

**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  
FEBRUARY 24, 2026**

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. Skellenger, Mr. Snyder and Mayor Sowden.

Absent: Mrs. Carnes

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 11, 2026, 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 there was a Historical Committee meeting and everyone is excited about Habitat for Humanity coming to Franklin. There was a meeting for the 250<sup>th</sup> Anniversary and it looks like May 17<sup>th</sup> there will be a little parade ending at the school.

Mayor Sowden asked if anything will be happening on the actual day (July 4<sup>th</sup>).

Mr. Limon commented that it is not looking like we will be having something on the 4<sup>th</sup> of July. Franklin Nite is scheduled for June 27<sup>th</sup> and there will be fireworks.

Mr. Snyder commented that last Thursday the finance committee met and went over the capital projects. There will be another finance meeting this Thursday and an ordinance meeting on Thursday.

Mrs. Heath commented that we did have a meeting with the Franklin Band. We were talking about their event on May 17<sup>th</sup> which is a small parade from the fire house to school; the Mayor and Council is invited; there will be a touch a truck event and maybe other games. Recreation trip to Windcreek was successful and there are still seats available for the Devils' hockey game. The Spring Fling is April 18<sup>th</sup> and she's urging everyone to nominate someone for Senior of the Year if they know anyone. The Easter Egg Hunt is April 4<sup>th</sup>, Carnival May 13<sup>th</sup> - May 16<sup>th</sup>, Franklin Day June 27<sup>th</sup> and September 20<sup>th</sup> is Sussex County Day.

Mr. Skellenger had nothing to report.

Mr. Formica commented that he is still working on getting a finalized quote for the flags. Mr. Formica took the samples around to get everyone's opinion and there is no one clear winner, there seems to be three (the eagle, patriotic, and seal). Mr. Formica would like to obtain a quote for all three flags and alternate them as you drive up the street.

Mayor Sowden asked if there was a possibility of putting a banner on Route 23.

Mr. Formica will look into banners to place on the Welcome to Franklin signs.

Mrs. Little had nothing to report.

Mr. Spidaletto commented that we are working on a couple grants.

Mr. Ursin had nothing to report.

**MAYOR & COUNCIL MEETING MINUTES FEBRUARY 24, 2026**

Mayor Sowden commented that he brought paperwork from the breakfast he attended on the County's 250<sup>th</sup> Celebration. There was a telethon with Habitat for Humanity in regards to the Hungarian Church/Edison School House. They received approximately \$22,253 in pledges. We are putting together a memorandum of agreement for the property.

**OPEN PUBLIC SESSION**

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

Mr. John Friend stepped forward. Mr. Friend asked if there was a possibility of adding a catch basin by the First Aid Squad building.

There being no one else present who wished to address the Governing Body, Mr. Snyder made a motion to close the meeting to the public, seconded by Mrs. Heath. 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. None filed

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

1. Municipal Court Report – January 2026
2. Water/Sewer Division Operations Report – January 2026
3. County Board of Health Report – January 2026

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

1. None filed.

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

1. Payment of bills for the meeting of February 24, 2026.

Mr. Formica made a motion to approve the consent agenda of February 24, 2026. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Carnes Abstentions: None

**OLD BUSINESS**

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

**NEW BUSINESS**

**Approval of the Minutes**

Mr. Skellenger made a motion to approve the regular meeting minutes for February 10, 2026. (Absent: None) Seconded by Mr. Formica.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Carnes Abstentions: None

**Agreement for Certified Recycling Professional**

Mr. Limon made a motion to approve the agreement between the Borough of Franklin and SCMUA to retain the services of SCMUA for a Certified Recycling Professional that will be responsible for executing the mandatory annual 2025 municipal recycling tonnage report in the amount of \$300.00 annually. Seconded by Mrs. Heath.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Carnes Abstentions: None

**MAYOR & COUNCIL MEETING MINUTES FEBRUARY 24, 2026**

Resolution 2026-26

Mr. Formica made a motion to adopt Resolution 2026-26 authorizing the award of a non-fair and open contract for appointing iParameters as grant writer for the year 2026 at a cost not to exceed \$25,000. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Carnes Abstentions: None

Resolution #2026-31

Mr. Limon made a motion to adopt Resolution 2026-31 to approve authorizing the Borough's Certified Recycling Professional to submit the 2025 recycling tonnage grant application to NJ Department of Environmental Protection. Seconded by Mrs. Heath.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Carnes Abstentions: None

Resolution 2026-32

Mr. Snyder made a motion to adopt Resolution 2026-32 authorizing refund of an overpayment on block 801 lot 20 in the amount of \$2,968.96. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Carnes Abstentions: None

Resolution 2026-33

Mr. Snyder made a motion to adopt Resolution 2026-33 authorizing refund of an overpayment on block 302 lot 8 in the amount of \$1,791.69. Seconded by Mrs. Heath.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Carnes Abstentions: None

