

**CONSENT AGENDA FOR THE ORGANIZATION MEETING
OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF FRANKLIN
AT 7:00 PM ON
JANUARY 4, 2022**

ALL MATTERS LISTED BELOW ARE CONSIDERED TO BE ROUTINE IN NATURE AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS. IF ANY DISCUSSION IS DESIRED, THAT PARTICULAR ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED SEPARATELY.

1. RESOLUTION #2022-01 – PROFESSIONAL SERVICES

A motion is in order for the Council to adopt a Professional Services Resolution #2022-01 for various professional services (Borough Attorney, Borough Engineer, Borough Auditor, and etc.).

2. RESOLUTION #2022-02 - TEMPORARY BUDGET – CURRENT FUND

A motion is in order to adopt resolution # 2022-02, 2022 Temporary Municipal Budget Current Fund with attached schedule B entitled Borough of Franklin Current Fund 2022 Temporary Appropriations Budget.

3. RESOLUTION #2022-03 - TEMPORARY BUDGET- SEWER & WATER OPERATING

A motion is in order to adopt resolution # 2022-03, 2022 Temporary Municipal Budget; sewer and water temporary operating with attached schedule A entitled Borough of Franklin Water/Sewer Operating Fund 2022 Temporary Appropriations.

4. RESOLUTION #2022-04 – RATES OF INTEREST/DELINQUENT TAX PENALTY

A motion is in order to establish the rate of interest to be charged for non-payment of taxes and water/sewer bills, on or before the date when they would become delinquent and to authorize the Tax Collector to charge a six percent penalty to a taxpayer with a delinquency in excess of ten thousand dollars, who fails to pay the delinquency prior to the end of the calendar year, as per the attached resolution #2022-04.

5. RESOLUTION #2022-05 - OVERPAYMENT/UNDERPAYMENT OF TAXES

A motion is in order to authorize the tax collector to cancel any record of overpayment or underpayment of taxes in the amount of \$10.00 or less for the calendar year 2020, in accordance with the provisions of N.J.S.A. 54:4-99, as per the attached resolution #2022-05.

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AT 7:00 PM ON
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6. RESOLUTION #2022-06 – MEETING DATES

A motion is in order to establish the regular meeting nights of the Mayor and Council for the calendar year 2022, as per the attached resolution #2022-06.

7. RESOLUTION #2022-07 – OFFICIAL NEWSPAPERS

A motion is in order to designate the New Jersey Herald and the New Jersey Sunday Herald of Newton, N.J. to be the official newspapers of the Borough of Franklin for the year 2022, as per the attached resolution #2022-07.

8. RESOLUTION #2022-08 – DEFENSE AGAINST TAX APPEALS

A motion is in order to adopt resolution #2022-08 to authorize the Borough Attorney and the Borough Tax Assessor to defend the Borough of Franklin against all tax appeals filed during the calendar year 2022.

9. RESOLUTION #2022-09 – PAYMENT OF RECURRING BILLS RESOLUTION

A motion is in order to adopt a resolution #2022-09 for payment of recurring bills.

10. RESOLUTION #2022-10 – TO ADOPT A CASH MANAGEMENT PLAN

A motion is in order to adopt resolution #2022-10 for the year 2022, to serve as the cash management plan of Franklin Borough.

11. RESOLUTION #2022-11 – REAUTHORIZING PETTY CASH FUNDS FOR CALENDAR YEAR 2022.

A motion is in order to adopt resolution #2022-11 reauthorizing petty cash funds for the Calendar year 2022.

12. RESOLUTION #2022-12 – DESIGNATING DEPUTY CUSTODIANS OF PUBLIC RECORDS.

A motion is in order to adopt resolution #2022-02 designating deputy custodians of public records.

13. RESOLUTION #2022-13 - DESIGNATING PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)

A motion is in order to adopt resolution #2022-03 designating public agency compliance officer (P.A.C.O.).

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14. **MINUTES OF MEETINGS**

A motion is in order to direct that copies of the minutes of meetings be made and delivered to each meeting of the Governing Body at least 24 hours prior to the next regular council meeting, in order that the reading of the minutes may be dispensed with at the meeting.

