

**MINUTES OF THE MEETING OF THE
MAYOR AND COUNCIL
OF THE BOROUGH OF FRANKLIN
HELD AT THE FRANKLIN MUNICIPAL BUILDING
46 MAIN STREET, FRANKLIN, NJ
DECEMBER 17, 2019**

Acting Mayor Skellenger called the meeting to order and requested the Borough Clerk to call the roll. Upon roll call, the following members of the Governing Body were present: Mr. Limon, Mr. Postas, Mr. Snyder, Mr. Soules, Mr. Zydon and Acting Mayor Skellenger.

Absent: None

Acting Mayor Skellenger led the assembly in the flag salute.

Acting Mayor Skellenger stated "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."

Acting Mayor Skellenger commented we will move executive session to the beginning of the meeting.

EXECUTIVE SESSION

In accordance with the provisions of the Open Public Meetings Act, Mr. Postas made a motion to adjourn into closed executive session to discuss attorney-client privilege matters on a pending contract. Motion seconded by Mr. Zydon. All were in favor.

After meeting in closed session, the Governing Body returned to their seats at 7:22p.m. and Acting Mayor Skellenger declared the meeting to be reconvened into open public session.

Mr. Zydon made a motion to return from executive session. Seconded by Mr. Limon. All were in favor.

PRESENTATIONS

There were no presentations

COMMITTEE REPORTS

Mr. Limon had nothing to report.

Mr. Postas reported he has had no personnel meetings, however there has been another interview for the CFO position and will be scheduling a second interview with that applicant.

Mr. Snyder had nothing to report.

Mr. Soules commented he wasn't able to attend the Public Utility meeting that took place but is able to report from the meeting minutes. The camera inspections of Well B will begin Thursday, (December 19, 2019) Well A will follow. There is back up information for updated lead and copper sampling. The grant writer is working on funding for the paint and repairs of the water tower. Variable frequency drives for well pumps will be installed by February 2020. The roads to be paved in 2020 will have their sewer cameras inspected. Lastly, they discussed the first winter storm responses with the DPW Superintendent.

Mr. Zydon reported there was an ordinance committee meeting on December 10, 2019, updating the committee and the zoning officer about an ordinance discussed at a prior meeting. There were ordinance issues sent to the Planning Board Chairman to review. The zoning officer updated the committee on some issues around town.

Administrator McHose reported the ADA equipment for the playground was delivered today. There will be 2 new signs installed on either side of the playground.

MAYOR & COUNCIL MEETING MINUTES DECEMBER 17, 2019

Administrator McHose informed the Council members that she has had discussions with some committee members about helping residents with branch pick ups that resulted from the storm. They talked about having DPW workers pick up branches from curbside no larger than 3" in diameter until December 30, 2019, no employees will be permitted to go onto private property to retrieve branches.

Mr. Zydon clarified it is the sole responsibility of the property owner to bring the branches to the curb for the DPW to collect for chipping.

Mr. Postas commented he spoke with Brian VanDenBroek who is treating this just as they would if it were a hurricane and doesn't have a problem with it nor does he foresee using much overtime.

There were no objections from the Council.

Mr. Skellenger thanked all the fireman, police department, the emergency management coordinator, the DPW workers and the JCP&L lineman he saw out attending to all the issues from the storm. It looked like a war zone around town and appreciated all they did to help. Mr. Skellenger commented he would like to publicly acknowledge a donation from the Mayor of Sussex Borough, Kathy Little. Mayor Little collected historic memorabilia from the former St. Clare's Hospital in Sussex Borough and donated a photograph of the former Franklin Hospital to be displayed in Borough Hall. The photograph can be viewed in the conference room on the second floor.

Administrator McHose publicly thanked Mayor Little for all her many years of service, both as Council and as Mayor for 2 or 3 terms as Sussex Borough Mayor. She's been ill and has maintained her tenacity, remaining in office through it all.

OPEN PUBLIC SESSION

Mr. Soules made a motion to open the meeting to the public for anyone wishing to address the Governing Body. Seconded by Mr. Postas. All were in favor.

There being no one present who wished to address the Governing Body, Mr. Zydon made a motion to close the meeting to the public, seconded by Mr. Soules. All were in favor.

CONSENT AGENDA

Acting Mayor Skellenger requested that all persons present review the consent agenda and offer any comments they may have at this time regarding the consent agenda.

CORRESPONDENCE (ACCEPTANCE FOR FILING ONLY OF THE FOLLOWING):

1. Letter dated November 21, 2019 from Diane Scaccetti Commissioner of the NJDOT to Mayor Giordano Re: Franklin Borough receiving funding for FY2020 for Scott Road Resurfacing Project.
2. Resolution from the Borough of Hamburg opposing assembly bill 5692 and Senate Bill 3941.
3. Resolution from the Borough of Ogdensburg calling for a study commission to review the open public records act.
4. Letter dated December 4, 2019, from Thomas Varro Executive Director, SCMUA to Mayor Giordano Re: Estimated Annual Charge-FY2020, SCMUA Sewage Treatment Services.
5. Resolution from the Borough of Hamburg calling for a study commission to review the open public records act.
6. Letter dated October 31, 2019 from Lisa Plevin, Executive Director of the Highlands Council to Mayor Giordano Re: Highlands Council Plan Conformance Grant #09-03-011-1906.
7. Letter dated November 27, 2019 from Lisa Plevin, Executive Director of the Highlands Council to Mayor Giordano Re: Franklin Borough Resolution No. 2019-93 Reimbursement of Plan Conformance Activities.

