

**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
NOVEMBER 27, 2018**

Mayor Giordano 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. Crabb, Ms. Fantasia, Mr. Postas, Mr. Skellenger, Mr. Snyder, and Mayor Giordano.

Absent: Mr. Limon

Mayor Giordano led the assembly in the flag salute.

Mayor Giordano 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 5, 2018, and posted on the Borough website, which adequate notice has been certified by the Clerk."

PRESENTATIONS

There were no presentations.

COMMITTEE REPORTS

Mr. Postas commented there wasn't a Recreation Commission meeting since our last meeting, the tree lighting is this Saturday evening December 1, 2018, at the pond. There are a few ordinances on the agenda tonight to go over.

Mr. Snyder had nothing to report.

Mr. Crabb commented he received correspondence from Congressman Josh Gottheimer's office on scheduling a meeting for Wednesday evening, December 5th at their office to discuss funding possibilities for the Neighborhood House project. Mr. Crabb also commented he is trying to put together a presentation for the seniors in conjunction with Christina Marks, County Senior Services regarding the project. Mr. Crabb explained concerns he has heard regarding Parker Street, Highlands Council as they relate to the building of the Neighborhood House. Mr. Crabb spoke about the Parker Shaft and read a thank you note he received from Mr. Earl Verbeek pertaining to the effort put forth to pay tribute to Dr. Pete J. Dunn.

Mr. Skellenger commented Public Utilities didn't meet, he will make a report for the next meeting.

Mayor Giordano commented if an ordinance will need to be created to make the Public Works Supervisor a tenured position. Mr. Ursin commented an amendment to the existing ordinance is all that would be required.

Mr. Skellenger informed the public as to some of the classes he attended while at the League of Municipalities conference. Mr. Skellenger commented Senator Sweeny along with some members of the Assesmbly and the Senate are planning on speaking to every county throughout the state to discuss tax solutions and tax reform ideas to try to improve property taxes in the state of New Jersey.

Ms. Fantasia commented nothing to report on finance, Public Safety had the opportunity to meet the proposed new patrolman, Brendan Prol that is on the agenda tonight. Ms. Fantasia read a report prepared by Administrator McHose stating meetings Administrator McHose will be attending, ad placement in the Vision Magazine as previously done last year to promote Franklin Borough, funds are available for this in the administrator's advertising line item in the budget. The next EDC meeting is scheduled for December 13, 2018, in advance of the meeting the Council will be provided information on improved parking on Main Street, updates on Planning Board applications, Zoning Board applications and potential new businesses opening in the Borough. Ms. Fantasia stated Administrator McHose will be acting as liason to the EDC. Ms. Fantasia also commented a personnel meeting

MAYOR & COUNCIL MEETING MINUTES NOVEMBER 27, 2018

is being scheduled at the request of Administrator McHose, besides personnel issues we will need to focus on completing the updating of the personnel handbook prior to the end of the year.

Mr. Ursin had nothing to report.

Mayor Giordano stated Administrator McHose is in traffic and hoping to be here by 7:45pm. Mayor Giordano commented at the last Planning Board meeting he attended some items discussed were the incorporation of pop-up zoning in certain areas allowing to help businesses open on a trial basis. Mayor Giordano also informed the public the Tree lighting is this Saturday (12/1/18) and thanked Corey & Jenna Houghtaling and Judy Williams for doing a great job again decorating at the pond for the holiday season. Mayor Giordano also commented on potential contracts and finalizing the employee handbook that will need to be discussed during the personnel meeting.

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 Ms. Fantasia. All were in favor.

Dick Durina, 23 Lozaw Road, Franklin stepped forward. Mr. Durina inquired about NJDEP being in town. Mr. Durina requested the use of the Senior Center by the Concerned Citizens on the first Thursday of every month for the year 2019.

Mr. Skellenger made a motion to authorize the Concerned Citizens to use of the Senior Center for their meetings on the first Thursday of every month in 2019. Seconded by Mr. Postas. All were in favor.

