

**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
AUGUST 15, 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, Mr. Postas, Mr. Skellenger, Mr. Snyder and Mayor Sowden.

Absent: None

Mayor Sowden led the assembly in the flag salute.

Mr. Snyder requested a moment of silence for the passing of a former mayor and his uncle, Ray Hyde, who passed away yesterday morning at 108 years old.

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

Patti Carnes, Franklin Borough Recreation committee, announced the 2023 Royal Court for Franklin. The winners of the 2023 Royal Court are as follows: Princess Emily Drown, Little Miss Franklin Mia Sanchez, Junior Miss Franklin Lily Parker and Miss Franklin Chrystine Mowles. At the Queen of the Fair pageant, Miss Franklin was one of the finalists.

COMMITTEE REPORTS

Mr. Limon had nothing to report.

Mr. Postas commented that there are a couple of agenda items; one regarding the Hemlock Drive sidewalks and the other is that they will be starting the paving projects.

Mr. Snyder commented that there are personnel items on the agenda.

Mrs. Heath commented that the Recreation Committee has been very busy. There were concerts in the park held in July and August. National Night Out was a huge success; special thanks to the Franklin, Hamburg and Ogdensburg Police Departments, the Franklin Fire Department and the Wallkill Valley First Aid Squad. The 9/11 Ceremony is coming up.

Mr. Skellenger commented that National Night Out great.

Mr. Formica commented that the ordinance committee met and would like to meet again soon. There was a meeting with a roofing company in regards to the Borough Hall roof and gutters. The gutters are an issue because they are so close to the electric lines. JCP&L will need to be involved to come up with a solution to address the wires prior to any work being able to be done.

Mr. Ursin had nothing to report.

Mrs. Tremont commented that Planet Networks installed fiber at the municipal building and are working on the installations at the water/sewer building, first aid squad and fire department. They are scheduled to come on August 24th to install at the police station. Negotiations have begun with Hardyston in regards to the shared services construction agreement and the municipal court.

MAYOR & COUNCIL MEETING MINUTES AUGUST 15, 2023

Mayor Sowden commented that there was a meeting with the hydrogeologist in regards to the new well which would be on the back side of Lehigh Street. Mayor Sowden provided an update on the right of way agreement with T-Mobil. The roofing company that we met with was very knowledgeable.

OPEN PUBLIC SESSION

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

Joanne Tatka stepped forward. Ms. Tatka questioned the purchase of the trucks and plows for the DPW and asked where the redevelopment area was.

There being no one else present or on Zoom who wished to address the Governing Body, Mr. Postas made a motion to close the meeting to the public, seconded by Mr. Limon. 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. Letter from the Township of Montague dated July 17, 2023 to the Sierra Club New Jersey Chapter in re: Delaware Water Gap National Recreation Area.
2. Email from Phillip Crabb dated July 31, 2023 in re: Franklin Mineral Museum Mitchell Park Event held on July 29, 2023.
3. Letter from the Township of Hampton dated July 27, 2023 to the Sierra Club New Jersey Chapter in re: Delaware Water Gap National Recreation Area.
4. Resolution from the County of Sussex re: amendments to the Sussex County resolution establishing county roads as through streets.

REPORTS (ACCEPTANCE FOR FILING OF THE FOLLOWING):

1. County Board of Health Report – June 2023
2. DPW Report – July 3, 2023 – July 7, 2023
3. DPW Report – July 10, 2023 – July 14, 2023
4. Construction Permit Activity Report – July 2023
5. Permit List – July 2023
6. COH Report – July 2023
7. Municipal Court Report – July 2023
8. Police Department Report – July 2023

APPLICATIONS (APPROVAL OF THE FOLLOWING):

1. None filed.

RESOLUTIONS (APPROVAL OF THE FOLLOWING):

1. Resolution 2023-100 to authorize the Borough Clerk to renew the following liquor licenses for the 2022-2023 licensing term.
1906-33-011-005 Kozs Korner, Inc. Inactive/Pocket
2. Resolution #2023-101 to authorize a refund of a raffle application fee in the amount of \$20.00.
3. Resolution #2023-102 to authorize a refund of a food handling license application fee in the amount of \$225.00.
4. Payment of bills for the meeting of August 15, 2023.

Mr. Limon made a motion to approve the consent agenda of August 15, 2023. Seconded by Mrs. Heath.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

OLD BUSINESS

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

MAYOR & COUNCIL MEETING MINUTES AUGUST 15, 2023

NEW BUSINESS

Approval of the Minutes

Mr. Skellenger made a motion to approve the executive session meeting minutes for July 18, 2023. (Absent: Heath) Seconded by Mr. Postas.

