

**CONSENT AGENDA FOR THE ORGANIZATION MEETING
OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF FRANKLIN
AT 6:00 PM ON
JANUARY 6, 2026**

*ALL MATTERS LISTED BELOW ARE CONSIDERED TO BE ROUTINE IN NATURE
AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE
DISCUSSION OF THESE ITEMS. IF ANY DISCUSSION IS DESIRED, THAT
PARTICULAR ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL
BE CONSIDERED SEPARATELY.*

1. RESOLUTION #2026-01 – PROFESSIONAL SERVICES

To adopt a Professional Services Resolution #2026-01 for various professional services (Borough Attorney, Borough Auditor, etc.).

2. RESOLUTION #2026-02 - TEMPORARY BUDGET – CURRENT FUND

To adopt resolution #2026-02, 2026 Temporary Municipal Budget Current Fund and sewer and water temporary operating budgets.

3. RESOLUTION #2026-03 – RATES OF INTEREST/DELINQUENT TAX PENALTY

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 #2026-03.

4. RESOLUTION #2026-04 - OVERPAYMENT/UNDERPAYMENT OF TAXES

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 2025, in accordance with the provisions of N.J.S.A. 54:4-99, as per the attached Resolution #2026-04.

5. RESOLUTION #2026-05 – MEETING DATES

To establish the regular meeting nights of the Mayor and Council for the calendar year 2026, as per the attached Resolution #2026-05.

6. RESOLUTION #2026-06 – DESIGNATE OFFICIAL NEWSPAPERS

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 2026, as per the attached Resolution #2026-06.

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7. RESOLUTION #2026-07 – LEGAL NOTICE PUBLICATION REQUIREMENTS

To establish legal notice publication requirements for the Borough of Franklin for the year 2026, as per the attached Resolution #2026-07.

8. RESOLUTION #2026-08 – DEFENSE AGAINST TAX APPEALS

To adopt Resolution #2026-08 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 2026.

9. RESOLUTION #2026-09 – PAYMENT OF RECURRING BILLS RESOLUTION

To adopt a Resolution #2026-09 for payment of recurring bills.

10. RESOLUTION #2026-10 – TO ADOPT A CASH MANAGEMENT PLAN

To adopt Resolution #2026-10 for the year 2026, to serve as the cash management plan of Franklin Borough.

**11. RESOLUTION #2026-11 – REAUTHORIZING PETTY CASH FUNDS FOR
CALENDAR YEAR 2026.**

To adopt Resolution #2026-11 reauthorizing petty cash funds for the calendar year 2026.

**12. RESOLUTION #2026-12 – DESIGNATING DEPUTY CUSTODIANS OF
PUBLIC RECORDS.**

To adopt Resolution #2026-12 designating Deputy Custodians of public records.

**13. RESOLUTION #2026-13 - DESIGNATING PUBLIC AGENCY COMPLIANCE
OFFICER (P.A.C.O.)**

To adopt Resolution #2026-13 designating Public Agency Compliance Officer (P.A.C.O.).

14. RESOLUTION #2026-14 – APPOINTING A QUALIFIED PURCHASING AGENT

To adopt Resolution #2026-14 authorizing the award of a purchasing agent contract to Robert Dolan of RMD Associates LLC to perform the duties of a Qualified Purchasing Agent for the year 2026.

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15. RESOLUTION #2026-15 – AUTHORIZING E-PROCUREMENT

To adopt Resolution #2026-15 authorizing the Qualified Purchasing Agent to receive certain bids in accord with N.J.A.C.5:34-5.1, E-Procurement.

16. RESOLUTION #2026-16 – AUTHORIZING WINDOW CONTRACTS

To adopt Resolution #2026-16 permitting the award of window contracts under the New Jersey Election Transparency Act.

