

**MINUTES OF THE
2016 REORGANIZATION MEETING AGENDA
FOR THE MAYOR AND COUNCIL MEETING,
BOROUGH OF HOPATCONG,
HELD AT THE MUNICIPAL BUILDING, 111 RIVER STYX ROAD
HOPATCONG, NEW JERSEY
JANUARY 6, 2016 AT 7:30 PM**

Mayor Petillo called the 2016 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, Father Vidal, Saint Jude's Church, gave the invocation.

PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENT REFLECTION:

Pack 88 presented the colors.

Mayor Petillo invited all present to salute the flag and to remain standing for a moment of silence. **(Mayor notes fire exits)**

INTRODUCTION OF DIGNITARIES IN ATTENDANCE

At this time Mayor Petillo introduced any dignitaries that are in attendance.

Oaths of Office

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

Jeffrey Parrott, County Clerk administered the Oath of Office to Mayor Elect **Sylvia Petillo** for a four year term expiring December 31, 2019.

Jeffrey Parrott, County Clerk, administered the Oath of Office to Councilman-Elect **Richard Bunce** for a three year term expiring December 31, 2018.

Jeffrey Parrott, County Clerk administered the Oath of Office to Councilwoman-Elect **Marie Galate** for a three year term expiring December 31, 2018.

At this time Mayor Petillo, Councilman Bunce and Councilwoman Galate each made a few comments. (Attached)

Roll Call of the 2016 Governing Body

Mayor Petillo requested a roll call of the 2016 Borough of Hopatcong Governing Body. Clerk will call the role.

The Clerk called the role 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 2016.

Councilwoman Galate nominated Frank Padula to be the 2016 Council President. Councilman Young seconded the motion.

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

Resolution #2016-01 – Appointing Council President

Councilwoman Galate made a motion is in order to approve a resolution appointing Councilman Padula to the position of Council President for the year 2016. Seconded by Councilman Young. All were in favor.

Resolution #2016-02 – 2016 Meeting Dates

Councilman Bunce made a motion to adopt a resolution to approve the Mayor and Council Meeting dates for the year 2016. Seconded by Councilman Schindelar. All were in favor.

Resolution #2016-03 – Organizational Resolution

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

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2016-04 – 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 #2016-05 – Petty Cash Fund

Councilman Bunce 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 Councilwoman Galate.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2016-06 – Designation of Official Newspapers

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

Resolution #2016-07 – 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. Seconded by Councilman Bunce.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2016-08 – Appointment of Skylands Risk Management, Inc.

Councilman Bunce made a motion to adopt a resolution appointing Skylands Risk Management, Inc. as the Risk Management Consultants for the Borough of Hopatcong for 2016. Seconded by Councilman Young.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2016-09 – Legal Defense of Tax Appeals

Councilman Bunce 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 Schindelar.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2016-10 – Appointment of Appraisal Systems

Councilman Young 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 2016. Seconded by Councilman Bunce.

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

Resolution #2016-11 – Cancellation of Tax and Utility Overpayments

Councilman Bunce made a motion to adopt a resolution authorizing the cancellation of Tax and Utility overpayments or delinquent amounts less than \$10.00 for the year 2016. Seconded by Councilman Young.

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

Resolution #2016-12 – Tax Sale

Councilman Young made a motion to adopt a resolution authorizing a tax sale to be held in the year 2016. Seconded by Councilman Bunce.

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

FIRE DEPARTMENT OFFICERS FOR 2016

At this time Mayor Petillo administered the oath of office to the Hopatcong Borough Fire Department Officers for 2016.