15. **RULES OF THE MAYOR AND COUNCIL**

A motion is in order to adopt the Rules and Regulations of the Mayor and Council of the Borough of Franklin for the calendar year 2022.

16. **FIRE DEPARTMENT LINE OFFICERS**

A motion is in order to approve the ratification of 2022 Line Officers for the Franklin Fire Department, as per the recommendations submitted by Chief Khyle Conklin.

17. **FIRE PREVENTION BUREAU ATTORNEY**

A motion is in order to approve the Borough Attorney as the official Fire Prevention Bureau Attorney for the calendar year 2022, in accordance with the requirements of the Uniform Fire Code.

**BOROUGH OF FRANKLIN
COUNTY OF SUSSEX
RESOLUTION #2022-01**

**AUTHORIZING THE AWARD OF NON-FAIR AND OPEN CONTRACTS FOR
PROFESSIONAL SERVICES**

WHEREAS, there exists a need for engagement of various professional services for the Borough of Franklin as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the purchasing agent has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of the following contracts are set forth below; and

WHEREAS, the following individuals and firms have submitted a proposal indicating they will provide the professional services described below for the stated price said proposal; and

WHEREAS, the following individuals and firms have completed and submitted a Business Entity Disclosure Certification which certifies that the following individuals have not made any reportable contributions to a political or candidate committee in the Borough of Franklin in the previous year, and that the contract will prohibit the following individuals and firms from making any reportable contributions through the term of the contract, and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Franklin, authorizes the Mayor to enter into a contract with the following individuals and firms as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and Determination of Value for the following individuals and firms be placed on file with this resolution, and

BE IT FURTHER RESOLVED that the following individuals and firms are awarded a contract for providing the professional services for the Borough of Franklin, as indicated:

Schenck, Price, Smith & King, LLP is awarded a contract for providing general legal services to the Borough of Franklin for the year 2022, dated January 1, 2022 in the amount of \$170.00 per hour, a retainer of \$5,400 per month with John Ursin named as Municipal Attorney.

AS REQUIRED by N.J.S.A.40A:4-57, N.J.A.C.5:34-5.1 ET SEQ. I, Andrew Bernath, CFO/QPA, Borough of Franklin, hereby certify to the Clerk, Mayor and Council, that a reasonable estimate of the Maximum Value of this Contract not to exceed \$120,000.00, at this time. Appropriation #01.201.20.155.020.

Nisivoccia LLP is awarded a contract for providing service in the capacity of Municipal Auditor for the year 2022, dated January 1, 2022 in the amount of \$23,460.00.

AS REQUIRED by N.J.S.A.40A:4-57, N.J.A.C.5:34-5.1 ET SEQ. I, Andrew Bernath, CFO/QPA, Borough of Franklin, hereby certify to the Clerk, Mayor and Council, that a reasonable estimate of the Maximum Value of this Contract not to exceed \$25,000.00, at this time. Appropriation #01.201.20.135.020.

Archer & Greiner is awarded a contract for providing general Bond Counsel legal services to the Borough of Franklin for the year 2022, dated January 1, 2022 in the amount of \$90.00 to \$165.00 per hour with a \$450 charge for single purpose bond ordinances, \$600 for multi-purpose bond ordinances and base charges for bond and note sales of \$3,500 and \$1,200 respectively.

AS REQUIRED by N.J.S.A.40A:4-57, N.J.A.C.5:34-5.1 ET SEQ. I, Andrew Bernath, CFO/QPA, Borough of Franklin, hereby certify to the Clerk, Mayor and Council, that a reasonable estimate of the Maximum Value of this Contract not to exceed \$10,000.00, at this time. Appropriation #01.201.20.155.021.

French & Parrello Associates is awarded a contract for providing engineering services for the Borough of Franklin for the year 2022, dated January 1, 2022 in the amount of \$140.00 per hour with Denis Keenan as principal engineer.

AS REQUIRED by N.J.S.A.40A:4-57, N.J.A.C.5:34-5.1 ET SEQ. I, Andrew Bernath, CFO/QPA, Borough of Franklin, hereby certify to the Clerk, Mayor and Council, that a reasonable estimate of the Maximum Value of this Contract not to exceed \$20,000.00, at this time. Appropriation #01.201.20.165.020.