Mr. Durina commented on the membership of the EDC, the importance of the committee moving Franklin forward. Mr. Durina also commented on the Board of Public Works being another important committee, the infrastructure of the Borough's water, sewer and roads are very important to Franklin, suggesting a 5 year and a 10 year plan for budgeting, including implementing a 7 member committee that could help communication with the Planning Board. Mayor Giordano explained the reasons for the committee structures currently in place, taking the suggestions into consideration. Mr. Durina concluded his comments stating we as a group, committees, volunteers, Fire Department, First Aid Squad and residents must work together, built with a sense of community with trust in each other to move Franklin forward.

Joann Tatka, 151 Maple Road, Franklin stepped forward. Ms. Tatka questioned the urgency to change the Franklin Recreation Commission to a Recreation Committee. Ms. Tatka also questioned involving the senior citizens in the Neighborhood House project. Mr. Crabb replied to give a presentation as to what's envisioned for the Neighborhood House and answer any questions the seniors may have. Ms. Tatka commented it was nice to hear Mr. Skellenger comment on the types of classes he attended at the League of Municipalities conference.

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

CONSENT AGENDA

Mayor Giordano 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. Email dated November 7, 2018 from Brian VanDenBroek in regards to the retirement of Cindy Space effective February 28, 2019.
2. Ordinance from the Township of Blairstown to amend Chapter 19 of the Code of the Township of Blairstown entitled "Land Development".
3. Resolution from Sandyston Township in support of an increase in the Local Public Contract Law Bid Threshold.

MAYOR & COUNCIL MEETING MINUTES NOVEMBER 27, 2018

REPORTS (ACCEPTANCE FOR FILING OF THE FOLLOWING)

1. Police Department Report – October 2018
2. Municipal Court Report – October 2018

APPLICATIONS (APPROVAL OF THE FOLLOWING):

1. None filed.

RESOLUTIONS (APPROVAL OF THE FOLLOWING):

1. Payment of bills for the meeting of November 27, 2018.

Mr. Snyder made a motion to approve the consent agenda of November 27, 2018. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Crabb, Fantasia, Postas, Skellenger, Snyder

Nays: None Absent: Limon Abstentions: None

OLD BUSINESS

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

NEW BUSINESS

Approval of Meeting Minutes

Mr. Crabb made a motion to approve the regular meeting minutes for October 23, 2018. (Absent: None) Seconded by Ms. Fantasia.

Upon roll call vote:

Ayes: Crabb, Fantasia, Postas, Skellenger, Snyder

Nays: None Absent: Limon Abstentions: None

Mr. Crabb made a motion to approve the regular meeting minutes for November 13, 2018. (Absent: None) Seconded by Ms. Fantasia.

Upon roll call vote:

Ayes: Crabb, Fantasia, Postas, Skellenger, Snyder

Nays: None Absent: Limon Abstentions: None

Ms. Fantasia commented at the last Mayor & Council meeting while attending the League of Municipalities conference herself, Mr. Skellenger and Mr. Crabb all called in during that meeting stating the classes they were attending.

Mayor Giordano commented prior to items 3 and 4 on the agenda are there any comments.

Mr. Skellenger commented he had spoken to a majority of Planning Board members today prior to this meeting, they are asking the Council to table items 3 and 4 until after the new year to afford them an opportunity to gather more information due to the unforeseen circumstances surrounding the communication difficulties related to the Highlands Council.

Ms. Fantasia commented on the communication problems between the Council and the Planning Board after the presentation by the Highlands Council at the October 23, 2018 Mayor and Council meeting. Ms. Fantasia also commented these items have been tabled twice already to give the Planning Board time to review the information or contact the Highlands Council to get any answers they may have.

Mr. Snyder commented this is just the first step of the process and doesn't bind the Borough in any way, we can opt out at any time.

Mr. Skellenger commented on procedures for communication between the Council and the Planning Board in the future.

MAYOR & COUNCIL MEETING MINUTES NOVEMBER 27, 2018

A discussion on communication and tabling items 3 (Resolution 2018-94) and 4 (Resolution 2018-99) continued.

