoning Officer & Housing Officer, William Paterson  
Construction Official, Building Inspector, Building Sub-Code Official - Rodney Schmidt  
Permit Control Official, Beth Brothman  
Electrical Inspection, Cliff Storm  
Plumbing Inspection, Rich Beard  
Director of Welfare, Beth Brothman  
Dog License Clerk, Beth Brothman  
Public Agency Compliance Officer, Beth Brothman  
Community Building Custodian, Cindy Smith  
Community Building Scheduling Coordinator, Beth Brothman  
Clean Communities Coordinator, Beth Brothman  
Certified Recycling Professional, Beth Brothman

Board of Health Members:

Pat Bloxham Term Expires 12/31/17  
Mary Jane Schick, Term Expires 12/31/17  
Judy Smith, Term Expires 12/31/18  
Joanne Wojcik, Term Expires 12/31/18  
Bob Mooney, Term Expires 12/31/19

Water Utility:

Licensed Operator, Robert Olivo  
Assistant Water Operator, Timothy Hess  
Water Collector, Beth Brothman  
Water Meter Reader, Open  
Water Superintendent, Robert Smith

Mayor's Appointments to Planning/Zoning Board:

Beth Brothman, Class II, term expires 12/31/17  
Bonita Bourke, Class IV, term expires 12/31/19

Sussex County Water Quality PAC & Sussex County Solid Waste Advisory Committee: James Landrith

A MOTION was made by Mr. Pearson, seconded by Mr. Smith to adopt the amended Rule of Order & Council Committees for 2017. Upon roll call the following vote was cast: AYES: Hoag, Figueiredo, Pearson, Smith, Delfing. NAYS: none. Motion carried.

A MOTION was made by Mr. Pearson, seconded by Mr. Smith to approve the attached temporary budget. Upon roll call the following vote was cast: AYES: Hoag, Figueiredo, Pearson, Smith, Delfing. NAYS: none. Motion carried.

**WHEREAS**, N.J.S.A. 40A:4-1 et seq. deals with state regulation of local budget matters and these regulations require a temporary budget be adopted covering the first quarter of the fiscal year, and

**WHEREAS**, the total appropriations exclusive of capital improvements, debt service, deferred charges and reserve for uncollected taxes amounted to \$546,929 in the 2016 municipal budget,

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Andover, County of Sussex, State of New Jersey, that the 2016 temporary budget be adopted in the amount of \$45,577 per month until such time as the 2017 budget is finally adopted.

**BE IT FURTHER RESOLVED**, by the governing body of the Borough of Andover, County of Sussex, State of New Jersey that the 2017 temporary Water Utility budget be adopted in the amount of \$10,526 per month until such time as the 2017 budget is finally adopted.

**BE IT FURTHER RESOLVED**, by the governing body of the Borough of Andover, County of Sussex, State of New Jersey that the 2017 temporary Open Space budget be adopted in the amount of \$1,704 per month until such time as the 2017 budget is finally adopted.

ANY OTHER BUSINESS: The Mayor reported that Councilwoman Delfing is celebrating her 20<sup>th</sup> year in elected office and will be honored at the Legislative Day on 2/8/17. Any official interested in attending should contact the Municipal Clerk

**AUDIENCE PARTICIPATION:**

Mr. and Mrs. Hugh Rush, 189 Main Street, were in the audience and wished the governing body a Happy New Year.

Mr. Rush also stated that the traffic speed on Route 206 is dangerous. He reported that the North bound lane is 30 miles per hour through half the town, but increases to 40 miles per hour a few hundred feet from a stop light at the corner of Limecrest road creating a hazard for vehicles pulling out and pedestrians on that section. The Municipal Clerk will investigate who from the NJDOT can be contacted regarding this matter.

A MOTION was made by Mayor Morgan, seconded by Mrs. Delfing, to adjourn the meeting.  
AYES: All in favor. Motion carried.

Beth Brothman  
Municipal Clerk