Van Cleef Engineering Associates, LLC is awarded a contract for providing FMUA Water/Sewer systems engineer for the year 2022, dated January 1, 2022 in the amount of \$136.00 per hour for a licensed engineer.

AS REQUIRED by N.J.S.A.40A:4-57, N.J.A.C.5:34-5.1 ET SEQ. I, Andrew Bernath, CFO/QPA, Borough of Franklin, hereby certify to the Clerk, Mayor and Council, that a reasonable estimate of the Maximum Value of this Contract not to exceed \$20,000.00, at this time. Appropriation #09.201.55.502/503.042.

Anthony J. Den Uyl, Esq. is awarded a contract for providing the services of Municipal Prosecutor for the Borough of Franklin for the year 2022 in the amount of \$1,458.33 per month.

AS REQUIRED by N.J.S.A.40A:4-57, N.J.A.C.5:34-5.1 ET SEQ. I, Andrew Bernath, CFO/QPA, Borough of Franklin, hereby certify to the Clerk, Mayor and Council, that a reasonable estimate of the Maximum Value of this Contract not to exceed \$21,000.00, at this time. Appropriation #01.201.25.275.020.

James Opfer Esq. is awarded a contract for providing the services of Municipal Public Defender for the Borough of Franklin for the year 2022 in the amount of \$150.00 per client.

AS REQUIRED by N.J.S.A.40A:4-57, N.J.A.C.5:34-5.1 ET SEQ. I, Andrew Bernath, CFO/QPA, Borough of Franklin, hereby certify to the Clerk, Mayor and Council, that a reasonable estimate of the Maximum Value of this Contract not to exceed \$7,000.00, at this time. Appropriation #03.289.56.851.000.

Laddey, Clark & Ryan. is awarded a contract for providing the services of Rent Leveling Attorney for the Borough of Franklin for the year 2022, dated January 1, 2022 in the amount of \$180.00 per hour with Angelo J. Bolcato, Esq. named attorney.

AS REQUIRED by N.J.S.A.40A:4-57, N.J.A.C.5:34-5.1 ET SEQ. I, Andrew Bernath, CFO/QPA, Borough of Franklin, hereby certify to the Clerk, Mayor and Council, that a reasonable estimate of the Maximum Value of this Contract not to exceed \$7,000.00, at this time. Appropriation #03.281.56.851.084.

BE IT FURTHER RESOLVED, a notice of this action shall be published at least once in the New Jersey Herald.

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Franklin, at their Reorganization Meeting held virtually on January 4, 2022, at 7:00pm.

Darlene J. Tremont, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
JOHN POSTAS				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

BOROUGH OF FRANKLIN

RESOLUTION 2022-02

ADOPTION OF 2022 TEMPORARY MUNICIPAL BUDGET CURRENT FUND

WHEREAS, The Local Budget Law, N.J.S.A. 40A:4-1 et seq., provides that until the official Annual Budget for the budget year is adopted, a temporary budget, not exceeding 26.25% of the total of all appropriations including appropriations for debt service, capital improvement fund, and public assistance must be adopted covering the first quarter of the fiscal year; and

WHEREAS, N.J.S.A. 40A:4-1 et seq. further provides that the governing body of a municipality must adopt by resolution within the first thirty (30) days of the budget, by affirmative vote of the full membership of the governing body, a temporary budget; and

WHEREAS, the Mayor and Borough Council desires to establish temporary appropriations pursuant to the Local Budget Law; and

WHEREAS, total appropriations for the 2021 Current Fund Annual Budget, exclusive of any appropriations for debt service, capital improvements, and public assistance was \$6,694,277.27; and

WHEREAS, 26.25% of total appropriations for the 2021 Current Fund Annual Budget is \$1,757,247.00; and appropriations for debt service, capital improvements, and public assistance are \$535,483.00, totaling \$2,292,730.00.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Franklin that the attached Schedule 'A' entitled "2022 Temporary Appropriations" is hereby approved.

BE IT FURTHER RESOLVED that the Introduced Official Budget shall serve as the Temporary Budget pursuant to N.J.S.A. 40A:4-19.1 if the Director of the Division of Local Government Services extends the budget dates pursuant to N.J.S.A. 40A:4-5.1.

