

REGULAR AGENDA
FOR THE MAYOR AND COUNCIL MEETING
BOROUGH OF FRANKLIN,
HELD AT THE MUNICIPAL BUILDING, 46 MAIN STREET
FRANKLIN, NEW JERSEY AT 7:00 P.M. ON
NOVEMBER 12, 2019

- A. **Mayor Giordano** will call the meeting to order; Clerk will call the roll.
- B. **Mayor Giordano** will invite all present to salute the flag.
- C. **Mayor Giordano** will state 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 sequentes. It has been properly advertised by posting in Borough Hall, and printed in the New Jersey Herald/Sunday New Jersey Herald on January 4, 2019, and posted on the Borough website, which adequate notice has been certified by the Clerk."
- D. **PRESENTATIONS**
Marvin J. Joss - US Census Bureau on the 2020 Census
- E. **COMMITTEE REPORTS: Mayor Giordano** will allow each member of the Council, Borough Administrator, Borough Clerk, and Borough Attorney to present their respective committee report.

Mayor Giordano will offer the Mayor's Report.

- F. **OPEN PUBLIC SESSION: Mayor Giordano** will request a motion to open the meeting to the public, for any questions or comments concerning the good and welfare of the Borough. **All comments should be directed to the Mayor and kept to a 3-minute maximum per person.**

After giving all persons present an opportunity to address the Governing Body, **Mayor Giordano** will request a motion to close the meeting to the public and return to the regular order of business.

- G. **CONSENT AGENDA: Mayor Giordano** will request that all persons present review the consent agenda. If any member of the Council or public wishes an item on the consent agenda to be discussed and considered separately, a motion to this effect shall so be made, at this time.

After all persons have had an opportunity to review the consent agenda and offer requests for changes, Mayor Giordano will request a motion to approve the consent agenda.

- H. **OLD BUSINESS:**

- I. **NEW BUSINESS:**

1. **Approval of the Minutes**

A motion is in order to approve the regular meeting minutes for October 22, 2019. (Absent: Limon)

2. **Special Event permit**

A motion is in order to approve an application for a special event permit from Elaine Tizzano and Mary Burns, for their fifth annual walk in conjunction with the Center for Prevention and Counseling to be held on August 1, 2020, to bring awareness and treatment for substance use disorder.

3. **Discussion and approval of the Highlands Petition**

At this time there will be a discussion and approval of the Highland Petition. (Discussion tabled from 10/22/2019 meeting)

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4. 2019 Best Practices Inventory
A motion is in order to accept the best practices inventory prepared by the CFO, Administrator and the Clerk as required by the Division of Local Government Services.
5. Resolution #2019-87
A motion is in order to adopt resolution 2019-87 modifying the employee handbook regarding evaluations. (evaluation forms included in Council packets)
6. Resolution #2019-88
A motion is in order to adopt resolution 2019-88 authorizing the transfer of appropriations (2019 Municipal Budget) in the amount of \$31,000.00.
7. Resolution #2019-89
A motion is in order to adopt resolution 2019-89 authorizing the Municipal Court to cancel outstanding check balances in the General Account totaling \$58.00 and the Bail Account totaling \$1.00.
8. Resolution #2019-90
A motion is in order to adopt resolution 2019-90 authorizing the tax collector to refund tax sale deposits totaling \$3,000.65.
9. Resolution #2019-91
A motion is in order to approve Resolution 2019-91 Appointing Wayne Dietz, Skylands Risk Management, Inc. Franklin Borough's Risk Management Consultant and the Franklin Administrator, Alison Littell McHose, as the authorized representative of the public entity is hereby authorized to execute the Risk Management Consultant's Agreement for the year 2020.
10. Risk Management Consultant's Agreement
A motion is in order to approve the 2020 Fund Year Statewide Insurance Fund Risk Management Consultant's Agreement.
11. Resolution #2019-92
A motion is in order to adopt resolution 2019-92 appointing Alison Littell McHose, as Fund Commissioner for the Local Unit calendar year 2020 and Darlene Tremont, as Alternate Fund Commissioner for the Local Unit calendar year 2020.
12. Ordinance #16-2019
A motion is in order to introduce ordinance 16-2019 entitled "AN ORDINANCE OF THE BOROUGH OF FRANKLIN COUNTY OF SUSSEX AND STATE OF NEW JERSEY AMENDING SECTION 259-13, TURN RESTRICTIONS".