Upon roll call vote:

Ayes: Formica, Limon, Postas, Skellenger, Snyder

Nays: None Absent: None Abstentions: Heath

Approval of the Minutes

Mr. Postas made a motion to approve the regular meeting minutes for July 18, 2023. (Absent: None) Seconded by Mr. Skellenger.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2023-103

Mr. Formica made a motion to adopt resolution 2023-103 to authorize the Planning Board to conduct a preliminary investigation of conditions of Block 605 Lot 5 to determine if such area meets the criteria to be declared an area in need of redevelopment. Seconded by Mr. Skellenger

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2023-104

Mr. Snyder made a motion to adopt resolution 2023-104 to authorize hiring a full-time laborer in the Department of Public Works at the step 1-probationary rate of \$19.18 per hour as per the DPW Contract, effective September 1, 2023. Seconded by Mr. Formica.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: Postas Absent: None Abstentions: None

Resolution #2023-105

Mr. Skellenger made a motion adopt resolution 2023-105 to approve attendance at the annual New Jersey State League of Municipalities conference. Seconded by Mr. Formica.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Resolution #2023-106

Mrs. Heath made a motion to adopt resolution 2023-106 to authorize the award of non-fair and open contracts for professional services to Van Cleef Engineering not to exceed \$60,000. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Formica, Heath, Limon, Skellenger, Snyder

Nays: Postas Absent: None Abstentions: None

Resolution #2023-107

Mr. Formica made a motion to adopt resolution 2023-107 to approve awarding a contract for the Hemlock Drive Sidewalks and Curb project. Seconded by Mr. Skellenger.

Upon roll call vote:

Ayes: Formica, Limon, Postas, Skellenger, Snyder

Nays: None Absent: None Abstentions: Heath

MAYOR & COUNCIL MEETING MINUTES AUGUST 15, 2023

Introduction of Ordinance #09-2023

Mr. Postas made a motion to introduce ordinance 09-2023 entitled "A CAPITAL ORDINANCE OF THE BOROUGH OF FRANKLIN, COUNTY OF SUSSEX, STATE OF NEW JERSEY TO AUTHORIZE THE PURCHASE OF TWO FORD 350 PICK UP TRUCKS FOR THE FRANKLIN BOROUGH WATER SEWER DEPARTMENT FROM THE CAPITAL IMPROVEMENT FUND IN THE AMOUNT OF \$128,844".

Seconded by Mr. Formica.

Mayor Sowden announced that the public hearing will be held on September 12, 2023.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

Cub Scout Pack 90 Revised Request

Mr. Limon made a motion to the approve the request from Cub Scout Pack 90 for approval to change their approved Annual Soap Box Derby from Sunday, July 16, 2023 to now be held on Sunday, September 24, 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

Mayoral Appointment

Mayor Sowden made the following appointment.

Crossing Guard Status Change

Amanda Tassillo status change from permanent crossing guard to substitute crossing guard with no salary change, effective immediately, as recommended by Rebecca Babcock, Crossing Guard Captain.

Mrs. Heath made a motion to confirm the mayor's appointment. Seconded by Mr. Postas.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

ADDENDUM

Mayoral Appointment

Mayor Sowden made the following appointment.

Crossing Guard Hire

John Panso as substitute crossing guards at the rate of \$15.36/hr. effective September 1, 2023, contingent upon successful physical and background check, as recommended by Rebecca Babcock, Crossing Guard Captain.

Mr. Limon made a motion to confirm the mayor's appointment. Seconded by Mr. Postas.

Upon roll call vote:

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

Nays: None Absent: None Abstentions: None

EXECUTIVE SESSION

There was no executive session.

MISCELLANEOUS COMMENTS

Mr. Formica commented on the crossing guard shortage.

MAYOR & COUNCIL MEETING MINUTES AUGUST 15, 2023

Mr. Snyder commented that the zoning officer's hours need to be adjusted. Driveway issues are being addressed with the zoning officer. The maintenance at Borough Hall is not acceptable; there are weeds growing in between the sidewalks.

ADJOURNMENT

There being no further items for discussion by the Mayor and Council, Mr. Limon made a motion to adjourn the meeting at 7:34p.m., seconded by Mr. Skellenger. All were in favor.

John M. Sowden IV, Mayor

Darlene J. Tremont, Municipal Clerk