CERTIFICATION: I, Darlene J. Tremont hereby certify that this is a true and correct copy of the Resolution adopted by the Mayor and Council of the Borough of Franklin at their Reorganization Meeting held on January 4, 2022 at 7:00PM.

Darlene J. Tremont, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
JOHN POSTAS				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

BOROUGH OF FRANKLIN

RESOLUTION 2022-03

ADOPTION OF 2022 TEMPORARY MUNICIPAL BUDGET SEWER AND WATER OPERATING

WHEREAS, The Local Budget Law, N.J.S.A. 40A:4-1 et seq., provides that until the official Annual Budget for the budget year is adopted, a temporary budget, not exceeding 26.25% of the total of all appropriations including appropriations for debt service, capital improvement fund, and public assistance must be adopted covering the first quarter of the fiscal year; and

WHEREAS, N.J.S.A. 40A:4-1 et seq. further provides that the governing body of a municipality must adopt by resolution within the first thirty (30) days of the budget, by affirmative vote of the full membership of the governing body, a temporary budget; and

WHEREAS, the Mayor and Borough Council desires to establish temporary appropriations pursuant to the Local Budget Law; and

WHEREAS, total appropriations for the 2021 Sewer & Water Operating Annual Budget, exclusive of any appropriations for debt service, capital improvements, and public assistance was \$2,173,878.00; and

WHEREAS, 26.25% of total appropriations for the 2021 Sewer & Water Operating Annual Budget is \$570,643.00; and appropriations for debt service, capital improvements, and public assistance are \$152,572.00, totaling \$723,215.00.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Franklin that the attached Schedule 'A' entitled "2022 Temporary Appropriations" is hereby approved.

BE IT FURTHER RESOLVED that the Introduced Official Budget shall serve as the Temporary Budget pursuant to N.J.S.A. 40A:4-19.1 if the Director of the Division of Local Government Services extends the budget dates pursuant to N.J.S.A. 40A:4-5.1.

CERTIFICATION: I, Darlene J. Tremont hereby certify that this is a true and correct copy of the Resolution adopted by the Mayor and Council of the Borough of Franklin at their Reorganization Meeting held on January 4, 2022 at 7:00PM.

Darlene J. Tremont, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
JOHN POSTAS				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

**BOROUGH OF FRANKLIN
COUNTY OF SUSSEX
RESOLUTION #2022-04
Rates of Interest/Delinquent Tax Penalty**

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF FRANKLIN, COUNTY OF SUSSEX AND STATE OF NEW JERSEY, that the rate of interest to be charged for non-payment of taxes on or before the date that they would become delinquent shall be set at the rate of 8% per annum on the first \$1500 of the delinquency, and 18% per annum on any amount in excess of \$1500, and

BE IT FURTHER RESOLVED, that the rate of interest to be charged for non-payment of water / sewer bills on or before the date that they would become delinquent shall be set at the rate of 8% per annum on the first \$1500 of the delinquency, and 18% per annum on any amount in excess of \$1500, and

BE IT FURTHER RESOLVED, that in accordance with the provisions of N.J.S.A. 54:4-67, a six percent (6%) penalty shall be charged to a taxpayer with a delinquency in excess of Ten Thousand and no/100 Dollars (\$10,000) who fails to pay the delinquency prior to the end of the calendar year. Delinquency in this instance means the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or tax years.

BE IT FURTHER RESOLVED, that no interest shall be charged if payment of any installation is made within ten days after the date which same became payable.

BE IT FURTHER RESOLVED, this Resolution shall take effect immediately.

CERTIFICATION: I, Darlene J. Tremont hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Franklin, at a meeting held on January 4, 2022, at 7:00pm.

Darlene J. Tremont, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
JOHN POSTAS				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

**BOROUGH OF FRANKLIN
COUNTY OF SUSSEX
RESOLUTION #2022-05**

Over Payment/Underpayment of Taxes

BE IT RESOLVED by the Mayor and Council of the Borough of Franklin, County of Sussex and State of New Jersey, to authorize the tax collector to cancel of record and overpayment or underpayment of taxes in the amount of \$10.00 (ten dollars) or less for the calendar year 2021, in accordance with the provisions of N.J.S.A. 54:4-99.