**17. RESOLUTION #2026-17 – GRANTING APPROVAL FOR CERTAIN
PURCHASES THROUGH NEW JERSEY STATE CONTRACT AND/OR
PURCHASING COOPERATIVES**

To adopt Resolution #2026-17 granting authority for approval of certain purchases through the New Jersey State Contracts and/or purchasing cooperatives for 2026.

18. 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.

19. 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 2026.

20. FIRE DEPARTMENT LINE OFFICERS

A motion is in order to approve the ratification of 2026 Line Officers for the Franklin Fire Department, as per the recommendations submitted by Chief Corey Houghtaling.

21. 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 2026, in accordance with the requirements of the Uniform Fire Code.

Borough of Franklin, County of Sussex

Resolution #2026-01

AUTHORIZING THE AWARD OF NON-FAIR AND OPEN CONTRACTS FOR PROFESSIONAL SERVICES

WHEREAS, there exists a need for engagement of various professional services for the Borough of Franklin as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5, and

WHEREAS, the purchasing agent has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of the following contracts are set forth below; and

WHEREAS, the following individuals and firms have submitted a proposal indicating they will provide the professional services described below for the stated price said proposal; and

WHEREAS, the following individuals and firms have completed and submitted a Business Entity Disclosure Certification which certifies that the following individuals have not made any reportable contributions to a political or candidate committee in the Borough of Franklin in the previous year, and that the contract will prohibit the following individuals and firms from making any reportable contributions through the term of the contract, and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Franklin, authorizes the Mayor to enter into a contract with the following individuals and firms as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and Determination of Value for the following individuals and firms be placed on file with this resolution, and

BE IT FURTHER RESOLVED that the following individuals and firms are awarded a contract for providing the professional services for the Borough of Franklin, as indicated:

Nisivoccia LLP is awarded a contract for providing service in the capacity of Municipal Auditor for the year 2026, dated January 6, 2026 billed at the hourly audit rates in effect at the time of services.

AS REQUIRED by N.J.S.A.40A:4-57, N.J.A.C.5:34-5.1 ET SEQ. I, Michelle LaStarza, CFO, Borough of Franklin, hereby certify to the Clerk, Mayor and Council, that a reasonable estimate of the Maximum Value of this Contract not to exceed \$41,400.00 at this time.

Archer & Greiner is awarded a contract for providing general Bond Counsel legal services to the Borough of Franklin for the year 2026, dated January 6, 2026 for services rendered in connection with the preparation of each bond ordinance with a \$450 charge for single purpose bond ordinances, \$600 for multi-purpose bond ordinances and base charges for bond and note sales of \$3,500 and \$5,000 respectively. Other services are billed at the hourly rate in effect at the time of services rendered.

AS REQUIRED by N.J.S.A.40A:4-57, N.J.A.C.5:34-5.1 ET SEQ. I, Michelle LaStarza, CFO, Borough of Franklin, hereby certify to the Clerk, Mayor and Council, that a reasonable estimate of the Maximum Value of this Contract not to exceed \$10,000.00, at this time.

Van Cleef Associates, LLC is awarded a contract for providing engineering services for the Borough of Franklin for the year 2026, dated January 6, 2026 in the amount of \$160.00 per hour with Michael Vreeland as principal engineer.

AS REQUIRED by N.J.S.A.40A:4-57, N.J.A.C.5:34-5.1 ET SEQ. I, Michelle LaStarza, CFO, Borough of Franklin, hereby certify to the Clerk, Mayor and Council, that a reasonable estimate of the Maximum Value of this Contract not to exceed \$20,000.00, at this time.

Van Cleef Engineering Associates, LLC is awarded a contract for providing FMUA Water/Sewer systems engineer for the year 2026, dated January 6, 2026 in the amount of \$160.00 per hour for a licensed engineer.

AS REQUIRED by N.J.S.A.40A:4-57, N.J.A.C.5:34-5.1 ET SEQ. I, Michelle LaStarza, CFO, Borough of Franklin, hereby certify to the Clerk, Mayor and Council, that a reasonable estimate of the Maximum Value of this Contract not to exceed \$20,000.00, at this time.

