

**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**  
**FEBRUARY 11, 2020**

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- A. **Mayor Sowden** will call the meeting to order; Clerk will call the roll.
- B. **Mayor Sowden** will invite all present to salute the flag.
- C. **Mayor Sowden** 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 5, 2020, and posted on the Borough website, which adequate notice has been certified by the Clerk."
- D. **PRESENTATIONS**  
There are no presentations this evening.
- E. **COMMITTEE REPORTS: Mayor Sowden** will allow each member of the Council, Borough Administrator, Borough Clerk, and Borough Attorney to present their respective committee report.

**Mayor Sowden** will offer the Mayor's Report.

- F. **OPEN PUBLIC SESSION: Mayor Sowden** 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 Sowden** will request a motion to close the meeting to the public and return to the regular order of business.

- G. **CONSENT AGENDA: Mayor Sowden** 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 Sowden 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 January 28, 2020. (Absent: Skellenger)

2. **Resignation Letter from Administrator Alison McHose**

A motion is in order to accept the resignation letter from Administrator Alison McHose effective July 1, 2020.

3. **Discussion of Administrator Hiring Process**

At this time there will be a discussion on the Administrator hiring process.

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4. Department of Public Works Manager Agreement  
A motion is in order to approve Department of Public Works Manager Agreement between the Borough of Franklin and Brian G. VanDenBroek, from January 1, 2020 to December 31, 2022.
5. DPW Foreman Salary Step Increase  
A motion is in order to approve a DPW Foreman salary step increase for Jesse Bogart to Grade Step 5 \$22.77/hr., as per the DPW contract, effective February 16, 2020, as recommended by Brian VanDenBroek, DPW Director, Administrator McHose and the Personnel Committee.
6. DPW Salary Step Increase  
A motion is in order to approve a DPW salary step increase for Andrew Burd to Grade Step 2, \$19.49/hr., as per the DPW contract, effective February 16, 2020, as recommended by Brian VanDenBroek, DPW Director, Administrator McHose and the Personnel Committee.
7. Property Lease Agreement  
A motion is in order to approve the Property Lease Agreement between the Borough of Franklin and Franklin Mineral Museum, Inc. for a portion of approximately two acres located on Block 1302, Lots 6 & 7 for \$1.00 per year for the period starting January 31, 2020 through January 31, 2025.
8. 145 Media 2020 Contract  
A motion is in order to approve the 2020 website hosting contract with 145 Media, Bill Repasy in the amount of \$2,400.00 for the period of January 1, 2020 – December 31, 2020.
9. National Poison Prevention Week Proclamation  
A motion is in order to adopt a Proclamation declaring March 15-21, 2020, as “National Poison Prevention Week”.

J. EXECUTIVE SESSION – IF REQUESTED

**Mayor Sowden** 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 Sowden** 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 Sowden** will request a motion to close the meeting to the public and return to the regular order of business.

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- L. MISCELLANEOUS COMMENTS: **Mayor Sowden** will allow each member of the Governing Body to offer any miscellaneous comments which they may have at this time.
  
- M. ADJOURNMENT: **Mayor Sowden** will request a motion to adjourn the meeting.