

**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
JUNE 13, 2023**

This meeting is being held in person adhering to the CDC guidelines and through a virtual meeting platform called ZOOM. The public who attended through ZOOM has been notified and instructed on how to join the meeting and participate during the public session.

Mayor Sowden 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. Formica, Mrs. Heath, Mr. Limon (via ZOOM), Mr. Postas, Mr. Skellenger, Mr. Snyder and Mayor Sowden.

Absent: None

Mayor Sowden led the assembly in the flag salute.

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 6, 2023, and posted on the Borough website, which adequate notice has been certified by the Clerk."

PRESENTATIONS

Stefanie Williams with the engineering firm of French & Parrello discussed the Main Street Parking Lot. Ms. Williams discussed the different options there are to pave the parking lot and passed out cost estimates for the project.

Mr. Snyder questioned if there is any agreement with the owner of the laundry mat.

Ms. Williams would like to have a geo tech guy come out and do a core sample.

COMMITTEE REPORTS

Mr. Limon had nothing to report.

Mr. Postas commented that the DPW is out paving and repairing storm drains. The DPW is putting in a berm on Maple Road for drainage purposes. There are 3 sites for drilling for water sources. The water tower relocation agreement is being worked on.

Mr. Snyder commented that personnel met and there are a couple of items on the agenda in regards to hiring. The next personnel meeting will be Thursday night.

Mr. Formica commented that the mulch has be installed at the playground. He would like to schedule a buildings and grounds meeting.

Mr. Skellenger had nothing to report.

Mrs. Heath commented that the fishing contest was held on June 3, 2023 and it was a success. July 1, 2023 is the Franklinite celebration.

Mrs. Tremont asked Stefanie Williams to update the Council on the status of the light for Main and Junction.

Ms. Stefanie Williams commented that a report is being drafted and should be provided to the Council soon for their review.

Mr. Ursin had nothing to report.

Mayor Sowden had nothing to report.

OPEN PUBLIC SESSION

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

Joanne Tatka stepped forward. Ms. Tatka asked if there is anyway to get movement on the vacant Forestry Building. Ms. Tatka questioned the Ascend tax payment that was reported on at the April 25, 2023 meeting. She questioned the use of the 2023 Tahoe by the police department. She questioned the number of units proposed for the theater

MAYOR & COUNCIL MEETING MINUTES JUNE 13, 2023

building and that the investor in the theater property is looking to keep the theater as community center. Mrs. Tatka asked if parking signs can be put at the Senior Center dedicated for the seniors. Lastly, Mrs. Tatka asked if the figures for taxes were received from the schools.

Marianne Dunnican stepped forward. Ms. Dunnican voiced concerns about parking of busses and other commercial vehicles on Hemlock Drive. Ms. Dunnican is requesting that ordinance 02-2019 be rescinded.

Mayor Sowden asked if he police have been contacted.

Mrs. Heath commented that pictures were provided to the traffic officer.

Ward Dunnican stepped forward. Mr. Dunnican commented that the compaction was omitted the last time Hemlock Drive was repaved. Mr. Dunnican voiced concerns about the parking of vehicles at the Wallkill Golf Club.

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

CONSENT AGENDA

Mayor Sowden 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. County of Sussex Board of Taxation Resolution #05032023-3 establishing the percentage of 100% as the ratio of assessed value to true value of real property within Sussex County.
2. Township of Fredon Resolution supporting Dennis Branch of the Sussex County Library System renovation project.
3. Township of Hampton Resolution supporting Dennis Branch of the Sussex County Library System renovation project.
4. Letter from Kimberly Sigman Chief School Administrator of Hamburg School to Michael Raperto, Chief of Franklin Fire Department to acknowledge the mutual aid assistance of the Franklin Fire Department on June 6, 2023.

REPORTS (ACCEPTANCE FOR FILING OF THE FOLLOWING):

1. Police Department Report – April 2023
2. Police Department Report – May 2023
3. Permit Activity Report – May 2023
4. Permit List – May 2023
5. COH Report – May 2023
6. Municipal Court report – May 2023
7. Zoning Officer Report – May 2023

APPLICATIONS (APPROVAL OF THE FOLLOWING):

1. None filed.

RESOLUTIONS (APPROVAL OF THE FOLLOWING):

1. Resolution #2023-86 to authorize the Borough Clerk to renew the following liquor licenses for the 2023-2024 licensing term.
 - 1906-32-013-009 Franklin 897 LLC. T/A Shop Rite Wines and Spirits
 - 1906-33-014-006 Six Gee Corp. T/A Irish Cottage Inn
 - 1906-33-010-008 Franklin Grill & Tavern, LLC T/A Brick & Brew
 - 1906-33-008-010 Stone Hill Recreation Corp. T/A Bear Den Grill, Black Bear
 - 1906-33-004-008 Coyote Cocina Mexicana
 - 1906-44-006-006 MINDIP LLC. T/A The Right Bottle
 - 1906-44-007-007 WC Franklin LLC. T/A Wine Country Franklin
 - 1906-31-015-001 Sgt Francis M. Glynn Post
 - 1906-31-017-001 Wallkill Golf Club
2. Resolution 2023-87 memorializing local support for PD Nanotech LLC to obtain licensure from the New Jersey Cannabis Regulatory Commission as an approved cannabis testing laboratory.
3. Payment of bills for the meeting of June 13, 2023.

Mr. Formica made a motion to approve the consent agenda of June 13, 2023 with the removal of purchase order numbers 36592 and 36731. Seconded by Mr. Postas.

MAYOR & COUNCIL MEETING MINUTES JUNE 13, 2023

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Mr. Postas made a motion to approve purchase numbers 36592 and 36731. Seconded by Mrs. Heath.