Orlando Rodrigues, Esq. is awarded a contract for providing the services of Municipal Public Defender for the Borough of Franklin for the year 2026 in the amount of \$200.00 per client.

AS REQUIRED by N.J.S.A.40A:4-57, N.J.A.C.5:34-5.1 ET SEQ. I, Michelle LaStarza, CFO, Borough of Franklin, hereby certify to the Clerk, Mayor and Council, that a reasonable estimate of the Maximum Value of this Contract not to exceed \$8,400.00, at this time.

Laddey, Clark & Ryan is awarded a contract for providing the services of Rent Leveling Attorney for the Borough of Franklin for the year 2026, dated January 6, 2026 in the amount of \$205.00 per hour with Angelo J. Bolcato, Esq. named attorney.

AS REQUIRED by N.J.S.A.40A:4-57, N.J.A.C.5:34-5.1 ET SEQ. I, Michelle LaStarza, CFO, Borough of Franklin, hereby certify to the Clerk, Mayor and Council, that a reasonable estimate of the Maximum Value of this Contract not to exceed \$8,000.00, at this time.

RMD Associates is awarded a contract for providing the services of Qualified Purchasing Agent for the Borough of Franklin for the year 2026, dated January 6, 2026 in the amount of \$6,000.00 annually

AS REQUIRED by N.J.S.A.40A:4-57, N.J.A.C.5:34-5.1 ET SEQ. I, Michelle LaStarza, CFO, Borough of Franklin, hereby certify to the Clerk, Mayor and Council, that a reasonable estimate of the Maximum Value of this Contract not to exceed \$7,000.00, at this time.

Phoenix Advisors is awarded a contract for providing the services of Municipal Advisor and Continuing Disclosure Services for the Borough of Franklin for the year 2026, dated January 6, 2026 in the amount not to exceed \$7,500.

AS REQUIRED by N.J.S.A.40A:4-57, N.J.A.C.5:34-5.1 ET SEQ. I, Michelle LaStarza, CFO, Borough of Franklin, hereby certify to the Clerk, Mayor and Council, that a reasonable estimate of the Maximum Value of this Contract not to exceed \$7,500.00, at this time.

BE IT FURTHER RESOLVED, a notice of this action shall be published at least once in the New Jersey Herald.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at their Reorganization Meeting held on January 6, 2026, at 6:00PM.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
PATRICIA CARNES				
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
STEPHEN SKELLINGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

NOT YET APPROVED BY COUNCIL

Borough of Franklin, County of Sussex

Resolution #2026-02

APPROVAL OF 2026 TEMPORARY MUNICIPAL BUDGET

WHEREAS, The Local Budget Law, N.J.S.A. 40A:4-1 et seq., provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2025 budget, temporary appropriation should be made for the purpose and amounts required in the manner and time therein provided, and

WHEREAS, N.J.S.A. 40A:4-1 et seq. further provides that the governing body of a municipality must adopt by resolution within the first thirty (30) days of the budget, by affirmative vote of the full membership of the governing body, a temporary budget; and

WHEREAS, the Mayor and Borough Council is required to establish temporary appropriations pursuant to the Local Budget Law; and

WHEREAS, total appropriations for the 2025 Current Fund Annual Budget, exclusive of any appropriations for debt service, capital improvements, federal and state grants and reserve for uncollected taxes was \$7,393,236; and

WHEREAS, thirty-five percent of those appropriations for the 2026 Current Fund Annual Budget is \$2,587,632;

WHEREAS, total appropriations for the 2025 Water Sewer Annual Budget, exclusive of any appropriations for debt service and capital improvements was \$2,559,691; and

WHEREAS, thirty-five percent of those appropriations for the 2026 Water Sewer Annual Budget is \$895,891.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Franklin that the 2026 Current Fund Temporary Budget in the amount of \$2,587,632 be approved and the 2026 Water Sewer Temporary Budget of \$895,891 be approved.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at their Reorganization Meeting held on January 6, 2026, at 6:00PM.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
PATRICIA CARNES				
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
STEPHEN SKELLINGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

