

**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
JANUARY 24, 2023**

This meeting is being held in person adhering to the CDC guidelines and through a virtual meeting platform called ZOOM. The public who attended through ZOOM has been notified and instructed on how to join the meeting and participate during the public session.

Mayor Sowden 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. Formica, Mrs. Heath, Mr. Limon, Mr. Postas, Mr. Skellenger, Mr. Snyder and Mayor Sowden.

Absent: None

Mayor Sowden led the assembly in the flag salute.

Mayor Sowden 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 6, 2023, and posted on the Borough website, which adequate notice has been certified by the Clerk."

PRESENTATIONS

There were no presentations for tonight's meeting.

COMMITTEE REPORTS

Mr. Limon commented that a finance committee was held. Mr. Limon commented that the solid waste contract increased 23%. There was a public works meeting held yesterday and bids were received on the water tank and we discussed replacing the sidewalks on Hemlock Drive.

Mr. Postas commented that four bids were received for the water tank project and they are being reviewed. Paving will be moving forward for this year.

Mr. Snyder commented that there was a finance meeting and we went over some line items and spoke about street cleaning. There was a personnel meeting and the items that were discussed are on the agenda this evening. Mr. Snyder commented that he is not in favor of sitting with individuals separately to discuss salary increases.

Mr. Formica commented that there was an ordinance meeting and discussed different avenues for this year. Buildings and grounds met and he discussed a possible kayak dock and launch. There are some boy scouts that are looking for eagle scout projects and they could build a kayak storage unit. The information for the kayak dock will be put on the next agenda.

Mr. Skellenger commented that the deadline for the new police officer position is February 3, 2023.

Mrs. Heath commented that she distributed the senior of the year nomination applications.

Mrs. Tremont commented that the CFO and Administrator ads have been placed.

Mr. Bernath commented that we received five bids and one bid was withdrawn by the bidder due to errors in the bid. There was meeting with the Fire Department to discuss a grant they are working on. The auditors are here and they are working on the AFS and Annual Debt Statement; they will be done before the end of the month. Street sweeping was caused by the NJDEP Reassignment of tiers to municipalities and is required by the State.

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Mr. Postas commented that we should look into purchasing a street sweeper and investigate other towns as a shared service.

Mr. Ursin offered no report.

Mayor Sowden commented that he has had discussions with Ogdensburg in regards to shared services.

OPEN PUBLIC SESSION

Mr. Skellenger 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.

Mr. Bill VanTassell, 28 Nestor Street, Franklin stepped forward. Mr. VanTassell voiced his concerns regarding the tax reassessment.

Mr. Ursin explained the tax reassessment process.

Mr. VanTassell commented that the council must tighten belts on things the council has control over.

Ms. Dawne Rowe, 140 Munsonhurst Road, Franklin stepped forward. Ms. Rowe commented that she is sorry to hear that the CFO is leaving and asked if the public session can be moved to the end of the meeting or add a second open public session.

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

CONSENT AGENDA

Mayor Sowden 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 December 16, 2022, from Timothy Day, Comptroller, Sussex County Municipal Utilities Authority to Mayor Sowden Re: Actual Annual charge FY2022, quarterly estimated charge FY2023 and SCMUA Sewage Treatment Services.
2. Letter dated January 11, 2023 from Darlene J. Tremont to Legalized Games of Chance re: 2022 annual raffle report.
3. Township of Sparta Ordinance 22-21 amending Chapter XVIII entitled comprehensive land management code.

REPORTS (ACCEPTANCE FOR FILING OF THE FOLLOWING):

1. DPW Report – December 19, 2022 – December 23, 2022
2. DPW Report – December 26, 2022 – December 30, 2022

APPLICATIONS (APPROVAL OF THE FOLLOWING):

1. None filed.

RESOLUTIONS (APPROVAL OF THE FOLLOWING):

1. Resolution #2023-21 to approve a budget transfer in the amount of \$20,000.00.
2. Resolution #2023-22 to approve a coin toss fundraiser for the Walkkill Valley First Aid Squad for the year 2023, on May 7th, June 18th, July 30th, August 27th, September 10th and October 22nd. (Request provided in Council packets)

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3. Resolution #2023-23 to approve a Fundraiser for St. John Vianney Church sponsored by the Knights of Columbus chapter #12649 on Saturday, May 13, 2023. (Request provided in Council packets)
4. Payment of bills for the meeting of January 24, 2023.

Mr. Skellenger requested the removal of PO #34709 and vote on it separately.

Mr. Formica requested the removal of PO #35988 and vote on it separately.

Mr. Limon made a motion to approve the consent agenda of January 24, 2023 with the removal of PO #34709 and PO #35988. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Postas, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

Mr. Postas made a motion to approve PO #34709. Seconded by Mr. Limon.

Upon roll call vote:

Ayes: Heath, Limon, Postas, Snyder

Nays: None Absent: None Abstentions: Formica, Skellenger

Mr. Postas made a motion to approve PO #35988. Seconded by Mr. Limon.