Chief	Steve Kucevic
1 st Assistant Chief	John Wilkerson
2 nd Assistant Chief	Shaun Poland
Fire Marshall	Franklin Steinberg
Deputy Fire Marshall	

APPOINTMENTS– HOPATCONG BOROUGH LAND USE BOARD

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

**2016 BOROUGH OF HOPATCONG
LAND USE BOARD
APPOINTMENTS & FULL MEMBERSHIP**

Mayor Sylvia Petillo	exp. 12/31/16
Class I Member	One Year Term
Ron Jobeless	exp. 12/31/16
Class II Member	One Year Term
Michael Francis	exp. 12/31/16
Class III Member (Council Rep.)	One Year Term
Alan Gilbert	exp. 12/31/19
Class IV Member	Four Year Term
Robert Duncan	exp. 12/31/19
Class IV Member	Four Year Term
Ken Trumpore	exp. 12/31/16
Class IV Member	Four Year Term
Robert Rehe	exp. 12/31/17
Class IV Member	Four Year term
Justin Lijo (filling unexpired term)	exp. 12/31/17
Class IV Member	Four Year Term

Michael Rahill (Open Space Representative) Class IV Member	exp. 12/31/16 Four Year Term
Mark Gaffney (filling unexpired term) Alternate I	exp. 12/31/16 Two Year Term
Phillip Reilly (filling unexpired term) Alternate II	exp. 12/31/17 Two Year Term

APPOINTMENTS – BOARDS AND COMMISSIONS

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

Board of Health (Three Year Terms)

Full Member	Michael Francis	exp. 12/31/16
Full Member	Mayor Sylvia Petillo	exp. 12/31/18
Full Member	Marie Galate	exp. 12/31/18
Full Member	Richard Schindelar	exp. 12/31/17
Full Member	Frank Padula	exp. 12/31/16
Full Member	Richard Bunce	exp. 12/31/18
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. 12/31/20
Full Member	Corde Motyka	exp. 12/31/18

Lake Hopatcong Commission

Member	Dan McCarthy	exp. 12/31/15
Alternate	Fred Steinbaum	exp. 12/31/16

Environmental Commission (Three Year Terms)

Full Member (Land Use Bd. Rep.)		exp. 12/31/16
Full Member	Pat Hoferkamp	exp. 12/31/18
Full Member (Open Space Comm.)	Elide Young	exp. 12/31/17
Full Member	Georgia Schilling	exp. 12/31/17
Full Member	Bradley Hoferkamp	exp. 12/31/18
Full Member	Jerry Scanlon	exp. 12/31/16
Full Member (Chairman)	Jule Girman	exp. 12/31/17
Alternate I	Joel Servoss	exp. 12/31/18
Alternate II	Jen Barone	exp. 12/31/18

Resolution #2016-13 – Appointments to Boards and Commission for 2016

Councilman Young 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 2016. Seconded by Councilman Bunce.

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

Resolution #2016-14 – OEM Coordinator

Councilman Young made a motion to adopt a resolution appointing Mayor Petillo as the Acting Emergency Management Coordinator for the Borough of Hopatcong for the year 2016. Seconded by Councilman Young.

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

MAYOR’S APPOINTMENTS – COUNCIL COMMITTEES

Personnel	Council President, Francis (Mayor)
Finance	Francis, Bunce (Mayor)
Police	Galate, Francis, Padula
Fire	Bunce, Francis, Galate
Ambulance Squad	Padula, Bunce, Galate
OEM	Young, Francis (Mayor)
DPW and Grounds	Bunce, Young, Padula
Water/Sewer	Bunce, Padula, Schindelar
SWAC/PAC	Baker
Open Space	Young
Environmental	Schindelar, Young
Recreation	Young, Schindelar
Land Use Board	Francis
Farmer’s Market	Galate, Francis (Mayor)
Senior Citizens	Galate, Francis
Sussex County League of Mun.	Bunce, Galate (Mayor)
Municipal Alliance	Mayor
School Liaison	Schindelar, Francis
MSA	Schindelar