Mr. Skellenger made a motion to table items 3 (Resolution 2018-94) and 4 (Resolution 2018-99) to the first regular meeting in January (January 8, 2019). Seconded by Mr. Postas.

Upon roll call vote:

Ayes: Crabb, Fantasia, Postas, Skellenger

Nays: Snyder Absent: Limon Abstentions: None

Resolution 2018-105

Mr. Crabb made a motion to adopt resolution 2018-106, Mr. Crabb commented this is a typing error, this should read resolution 2018-105.

Mr. Crabb amended his motion to adopt resolution 2018-105 authorizing the transfer of appropriations in the amount of \$3,600.00. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Crabb, Fantasia, Postas, Skellenger, Snyder

Nays: None Absent: Limon Abstentions: None

Resolution 2018-106

Mr. Crabb made a motion to adopt resolution 2018-107, again an error, amending the motion to resolution 2018-106 authorizing In-Rem foreclosure proceedings (2015-2018). Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Crabb, Fantasia, Postas, Skellenger, Snyder

Nays: None Absent: Limon Abstentions: None

Adoption of Ordinance #12-2018

Mr. Skellenger made a motion to adopt 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”. (Tabled from October 23, 2018 meeting) Seconded by Mr. Postas.

Mayor Giordano opened the meeting to the public for any comments regarding Ordinance 12-2018.

Mr. Crabb made a motion to open to the public ordinance 12-2018. Seconded by Mr. Skellenger. All were in favor.

No one from the public stepped forward.

Mr. Crabb made a motion to close to the public ordinance 12-2018. Seconded by Mr. Skellenger. All were in favor.

Upon roll call vote:

Ayes: Crabb, Fantasia, Postas, Skellenger

Nays: None Absent: Limon Abstentions: Snyder

Introduction of Ordinance #14-2018

Mr. Skellenger made a motion to introduce ordinance 14-2018 entitled “AN ORDINANCE OF THE BOROUGH OF FRANKLIN, COUNTY OF SUSSEX, AND STATE OF NEW JERSEY REPLACING SECTION 60-15 REGARDING POLICE ASSIGNMENTS FOR TRAFFIC CONTROL AND OTHER EVENTS”. Seconded by Mr. Postas.

PUBLIC HEARING WILL BE HELD DECEMBER 11, 2018

Upon roll call vote:

Ayes: Crabb, Fantasia, Postas, Skellenger

MAYOR & COUNCIL MEETING MINUTES NOVEMBER 27, 2018

Nays: None Absent: Limon Abstentions: Snyder

Introduction to Ordinance #15-2018

Mr. Skellenger made a motion to introduce ordinance 15-2018 entitled "AN ORDINANCE OF THE BOROUGH OF FRANKLIN, COUNTY OF SUSSEX, AND STATE OF NEW JERSEY AMENDING SECTION 259-5 REGARDING PARKING".
Seconded by Mr. Postas

PUBLIC HEARING WILL BE HELD DECEMBER 11, 2018

Mayor Giordano explained parking control changes of Ordinance 15-2018.

Upon roll call vote:

Ayes: Crabb, Fantasia, Postas, Skellenger, Snyder

Nays: None Absent: Limon Abstentions: None

Review of 2017 Best Practices Worksheet

Mr. Skellenger made a motion to accept the best practices worksheet prepared by the CFO and Administrator and have the Acting Clerk Certify the worksheet for transmittal to Trenton. Seconded by Ms. Fantasia.

Mayor Giordano explained the Best Practices Worksheet.

