

**MEETING MINUTES FOR THE ORGANIZATION MEETING
OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF FRANKLIN
HELD AT THE MUNICIPAL BUILDING, 46 MAIN STREET,
FRANKLIN, NJ AT 12:00PM ON
JANUARY 1, 2020**

Council President and Acting Mayor Skellenger called the meeting to order.

Council President and Acting Mayor Skellenger invited Mayor-elect Sowden to step forward.

Ms. Tremont administered the Oath of Office to Mayor-elect **John M. Sowden IV** for a four-year term as Mayor of the Borough of Franklin.

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

Mayor Sowden invited all present to participate in the Pledge of Allegiance to the United States Flag.

Roll Call of 2019 Borough Council Members

Mayor Sowden requested a roll call of the 2019 Governing Body.

Present: Mr. Limon, Mr. Postas, Mr. Skellenger, Mr. Snyder, Mr. Zydon

Absent: Mr. Soules

Oaths of Office

- a. **Ms. Tremont** will read the "Statement of Determination" of the Board of County Canvassers.
- b. **Honorable Steven V. Oroho, Senator** administered the Oath of Office to Councilman-elect **Stephen M. Skellenger** for a three-year term as Councilman of the Borough of Franklin.
- c. **Ms. Tremont** administered the Oath of Office to Councilman-elect **Concetto Formica** for a three-year term as Councilman of the Borough of Franklin.

Roll Call of 2020 Borough Council Members

Mayor Sowden requested a roll call of the 2020 Governing Body.

Present: Mr. Formica, Mr. Limon, Mr. Postas, Mr. Skellenger, Mr. Snyder, Mr. Zydon and Mayor Sowden.

Council Appointment: Council President

Mayor Sowden opened the floor for Council nominations to the position of **Council President** for 2020.

Mr. Limon nominated John Postas as the Council President for the year 2020. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Formica, Limon, Postas, Skellenger, Snyder, Zydon

Nays: None Absent: None Abstentions: None

Fire Department Chief and Line Officers

- a. **Mayor Sowden** recognized the Chief of the Franklin Fire Department for 2020, Chief Khyle Conklin.

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- b. **Ms. Tremont** administered the Oath of Office to the Chief of the Franklin Fire Department for 2020, Chief Khyle Conklin.
- c. **Ms. Tremont** recognized Fire Chief Khyle Conklin who introduced the 2020 Line Officers and Administrative Officers of the Franklin Fire Department.
- d. **Ms. Tremont** administered the Oath of Office to the **Line Officers and Administrative Officers** of the Franklin Fire Department for 2020.

10. Mayor's Appointments

At this time, **Mayor Sowden** presented his nominations for appointment to the various positions of Borough Government for the year 2020.

Prosecutor (1 yr.)	Anthony DenUyl
Public Defender (1 yr.)	James Opfer, Esq.
Municipal Housing Liaison (1 yr.)	Alison Littell McHose
Right to Know Coordinator	Brian VanDenBroek
Assessment Search Officer (1 yr.)	Darlene Tremont
Tax Search Officer (1 yr.)	Township of Wantage
Borough Physician (1 yr.)	Dr. Bollard, Premier Health
Animal Control Officer (1 yr.)	To Be Determined
School Crossing Head Guard (1 yr.)	Lynn Warr Prtorich
School Crossing Guards (1yr.)	Rebecca Babcock, Rose Breidenstein, Kathleen Clohessey, Lisa Conte, Bobbi Formica, Ann Grabkowski April Kunz-Oleksy, Cathy Martinez, Bonnie McCouch, Mary Payton, Cara Ross, Amanda Tassillo, Rachel VanDyk, Margaret Wellenheider,
Emergency Management Coordinator (3 yrs.) (Expires 12/31/2022)	Jim Williams

Mr. Skellenger made a motion to confirm the Mayor's Appointments. Seconded by Mr. Postas.

Upon roll call vote:
Ayes: Limon, Postas, Skellenger, Snyder, Zydon
Nays: None Absent: None Abstentions: Formica

Appointments: Planning Board

Mayor Sowden commented the **Council** shall, by motion, select a representative to serve on the Planning Board as a Full Member Class III (1 yr.)

Mr. Skellenger made a motion to nominate Councilman Postas to serve as the Class III member for a 1-year term to the Planning Board. Seconded by Mr. Formica.