2016 CITIZEN ADVISORY COMMITTEES:

2016 CLEAN COMMUNITY

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

2016 EMERGENCY MANAGEMENT COUNCIL

Sylvia Petillo, Mayor

John Young, Council Representative
Andrew Hill, Captain, Ambulance Squad
Frank Steinberg, Fire Prevention Bureau
Steve Kucevic, Fire Chief
Ron Jobeless, Superintendent DPW
Neil Piro, Supervisor of Facilities, Hopatcong High School

2016 Firewise Committee

Kevin Bourke, Chairman
Frank Steinberg, Fire Marshall
James Franco, Fire Prevention
Sylvia Petillo, Mayor
Richard Bunce, Council Representative
Robert Elia, Business Administrator

2016 Senior Advisory Committee

Ida Brown
Loretta Rankin
Joanne Curtin
Sal Fiorentino
Pat Dixon
Pat Hoffman
Recreation Coordinator

2016 Lake Hopatcong Dock Committee

Sylvia Petillo, Mayor

Resolution #2016-15 –2016 Temporary Budget

Councilman Bunce made a motion to adopt a resolution approving the 2016 temporary budget in the amount of **\$3,774,800.00**. Seconded by Councilman Young.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2016-16 – 2016 Temporary Sewer Budget

Councilman Bunce made a motion to adopt a resolution approving the 2016 Temporary Sewer Utility Budget in the amount of **\$458,500.00**. Seconded by Councilman Young.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2016-17 – 2016 Temporary Water Budget

Councilman Bunce made a motion to adopt a resolution approving the 2016 Temporary Water Utility Budget in the amount of **\$154,750.00**. Seconded by Councilman Young.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2016-18 – Electronic Tax Sale

Councilwoman Galate made a motion to adopt a resolution authorizing the Tax Collector, Patricia Emery, to complete application to participate in the Electronic Tax Sale process in the year 2016. Seconded by Councilman Young.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2016-19 – Payment of Bills

Councilman Bunce made a motion to adopt a resolution authorizing the payment of bills for the meeting of January 6, 2016, pulling check numbers 36784 and 36805. Seconded by Councilman Young.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Councilman Bunce made a motion to approve the payment of check numbers 36784 and 36805. Seconded by Councilman Young.

Upon roll call vote:

Ayes: Bunce, Francis, Padula, Schindelar, Young

Nays: None Absent: None Abstentions: Galate

APPROVAL OF MINUTES

Councilman Young made a motion to approve the minutes of the regular meeting held on December 16, 2015. Seconded by Councilman Padula. All were in favor except for Mr. Bunce who abstained.

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 Carl Lazzaro congratulated the newly elected officials and stated that as Freeholder he will do all he can to help the municipalities.

Tom Friel, Deacon from Saint Judes, that the Council for always making everyone feel welcome in the community.

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

COMMENTS FROM THE MAYOR

At this time Mayor Petillo made the following comments:

Reorganization Meeting 2016

A Year in Review

I would like to congratulate Richard Bunce and Marie Galate on their re-election to the Borough Council. You are both dedicated and experienced Council members that have worked diligently for many years to help make Hopatcong a very special place to live. I greatly appreciate your support and your commitment to our residents. I look forward to working with both of you.

Our re-organization meeting is the perfect time to express our gratitude and appreciation to our staff. I would like to begin by thanking our Business Administrator, Bob Elia, and our Borough Clerk, Catherine Schultz and all of our employees for their commitment and unwavering dedication to the residents of our Borough.

I would like to thank our business professionals for their guidance and sound advice throughout the year.

Our Police Chief Bob Brennan for his strong leadership, and the performance of the police department, our supervisors and officers for their professionalism and integrity, and our dispatchers for their patience and calmness when handling emergencies and day to day assisting of our residents.

Our Police Department continues to collaborate with many neighboring departments in order to effectively protect our community against drug-trafficking....and they have been very successful. Their training and quick actions saved 4 lives this year with the use of Narcon which is used to prevent drug overdoses.

