

**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  
JUNE 27, 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 (via ZOOM), Mr. Skellenger, Mr. Snyder and Mayor Sowden.

Absent: Mr. Postas

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 had nothing to report.

Mr. Snyder had nothing to report.

Mr. Formica had nothing to report.

Mr. Skellenger had nothing to report.

Mrs. Heath commented that the Franklinites and Fireworks are July 1<sup>st</sup> and that the Miss Franklin Pageant is at 2pm on July 1<sup>st</sup>. There will be a concert in the park on July 15<sup>th</sup> from 6pm-9pm and the Franklin Band on July 22<sup>nd</sup> from 6pm-9pm.

Ms. Clinton had nothing to report.

Mrs. Tremont commented that she was in contact with Ascend on Munsonhurst regarding the parking issue and they have corrected the situation. Mrs. Tremont spoke to Mike Vreeland in regards to the cell tower and moving it. The agreement for the moving of the cell tower is now back with Sprint.

Mayor Sowden requested a moment of silence for the passing of the former Mayor Ed Allen.

**OPEN PUBLIC SESSION**

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

There being no one present or on Zoom who wished to address the Governing Body, Mr. Snyder made a motion to close the meeting to the public, seconded by Mr. Formica. 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 from Sandyston Township dated June 20, 2023 to the New Jersey Sierra Club in regards to the Delaware Water Gap National Recreation Area.

**MAYOR & COUNCIL MEETING MINUTES JUNE 27, 2023**

**REPORTS** (ACCEPTANCE FOR FILING OF THE FOLLOWING):

1. DPW Report – May 22 – May 26
2. DPW Report – May 29 – June 2
3. County Board of Health Report – May 2023

**APPLICATIONS** (APPROVAL OF THE FOLLOWING):

1. None filed.

**RESOLUTIONS** (APPROVAL OF THE FOLLOWING):

1. Resolution 2023-90 – to authorize the Borough Clerk to renew the following liquor licenses for the 2023-2024 licensing term.  
1906-44-003-010 Jersey Innovative Investors Wine Grand
2. Payment of bills for the meeting of June 27, 2023.

Mr. Skellenger made a motion to approve the consent agenda of June 27, 2023. Seconded by Mr. Snyder.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Postas Abstentions: None

**OLD BUSINESS**

Discussion on Main St. & Junction St. multi-way stop

At this time there was a discussion on the Main Street and Junction Street multi-way stop.

Mr. Skellenger made a motion to improve the intersection of Main Street and Junction Street as recommended on pages 5 and 6 in the report by French and Parrello. Seconded by Mrs. Heath.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Postas Abstentions: None

**NEW BUSINESS**

Approval of the Minutes

Mr. Snyder made a motion to approve the regular meeting minutes for June 13, 2023. (Absent: None) Seconded by Mrs. Heath.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Postas Abstentions: None

Resolution #2023-88

Mrs. Heath made a motion to adopt resolution 2023-88 to approve the Side Bar Agreement between the Borough of Franklin and Policemen's Benevolent Association Local No. 404. (Agreement provided in Council packets) Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Postas Abstentions: None

Resolution #2023-89

Mr. Snyder made a motion to adopt resolution 2023-89 to approve modifying the Employee Handbook regarding Part-Time Employee Policy. Seconded by Mr. Formica.

Mr. Snyder questioned how this was agreed on as he thought it was decided at the last meeting.

Clerk Tremont explained what transpired at the last Mayor and Council meeting. It was agreed that a personnel meeting was needed to further discuss wording and holidays.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger

Nays: Snyder Absent: Postas Abstentions: None

**MAYOR & COUNCIL MEETING MINUTES JUNE 27, 2023**

Introduction of Ordinance #07-2023

Mr. Formica made a motion to introduce ordinance 07-2023 entitled "AN ORDINANCE AMENDING CHAPTER 161 OF THE FRANKLIN BOROUGH CODE, ALLOWING FIRST FLOOR RESIDENTIAL ON SOME LOTS IN THE B-2 ZONE." Seconded by Mr. Skellenger.

Ms. Clinton will clarify if this ordinance needs to go back to the planning board for comment.

Mayor Sowden announced that the public hearing will be held on July 18, 2023.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Postas Abstentions: None

Introduction of Ordinance #08-2023

Mr. Formica made a motion to introduce ordinance 08-2023 entitled "AN ORDINANCE OF THE BOROUGH OF FRANKLIN, COUNTY OF SUSSEX, AND STATE OF NEW JERSEY AMENDING SECTION 119-4 OF THE BOROUGH CODE ENTITLED "GENERAL FEES". Seconded by Mr. Skellenger.

Mayor Sowden announced that the public hearing will be held on July 18, 2023.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Postas Abstentions: None

Mayoral Appointment

Mayor Sowden made the following appointment.

**Crossing Guard Status Change**

Charles Hughes II status change from permanent crossing guard to substitute crossing guard with no salary change, effective immediately, as recommended by Rebecca Babcock, Crossing Guard Captain.

Mr. Limon made a motion to confirm the mayor's appointment for the crossing guard status change. Seconded by Mrs. Heath.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Postas Abstentions: None

**EXECUTIVE SESSION**

In accordance with the provisions of the Open Public Meetings Act, Mr. Formica made a motion to adjourn into closed executive session to discuss personnel matters. Motion seconded by Mr. Skellenger. All were in favor.

Mayor Sowden commented that there will be no official action taken after executive session.

**ADJOURNMENT**

At 7:22pm, the Mayor and Council adjourned into executive session and did not return into open public session.

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John M. Sowden IV, Mayor

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Darlene J. Tremont, Municipal Clerk