Upon roll call vote:

Ayes: Heath, Limon, Postas, Skellenger

Nays: None Absent: None Abstentions: Formica, Snyder

OLD BUSINESS

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

NEW BUSINESS

Approval of the Minutes

Mrs. Heath made a motion to approve the regular meeting minutes for May 23, 2023. (Absent: Limon) Seconded by Mr. Postas.

Upon roll call vote:

Ayes: Formica, Heath, Postas, Skellenger, Snyder

Nays: None Absent: None Abstentions: Limon

Adoption of Ordinance 06-2023

Mr. Snyder made a motion to adopt ordinance 06-2023 entitled "BOND ORDINANCE PROVIDING FOR VARIOUS 2023 ROAD IMPROVEMENTS BY AND IN THE BOROUGH OF FRANKLIN, IN THE COUNTY OF SUSSEX, STATE OF NEW JERSEY (THE "BOROUGH"); APPROPRIATING \$803,962 THEREFOR (INCLUDING A GRANT FROM THE NEW JERSEY DEPARTMENT OF TRANSPORTATION) AND AUTHORIZING THE ISSUANCE OF \$588,342 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COSTS THEREOF. Seconded by Mrs. Heath.

Prior to final roll call Mayor Sowden requested a motion to open to the public Ordinance 06-2023. Mr. Postas made a motion to open to the public ordinance 06-2023, seconded by Mr. Skellenger. All were in favor.

There being no one present or on Zoom who wished to address the governing body regarding ordinance 06-2023, Mr. Postas made a motion to close to the public ordinance 06-2023, seconded by Mr. Skellenger. All were in favor.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2023-75

Mr. Postas made a motion to adopt resolution 2023-75 to approve receipt of revenue thru a Stormwater Management Grant to be included in the 2023 municipal budget in the amount of \$25,000. Seconded by Mr. Formica.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2023-76

Mr. Skellenger made a motion to adopt resolution 2023-76 to hire a new Borough of Franklin Police Officer. Seconded by Mr. Formica.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2023-77

Mr. Limon made a motion to adopt resolution 2023-77 to authorize a water/sewer refund due to bill generated from an estimated meter reading for the property located at 267 Route 23 also known as Block 1010 Lot 10 in the amount of \$2,054.98. Seconded by Mr. Postas.

MAYOR & COUNCIL MEETING MINUTES JUNE 13, 2023

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2023-78

Mrs. Heath made a motion to adopt resolution 2023-78 to approve a property tax refund due to a tax overpayment for the property located at Block 710 Lot 17 in the amount of \$1,480.16. Seconded by Mr. Skellenger.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2023-79

Mr. Formica made a motion to adopt resolution 2023-79 to approve the purchase and installation Orange Carpet & Wood Gallery flooring at the Franklin Borough Senior Center in the amount of \$6,598.00. Seconded by Mr. Postas.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2023-80

Mr. Postas made a motion to adopt resolution 2023-80 to authorize to award of a required disclosure contract to Advanced Door Sales, Inc., for the DPW in the amount not to exceed \$32,300.00. Seconded by Mr. Formica.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2023-81

Mr. Postas made a motion to adopt to resolution 2023-81 to award of contracts for road resurfacing of Taylor Rd., Kane Rd. and Premock Rd. through the Morris County Co-op in the amount of \$138,534.50. Seconded by Mr. Snyder.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2023-82

Mr. Postas made a motion to adopt resolution 2023-82 award of contracts for the road resurfacing of various roads and Fireman's Park Helipad through the Morris County Co-op in the amount not to exceed \$249,000.00. Seconded by Mrs. Heath.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2023-83

Mr. Skellenger made a motion to adopt resolution 2023-83 to authorize a salary increase for part time finance clerk in the amount of \$.62 per hour, effective July 1, 2023. Seconded by Mr. Postas.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2023-84

Mr. Skellenger made a motion to adopt resolution 2023-84 to authorize hiring a part time Senior Center attendant not to exceed an average of 25 hours per week, effective June 16, 2023. Seconded by Mr. Snyder.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

MAYOR & COUNCIL MEETING MINUTES JUNE 13, 2023

Resolution #2023-85

Mr. Formica made a motion to adopt resolution 2023-85 to authorize hiring a full time laborer in the Department of Public Works at step 7, \$25.53 per hour and an additional .75 cents per hour for CDL B driver license as per the DPW Contract., effective July 1, 2023. Seconded by Mr. Skellenger.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Cub Scout Pack 90 Revised Request

Mrs. Heath made a motion for approval to change their approved Annual Soap Box Derby from Saturday, July 8, 2023 to now be held on Sunday, July 16, 2023 from 1:00 p.m. to 4:00 p.m. Seconded by Mr. Formica.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Discussion on 25-hour employee policy

At this time there was a discussion on a 25-hour employee policy.

Mrs. Heath commented that we had a 30-hour employee policy and we are requesting that we give the same option to the 25-hour employees.

Mrs. Heath made a motion to institute a 25-hour employee policy which would give the employees the major holidays (Christmas, New Years Day, Thanksgiving, Labor Day, 4th of July and Memorial Day) and paid vacations based on 1 hour for every 25 hours worked effective July 1, 2023.

After some further discussion, it was the consensus of the governing body to discuss this issue at a personnel meeting and bring back a written policy to the next Mayor and Council meeting.

EXECUTIVE SESSION

There was no executive session.

MISCELLANEOUS COMMENTS

Mr. Formica commented that he would like to look into purchasing veteran flags for Main Street.

ADJOURNMENT

There being no further items for discussion by the Mayor and Council, Mr. Snyder made a motion to adjourn the meeting at 8:17p.m., seconded by Mr. Postas.

All were in favor.

John M. Sowden IV, Mayor

Darlene J. Tremont, Municipal Clerk