Our Fire Chief Tom Brown, the Assistant Chief Steve Kucevic, the Second Assistant Chief John Wilkerson and the Hopatcong Fire Department for their volunteerism and dedication to public safety. They work together, as a team, to protect properties and ensure the health and safety of our residents. Tonight I would like to recognize all the

sacrifices that our volunteer firefighters make in order to respond to our community. This year, our Fire Department responded to 195 calls. They had a total of 264 drills that lasted approximately 2 hours each.....plus they attended all of our parades, public activities and services.

The Superintendent of the Public Works, Ron Jobeless, for his outstanding leadership and accomplishments. The DPW staff, work diligently throughout the year, building new projects, repairing equipment and keeping our roads clear and safe. They are always ready and well prepared to handle any problems or emergencies that arise. Their efforts are greatly appreciated.

Rob Lawler, our Water and Sewer Supervisor for running and maintaining our water and sewer systems. His staff not only works day to day maintaining the systems, but also during emergencies, snow and ice storms and power outages to assure that all systems are operating and serving the residents.

I would also like to recognize last year's OEM Coordinator Officer Rich Sadowski who monitored the public safety during storms and emergencies. Steve Millian, the director of our C.E.R.T. TEAM and all the C.E.R.T. volunteers who make themselves available to assist whenever needed. The list of activities and emergencies that they respond to is quite long and their time and sacrifice is greatly appreciated.

The Hopatcong Ambulance Squad for being available to respond to all emergencies and standing by at our community events. The squad is made up of 24 volunteer members of whom 17 are NJ EMTs, 5 are first responders and 2 are drivers. They also have 10 paid per diem EMTs. This year the squad responded to 958 calls. I would like to thank the squad for their compassionate service to our residents and congratulate the new officers for 2016.

I can't say enough about our departments, agencies and first responders. They are all remarkable people and I want to thank them once again for their selfless service and commitment to our community.

2015 will always be remembered as the year of new beginnings as our plans for economic development became a reality.

The beautiful three story, mixed use building called "Brookland" hosts 15 condominiums and 5,000 square feet of retail space. This beautiful new building was constructed by Green Tree Development of Pompton Plains and is the first project to be completed in our redevelopment area. The Land Use Board recently approved two other projects, one for 9 luxury townhomes on the Mad House Property and another with 9 condominiums and retail space right down the street.

The Atkins Group just received their permit to build 35 luxury condominiums on 10 lake front acres in the Garden area.

All of these projects will continue to grow and strengthen our community, and revitalize our business districts.

During the past year we also witnessed many infrastructure improvements:

Under supervision of our DPW Superintendent Ron Jobeless, the Public Works Department completed numerous projects throughout the town.

Through a \$1,000,000 Federal EPA Grant which provided 55% of funding, the Borough completed 4500 linear feet of 6 inch water main and road paving for the Wildwood Shores Section. This project vastly improved the water delivery service to hundreds of residents and as a by-product improved the roadways through the neighborhood.

The second water project, under the same grant, was completed in Elba Point and on Rhone Road and on Condit Road where the aging 2 inch pipes were replaced with 6" water mains, plus fire hydrants were added for fire protection.

This year the Borough received two grants from the Department of Transportation, one for the \$170,000 and a Discretionary Grant for \$200,000. With that funding we were able to install 3,000 tons of asphalt for our 2015 paving program.

For the third year, Hopatcong was awarded a Housing Rehabilitation Grant from the USDA in the amount of \$25,000. This funding allows residents that are income eligible to receive a deferred loan up to \$15,000 to make home repairs.

Along with improving our infrastructure it is important to plan beautification enhancements throughout the Borough. We have been very aggressive and very successful in seeking grant money for these projects.

We finally received the \$268,000 DOT Enhancement Grant that we were awarded a few years ago for Phase II of the Hopatchung Road Street-scaping Project (from Chincoppee Avenue to Lakeside Blvd). This includes numerous street lights, and drainage. We anticipate starting this project in the spring of 2016.