Borough of Franklin, County of Sussex

Resolution #2026-03

Rates of Interest/Delinquent Tax Penalty

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF FRANKLIN, COUNTY OF SUSSEX AND STATE OF NEW JERSEY, that the rate of interest to be charged for non-payment of taxes on or before the date that they would become delinquent shall be set at the rate of 8% per annum on the first \$1500 of the delinquency, and 18% per annum on any amount in excess of \$1500, and

BE IT FURTHER RESOLVED, that the rate of interest to be charged for non-payment of water / sewer bills on or before the date that they would become delinquent shall be set at the rate of 8% per annum on the first \$1500 of the delinquency, and 18% per annum on any amount in excess of \$1500, and

BE IT FURTHER RESOLVED, that in accordance with the provisions of N.J.S.A. 54:4-67, a six percent (6%) penalty shall be charged to a taxpayer with a delinquency in excess of Ten Thousand and no/100 Dollars (\$10,000) who fails to pay the delinquency prior to the end of the calendar year. Delinquency in this instance means the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or tax years.

BE IT FURTHER RESOLVED, that no interest shall be charged if payment of any installation is made within ten days after the date which same became payable.

BE IT FURTHER RESOLVED, this Resolution shall take effect immediately.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at their Reorganization Meeting held on January 6, 2026, at 6:00PM.

Colleen L. Little, Municipal Clerk

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JOSEPH LIMON				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

Borough of Franklin, County of Sussex

Resolution #2026-04

Over Payment/Underpayment of Taxes

BE IT RESOLVED by the Mayor and Council of the Borough of Franklin, County of Sussex and State of New Jersey, to authorize the tax collector to cancel of record any overpayment or underpayment of taxes in the amount of \$10.00 (ten dollars) or less for the calendar year 2025, in accordance with the provisions of N.J.S.A. 54:4-99.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at their Reorganization Meeting held on January 6, 2026, at 6:00PM.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
PATRICIA CARNES				
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
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GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

Borough of Franklin, County of Sussex

Resolution #2026-05

Franklin Borough Governing Body 2026 Meeting Dates

WHEREAS, The Open Public Meetings Act, P.L. 1975, Ch.231 requires certain bodies to comply with the provisions of Section 13 of said Act,

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF FRANKLIN, COUNTY OF SUSSEX AND STATE OF NEW JERSEY, THAT the regularly scheduled meetings of the Franklin Borough Mayor and Council for the year 2026 will be held in the Franklin Borough Municipal Building, located at 46 Main Street in Franklin, New Jersey beginning at 7:00 PM on the following dates:

REGULAR MEETINGS (2nd & 4th Tues)

January	13 and 27
February	10 and 24
March	10 and 24
April	14 and 28
May	12 and 26
June	9 and 23
July	14
August	11
September	8 and 22
October	13 and 27
November	10 and 24
December	15

WORK MEETINGS (If needed 3rd Wed)

January	21
February	18
March	18
April	21
May	20
June	17
July	15
August	19
September	16
October	21
November	18
December	16

The Organization Meeting of the 2027 Franklin Borough Mayor and Council shall be held on Tuesday, **January 5, 2027 at 6:00PM**, in the Franklin Borough Municipal Building, 46 Main Street, Franklin, New Jersey.

