

**2015 REORGANIZATION MEETING MINUTES
FOR THE MAYOR AND COUNCIL MEETING,
BOROUGH OF HOPATCONG,
HELD AT THE MUNICIPAL BUILDING, 111 RIVER STYX ROAD
HOPATCONG, NEW JERSEY
JANUARY 7, 2015 AT 7:30 PM**

Mayor Petillo called the 2015 Reorganization Meeting to order.

Mayor Petillo stated that “This meeting is being held in compliance with the provisions of the Open Public Meetings Act N.J.S.A. 10:4-6 et seq. It has been properly advertised and certified by the Clerk.”

INVOCATION

At this time, Deacon Tom Friel, Saint Jude’s Church, gave the invocation.

PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENT REFLECTION:

Boy Scout Troop 88 presented the colors and invited all present to salute the Flag.

Mayor Petillo asked everyone to remain standing for a moment of silence.

INTRODUCTION OF DIGNITARIES IN ATTENDANCE

At this time Mayor Petillo introduced the dignitaries that were in attendance.

Oaths of Office

Catherine Schultz, Municipal Clerk, read the “Statement of County Canvassers.”

Mayor Petillo administered the Oath of Office to Councilman-Elect **John Young** for a three year term expiring December 31, 2017.

Mayor Petillo administered the Oath of Office to Councilman-Elect **Richard Schindelar** for a three year term expiring December 31, 2017.

At this time Councilman Young and Councilman Schindelar each made a few comments.

Roll Call of the 2015 Governing Body

Mayor Petillo requested a roll call of the 2015 Borough of Hopatcong Governing Body.

The Clerk called the roll and the following members were present: Councilman Bunce, Councilman Francis, Councilwoman Galate, Councilman Padula, Councilman Schindelar, Councilman Young and Mayor Petillo.

COUNCIL APPOINTMENT: COUNCIL PRESIDENT

Mayor Petillo opened the floor for Council nominations to the position of Council President for the year 2015.

Councilman Francis nominated Councilwoman Galate to be the Council President for 2015. Seconded by Councilman Young.

There being no more nominations, Mayor Petillo closed the nominations.

Resolution #2015-01 – Appointing Council President

Councilman Francis made a motion to adopt a resolution appointing Marie Galate to the position of Council President for the year 2015. Seconded by Councilman Young. All were in favor.

Resolution #2015-02 – 2015 Meeting Dates

Councilman Young made a motion to adopt a resolution to approve the Mayor and Council Meeting dates for the year 2015. Seconded by Councilman Bunce. All were in favor.

Resolution #2015-03 – Organizational Resolution

Councilman Bunce made a motion to adopt a resolution adopting miscellaneous organizational appointments and procedures. Seconded by Councilman Young. All were in favor.

Resolution #2015-04 – Cash Management Plan

Councilman Bunce made a motion to adopt a resolution adopting a Cash Management Plan for the Borough of Hopatcong. Seconded by Councilwoman Galate.

Upon roll call vote:

Ayes: Bunce, Francis, Galate, Padula, Schindelar, Young

Nays: None Absent: None Abstentions: None

Resolution #2015-05 – Petty Cash Fund

Councilman Young made a motion to authorize the establishment of a Petty Cash Fund in the amount of \$200.00 for the Finance Office of the Borough of Hopatcong. Seconded by Councilman Bunce.

Upon roll call vote:

Ayes: Bunce, Francis, Galate, Padula, Schindelar, Young

Nays: None Absent: None Abstentions: None

Resolution #2015-06 – Designation of Official Newspapers

Councilman Bunce made a motion to adopt a resolution designating the official newspapers of the Borough of Hopatcong. Seconded by Councilwoman Galate. All were in favor.

Resolution #2015-07 – Appointment of Municipal Clerk

Councilman Young made a motion to adopt a resolution appointing Catherine Schultz as the Municipal Clerk for the Borough of Hopatcong for a three year term, expiring December 31, 2017. Seconded by Councilman Francis.

Councilwoman Galate asked why there wasn't a contract for the Clerk in the packet and Mayor Petillo responded that they are working on it.

Upon roll call vote:

Ayes: Bunce, Francis, Galate, Padula, Schindelar, Young

Nays: None Absent: None Abstentions: None

Resolution #2015-08 – Non-Fair and Open Contracts

Councilman Young made a motion to adopt a resolution authorizing the award of non-fair and open contracts for professional services, as amended. Seconded by Councilman Bunce.