Upon roll call vote:

Ayes: Crabb, Fantasia, Postas, Skellenger, Snyder

Nays: None Absent: Limon Abstentions: None

Construction Department Shared Service Agreement

Mr. Snyder made a motion to approve a Construction Department Shared Service Agreement between the Township of Hardyston and the Borough of Franklin beginning January 1, 2019 ending December 31, 2023. (Agreement included in Council packets) Seconded by Mr. Skellenger

Upon roll call vote:

Ayes: Crabb, Fantasia, Postas, Skellenger, Snyder

Nays: None Absent: Limon Abstentions: None

Commodity Resale Agreement

Mr. Snyder made a motion to approve a Commodity Resale Agreement between the Township of Hardyston and the Borough of Franklin for a 5-year term, beginning January 1, 2019, ending December 31, 2023. (Agreement included in Council packets) Seconded by Ms. Fantasia

Mayor Giordano commented on when or if we should research installing our own pumps again. Mr. Snyder commented the current rate for the Borough is \$2.13 per gallon for regular and \$2.34 per gallon for diesel which is applicable for our needs, moving forward the costs to install our own pumps would be much higher and recommended this is the right thing to do at this time.

Upon roll call vote:

Ayes: Crabb, Fantasia, Postas, Skellenger, Snyder

Nays: None Absent: Limon Abstentions: None

American Legion Post 132 Request for Waiving fees

Mr. Snyder made a motion to approve a request from the American Legion, Sgt. Francis M. Glynn Post 132 to waive the Franklin Borough's instant raffle application fee in the amount of \$750.00. Seconded by Mr. Postas.

Mr. Crabb commented if the Borough does this for all of the non-profit organizations. Mr. Ursin explained required fees paid to the State, the fees paid to the Borough as stated in our ordinance and recommended lowering the raffle license application fee in the ordinance rather than waiving fees.

A discussion on waiving the Borough fees for raffles license applications continued.

MAYOR & COUNCIL MEETING MINUTES NOVEMBER 27, 2018

Upon roll call vote:

Ayes: Crabb, Fantasia, Postas, Skellenger, Snyder

Nays: None Absent: Limon Abstentions: None

Discharge of Mortgage

Mr. Snyder made a motion to confirm the Discharge of Mortgage as described in the Franklin Borough Affordable Housing Program, on November 27, 2018, for Susan (Kulsar) Hannan, 376 Rutherford Avenue, Franklin, in the amount of \$2,854.00. Seconded by Mr. Crabb.

Upon roll call vote:

Ayes: Crabb, Fantasia, Postas, Skellenger, Snyder

Nays: None Absent: Limon Abstentions: None

Mayoral Appointment

Mayor Giordano made the following appointments.

Economic Development Committee

Cheryl Krouse term expires 12/31/2018

Concetto Formica term expires 12/31/2018

Resolution 2018-107

Ms. Fantasia made a motion to adopt resolution 2018-107 approving the Police Department actions effective January 1, 2019. Seconded by Mr. Skellenger.

Mayor Giordano explained the promotions and the new hire in resolution 2018-107.

Mayor Giordano stated the promotions as follows:

Lt. Cugliari to Chief of Police effective January 1, 2019

Sgt. Geddis to Captain effective January 1, 2019

Sgt. Mattessich to Lieutenant effective January 1, 2019

Patrolman Grissom to Sergeant effective January 1, 2019

Mayor Giordano commented these are recommendations of the Personnel Committee and Chief McInerney, structure is critical within the Police Department for good operation. Mayor Giordano also stated Brendan Prol as new hire as Patrolman step 1.

Mr. Crabb commented this provides what's best for Franklin, giving stability at the top in the Police Department for at least 10 years, allowing this and future Councils to focus on simpler aspects of this organization.

Ms. Fantasia commented on information gathered, stating this type of command structure helps diminish potential conflicts of interest in the future and fully supports it.

Mayor Giordano commented on the input of the Labor Attorney, Mr. Thibault who brought this structure suggestion to the Council.

Upon roll call vote:

Ayes: Crabb, Fantasia, Postas, Skellenger

Nays: None Absent: Limon Abstentions: Snyder

Mayor Giordano congratulated the police employees on their promotions and new hire Brendan Prol.

Mr. Snyder commented on informing the residents of the salaries for the new police department positions when determined. Ms. Fantasia commented the salaries will be discussed upon the CFO's return from medical leave which will be used for contract negotiations.