A copy of this resolution shall be posted on the Franklin Borough Municipal Building Bulletin Board, and copies of this resolution shall be forwarded to the Official Newspapers, namely the New Jersey Herald and the New Jersey Sunday Herald located in Newton, NJ, and is on file in the office of the Municipal Clerk of the Borough of Franklin. This resolution shall take effect immediately.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at their Reorganization Meeting held on January 6, 2026, at 6:00PM.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
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RACHEL HEATH				
JOSEPH LIMON				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

Borough of Franklin, County of Sussex

Resolution #2026-06

Designate the Official Newspapers

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF FRANKLIN, COUNTY OF SUSSEX AND STATE OF NEW JERSEY, to designate the New Jersey Herald and the New Jersey Sunday Herald of Newton, NJ, to be the official newspapers of the Borough of Franklin for the year 2026.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at their Reorganization Meeting held on January 6, 2026, at 6:00PM.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
PATRICIA CARNES				
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JOSEPH LIMON				
STEPHEN SKELLINGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

Borough of Franklin, County of Sussex

Resolution #2026-07

RESOLUTION FOR LEGAL NOTICE PUBLICATION REQUIREMENTS FOR 2026

WHEREAS, pursuant to Senate Bill No. 4654 (2025), which was signed into law by Governor Phil Murphy on June 30, 2025, publication of required legal notices are to be published on government internet websites and through certain online news publications that meet certain requirements as outlined in N.J.S.A. 35:3-3(b); and

WHEREAS, effective March 1, 2026, the Borough of Franklin (the “Borough”) will be required by law to publish the Borough’s legal notices on its official website and maintain an internet archive of legal notices that are no longer displayed, which are to be kept for at least one year; and

WHEREAS, the hyper link to the Borough’s legal notice pages shall be accessible and available to the public for free at <https://www.franklinborough.org/index.php/community/news/legal-notices>; and

WHEREAS, pursuant to N.J.S.A. 35:3-5 (a), the Borough, for the 2026 calendar year, is to post, twice-monthly, a legal notice with an online news publication that states that the complete text of each legal notice may be obtained or viewed by the public on the official Borough website and includes a hyperlink to the New Jersey Secretary of State’s legal notices internet webpage to be established, pursuant to N.J.S.A. 35:3-2;

WHEREAS, between January 1, 2026, and February 28. 2026, the Borough shall also submit required legal notices to be advertised in the Borough’s official newspaper in addition to posting said notices on the Borough’s website.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Franklin, County of Sussex, State of New Jersey, pursuant to Senate Bill No. 4654 will follow;

1. The Borough of Franklin hereby provides notice that all official municipal legal notices, including but not limited to ordinances, public hearings, requests for bids and other requirement posting are available for public viewing on the Borough’s official website at <https://www.franklinborough.org/index.php/community/news/legal-notices>.
2. For the calendar year 2026, the Borough of Franklin will advertise, twice per month, in an online news publication that meets the criteria found in N.J.S.A. 35:3-3(b) that information concerning legal notices can be obtained on the Borough’s official website and include a link to the New Jersey Secretary of State’s legal notices internet webpage, once established.
3. The Borough of Franklin shall provide the hyperlink to their legal notice’s webpage to the Secretary of State by March 1, 2026. The Secretary of State website shall provide hyperlinks for legal notices in the State of New Jersey.
4. The notice provided in Exhibit A shall be the legal notice publication requirement published twice a month for 2026.

Borough of Franklin, County of Sussex

Resolution #2026-07

5. In addition to posting required legal notices on the Borough's website, the Borough Clerk shall also, between January 1, 2026, and February 28, 2026, submit required legal notices to be advertised in the Borough's official newspaper.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at their Reorganization Meeting held on January 6, 2026, at 6:00PM.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
PATRICIA CARNES				
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RACHEL HEATH				
JOSEPH LIMON				
STEPHEN SKELLINGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

Borough of Franklin, County of Sussex

Resolution #2026-07

EXHIBIT A

BOROUGH OF FRANKLIN COUNTY OF SUSSEX STATE OF NEW JERSEY

LEGAL NOTICE PUBLICATION REQUIREMENT

Pursuant to Senate Bill No. 4654 (2025) the Borough of Franklin hereby provide notice that all official municipal legal notices, including but not limited to ordinance, public hearings, request for bids, and other required postings, are now available for public viewing on the Borough's official website.