MAYOR & COUNCIL MEETING MINUTES DECEMBER 17, 2019

8. Letter dated December 10, 2019 from Laine Rankin, Director of Division of Local Aid and Economic Development to Mayor Giordano, Re: Evans Street resurfacing project.

REPORTS (ACCEPTANCE FOR FILING OF THE FOLLOWING):

1. Construction Permit Activity Permit – November 2019
2. Construction Report – November 2019
3. COH Report – November 2019
4. Municipal Court Report – November 2019
5. Police Department Report – November 2019

APPLICATIONS (APPROVAL OF THE FOLLOWING):

1. None filed.

RESOLUTIONS (APPROVAL OF THE FOLLOWING):

1. Payment of bills for the meeting of December 17, 2019.

Mr. Limon made a motion to approve the consent agenda of December 17, 2019. Seconded by Mr. Soules.

Upon roll call vote:

Ayes: Limon, Postas, Skellenger, Snyder, Soules, Zydon

Nays: None Absent: None Abstentions: None

OLD BUSINESS

There was no old business for tonight's portion of the meeting.

NEW BUSINESS

Mr. Ursin commented the Planning Board contacted him requesting his review of old Planning Board escrow account deficiencies, which means there is money that is owed to the Borough and its' professionals. He will send firm letters to those who have open balances with a time frame for a response and if no response he would recommend to place liens against those properties. Mr. Ursin explained how the process would be handled moving forward if there are no objections from the Council. The Council had no objections.

Approval of Meeting Minutes

Mr. Postas made a motion to approve the regular meeting minutes for November 26, 2019. (Absent: Mayor Giordano) Seconded by Mr. Limon.

Upon roll call vote:

Ayes: Limon, Postas, Skellenger, Snyder, Soules, Zydon

Nays: None Absent: None Abstentions: None

Resolution #2019-97

Mr. Postas made a motion to adopt resolution 2019-97 change order no. 1 Equity Environmental Engineering, LLC in the amount of \$600. Seconded by Mr. Skellenger.

Administrator McHose explained resolution 2019-97.

Upon roll call vote:

Ayes: Limon, Postas, Skellenger, Snyder, Soules, Zydon

Nays: None Absent: None Abstentions: None

Resolution #2019-98

Mr. Postas made a motion to adopt resolution 2019-98 transfer resolution in the amount of \$24,000. Seconded by Mr. Soules.

Upon roll call vote:

Ayes: Limon, Postas, Skellenger, Snyder, Soules, Zydon

Nays: None Absent: None Abstentions: None

MAYOR & COUNCIL MEETING MINUTES DECEMBER 17, 2019

Resolution #2019-99

Mr. Zydon made a motion to adopt resolution 2019-99 supporting pedestrian safety measures at the intersection of Route 23 and Washington Ave. Seconded by Mr. Postas.

Upon roll call vote:

Ayes: Limon, Postas, Skellenger, Snyder, Soules, Zydon

Nays: None Absent: None Abstentions: None

Adoption of Ordinance #17-2019

Mr. Zydon made a motion to adopt 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". (Tabled from November 26, 2019) (Original ordinance 10-2017 included in Council packets) Seconded by Mr. Postas.

Prior to final roll call Council President and Acting Mayor Skellenger will open the meeting to the public for any comments regarding Ordinance 17-2019.

Mr. Soules made a motion to open to the public ordinance 17-2019. Seconded by Mr. Postas. All were in favor.

No one from the public stepped forward.

Mr. Zydon made a motion to close to the public ordinance 17-2019. Seconded by Mr. Postas. All were in favor.

Mr. Postas commented he spoke with Mr. Ursin regarding a clerical adjustment needed to the Fire Chief points in schedule 3 as written in the amendment.

Mr. Postas made a motion to amend ordinance 17-2019, schedule 3, item 3, the Chief of the Fire Department points to be changed from 50 points to 40 points. Seconded by Mr. Zydon.

Upon roll call vote:

Ayes: Postas, Skellenger, Snyder, Soules, Zydon

Nays: None Absent: None Abstentions: Limon

Mr. Ursin explained ordinance 17-2019 is now amended with that clerical change. Ordinance 17-2019 is now up for further discussion and then a vote.

Mr. Snyder commented that there are six towns that have LOSAP and two of the six have done amendments which was for the CPI. Mr. Snyder also commented on clarification of the amendments and got information to make sure that this can be done. Mr. Snyder asked for a fire department representative to explain the reason for the change.

Mr. Frederick Babcock, Chief of the Franklin Fire Department, commented that the Fire Department asked for the point change to meet the needs of the Fire Department.