Upon roll call vote:

Ayes: Bunce, Francis, Galate, Padula, Schindelar, Young

Nays: None Absent: None Abstentions: None

Resolution #2015-09 – Legal Defense of Tax Appeals

Councilwoman Galate made a motion to adopt a resolution authorizing the Tax Assessor and Borough Attorney to defend the Borough before the Sussex County Board of Taxation and Tax Court of the State of New Jersey in all contested tax appeals. Seconded by Councilman Young.

Upon roll call vote:

Ayes: Bunce, Francis, Galate, Padula, Schindelar, Young

Nays: None Absent: None Abstentions: None

Resolution #2015-10 – Appointment of Skyland's Risk Management, Inc.

Councilman Bunce made a motion to adopt a resolution appointing Skyland's Risk Management, Inc. as the Risk Management Consultants for the Borough of Hopatcong for 2015. Seconded by Councilman Young.

Upon roll call vote:
Ayes: Bunce, Francis, Galate, Padula, Schindelar, Young
Nays: None Absent: None Abstentions: None

Resolution #2015-11 – Appointment of Appraisal Systems

Councilman Bunce made a motion to adopt a resolution appointing Appraisal Systems for assistance in tax appeals and real property value appraisals for the Borough of Hopatcong for 2015. Seconded by Councilman Young.

Upon roll call vote:
Ayes: Bunce, Francis, Galate, Padula, Schindelar, Young
Nays: None Absent: None Abstentions: None

Resolution #2015-12 – Appointment of Millennium Strategies, LLC

Councilman Young made a motion to adopt a resolution appointing Millennium Strategies, LLC for grant writing services for the Borough of Hopatcong for 2015. Seconded by Councilman Bunce.

Upon roll call vote:
Ayes: Bunce, Francis, Galate, Padula, Schindelar, Young
Nays: None Absent: None Abstentions: None

Resolution #2015-13 – Appointment of Civil Solutions

Councilman Bunce made a motion to adopt a resolution appointing Civil Solutions for tax map maintenance for the Borough of Hopatcong for 2015. Seconded by Councilwoman Galate.

Upon roll call vote:
Ayes: Bunce, Francis, Galate, Padula, Schindelar, Young
Nays: None Absent: None Abstentions: None

Resolution #2015-14 – Hiring of Special Police, Class II Officers

Councilman Bunce made a motion to adopt a resolution approving the applicants recommended by the Police Chief for the position of Special Police, Class II Officers for the Borough of Hopatcong. Seconded by Councilman Young.

Upon roll call vote:
Ayes: Bunce, Francis, Galate, Padula, Schindelar, Young
Nays: None Absent: None Abstentions: None

FIRE DEPARTMENT OFFICERS FOR 2015

At this time Mayor Petillo administered the oath of office to members of the Hopatcong Borough Fire Department Officers for 2015.

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| Chief | Tom Brown |
| 1 st Assistant Chief | Steve Kucevic |
| 2 nd Assistant Chief | John Wilkerson |
| Fire Marshall | Richard Cook |
| Deputy Fire Marshall | Franklin Steinberg |

APPOINTMENTS– HOPATCONG BOROUGH LAND USE BOARD

Mayor Petillo made the following appointments to the Hopatcong Borough Land Use Board.

**2015 BOROUGH OF HOPATCONG
LAND USE BOARD
APPOINTMENTS & FULL MEMBERSHIP**

| | |
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| Mayor Sylvia Petillo Class I Member | exp. 12/31/15 One Year Term |
| Ron Jobeless Class II Member | exp. 12/31/15 One Year Term |

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| Michael Francis Class III Member (Council Rep.) | exp. 12/31/15 One Year Term |
| Alan Gilbert (Environmental Representative) Class IV Member | exp. 12/31/15 Four Year Term |
| Robert Duncan Class IV Member | exp. 12/31/15 Four Year Term |
| Ken Trumpore Class IV Member | exp. 12/31/16 Four Year Term |
| Robert Rehe Class IV Member | exp. 12/31/17 Four Year term |
| Sam Hoagland Class IV Member | exp. 12/31/17 Four Year Term |
| Michael Rahill (Open Space Representative) Class IV Member | exp. 12/31/16 Four Year Term |
| Justin Lijo Alternate I | exp. 12/31/16 Two Year Term |
| Mark Gaffney Alternate II | exp. 12/31/15 Two Year Term |

19. **APPOINTMENTS – BOARDS AND COMMISSIONS**

Mayor Petillo offered the following names for appointment to the various Boards and Commissions:

Board of Health (Three Year Terms)

| | | |
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| Full Member | Michael Francis | exp. 12/31/16 |
| Full Member | Mayor Sylvia Petillo | exp. 12/31/15 |
| Full Member | Marie Galate | exp. 12/31/15 |
| Full Member | Richard Schindelar | exp. 12/31/17 |
| Full Member | Frank Padula | exp. 12/31/16 |
| Full Member | Richard Bunce | exp. 12/31/15 |
| Full Member | John Young | exp. 12/31/17 |

Recreation Commission (Five Year Terms)

| | | |
|-------------|------------------|---------------|
| Full Member | Dave Barnish | exp. 12/31/16 |
| Full Member | Marshall Speizer | exp. 12/31/19 |
| Full Member | Sue Gorglione | exp. 12/31/18 |
| Full Member | Dave Barella | exp. 12/31/17 |
| Full Member | Danette Swanson | exp. 12/31/17 |
| Full Member | Cathy Millian | exp. 12/31/15 |
| Full Member | Corde Motyka | exp. 12/31/18 |

Lake Hopatcong Commission

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| Member | Dan McCarthy | exp. 12/31/15 |
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| Alternate | Fred Steinbaum | exp. 12/31/16 |
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Environmental Commission (Three Year Terms)

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| Full Member (Land Use Bd. Rep.) | | exp. 12/31/16 |
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| Full Member | Pat Hoferkamp | exp. 12/31/15 |
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| Full Member (Open Space Comm.) | Elide Young | exp. 12/31/17 |
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| Full Member | Georgia Schilling | exp. 12/31/17 |
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| Full Member | Bradley Hoferkamp | exp. 12/31/15 |
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| Full Member | Jerry Scanlon | exp. 12/31/16 |
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| Full Member (Chairman) | Jule Girman | exp. 12/31/17 |
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| Alternate I | Joel Servoss | exp. 12/31/15 |
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Resolution #2015-15 – Appointments to Boards and Commission for 2015

Councilman Bunce made a motion to approve a resolution approving of the Mayor's appointments to Hopatcong Borough Boards and Commission and approves and acknowledges the Hopatcong Fire Department Officers for the year 2015. Seconded by Councilman Young. All were in favor.

MAYOR'S APPOINTMENTS – COUNCIL COMMITTEES

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| Real Estate | Galate, Francis, Schindelar, Elia |
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| Finance | Francis, Bunce |
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| Police | Galate, Francis, Young |
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| Fire | Bunce, Francis, Galate |
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| EMS | Bunce, Francis, Galate |
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| OEM | Francis, Galate, Young |
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| DPW and Grounds | Bunce, Young, Padula |
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| Water/Sewer | Bunce, Padula, Schindelar |
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| SWAC/PAC | Baker |
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| Open Space | Young |
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| Environmental | Young, Schindelar |
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| Recreation | Young, Schindelar |
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| Land Use Board | Francis |
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| Farmer's Market | Francis, Galate |
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| Senior Citizens | Galate |
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| Energy Audit | Francis, Galate |
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| Sussex County League of Mun. | Galate |
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| Municipal Alliance | Petillo |
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| School Liaison | Francis, Schindelar |
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| Personnel | Galate, Francis, Petillo |
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| MSA | Schindelar |
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2015 CITIZEN ADVISORY COMMITTEES:

2015 HEALTH ADVISORY COMMITTEE

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| Yvonne Quinones Syto | exp. 12/16 |
| Gregg Cardena | exp. 12/15 |
| Fran Velarde | exp. 12/15 |
| Debra Wharton | exp. 12/16 |

2015 CLEAN COMMUNITY

Sylvia Petillo, Mayor
Business Administrator, Robert Elia
DPW Superintendent, Ron Jobeless
Coordinator, Steve Millian

2015 EMERGENCY MANAGEMENT COUNCIL

Officer Robert Haffner, Coordinator
Sylvia Petillo, Mayor
John Young, Council Representative
Andrew Hill, Captain, Ambulance Squad
Rich Cook, Fire Prevention Bureau
Tom Brown, Fire Chief
Ron Jobeless, Superintendent DPW
Neil Piro, Supervisor of Facilities, Hopatcong High School

2015 Firewise Committee

Scott Wallis, Chairman, Emergency Management Deputy, Firefighter Co. # 4
Rich Cook, Chief of the Fire Prevention Bureau
Sylvia Petillo, Mayor
Richard Bunce, Council Representative
Robert Elia, Business Administrator

2015 Senior Advisory Committee

Ida Brown
Loretta Rankin
Joanne Curtin
Sal Fiorentino
Pat Dixon
Pat Hoffman
Sue Parichuk

2015 Lake Hopatcong Dock Committee

Sylvia Petillo, Mayor

Resolution #2015-16 –2015 Temporary Budget

Councilman Bunce made a motion to adopt a resolution approving the 2015 temporary budget in the amount of **\$3,867,000.00**. Seconded by Councilman Young.

