

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
OCTOBER 23, 2018

- A. **Mayor Giordano** will call the meeting to order; Clerk will call the roll.
- B. **Mayor Giordano** will invite all present to salute the flag.
- C. **Mayor Giordano** 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, 2018, and posted on the Borough website, which adequate notice has been certified by the Clerk."
- D. **PRESENTATIONS:**
New Jersey Highlands Council
- E. **COMMITTEE REPORTS:** **Mayor Giordano** will allow each member of the Council, Borough Administrator, Borough Clerk, and Borough Attorney to present their respective committee report.

Mayor Giordano will offer the Mayor's Report.

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

- G. **CONSENT AGENDA:** **Mayor Giordano** 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 Giordano 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 September 25, 2018. (Absent: None)

2. A motion is in order to approve the executive session meeting minutes for September 25, 2018. (Absent: None)

3. **Special Event permit**

A motion is in order to approve an application for a special event permit from Elaine Tizzano and Mary Burns, for their fifth annual walk in conjunction with the Center for Prevention and Counseling to be held on August 3, 2019, to bring awareness and treatment for substance use disorder.

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4. Resolution 2018-90
A motion is in order to adopt resolution 2018-90 authorizing the tax collector to release a tax lien for the property located at 261 Cork Hill Road, also known as Block 2601 Lot 4.
5. Resolution 2018-91
A motion is in order to adopt resolution 2018-91 authorizing the tax collector to release a tax lien for the property located at 577 Route 23 also known as Block 102 Lot 2.01.
6. Resolution 2018-92
A motion is in order to adopt resolution 2018-92 amending and replacing resolution 2018-17 to reflect the addition of the Borough of Hamburg as a member and participant to the submission of a Strategic Plan for the Governor's Council Alcoholism and Drug Abuse Grant for Fiscal Grant Cycle July 2014- June 2019.
7. Resolution 2018-93
A motion is in order to adopt resolution 2018-93 accepting the development known as Estell Manor located at Estell Drive and Davis Road in the Borough of Franklin as complete and releasing the performance guarantee totaling \$72,995.70 made up of a Letter of Credit #1747 from Amboy Bank in the amount of \$66,562.20 and \$6,433.50 in cash conditional upon the posting of a two year maintenance guarantee in the amount of \$6,506.26 as calculated in the Borough Engineer's September 21, 2018 correspondence. (Letter of recommendation from Tom Knutelsky, Borough Engineer included in Council packets)
8. Resolution 2018-94
A motion is in order to adopt resolution 2018-94 approving the submittal of the intention to revise the Borough of Franklin's master plan and development regulations for Plan Conformance to the New Jersey Highlands Council.
9. Resolution 2018-95
A motion is in order to adopt resolution 2018-95 approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Mitchell Avenue project.
10. Resolution 2018-96
A motion is in order to adopt resolution 2018-96 approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Scott Road project.
11. Resolution 2018-97
A motion is in order to approve Resolution 2018-97 Appointing Wayne Dietz, Skylands Risk Management, Inc. Franklin Borough's Risk Management Consultant and the Franklin Administrator, Alison Littell McHose, as the authorized representative of the public entity is hereby authorized to execute the Risk Management Consultant's Agreement for the year 2019.
12. Risk Management Consultant's Agreement
A motion is in order to approve the 2019 Fund Year Statewide Insurance Fund Risk Management Consultant's Agreement.
13. Resolution 2018-98
A motion is in order to adopt resolution 2018-98 appointing Alison Littell McHose, as Fund Commissioner for the Local Unit calendar year 2019 and Darlene Tremont, as Alternate Fund Commissioner for the Local Unit calendar year 2019.

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14. Resolution 2018-99

A motion is in order to adopt resolution 2018-99 to approve retaining Jessica Caldwell as a consulting planner for the Highlands Plan Conformance process. (Proposal included in Council packets)

15. Resolution 2018-100

A motion is in order to adopt resolution 2018-100 authorizing the purchase of (2) new storefront entrance doors for the Franklin Police Department in the total amount of \$6,600.00.

16. Hillside Estates Mobile Home Park License Renewal

A motion is in order to approve the renewal of the 2019 Mobile Home Park License for Hillside Estates at Franklin, LLC.

17. Introduction of Ordinance #12-2018

A motion is in order to introduce ordinance 12-2018 entitled “AN ORDINANCE AMENDING CHAPTER 60 REGARDING THE POLICE DEPARTMENT IN THE BOROUGH OF FRANKLIN, COUNTY OF SUSSEX AND STATE OF NEW JERSEY”.

Public hearing will be held November 27, 2018.

18. Cell Tower Lease Consultant

A motion is in order to approve the cell tower lease consultant proposal from 17 Mile Real Estate, LLC to provide lease audit services for 25% of any lump sum monies paid to Client and lease renegotiation services not to exceed \$2,000, as per attached proposal. (Tabled from September 25, 2018, Mayor and Council meeting)

19. Salary Step Increase for DPW Employee

A motion is in order to approve a step increase to Grade 8, \$25.76/hr. from Grade 7, \$24.46/hr. per the DPW contract for Ray Smith as recommended by Brian VanDenBroek, DPW Director, Alison McHose, Administrator and the Personnel Committee. Effective October 1, 2018. (Letter of recommendation from Brian VanDenBroek included in Council packets)

20. Salary Adjustment for Tax Assessing Clerk/DPW Administrative Assistant

A motion is in order to approve a salary adjustment from \$14.49/hr. to \$16.00/hr. for Lisa Smith, Tax Assessing Clerk/DPW Administrative Assistant as recommended by Scott J. Holzhauer, Tax Assessor, Brian VanDenBroek, DPW Director, Alison McHose, Administrator and the Personnel Committee. Effective October 1, 2018. (Letters of recommendation from Scott J. Holzhauer and Brian VanDenBroek included in Council packets)

21. Mayoral Appointment for Substitute Crossing Guard

Mayor Giordano will make the following appointment:

Substitute Crossing Guard:

Rebecca Babcock at the current salary of \$14.16/hr.

22. Discussion on Wallkill Valley First Aid Squad Request

At this time there will be a discussion on a request from the Wallkill Valley First Aid Squad request for a first response vehicle.

J. EXECUTIVE SESSION – IF REQUESTED

Mayor Giordano will request a motion to adopt a resolution to adjourn into Executive Session to discuss certain items excluded from the public.

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

- L. MISCELLANEOUS COMMENTS: **Mayor Giordano** will allow each member of the Governing Body to offer any miscellaneous comments which they may have at this time.

- M. ADJOURNMENT: **Mayor Giordano** will request a motion to adjourn the meeting.