

**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
OCTOBER 22, 2019**

Council President Skellenger 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. Postas, Mr. Skellenger, Mr. Snyder, Mr. Soules and Mr. Zydor

Absent: Mr. Limon and Mayor Giordano

Mr. Ursin stated the Council President will start the meeting, when and if Mayor Giordano comes in, he will preside over the meeting at that time, until then Council President Skellenger will preside.

Council President Skellenger led the assembly in the flag salute.

Council President Skellenger 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 4, 2019, and posted on the Borough website, which adequate notice has been certified by the Clerk."

PRESENTATIONS

Administrator McHose introduced two members of the Youth Tobacco Action Group (YTAG) as part of the Center for Prevention and Counseling in conjunction with Forward Franklin Alliance. They are here this evening to present signs to the Council to help discourage youth from the use of tobacco in anyway shape or form.

Sebastian Gomez and David Rubin, seniors at Sparta High School stepped forward. Sebastian Gomez commented on July 20, 2018 Governor Murphy amended the "Smoke Free Air Act" to include vaping, to keep people free from smoke in public outdoor recreational areas in New Jersey.

David Rubin explained adding vaping to the smoke free air act was done because it has been found that vaping causes the same second hand smoke risk as traditional smoking. We are working on a state campaign called "Incorruptible Us" speaking to various local elementary schools on the dangers of vaping. Sebastian and David presented signs to the Council.

Administrator McHose commented the order of the agenda will be changed slightly, we will go to the discussion on the Highlands Petition, item 2 of the agenda and asked Mr. Ursin to introduce the professionals.

Mr. Ursin introduced Ken Nelson, Planner and Jessica Caldwell, Consulting Planner, they are here this evening to discuss and answer any questions regarding the Highlands Petition. Mr. Ursin commented the Borough has been considering for some time whether or not to file a Highlands Petition indicating an intent to conform and briefly explained the Highlands Conformance process. Mr. Ursin stated if the Council is interested in exploring this issue, they will vote to file the Highlands Petition, that then makes the Borough eligible for numerous grants at the Highlands Council. The importance of this exploration process is it opens the Borough up to a series of grants. The Borough is under no obligation to complete the process and can opt out at any time during the process.

Mr. Nelson explained the Initial Highlands Review document the Council received, it has been submitted to the Highlands Council, it analyzes the Highlands Regional Master Plan and how it relates to Franklin. Mr. Nelson commented section 4 of the review looks at the consistencies and in-consistencies between the Highlands and Franklin. There are more consistencies between the goals of the Highlands Council and Franklin than in-consistencies. The Planning Board is aware of what is going on with this and has been advised that some special meetings with them may be required, after which some recommendations from them could be made to the Council.

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Ms. Caldwell commented after the initial review what was found is mostly positive, a lot of the in-consistencies can be corrected with mapping changes. The next steps could help the Borough by opening up grants and the capabilities to do planning work under those grants. Ms. Caldwell explained the possibilities of a Highlands Center within Franklin, those are areas where growth is expected to occur. This could help the Borough in a positive way from a planning perspective for positive growth in the future. Ms. Caldwell confirmed if the Borough wasn't comfortable with any part of the process going along, they can withdraw at any time.

Mr. Ursin commented some towns have stopped the process or withdrawn but not very many. Mr. Ursin also commented on the usage of grants, the possibility in the short term that Franklin could see six figures in planning grants.

Mr. Nelson commented Highlands is not just about preservation, but to help redevelopment and revitalization.

Mr. Zydon made a motion to table making any decisions tonight to give the Council more time to review the material before them. Seconded by Mr. Snyder.

Upon roll call vote:

Ayes: Postas, Skellenger, Snyder, Soules, Zydon

Nays: None Absent: Limon Abstentions: None

COMMITTEE REPORTS

Mr. Zydon commented the Ordinance Committee meeting was on October 15, 2019, we met the new zoning officer, Debra Card and discussed problems associated with the current sign ordinances. The zoning officer is going to give us a report on issues and recommendations to it, possibly making it more business friendly. The committee also spoke about an ordinance establishing employee evaluations and instructions to institute the evaluations. There will be changes to the Main Street parking times, signs will be installed.

Mr. Soules commented the Public Works Committee met discussing well rehabs, pricing has been received, we will be camering the wells themselves to check conditions, then we will contract with a company to rehab the wells. Also discussed was speaking with neighboring towns for a temporary interconnect while the rehabs are being done or in the future the possibility of a permanent interconnect. In the spring we will be sewer camering and flow metering. The paving of Newton Street, Paddock Road and Susquehanna Street should begin in 3 to 4 weeks. Lastly, the committee discussed the Hemlock Drive sidewalks, if they are deemed a safety hazard they should be removed and filled with top soil.