Members of the public may access these notices at:

<https://www.franklinborough.org/index.php/community/news/legal-notices>

The complete text of each legal notice may be obtained or viewed by the public on the official internet website of the Borough of Franklin and is posted in accordance with State Law and remains accessible for public inspection for a minimum of one year.

In addition to being posted on the Borough of Franklin website there will be Statewide access to municipal and other public entity notices, please visit the New Jersey Secretary of State's centralized legal notice portal at

(URL to be provided once established by the Secretary of State.)

Borough of Franklin Mayor and Council

Borough of Franklin, County of Sussex

Resolution #2026-08

AUTHORIZING THE BOROUGH ASSESSOR AND BOROUGH ATTORNEY TO DEFEND ALL CONTESTED APPEALS BEFORE THE SUSSEX COUNTY BOARD OF TAXATION AND TAX COURT OF THE STATE OF NEW JERSEY

BE IT RESOLVED by the governing body of the Borough of Franklin that the Borough Assessor and Borough Attorney be and they are hereby authorized to defend before the Sussex County Board of Taxation and Tax Court of the State of New Jersey all contested appeals and to initiate municipal appeals to correct the Borough of Franklin tax list including but not limited to rollback complaints, added and omitted assessment complaints, and such other appeals as are necessary to correct the assessments for the Borough of Franklin; and

BE IT FURTHER RESOLVED that the Borough Assessor and Borough Attorney be and hereby designated as the agents of the Borough of Franklin for the purpose of signing settlements of the foregoing matters by stipulation.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at their Reorganization Meeting held on January 6, 2026, at 6:00PM.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
PATRICIA CARNES				
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
STEPHEN SKELLENGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

Borough of Franklin, County of Sussex

Resolution #2026-09

PAYMENT OF RECURRING BILLS RESOLUTION

WHEREAS, all claims of payment by the Borough of Franklin, County of Sussex, State of New Jersey, are required to be first submitted to the Mayor and Borough Council for consideration before payment is made, and

WHEREAS, due to the nature of certain claims and timing of the particular meetings involved, certain claims should be paid when presenting which are statutory and regular in nature, rather than held for the next meeting of the Mayor and Borough Council due to the nature of said bills.

NOW THEREFORE BE IT RESOLVED by the Mayor and Borough Council of the Borough of Franklin as follows:

1. This township does hereby approve of the payment between meetings of the following enumerated claims for payment, when the same are presented to the Mayor and Borough Council and Chief Finance officer of the Borough of Franklin.
2. Borough of Franklin net payroll and payroll deduction accounts.
3. Borough of Franklin, Board of Education
4. County Treasurer (County taxes only)
5. Banks for investment Purposes/Inter-fund transfers/Debt Service payment Bond/Note Payments
6. Fort Dearborn National Life Insurance Company, Statewide Workers Compensation Fund, and Horizon Blue Cross & Blue Shield of N.J. and all other insurance
7. Repair of emergency, police, and rescue vehicles; parts needed for said vehicles; and critical equipment related to the operations of the BPW/Police or emergency services
8. Bond Releases
9. All utility payments
10. Employee Reimbursements
11. Petty Cash Reimbursements
12. Lien Redemptions
13. Premium Redemptions
14. Accounts with Credit Card Contracts
15. Capital Improvements due within statutory period of 30 days

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at their Reorganization Meeting held on January 6, 2026, at 6:00PM.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
PATRICIA CARNES				
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JOSEPH LIMON				
STEPHEN SKELLINGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

Borough of Franklin, County of Sussex

Resolution #2026-10

TO ADOPT A CASH MANAGEMENT PLAN

BE IT RESOLVED by the Mayor and Council of the Borough of Franklin, County of Sussex, that for the year 2026, the following shall serve as the cash management plan of the Borough of Franklin.

1. Cash Management and Investment Objectives

The Borough of Franklin has the following objectives.