Upon roll call vote:
Ayes: Limon, Postas, Skellenger, Snyder, Zydon
Nays: None Absent: None Abstentions: Formica

Mayor Sowden made the following appointments to the Planning Board:

Mayor (Class I)	Mayor Sowden
Fire Safety (Class II) 1 yr. term (term expires 12/31/2020)	Jim Williams
Member (Class IV) 4 yr. term (term expires 12/31/2023)	Floy Estes
Alternate #1 2 yr. term (unexpired term 12/31/2020)	Michael Raperto
Alternate #2 2 yr. term (unexpired term 12/31/2020)	Steve DeFinis
Alternate #3 2 yr. term (term expires 12/31/2021)	Sharon Schultz
Alternate #4 2 yr. term (term expires 12/31/2021)	Vacant

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Alternate #2 1-year term Vacant

RENT LEVELING BOARD

Member	5-year term (term expires 12/31/2020)	Vacant
Member/Council	1-year term (term expires 12/31/2020)	Vacant
Member/Council	1-year term (term expires 12/31/2020)	Vacant
Alt# 1	1-year term (term expires 12/31/2020)	Vacant
Alt#2	1-year term (term expires 12/31/2020)	Vacant
Attorney	1-year term (term expires 12/31/2020)	Angelo Bolcato Laddey, Clark & Ryan

Mr. Postas made a motion to confirm the Mayor's Appointments. Seconded by Mr. Zydon.

Upon roll call vote:

Ayes: Formica, Limon, Postas, Skellenger, Snyder, Zydon

Nays: None Absent: None Abstentions: None

COUNCIL COMMITTEE DUTIES

13. **Council Committee Duties**

Mayor Sowden announced the Council Committee duties for the year 2020 with the Mayor named as Ex-Officio Member of each Committee. These committees may be reassigned if needed during the year.

a. **ORDINANCE:**

Member: Mr. Snyder
Member: Mr. Zydon
Member: Mr. Formica

b. **FINANCE, BUDGET AND INSURANCE:**

Member: Mr. Postas
Member: Mr. Zydon
Member: Mr. Formica

c. **PUBLIC UTILITIES:**

Member: Mr. Limon
Member: Mr. Postas
Member: Mr. Zydon

d. **PERSONNEL & NEGOTIATIONS:**

Member: Mr. Snyder
Member: Mr. Zydon
Member: Mr. Limon

e. **PUBLIC SAFETY: Police & Fire**

Member: Mr. Sowden
Member: Mr. Skellenger
Member: Mr. Postas
Alternate: Mr. Formica

f. **BUILDING AND GROUNDS COMMITTEE**

Member: Mr. Snyder
Member: Mr. Zydon
Member: Mr. Formica
Alternate: Mr. Limon

G. COMMUNITY RELATIONS:

Council Representative: Stephen Skellenger

Recreation Committee, Economic Development, also serves as the “Awards Committee.”

Member:	Stephan Zydon	Economic Development
Member:	Stephen Skellenger	Recreation Committee
Liaison:	Stephen Skellenger	Joint Recreation Commission

Approval of Consent Agenda

Mayor Sowden requested that all 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 be made at this time.

1. RESOLUTION #2020-01 – PROFESSIONAL SERVICES

A motion is in order for the Council to adopt a Professional Services Resolution #2020-01 for various professional services (Borough Attorney, Borough Engineer, Borough Auditor, and etc.).

2. RESOLUTION #2020-02 – DESIGNATING DEPUTY CUSTODIANS OF PUBLIC RECORDS.

A motion is in order to adopt resolution #2020-02 designating deputy custodians of public records.

3. RESOLUTION #2020-03 - DESIGNATING PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)

A motion is in order to adopt resolution #2020-03 designating public agency compliance officer (P.A.C.O.).

4. RESOLUTION #2020-04 – 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 #2020-04.

5. RESOLUTION #2020-05 - 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 2019, in accordance with the provisions of N.J.S.A. 54:4-99, as per the attached resolution #2020-05.

6. RESOLUTION #2020-06 – MEETING DATES

A motion is in order to establish the regular meeting nights of the Mayor and Council for the calendar year 2020, as per the attached resolution #2020-06.

7. RESOLUTION #2020-07 – 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 2020, as per the attached resolution #2020-07.

8. RESOLUTION #2020-08 – DEFENSE AGAINST TAX APPEALS

A motion is in order to adopt resolution #2020-08 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 2020.

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9. RESOLUTION #2020-09 – PAYMENT OF RECURRING BILLS RESOLUTION

A motion is in order to adopt a resolution #2020-09 for payment of recurring bills.

10. RESOLUTION #2020-10 – TO ADOPT A CASH MANAGEMENT PLAN

A motion is in order to adopt resolution #2020-10 for the year 2020, to serve as the cash management plan of Franklin Borough.