This year we continued to focus on Athletic Fields and parks.

Veterans' Field street light fixtures were installed in the parking lot by the fields. A few remaining lights will be placed on the other side of the parking area in front of Veteran's Park.

We constructed a storage and concession stand, 16' x 36' for the soccer program on Veteran's Park. We installed concrete around the building to make it more accessible. This completes the Veteran's Field project that we initiated in 2013.

Additional work has been completed on the basketball court project in Modick Park. Sidewalks and curbs were installed around the new concession stand. New basketball equipment was installed, and the court will have an epoxy finish which is slated to be done in the spring.

In 2014 our bond rating was raised to AA+ by Standard and Poors, a prominent financial rating agency. This year, in August 2015, Moody's Investor Service Upgraded Hopatcong's bond rating to a "Aa2". This puts us into a very well regarded high category that only the most efficient and well run municipalities earn through due diligence and responsible financial practices.

Every year the Borough presents numerous events that bring excitement, suspense and special experiences to the children. These events take months and sometimes years to plan. But they have all been very successful and continue to build a wonderful community spirit in our town.

I would like to commend the Hopatcong Business League, the Department of Public Works, all of our town organizations and sponsors for partnering with the Borough so that these activities can be presented. I would also like to thank Bill Wagner and his family and staff for creating our newest event the "Christmas Spectacular". IT BROUGHT THE MAGIC OF THE SEASON TO LIFE ONCE AGAIN THIS YEAR.

Throughout the year we take the time to recognize excellence in the accomplishments of our residents. I would like to acknowledge a few this evening.

After many years of hard work and diligence by the members of our Environmental Commission the Borough reached their goal and we were awarded the Bronze Award for Sustainable Jersey.

Congratulations and Welcome are in order for Reverend Luis Rodrigues, who is the Pastor of Full Life Christian Fellowship Church. Pastor Lou's ministry recently moved into the building where Pastor Anthony Czubkowski had his church on Brooklyn Stanhope Rd.

Della Cruz and Channel 12 news showcased Hopatcong this summer on their news channel. A big thank you to all of the residents who attended and brought pride to Hopatcong. We were invited back!!! And on April 26th Hopatcong will be featured on Channel 12 for a 20 minute segment!! Please tune in.....

So tonight, it is with great pride and admiration that we end this meeting with a special "Thank You" to our Fire Department for hosting the 95th Annual Sussex County Firemen's Association Parade. It was quite an undertaking, but our firemen stayed steadfast and worked long and hard to ensure that everything was in place and ready for this grand event.

On Saturday, October 3, 2015, the bands played, the fire departments marched, and the shiny trucks filled the streets of Hopatcong. People gathered to cheer and thank the firefighters for their dedicated service. Some made signs that they could hold high as the parade passed. Others brought chairs and blankets so they could watch the event in comfort. It was a wonderful display of gratitude, pride and fun for everyone to enjoy.

We are proud of the four Hopatcong firemen that were chosen to lead the parade. In the honorary position of Grand Marshal; was Jim Franco with 49 years of service, Forest Jim Sutton with 55 years of service, Marty Rosenbaum with 55 years of service and Jim Vanderhoof with 56 years of service.....these numbers represent a lifetime of dedication to our community and they make a statement about the character of our wonderful volunteers. We are grateful for all of you.

As we look forward to the New Year, 2016, we can expect new challenges that will bring new opportunities. Our strongest asset is the unity we share as a Council and the commitment we have to our residents.

In closing, I would like to extend my best wishes to all of you and your families. I hope that this year will bring you an abundance of blessings, good health and prosperity.

ADJOURNMENT

Councilman Young made a motion to adjourn the Reorganization Meeting held on January 6, 2016. Seconded by Councilman Bunce. All were in favor.

Sylvia Petillo, Mayor

Catherine Schultz, RMC