- A. Preservation of Capital
- B. Adequate safekeeping of assets.
- C. Maintenance of liquidity to meet operating needs.
- D. Investment of assets in accordance with State and Federal Laws and regulations.
- E. Maximize Yield

2. Designation of Official Depositories

The following Government Unit Protection Act approved banks are authorized depositories for deposit of funds:

State of New Jersey Cash Management Fund
Depository Trust Company
Provident Bank
TD Securities

3. Cash Management

- A. All funds shall be deposited within 48 hours of receipt in accordance with N.J.S.A. 40A:5-15
- B. The Chief Financial Officer shall minimize the possibility of idle cash accumulating in accounts by assuring that any excess amounts not needed to cover expenses or in excess of negotiated compensating balances are kept in interest bearing accounts or promptly swept into the investment portfolio.
- C. Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer.

4. Permissible Investments

- A. Certificates of Deposits.
- B. Savings and Loan Association and Saving Bank Accounts.
- C. New Jersey Cash Management Plan
- D. MBIA Municipal Investors Service Corporation CLASS

5. Authority for Investment Management

The Chief Financial Officer is authorized and directed to make investments on behalf of the Borough. All investment decisions shall be consistent with this plan and all appropriate regulatory constraints.

6. Reporting

The Chief Financial Officer shall report to the Borough Council investments in accordance with N.J.S.A. 40A: 5-51.2.

7. Audit

The Cash Management Plan shall be subject to annual audit conducted pursuant to N.J.S.A. 40A: 5-14.

8. Disposition of Abandoned Property

The Chief Financial Officer shall escheat to the State of New Jersey checks which remain outstanding for more than twelve months after the date of issuance.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at their Reorganization Meeting held on January 6, 2026, at 6:00PM.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
PATRICIA CARNES				
CONCETTO FORMICA				
RACHEL HEATH				
JOSEPH LIMON				
STEPHEN SKELLINGER				
GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

Borough of Franklin, County of Sussex

Resolution #2026-11

REAUTHORIZING PETTY CASH FUNDS FOR CALENDAR YEAR 2026

WHEREAS N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund in municipalities by application and resolution; and,

WHEREAS, it is the desire of the Borough of Franklin to establish the following Petty Cash Funds for calendar year 2026 as follows:

Department	Custodian	Amount Authorized
Police	Gregory Cugliari	\$200
Clerk Office	Colleen L. Little	\$200

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Franklin hereby authorizes such action and that the Borough Clerk file two copies of this resolution within the Division of Local Government Services, State of New Jersey.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at their Reorganization Meeting held on January 6, 2026, at 6:00PM.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
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GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

Borough of Franklin, County of Sussex

Resolution #2026-12

DESIGNATING DEPUTY CUSTODIANS OF PUBLIC RECORDS

WHEREAS, the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. provides public access to local government records; and

WHEREAS, the Open Public Records Act further provides that in municipal government the Municipal Clerk shall be the custodian of records; and

WHEREAS, many public officials, officers or employees, including but not limited to the Deputy Municipal Clerk, Borough Administrator, Police Chief, Chief Finance Officer, Tax Collector, and all municipal department or division heads, have an inherent record-keeping duty and responsibility in maintaining specific types of local government records; and

WHEREAS, the Open Public Records Act allows the Municipal Clerk to name deputy custodians of records to assist in the handling of, and responsibility for, public records,

THEREFORE BE IT RESOLVED by the Mayor and Franklin Borough Council that in order to facilitate speedy citizen access, efficiency in administration, and compliance with government record access law, the Deputy Municipal Clerk, Borough Administrator, Police Chief, Chief Finance Officer, Tax Collector, and all municipal department and division heads are hereby designated to serve as Deputy Custodians of Public Records in the performance of duties and responsibilities pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at their Reorganization Meeting held on January 6, 2026, at 6:00PM.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
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RACHEL HEATH				
JOSEPH LIMON				
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GILBERT SNYDER				
MAYOR SOWDEN (Tie Only)				