Upon roll call vote:

Ayes: Bunce, Francis, Galate, Padula, Schindelar, Young

Nays: None Absent: None Abstentions: None

Resolution #2015-17 – 2015 Temporary Sewer Budget

Councilman Young made a motion to adopt a resolution approving the 2015 Temporary Sewer Utility Budget in the amount of **\$453,300.00**. Seconded by Councilman Bunce.

Upon roll call vote:

Ayes: Bunce, Francis, Galate, Padula, Schindelar, Young

Nays: None Absent: None Abstentions: None

Resolution #2015-18 – 2015 Temporary Water Budget

Councilman Bunce made a motion to adopt a resolution approving the 2015 Temporary Water Utility Budget in the amount of **\$143,400.00**. Seconded by Councilman Young.

Upon roll call vote:

Ayes: Bunce, Francis, Galate, Padula, Schindelar, Young

Nays: None Absent: None Abstentions: None

Resolution #2015-19 – CERT

Councilman Young made a motion to adopt a resolution authorizing the Hopatcong Community Emergency Response Team (CERT) as under the direction of the Hopatcong Office of Emergency Management. Seconded by Councilman Bunce.

Upon roll call vote:

Ayes: Bunce, Francis, Galate, Padula, Schindelar, Young

Nays: None Absent: None Abstentions: None

Resolution #2015-20 – OEM Coordinator

Councilwoman Galate made a motion to adopt a resolution appointing Officer Robert Haffner as the Emergency Management Coordinator for the Borough of Hopatcong for the year 2015. Seconded by Councilman Bunce.

Upon roll call vote:

Ayes: Bunce, Francis, Galate, Padula, Schindelar, Young

Nays: None Absent: None Abstentions: None

APPROVAL OF MINUTES

Councilwoman Galate made a motion to approve the minutes of the regular meeting held on December 17, 2014 and the Executive Session minutes of October 1, 2014. Seconded by Councilman Young.

Upon roll call vote:

Ayes: Francis, Galate, Padula, Young

Nays: None Absent: None Abstentions: Bunce, Schindelar

Councilman Bunce made a motion to approve the Executive Session Minutes of December 4, 2013, January 20, 2014, February 19, 2014, March 5, 2014, May 7, 2014, and May 21, 2014. Seconded by Councilwoman Galate.

Upon roll call vote:

Ayes: Bunce, Francis, Galate, Young

Nays: None Absent: None Abstentions: Padula, Schindelar

Councilman Bunce made a motion to approve the Executive Session Minutes of December 3, 2014. Seconded by Councilwoman Galate.

Upon roll call vote:

Ayes: Bunce, Francis, Galate, Padula, Young

Nays: None Absent: None Abstentions: Padula

Resolution #2015-44 – Appointment of Municipal Magistrate

Councilman Young made a motion to adopt a resolution appointing C. William Bowkley, Jr. as the Municipal Magistrate for the Joint Municipal Court of Hopatcong Borough and Borough of Stanhope. Seconded by Councilman Bunce.

Upon roll call vote:

Ayes: Bunce, Francis, Galate, Padula, Schindelar, Young

Nays: None Absent: None Abstentions: None

OPEN PUBLIC SESSION

Mayor Petillo opened the meeting to the public for any questions or comments they may have with regard to the good and welfare of the Borough of Hopatcong.

Freeholder George Graham thanked the Borough and its officials for making such great strides in the County on the war on drugs. He stated that Hopatcong has set the pace for the last 10 years, making all of Sussex County look better and safer.

Sara Schindelar asked the Mayor to explain to the Boy Scouts why some members abstain from voting.

The Mayor explained that if a member was not in attendance when the matter was brought before the Governing Body, then the member abstains, or doesn't vote on the issue.

There being no one else from the public who wished to address the Governing Body at this time, Councilman Bunce made a motion to close the meeting to the public and return to the regular order of business. Seconded by Councilwoman Galate. All were in favor.

COMMENTS FROM THE MAYOR

At this time Mayor Petillo made a few comments.

ADJOURNMENT

Councilman Bunce made a motion to adjourn the 2015 Reorganization Meeting of January 7, 2015. Seconded by Councilwoman Galate. All were in favor.