CERTIFICATION: I, Darlene J. Tremont, hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Franklin at a meeting held at 7:00p.m. on the date of January 4, 2022.

Darlene J. Tremont, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
JOHN POSTAS				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

**BOROUGH OF FRANKLIN
COUNTY OF SUSSEX
RESOLUTION #2022-06 Meeting Dates**

WHEREAS, The Open Public Meetings Act, P.L. 1975, Ch.231 requires certain bodies to comply with the provisions of Section 13 of said Act,

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF FRANKLIN, COUNTY OF SUSSEX AND STATE OF NEW JERSEY, THAT the regularly scheduled meetings of the Franklin Borough Mayor and Council for the year 2022 will be held in the Franklin Borough Municipal Building, adhering to all CDC guidelines, located at 46 Main Street in Franklin, New Jersey, and virtually via ZOOM beginning at 7:00 PM on the following dates:

REGULAR MEETINGS (2nd & 4th Tues)

January	11 and 25
February	8 and 22
March	8 and 22
April	12 and 26
May	10 and 24
June	14 and 28
July	19
August	16
September	13 and 27
October	11 and 25
November	9 and 22
December	20

WORK MEETINGS (If needed 3rd Wed)

January	19
February	16
March	16
April	20
May	18
June	15
July	20
August	17
September	21
October	19
November	16
December	21

The Organization Meeting of the 2023 Franklin Borough Mayor and Council shall be held on Sunday, **January 1, 2023 at 12:00 Noon**, in the Franklin Borough Municipal Building, 46 Main Street, Franklin, New Jersey and virtually via ZOOM.

A copy of this resolution shall be posted on the Franklin Borough Municipal Building Bulletin Board, and copies of this resolution shall be forwarded to the Official Newspapers, namely the New Jersey Herald and the New Jersey Sunday Herald located in Newton, NJ, and is on file in the office of the Municipal Clerk of the Borough of Franklin. This resolution shall take effect immediately.

CERTIFICATION: I, Darlene J. Tremont hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Franklin, at their Reorganization Meeting held at 7:00pm on the date of January 4, 2022.

Darlene J. Tremont, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
JOHN POSTAS				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

**BOROUGH OF FRANKLIN
COUNTY OF SUSSEX
RESOLUTION # 2022-07
Designate the Official Newspapers**

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF FRANKLIN, COUNTY OF SUSSEX AND STATE OF NEW JERSEY, to designate the New Jersey Herald and the New Jersey Sunday Herald of Newton, NJ, to be the official newspapers of the Borough of Franklin for the year 2022.

CERTIFICATION: I, Darlene J. Tremont hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Franklin, at their Reorganization Meeting held at 7:00pm on the date of January 4, 2022.

Darlene J. Tremont, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
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JOHN POSTAS				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

**BOROUGH OF FRANKLIN
COUNTY OF SUSSEX
RESOLUTION #2022-08**

**AUTHORIZING THE BOROUGH ASSESSOR AND BOROUGH ATTORNEY
TO DEFEND ALL CONTESTED APPEALS BEFORE THE SUSSEX COUNTY
BOARD OF TAXATION AND TAX COURT OF THE STATE OF NEW JERSEY**

BE IT RESOLVED by the governing body of the Borough of Franklin that the Borough Assessor and Borough Attorney be and they are hereby authorized to defend before the Sussex County Board of Taxation and Tax Court of the State of New Jersey all contested appeals and to initiate municipal appeals to correct the Borough of Franklin tax list including but not limited to rollback complaints, added and omitted assessment complaints, and such other appeals as are necessary to correct the assessments for the Borough of Franklin; and

BE IT FURTHER RESOLVED that the Borough Assessor and Borough Attorney be and hereby designated as the agents of the Borough of Franklin for the purpose of signing settlements of the foregoing matters by stipulation.

CERTIFICATION: I, Darlene J. Tremont hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Franklin, at their Reorganization Meeting at 7:00pm on January 4, 2022.