11. RESOLUTION #2020-11 – REAUTHORIZING PETTY CASH FUNDS FOR CALENDAR YEAR 2020.

A motion is in order to adopt resolution #2020-11 reauthorizing petty cash funds for the Calendar year 2020.

12. 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.

13. 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 2020.

14. FIRE DEPARTMENT LINE OFFICERS

A motion is in order to approve the ratification of 2020 Line Officers for the Franklin

Fire Department, as per the recommendations submitted by Chief Khyle Conklin.

15. 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 2020, in accordance with the requirements of the Uniform Fire Code.

After all persons present have had an opportunity to review the consent agenda and offer requests for changes, **Mayor Sowden** requested a motion to approve the consent agenda.

Mr. Zydon made a motion to approve the consent agenda for January 1, 2020. Seconded by Mr. Limon.

Upon roll call vote:

Ayes: Formica, Limon, Postas, Skellenger, Snyder, Zydon

Nays: None Absent: None Abstentions: None

Mayor's Statement

Mayor Sowden commented along with the Council we welcome everyone to a new year, a new decade and this our 107th reorganization meeting. Mayor Sowden thanked his family for all their patience and support, it will never be forgotten. Mayor Sowden stated we are developing a new plan for our Borough to progress to a new level using our history and dedicated people to make use of new and exciting ideas. Mayor Sowden acknowledged two Franklin residents, Christine Sanchez, Franklin Borough Recreation Committee Chairwoman and Judy Williams, EDC member/secretary and Historical Society President who each received the Hometown Heroes Award out of 42 towns in northern New Jersey. They both have a great love for their town and work on many projects and congratulated them. They are only the tip of the iceberg all of you here today are Hometown Heroes and thanked everyone present. Mayor Sowden shared his hopes and dreams for moving Franklin in a new direction, stating he wants to develop a section of Franklin that has "significant historical value and will not be lost in the future for new style development ideas", work with the Boards to make sure the things we do make sense in our town,

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reviewing every department as to the way they do business, always looking to do better whether it be shared services or day to day operations. Mayor Sowden also commented he looks forward to working with everyone, including the residents to make this town affordable to all.

Council Comments

Mayor Sowden invited each member of the Council to offer remarks concerning the 2020 Council's goals and priorities.

Mr. Zydon congratulated Mayor Sowden, Councilman Skellenger and new Councilman Formica. Mr. Zydon commented he is excited about being a part of the new direction the Mayor spoke about.

Mr. Skellenger wished everyone a Happy New Year. Mr. Skellenger thanked all his friends and family for attending today and for Senator Oroho for swearing him in for his second term and for also being here today. Mr. Skellenger wished all the best to Mayor Sowden, Councilman Formica and the rest of the Council. He looks forward to working with all of you in the future and as long as we all put Franklin first, we will be unstoppable.

Mr. Formica wished everyone a Happy New Year and thanked everyone for attending today. Mr. Formica also thanked his wife and family for all their help and support over the years to get him to this point. Mr. Formica stated he can't wait to get started.

Mr. Snyder congratulated Mayor Sowden and agrees with the Mayor's statement, he will support him the best he can. Mr. Snyder also congratulated Councilman Skellenger on his second term and Councilman Formica.

Mr. Postas congratulated Mayor Sowden, Councilman Formica and Councilman Skellenger. Mr. Postas commented there is a sense of community he hasn't seen in many years. Mr. Postas also congratulated Judy Williams and Christina Sanchez they are part of this community spirit that has brought a spark back to Franklin. Mr. Postas also commented he looks forward to working with everyone on the Council towards a common goal as Mayor Sowden stated. Mr. Postas thanked the Council for supporting him as Council President and also thanked Fred Babcock, Jr. for his many years of service as Franklin Fire Department Chief. The fire department has the full support of us all.

Mr. Limon welcomed back Mayor Sowden. Mr. Limon commented his main reason he is up here is to help lower taxes. Mr. Limon recognized Senator Oroho, Assemblyman Parker Space, Freeholder Herb Yardley and Freeholder Dawn Fantasia. Mr. Limon, stated on a personal note, if anyone who may have friends or family that are ill, such as Jack Stoll a former Councilman that we all are thinking of you and wished all a Happy New Year.

ADJOURNMENT

There being no further items for discussion by the Mayor and Council, Mr. Limon made a motion to adjourn the meeting at 12:40p.m., seconded by Mr. Postas. All were in favor.

John M. Sowden IV, Mayor

Darlene J. Tremont, Municipal Clerk