Mr. Snyder reported the YMCA fitness stations installation has been completed and thanked the DPW in doing so. A light at the damn has been installed, some adjustments to the direction of it may be needed. The DPW supervisor and Tom Knutelsky reviewed the erosion problem in the parking lot of the first aid squad building, they will be addressing and repairs will be scheduled. Tom Knutelsky assessed the lights on Main Street regarding the replacement of the sodium lights with the LED lights, the request has been sent to Jackie Espinoza at JCP&L, we have also requested JCP&L to check all the power boxes for the Christmas lights. Finally, Administrator McHose met with John Sowden to go over the balance of supplies needed to complete the Hungarian Church roof repair, the Borough has submitted a letter to the Forward Franklin Alliance requesting an amount of \$1434.04 for the supplies and delivery charges for those supplies. We are in the process of getting quotes for the labor to do the repair. Mr. Snyder thanked Judy Williams for the Franklin Finds Scarecrows, there are approximately 90 scarecrows.

Judy Williams commented from the audience, judging for the people's choice begins this week and judges will be out on Sunday for the residents and the winners will be announced on Halloween.

Mr. Postas had nothing to report.

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Mr. Skellenger commented he and the chairs met with Carolyn from Triad Associates the grant writer, he hasn't been able to follow up with her and asked Administrator McHose if she had anything she could report.

Administrator McHose reported at that meeting Carolyn Zumpino met with the department heads and committee chairs, we discussed items we would like to consider getting grants for, it was very productive. Her staff is in the process of putting together a report and at first glance she believes the Borough is eligible for some grants but they may not be available now, but possibly December.

Mr. Skellenger congratulated the Recreation Committee on a fantastic parade and thanked them for all they do.

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. Zydon. All were in favor.

Dick Durina, 23 Lozaw Road, Franklin stepped forward. Mr. Durina stated he is happy with all the good news and thanked Mr. Soules on his report of the Board of Public Works. The interconnect sounds very positive. Mr. Durina commented on a large sign he saw on Route 23 regarding a retail development, on his return home the sign was gone.

Administrator McHose explained there were zoning issues with one side of the sign, when the zoning officer alerted the property owner there was some confusion and the owner took both sides down.

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

Council President Skellenger requested Administrator McHose to provide her report.

Administrator McHose commented she received a text from Mayor Giordano he is stuck in traffic and will not be able to attend tonight's meeting and Councilman Limon had to work this evening. Administrator McHose thanked the Recreation Committee for the Halloween parade and the Trunk or Treat. Everyone seems very excited for the scarecrow contest, it's a nice way to show pride in our community and to get to know our neighbors. Tamara Contreras created a google map showing the location of the scarecrows that is available on the Facebook page for Franklin Finds Scarecrows, there will also be paper maps available. The People's Choice can be left at the Library. The food pantry will be moved to their new space in the Senior Center.

Mr. Ursin had nothing to report.

CONSENT AGENDA

Council President Skellenger 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. NJ Department of the Treasury Division of Taxation certification of the table of Equalized Valuations for 2019.
2. Letter dated August 7, 2019, from The Steering Committee for the Forward Franklin Alliance to Alison McHose regarding their approval of a grant in the amount of \$26,454 for the installation of an ADA Cruiser and ramp.
3. Letter dated October 4, 2019, from Lt. Governor Sheila Y. Oliver, Commissioner, NJDCA to Mayor Giordano re: Ordinance 14-2019 adopting a Redevelopment Plan covering Block 601, Lots 1-3, 5 and 6; and Block 904, Lot 1.
4. Borough of Garwood, Union County resolution 19-271, a resolution of the borough of Garwood, County of Union, State of New Jersey, in opposition to forced consolidation of the Garwood Public School District.

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5. Letter dated October 1, 2019, from The Steering Committee for the Forward Franklin Alliance to Alison McHose regarding their approval of a grant in the amount of \$6856 to install rubber flooring for the ADA Cruiser.
6. Letter dated October 16, 2019, from George B. Harper, Jr., Mayor, Sandyston Township to Sussex County Municipalities re: Countywide Mutual Aid and Assistance Agreement.
7. Sparta Township ordinance 19-17 amending chapter 18 entitled "Comprehensive Land Management Code" of the code of the Township of Sparta to modify section 18-5.3m "SIGNS".
8. Letter dated October 11, 2019 from SCMUA regarding the proposed FY2020 Proposed rate schedule effective December 1, 2019.
9. Resignation letter dated October 17, 2019, from Jean Batty to Alison McHose.

REPORTS (ACCEPTANCE FOR FILING OF THE FOLLOWING):

1. Construction Permit Activity Report – September 2019
2. Construction Report – September 2019
3. COH Report – September 2019
4. Police Department Report – September 2019
5. Registrar Report – July 1, 2019 to September 30, 2019
6. Municipal Court Report – September
7. Sussex County Board of Health Report – September 2019

APPLICATIONS (APPROVAL OF THE FOLLOWING):

1. Application for the use of the Senior Center from the Franklin Quilters for the 3rd Saturday of each month, from 8:00am to 4:00pm for the calendar year 2020 as per attached scheduled dates.
2. Application to hold an auction from Littell Realty, LLC, premises of event 46 and 47-49 Church Street, Franklin, on November 9, 2019, alternate date, November 16, 2019, from 8:00am to 8:00pm.