Darlene J. Tremont, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
CONCETTO FORMICA				
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JOSEPH LIMON				
JOHN POSTAS				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

**BOROUGH OF FRANKLIN
COUNTY OF SUSSEX
RESOLUTION #2022-09
PAYMENT OF RECURRING BILLS RESOLUTION**

WHEREAS, all claims of payment by the Borough of Franklin, County of Sussex, State of New Jersey, are required to be first submitted to the Mayor and Borough Council for consideration before payment is made, and

WHEREAS, due to the nature of certain claims and timing of the particular meetings involved, certain claims should be paid when presenting which are statutory and regular in nature, rather than held for the next meeting of the Mayor and Borough Council due to the nature of said bills.

NOW THEREFORE BE IT RESOLVED by the Mayor and Borough Council of the Borough of Franklin as follows:

1. This township does hereby approve of the payment between meetings of the following enumerated claims for payment, when the same are presented to the Mayor and Borough Council and Chief Finance officer of the Borough of Franklin.
 - a. Borough of Franklin net payroll and payroll deduction accounts.
 - b. Borough of Franklin, Board of Education
 - c. County Treasurer (County taxes only)
 - d. Banks for investment Purposes/Inter-fund transfers/Debt Service payment Bond/Note Payments
 - e. Fort Dearborn National Life Insurance Company, Statewide Workers Compensation Fund, and Horizon Blue Cross & Blue Shield of N.J. and all other insurance
 - f. Repair of emergency, police, and rescue vehicles; parts needed for said vehicles; and critical equipment related to the operations of the BPW/Police or emergency services
 - g. Bond Releases
 - h. All utility payments
 - i. Employee Reimbursements
 - j. Petty Cash Reimbursements
 - k. Lien Redemptions
 - l. Premium Redemptions
 - m. Accounts with Credit Card Contracts

CERTIFICATION: I, Darlene J. Tremont certify that this is a true and correct copy of the resolution adopted by the Mayor and Borough Council of the Borough of Franklin at their Reorganization Meeting held on January 4, 2022 at 7:00pm.

Darlene J. Tremont, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
JOHN POSTAS				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

**BOROUGH OF FRANKLIN
COUNTY OF SUSSEX
RESOLUTION # 2022-10**

RESOLUTION #2022-10 TO ADOPT A CASH MANAGEMENT PLAN

BE IT RESOLVED by the Mayor and Council of the Borough of Franklin, County of Sussex, that for the year 2022, the following shall serve as the cash management plan of the Borough of Franklin.

1. Cash Management and Investment Objectives

The Borough of Franklin has the following objectives.

- A. Preservation of Capital
- B. Adequate safekeeping of assets.
- C. Maintenance of liquidity to meet operating needs.
- D. Investment of assets in accordance with State and Federal Laws and regulations.
- E. Maximize Yield

2. Designation of Official Depositories

The following Government Unit Protection Act approved banks are authorized depositories for deposit of funds:

State of New Jersey Cash Management Fund
Valley National Bank
Lakeland Bank
SB One Bank
Provident Bank
T D Bank, N.A.
Wells Fargo Bank, N.A.

3. Cash Management

- A. All funds shall be deposited within 48 hours of receipt in accordance with N.J.S.A. 40A:5-15
- B. The Chief Financial Officer shall minimize the possibility of idle cash accumulating in accounts by assuring that any excess amounts not needed to cover expenses or in excess of negotiated compensating balances are kept in interest bearing accounts or promptly swept into the investment portfolio.
- C. Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer.

4. Permissible Investments

- A. Certificates of Deposits.
- B. Savings and Loan Association and Saving Bank Accounts.
- C. New Jersey Cash Management Plan
- D. MBIA Municipal Investors Service Corporation CLASS

5. Authority for Investment Management

The Chief Financial Officer is authorized and directed to make investments on behalf of the Borough. All investment decisions shall be consistent with this plan and all appropriate regulatory constraints.

6. Reporting

The Chief Financial Officer shall report to the Borough Council investments in accordance with N.J.S.A. 40A: 5-51.2.

7. Audit

The Cash Management Plan shall be subject to annual audit conducted pursuant to N.J.S.A. 40A: 5-14.

8. Disposition of Abandoned Property

The Chief Financial Officer shall escheat to the State of New Jersey checks which remain outstanding for more than twelve months after the date of issuance.