Introduction of Ordinance #13-2018

Ms. Fantasia made a motion to introduce ordinance 13-2018 entitled "AN ORDINANCE OF THE BOROUGH OF FRANKLIN, COUNTY OF SUSSEX, AND STATE OF NEW JERSEY REPLACING PORTIONS OF CHAPTER 10 CREATING A RECREATION COMMITTEE."

MAYOR & COUNCIL MEETING MINUTES NOVEMBER 27, 2018

PUBLIC HEARING WILL BE HELD DECEMBER 11, 2018

Mayor Giordano commented the Recreation Commission has the ability to make decisions regarding their own budget, a recreation committee would have to get Council approval prior to spending. The Recreation Commission receives a yearly budget of \$9,000.00 and they also work hard raising additional funds for their programs. Mayor Giordano stated he is not in support for this ordinance, it has the potential to handicap the Commission, losing flexibility. Mayor Giordano also commented he is willing to be the Liason to the Recreation Commission next year.

Mr. Postas commented on the necessity of yearly ready budgets for all commissions and committees. Mr. Postas also commented he would be willing to table this ordinance until after the findings of the impending audit.

Ms. Fantasia commented she is in agreement to table the ordinance to offer an opportunity to gather information, changing the structure from a commission to a committee can be very cumbersome for both the committee and the Governing Body, limiting the ability to approve purchases of any kind for scheduled or pop-up events. Ms. Fantasia also commented on public purchasing and procedures that need to be followed carefully.

Mr. Postas commented on the need to discuss policies, procedures and structure within the Recreation Commission, the personnel committee needs to be involved.

A discussion on ordinance 13-2018 continued.

Mr. Postas made a motion to table ordinance 13-2018, seconded by Mr. Crabb. All were in favor.

EXECUTIVE SESSION

There was no executive session requested.

MISCELLANEOUS COMMENTS

Mr. Crabb congratulated the new chief, (Lt. Greg Cugliari), it's the 7th ever Chief of Police.

Mr. Postas commented to keep the Scott family in their prayers, John Scott (John George) passed away last week, a volunteer in town, David Hasselhoff of the pond and taking over for Charles Postas as chairman of the Kettle Campaign for the Salvation Army.

Ms. Fantasia wished Chief McInerney the best of luck as he moves on, congratulations to all promoted, well earned and deserved. Ms. Fantasia commented one of her platforms when seeking the position for Council was to strengthen the police department, she is proud of what the Governing Body has done tonight, knowing the police department will do us proud and thanked them all.

Mr. Skellenger commented Chief McInerney always has the best interest of the town and congratulated him on his retirement and congratulations to the others promoted who are here tonight, looking forward to working with all of you.

OPEN PUBLIC SESSION II

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

Tamara Contreras, 121 S. Rutherford Ave, Franklin stepped forward. Ms. Contreras congratulated all the police personnel promoted and complimented the Franklin Police Departments Facebook page for opening communication with the department. Ms. Contreras commented on text cards given out by various other police departments and if the Franklin Police Department would consider looking into it for Franklin.

MAYOR & COUNCIL MEETING MINUTES NOVEMBER 27, 2018

Mayor Giordano commented on traffic studies being done on South Rutherford Ave. to address safety issues there. Ms. Contreras commented on the ongoing traffic and road safety issues being investigated, stating she is appreciative.

Ms. Contreras commented she is here also as the community organizer for Forward Franklin Alliance. Ms. Contreras informed the Council of a poster contest open to the children of the community, explaining the process, posting of entries, judging and inviting children to come to the Borough Hall to look at the window display for inspiration. Ms. Contreras requested if the Forward Franklin can be added to the agenda to speak and inform everyone what they are about. Mayor Giordano commented you can come to the next meeting.

Ms. Fantasia thanked Ms. Contreras for emailing the meeting schedules.

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

ADJOURNMENT

There being no further items for discussion by the Mayor and Council, Mr. Postas made a motion to adjourn the meeting at 8:28p.m., seconded by Mr. Skellenger. All were in favor.

Nicholas Giordano, Mayor

Darlene J. Tremont, Acting Municipal Clerk