RESOLUTIONS (APPROVAL OF THE FOLLOWING):

1. Payment of bills for the meeting of October 22, 2019.

Mr. Zydon asked for information on item 9, the resignation letter from Jean Batty.

Administrator McHose commented Jean Batty has been with us for some time on a part time basis, explaining how the other part time employees are with us through a grant program called Pathstones. Pathstones purpose is to place people in jobs using federal money through the state and county. There needs to be a Personnel Committee meeting to determine in what direction the Borough wants to go to fill the position.

Mr. Postas commented he has spoken to Christina Marks at the county, she is going to get additional information on filling the position potentially through Pathstones or Workforce 55. Mr. Postas explained how the positions are filled through this grant.

Mr. Postas made a motion to approve the consent agenda of October 22, 2019. Seconded by Mr. Soules.

Upon roll call vote:

Ayes: Postas, Skellenger, Snyder, Soules, Zydon

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. Postas made a motion to approve the regular meeting minutes for October 8, 2019. (Absent: Limon) Seconded by Mr. Soules.

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Upon roll call vote:

Ayes: Postas, Skellenger, Snyder, Soules, Zydon

Nays: None Absent: Limon Abstentions: None

Resolution 2019-86

Mr. Postas made a motion to adopt resolution 2019-86 to cancel authorized debt, that has not been issued; ordinance 16-2009 in the amount of \$159,000. Seconded by Mr. Zydon.

Upon roll call vote:

Ayes: Postas, Skellenger, Snyder, Soules, Zydon

Nays: None Absent: Limon Abstentions: None

Mayoral Appointment

Mayor Giordano made the following appointment:

Board of Health Member – Bobbi Formica

Effective immediately

Term expires: December 31, 2021

Council President Skellenger made a motion to confirm the nomination. Seconded by Mr. Postas.

Upon roll call vote:

Ayes: Postas, Skellenger, Snyder, Soules, Zydon

Nays: None Absent: Limon Abstentions: None

Discussion on year 2020 Carnival dates

Administrator McHose commented Campy's, the carnival company we have used for the past 3 years has been in discussions with Christina Sanchez, Recreation Committee Chair regarding dates for 2020. The Recreation Committee was trying to move the carnival dates back to the summer but they aren't available.

Christina Sanchez, Franklin Recreation Committee Chair stepped forward. Ms. Sanchez commented we (Recreation Committee) would like to continue with the last weekend in September dates (9/24, 9/25, 9/26, 9/27) for next year. We are asking for approval of these dates so they aren't lost to another town and if there is a possibility to extend the contract.

Mr. Ursin explained these are one-year contracts and no more, there should be a vote to set up the 2020 carnival contract and recommended when a motion is made it should be added "subject to my review".

Mr. Skellenger made a motion to enter into a contract with Campy's for the 2020 dates subject to review by Mr. Ursin. Seconded by Mr. Postas.

Upon roll call vote:

Ayes: Postas, Skellenger, Snyder, Soules, Zydon

Nays: None Absent: Limon Abstentions: None

Discussion on Qualified Purchasing Agent (QPA) position

Administrator McHose explained the value of having a QPA in the Borough. Administrator McHose commented she has advertised for both a licensed CFO & QPA positions, no responses have been received for a candidate who possess both licenses. In the interim she has contacted an agency that places people in these positions and also approached Sparta Township for a temporary shared service. Administrator McHose stated if she is authorized to proceed and prepare what will be needed it could be put before the Council at the next meeting on November 12, 2019. There is also the ability to utilize our auditor for the CFO obligations in between the date of Monica leaving and filling the position.

Mr. Postas commented we have options, this position might be better served as part time, saving the Borough a lot of money. There is a current employee in the building working full time who could be a very good candidate and has been highly recommended by Monica to have that employee to begin taking classes.

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Mr. Ursin commented some of the agencies the Borough has contacted will contract with you on a monthly basis.

Council President Skellenger commented lets explore the options and decide at the November 12, 2019 meeting.

EXECUTIVE SESSION

There was no executive session requested.

OPEN PUBLIC SESSION II

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

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

MISCELLANEOUS COMMENTS

There were no miscellaneous comments.

ADJOURNMENT

There being no further items for discussion by the Mayor and Council, Mr. Zydon made a motion to adjourn the meeting at 7:40 p.m., seconded by Mr. Postas. All were in favor.

Stephen Skellenger, Council President

Darlene J. Tremont, Municipal Clerk