CERTIFICATION

I, Darlene J. Tremont hereby certify that this is a true and correct copy of the Resolution adopted by the Mayor and Council of the Borough of Franklin at their Reorganization Meeting held on January 4, 2022, at 7:00pm.

Darlene J. Tremont, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
JOHN POSTAS				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

**BOROUGH OF FRANKLIN
COUNTY OF SUSSEX
Resolution 2022-11**

REAUTHORIZING PETTY CASH FUNDS FOR CALENDAR YEAR 2021

WHEREAS N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund in municipalities by application and resolution; and,

WHEREAS, it is the desire of the Borough of Franklin to establish the following Petty Cash Funds for calendar year 2022 as follows:

Department	Custodian	Amount Authorized
Police	Gregory Cugliari	\$200
Clerk Office	Darlene J. Tremont	\$200

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Franklin hereby authorizes such action and that the Borough Clerk file two copies of this resolution within the Division of Local Government Services, State of New Jersey.

CERTIFICATION

I, Darlene J. Tremont hereby certify that this is a true and correct copy of the Resolution adopted by the Mayor and Council of the Borough of Franklin at their Reorganization Meeting held on January 4, 2022 at 7:00pm.

Darlene J. Tremont, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
JOHN POSTAS				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

Borough of Franklin
COUNTY OF SUSSEX
RESOLUTION # 2022-12

DESIGNATING DEPUTY CUSTODIANS OF PUBLIC RECORDS

WHEREAS, the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. provides public access to local government records; and

WHEREAS, the Open Public Records Act further provides that in municipal government the Municipal Clerk shall be the custodian of records; and

WHEREAS, many public officials, officers or employees, including but not limited to the Borough Administrator, Police Chief, Chief Finance Officer, Tax Collector, and all municipal department or division heads, have an inherent record-keeping duty and responsibility in maintaining specific types of local government records; and

WHEREAS, the Open Public Records Act allows the Municipal Clerk to name deputy custodians of records to assist in the handling of, and responsibility for, public records,

THEREFORE BE IT RESOLVED by the Mayor and Franklin Borough Council that in order to facilitate speedy citizen access, efficiency in administration, and compliance with government record access law, the Borough Administrator, Police chief, Chief Finance Officer, Tax Collector, and all municipal department and division heads are hereby designated to serve as Deputy Custodians of Public Records in the performance of duties and responsibilities pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

CERTIFICATION: I, Darlene J. Tremont hereby certify that this is a true and correct copy of the Resolution adopted by the Mayor and Council of the Borough of Franklin at their Reorganization Meeting held on January 4, 2022, at 7:00pm.

Darlene J. Tremont, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
JOHN POSTAS				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

**BOROUGH OF FRANKLIN
COUNTY OF SUSSEX
RESOLUTION 2022-13**

**RESOLUTION DESIGNATING PUBLIC AGENCY COMPLIANCE OFFICER
(P.A.C.O.)**

Whereas, in accordance with N.J.A.C. 17:27-3-3, each public agency shall designate an individual to serve as its Public Agency Compliance Officer or P.A.C.O., and

Whereas, the P.A.C.O will act as the liaison between the State of New Jersey’s Division of Public Contracts Equal Employment Opportunity Compliance and the Borough of Franklin, and

Whereas, the P.A.C.O. will be the point of contact for all matters concerning implementation and administration of N.J.A.C. 17:27-1.1 et seq., and

Whereas, the P.A.C.O. will also be responsible for administering contracting procedures pertaining to equal employment opportunity regarding the Borough of Franklin and the service providers of goods and services, professional service and construction contractors, and

Whereas, the P.A.C.O. has the authority to recommend changes to effectively support the implementation of N.J.A.C. 17:27-1.1 et seq. and its regulations.

Now Therefore Be It Resolved that the Mayor and Council of the Borough of Franklin designates Andrew Bernath, Borough Administrator as Public Agency Compliance Officer for the Borough of Franklin for year 2022.

CERTIFICATION: I, Darlene J. Tremont, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Mayor and Council of the Borough of Franklin at their Reorganization Meeting held on January 4, 2022, at 7:00pm.

Darlene J. Tremont, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
JOHN POSTAS				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				