Public Hearing will be held on November 26, 2019.
13. Ordinance #17-2019
A motion is in order to introduce ordinance 17-2019 entitled "AN ORDINANCE OF THE BOROUGH OF FRANKLIN, COUNTY OF SUSSEX AND STATE OF NEW JERSEY AMENDING THE LENGTH OF SERVICE AWARDS PROGRAM SCHEDULE FOR MEMBERS OF THE BOROUGH OF FRANKLIN VOLUNTEER FIRE DEPARTMENT".

Public Hearing will be held on November 26, 2019.
14. Forward Franklin Grant Acceptance
A motion is in order to accept a grant in the amount of \$1,435 from the Forward Franklin Alliance for materials for the Hungarian Church roof repair.

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15. Discussion of Trademark in the Borough slogan

At this time there will be a discussion of trademark in the Borough slogan.

16. Approval of Equity Environmental Engineering Proposal

A motion is in order to approve the Equity Environmental Engineering proposal for environmental services at the R&R Rifle Range located at 10 Buckwheat Road, Franklin, estimated in the amount of \$4,430.

17. Approval of Phoenix Consulting Group Proposal for temporary CFO & QPA positions

A motion is in order to approve the Phoenix Consulting Group Proposal for the temporary CFO position in the amount of \$150/hr. for up to 18 hours per week and the temporary QPA position in the amount of \$150/hr., hours TBT.

18. Part Time DPW Laborer New Hire

A motion is in order to approve hiring of Matthew Kuperus as part time DPW laborer at the rate of \$13.50 per hour (probationary) for 29 hours per week effective 11/18/2019, as recommended by Administrator McHose, DPW Supervisor Brian VanDenBroek and Personnel Committee.

19. Part Time Custodian Hire

A motion is in order to approve hiring Shannon VanTassel as part time custodian at the rate of \$14 per hour (probationary) for 20 hours per week effective 11/18/2019, as recommended by Administrator McHose and Personnel Committee

J. EXECUTIVE SESSION – IF REQUESTED

Mayor Giordano will request a motion to adopt a resolution to adjourn into Executive Session to discuss certain items excluded from the public.

THE OPEN PUBLIC MEETINGS ACT ALLOWS THE MAYOR AND COUNCIL TO EXCLUDE THE PUBLIC FROM A PORTION OF A MEETING IN CERTAIN CIRCUMSTANCES,

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF FRANKLIN, THAT THE PUBLIC SHALL BE EXCLUDED FROM DISCUSSION OF MATTERS ALLOWED BY NEW JERSEY LAW.

THE EXECUTIVE SESSION MINUTES WILL BE PLACED ON FILE IN THE BOROUGH CLERK'S OFFICE, AND WILL BE AVAILABLE TO THE PUBLIC AS PROVIDED FOR BY NEW JERSEY LAW.

Be further advised this Resolution shall take effect immediately.

K. OPEN PUBLIC SESSION II: **Mayor Giordano** will request a motion to open the meeting to the public, for any questions or comments concerning the good and welfare of the Borough. **All comments should be directed to the Mayor and kept to a 3-minute maximum per person.**

After giving all persons present an opportunity to address the Governing Body, **Mayor Giordano** will request a motion to close the meeting to the public and return to the regular order of business.

L. MISCELLANEOUS COMMENTS: **Mayor Giordano** will allow each member of the Governing Body to offer any miscellaneous comments which they may have at this time.

M. ADJOURNMENT: **Mayor Giordano** will request a motion to adjourn the meeting.