Upon roll call vote:

Ayes: Heath, Limon, Postas, Skellenger, Snyder

Nays: None Absent: None Abstentions: Formica

OLD BUSINESS

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

NEW BUSINESS

Approval of the Minutes

Mrs. Heath made a motion to approve the regular meeting minutes for January 12, 2023. (Absent: None) Seconded by Mr. Postas.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Postas, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

Mrs. Heath made a motion to approve the executive session meeting minutes for January 12, 2023. (Absent: Skellenger) Seconded by Mr. Postas.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Postas, Snyder

Nays: None Absent: None Abstentions: Skellenger

Resolution #2023-16

Mr. Skellenger made a motion to adopt resolution 2023-16 authorizing a Grant application to the New Jersey Department of Community Affairs for the ARP Firefighter Grant Project. Seconded by Mr. Postas.

Upon roll call vote:

Ayes: Formica, Heath, Postas, Skellenger, Snyder

Nays: None Absent: None Abstentions: Limon

Resolution #2023-17

Mr. Postas made a motion to adopt resolution 2023-17 approving the hiring of a full time laborer for the Department of Public Works at the Step 1-Probationary rate of \$19.18 per hour effective February 1, 2023. Seconded by Mr. Formica.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Postas, Skellenger, Snyder

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Nays: None Absent: None Abstentions: None

Resolution #2023-18

Mr. Formica made a motion to adopt resolution 2023-18 to authorize amending the compensation for the Municipal Court Administrator in the amount of an additional \$3,000 per year to be prorated to January 1, 2023. Seconded by Mr. Limon.

Mr. Snyder commented that we spoke as a committee in regards to the employee requesting additional money for the amount of work the employee was doing. The committee came to an amount and it was brought back to the employee. Mr. Snyder commented that he does not endorse sitting down with the individuals directly to discuss salary increases.

Mr. Formica commented that it is good to speak with employees and encourages communication between personnel and employees.

Mr. Snyder commented that he does not understand the reasons for the work load.

Upon roll call vote:

Ayes: Formica, Heath, Skellenger

Nays: Limon, Postas Absent: None Abstentions: Snyder

Resolution #2023-19

Mr. Snyder made a motion to adopt resolution 2023-19 authorizing a salary adjustment for the Water/Sewer and Tax Collection Clerk in the amount of an additional \$5,000 per year to be prorated to January 1, 2023. Seconded by Mr. Skellenger.

Mr. Snyder explained the reasons for the \$5,000 increase.

Mr. Postas made a motion to table resolution 2023-19 until we get counsel from Mr. Ursin. Seconded by Mr. Limon.

Upon roll call vote to table:

Ayes: Limon, Postas

Nays: Formica, Heath, Skellenger, Snyder Absent: None Abstentions: None

Mr. Formica made a motion to amend resolution 2023-19 to give the \$5,000 increase and to delete any references to the contingencies in the resolution. Seconded by Mr. Skellenger.

Upon roll call vote to amend:

Ayes: Formica, Heath, Skellenger, Snyder

Nays: Limon, Postas Absent: None Abstentions: None

Mr. Formica made a motion to adopt resolution 2023-19 as amended. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: Postas Absent: None Abstentions: None

Resolution #2023-20

Mrs. Heath made a motion to adopt resolution 2023-20 to approve cancelling unexpended debt authorizations in the total amount of \$164,733.55. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Postas, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

Mayoral Appointment

Mayor Sowden made the following appointment.

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Eric Maynard – Recreation Committee Member to a 3-yr. term ending 12/31/2025. As recommended by the Recreation Committee.

Mr. Formica made a motion to confirm the mayor’s appointment. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Postas, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

Foodshed Alliance Request

Mr. Formica made a motion to approve the request to use the Senior Center and to waive the associated fees for a free produce pop-up on the first Monday of each month from 4:00PM-6:00PM during the winter months. (exact start date tbd) Seconded by Mr. Postas.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Postas, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

Discussion on CFO Position

Mr. Snyder made a motion to hire the CFO candidate that has been discussed on a temporary basis up to 29 hours per week at the rate of \$50.00 per hour until further action of the Council. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Postas, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

Discussion on 24 Munsonhurst Road TWA Application

Mr. Ursin explained the TWA Application.

Resolution #2023-24

Mrs. Heath made a motion to adopt resolution 2023-24 approving the TWA Application for 24 Munsonhurst Road. Seconded by Mr. Postas.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Postas, Skellenger, Snyder

Nays: None Absent: None Abstentions: None

EXECUTIVE SESSION

There was no executive session.

MISCELLANEOUS COMMENTS

Mr. Snyder commented that some of the street signs need to be replaced.

Mrs. Heath thanked Andrew and wished him the best.

The other council members also wished Andrew the best.

ADJOURNMENT

There being no further items for discussion by the Mayor and Council, Mr. Postas made a motion to adjourn the meeting at 7:57p.m., seconded by Mr. Skellenger. All were in favor.

John M. Sowden IV, Mayor

Darlene J. Tremont, Municipal Clerk