Mr. Postas stated that a discussion with the resident who was concerned how the points were offered and to who they went to. This is the best money we can spend. The cost is astronomical to the town if we had a paid fire department.

Mr. Zydon asked what types of programs the fire department has for recruitment and outreach.

Mr. Babcock commented we advertise on the board that is out front of the fire house and January 1st we will have a membership drive.

MAYOR & COUNCIL MEETING MINUTES DECEMBER 17, 2019

Mr. Jim Williams (from his seat) stated that the average age of a fire fighter in Sussex County is 53. He explained the process and classes needed to become a firefighter.

Upon roll call vote:

Ayes: Postas, Skellenger, Snyder, Soules, Zydon

Nays: None Absent: None Abstentions: Limon

Littell Community Center Shared Services Agreement Addendum

Mr. Zydon made a motion to approve the addendum to the Littell Community Center Shared Services Agreement between the Township of Hardyston and the Borough of Franklin to extend the shared services agreement to June 30, 2020. Seconded by Mr. Postas.

Administrator McHose explained that no costs are involved.

Upon roll call vote:

Ayes: Limon, Postas, Skellenger, Snyder, Soules, Zydon

Nays: None Absent: None Abstentions: None

CDM Smith Proposal

Mr. Limon made a motion to approve the CDM Smith proposal for professional planning and engineering services for revised net water availability and water use and conservation management plan (WUCMP) assistance in the amount of \$65,000. Seconded by Mr. Soules.

Upon roll call vote:

Ayes: Limon, Postas, Skellenger, Snyder, Soules, Zydon

Nays: None Absent: None Abstentions: None

Discharge of Mortgage

Mr. Limon made a motion to confirm the Discharge of Mortgage dated March 21, 2003, for Marianne Cammarano, 17 Scott Road, Franklin, in the amount of \$9,450. Seconded by Mr. Snyder.

Upon roll call vote:

Ayes: Limon, Postas, Skellenger, Snyder, Soules, Zydon

Nays: None Absent: None Abstentions: None

Discussion on Animal Control Officer services

At this time there was a discussion on Animal Control Officer services for the Borough of Franklin.

Administrator McHose explained the new contract from Wantage and asked for direction to explore other options for this service.

Mr. Limon commented to have the administrator explore other options for Animal Control Services and to bring the information for the 2nd meeting in January.

Part Time Finance Clerk Hire

Mr. Soules made a motion to approve the hire of Jim Stecher as part time finance clerk, \$16/hr. for 20 hours/wk., with additional hours scheduled as needed, not to exceed 29 hours/wk., effective January 2, 2020 as recommended by the Personnel Committee and the Administrator. Seconded by Mr. Limon.

Upon roll call vote:

Ayes: Limon, Postas, Skellenger, Snyder, Soules, Zydon

Nays: None Absent: None Abstentions: None

Temporary Part Time Finance Clerk Hire

Mr. Postas made a motion to table the hiring of Pamela Crum as temporary part time finance clerk until the January 14, 2020 meeting. Seconded by Mr. Zydon

Upon roll call vote:

Ayes: Limon, Postas, Skellenger, Snyder, Soules, Zydon

Nays: None Absent: None Abstentions: None

MAYOR & COUNCIL MEETING MINUTES DECEMBER 17, 2019

Accept Solid Waste and Recycling Bid

Mr. Soules made a motion to accept the bid for Solid Waste and Recycling Collection from Blue Diamond Disposal Inc., for a 3-year contract to begin January 1, 2020 and ending December 31, 2022 in the amount of \$1,377,000. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Limon, Postas, Skellenger, Snyder, Soules, Zydon

Nays: None Absent: None Abstentions: None

Approval of NJ State Firemen's Association Membership Application

Mr. Skellenger made a motion to approve the application for membership for of Steve L. Ashton, 2 Andre Court, Franklin to the Franklin Fire Department as recommended by Frederick Babcock, Jr., Franklin Fire Department Chief. Seconded by Mr. Postas.

Upon roll call vote:

Ayes: Postas, Skellenger, Soules, Zydon

Nays: None Absent: None Abstentions: Limon, Snyder

OPEN PUBLIC SESSION II

Mr. Soules made a motion to open the meeting to the public for anyone wishing to address the Governing Body. Seconded by Mr. Snyder. All were in favor.

Frederick Babcock, Chief of Franklin Fire Department, stepped forward and thanked the Council for passing the LOSAP amendment.

There being no one else present who wished to address the Governing Body, Mr. Skellenger made a motion to close the meeting to the public, seconded by Mr. Zydon. All were in favor.

MISCELLANEOUS COMMENTS

Mr. Snyder wished everyone a Merry Christmas and Happy New Year.

Mr. Soules thanked everyone for the past year and wished everyone a Merry Christmas and Happy New Year.

Administrator McHose thanked Mr. Soules for his service.

ADJOURNMENT

There being no further items for discussion by the Mayor and Council, Mr. Limon made a motion to adjourn the meeting at 8:05p.m., seconded by Mr. Skellenger. All were in favor.

Stephen Skellenger, Acting Mayor

Darlene J. Tremont, Municipal Clerk