Resolution 2026-34

Mr. Formica made a motion to adopt Resolution 2026-34 authorizing compliance with the United States Equal Employment Opportunity Commission's enforcement guidance on the consideration of arrest and conviction in employment decisions under Title VIII of the Civil Rights Act of 1964. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Carnes Abstentions: None

Resolution 2026-35

Mr. Skellenger made a motion to adopt Resolution 2026-35 authorizing the Municipal Court to escheat interest balances in the bail account. Seconded by Mr. Formica.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Carnes Abstentions: None

Resolution 2026-36

Mr. Skellenger made a motion to adopt Resolution 2026-36 authorizing the Municipal Court to escheat interest charges in the general account. Seconded by Mrs. Heath.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Carnes Abstentions: None

**MAYOR & COUNCIL MEETING MINUTES FEBRUARY 24, 2026**

Resolution 2026-37

Mrs. Heath made a motion to adopt Resolution 2026-37 adopting the "Rehabilitation Program Manual" for the Borough of Franklin. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Carnes Abstentions: None

Resolution 2026-38

Mr. Formica made a motion to adopt Resolution 2026-38 adopting the fourth-round affordable housing spending plan. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Carnes Abstentions: None

Resolution 2026-39

Mr. Snyder made a motion to adopt Resolution 2026-39 adopting the "Affirmative Marketing Plan" for the Borough of Franklin. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Carnes Abstentions: None

Adoption of Ordinance 01-2026

Mr. Snyder made a motion to adopt Ordinance 01-2026 entitled "BOROUGH OF FRANKLIN SUSSEX COUNTY, NEW JERSEY CALENDAR YEAR 2026 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)". Seconded by Mr. Limon.

Prior to final roll Mayor Sowden requested a motion to open the meeting to the public for Ordinance 01-2026. Mr. Skellenger made a motion to open the meeting to the public for Ordinance 01-2026, seconded by Mrs. Heath. All were in favor.

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

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Carnes Abstentions: None

Introduction of Ordinance 02-2026

Mr. Limon made a motion to introduce Ordinance 02-2026 entitled "AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT CHAPTER 161, ENTITLED "LAND DEVELOPMENT", MOST NOTABLY SECTION 161-33, ENTITLED, "HMF – HOSPITAL MULTIFAMILY ZONE". Seconded Mrs. Heath.

Mayor Sowden announced that the public hearing will be held on March 10, 2026.

Upon roll call vote:

Ayes: Formica, Heath, Skellenger, Snyder

Nays: Limon Absent: Carnes Abstentions: None

Introduction of Ordinance 03-2026

Mr. Limon made a motion to introduce Ordinance 03-2026 entitled "AN ORDINANCE TO AMEND, REVISE AND SUPPLEMENT CHAPTER 161, ENTITLED "LAND DEVELOPMENT", MOST NOTABLY SECTION 161-57, ENTITLED "AFFORDABLE HOUSING". Seconded by Mrs. Heath.

Mayor Sowden announced that the public hearing will be held on March 10, 2026.

**MAYOR & COUNCIL MEETING MINUTES FEBRUARY 24, 2026**

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Carnes Abstentions: None

**Introduction of Ordinance 04-2026**

Mr. Formica made a motion to introduce Ordinance 04-2026 entitled "AN ORDINANCE OF THE BOROUGH OF FRANKLIN, IN THE COUNTY OF SUSSEX, NEW JERSEY, ADOPTING A REDEVELOPMENT PLAN FOR THE 390 RUTHERFORD AVENUE REDEVELOPMENT AREA, PURSUANT TO THE LOCAL REDEVELOPMENT AND HOUSING LAW, N.J.S.A. 40A:12A-1, ET. SEQ." Seconded by Mrs. Heath.

Mayor Sowden announced that the public hearing will be held on March 10, 2026.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: None Absent: Carnes Abstentions: None

**Introduction of Ordinance 05-2026**

Mr. Formica made a motion to introduce Ordinance 05-2026 entitled "AN ORDINANCE OF THE BOROUGH OF FRANKLIN, IN THE COUNTY OF SUSSEX, NEW JERSEY, ADOPTING AN AMENDED REDEVELOPMENT PLAN FOR THE ZINC MINE REDEVELOPMENT AREA, PURSUANT TO THE LOCAL REDEVELOPMENT AND HOUSING, N.J.S.A.40A:12A-1, ET. SEQ." Seconded by Mrs. Heath.

Mayor Sowden announced that the public hearing will be held on March 10, 2026.

Upon roll call vote:

Ayes: Formica, Heath, Skellenger, Snyder

Nays: Limon Absent: Carnes Abstentions: None

**EXECUTIVE SESSION**

Mr. Ursin commented that there was an executive session at 6:30pm for the reason of pending litigation.

**MISCELLANEOUS COMMENTS**

There were no miscellaneous comments.

**ADJOURNMENT**

There being no further items for discussion by the Mayor and Council, Mr. Formica made a motion to adjourn the meeting at 7:33p.m., seconded by Mr. Skellenger. All were in favor.

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John M. Sowden IV, Mayor

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Colleen L. Little, Municipal Clerk