Borough of Franklin, County of Sussex

Resolution #2026-13

RESOLUTION DESIGNATING PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)

WHEREAS, in accordance with N.J.A.C. 17:27-3-3, each public agency shall designate an individual to serve as its Public Agency Compliance Officer or P.A.C.O., and

WHEREAS, the P.A.C.O will act as the liaison between the State of New Jersey's Division of Public Contracts Equal Employment Opportunity Compliance and the Borough of Franklin, and

WHEREAS, the P.A.C.O. will be the point of contact for all matters concerning implementation and administration of N.J.A.C. 17:27-1.1 et seq., and

WHEREAS, the P.A.C.O. will also be responsible for administering contracting procedures pertaining to equal employment opportunity regarding the Borough of Franklin and the service providers of goods and services, professional service and construction contractors, and

WHEREAS, the P.A.C.O. has the authority to recommend changes to effectively support the implementation of N.J.A.C. 17:27-1.1 et seq. and its regulations.

NOW THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Franklin designates Neil Spidaletto, Borough Administrator as Public Agency Compliance Officer for the Borough of Franklin for year 2026.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at their Reorganization Meeting held on January 6, 2026, at 6:00PM.

Colleen L Little, Municipal Clerk

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Borough of Franklin, County of Sussex

Resolution #2026-14

RESOLUTION OF THE BOROUGH OF FRANKLIN, COUNTY OF SUSSEX, STATE OF NEW JERSEY, AUTHORIZING THE AWARD OF A PURCHASING AGENT CONTRACT TO ROBERT DOLAN OF RMD ASSOCIATES LLC TO PERFORM THE DUTIES OF A QUALIFIED PURCHASING AGENT

WHEREAS the Borough of Franklin wishes to retain the services of Robert Dolan of RMD Associates, LLC, to provide Qualified Purchasing Agent Services per N.J.S.A.40A:11-6.1 and

WHEREAS RMD Associates, LLC has proposed Qualified Purchasing Agent services for a total of \$6,000.00 per year and

NOW, THEREFORE, BE RESOLVED by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey, as follows:

1. The governing body hereby awards and authorizes the execution of an agreement with Robert Dolan of RMD Associates, LLC, to provide Qualified Purchasing Agent services, effective immediately at \$6,000 per annum,
2. Robert Dolan, MAS, QPA #1742, is hereby appointed as the Qualified Purchasing Agent pursuant to N.J.S.A. 40A:11-9,
3. This contract is awarded under N.J.S.A.40A:11-6.1; and
4. The appropriate Municipal Officials are authorized to execute contractual and other documents to further these services.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at a regular meeting held on January 6, 2026.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
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Borough of Franklin, County of Sussex

Resolution #2026-15

RESOLUTION OF THE BOROUGH OF FRANKLIN, COUNTY OF SUSSEX, STATE OF NEW JERSEY, AUTHORIZING THE QUALIFIED PURCHASING AGENT TO RECEIVE CERTAIN BIDS IN ACCORD WITH N.J.A.C.5:34-5.1, E-PROCUREMENT

WHEREAS, the Borough of Franklin has appointed a Qualified Purchasing Agent per N.J.S.A. 40A:11-9 and

WHEREAS, the State of New Jersey in Administrative Code has promulgated rules to allow for electronic receipt of bids with the rules at N.J.A.C. 5:34-1 et. Seq. and

WHEREAS, Robert Dolan, MAS, CPM, QPA has recommended the use of Bidnet Direct software as a quoted platform per N.J.S.A. 40A:11-6.1, which complies with all the administrative rules as required by the New Jersey Administrative Rules; and

WHEREAS the electronic procurement platform is available to other officials as required to virtually observe bid openings transparently and provide bids available for public inspection and

WHEREAS, the cost to the Borough and to the bidder is zero.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Town Council of the Borough of Franklin, County of Sussex, State of New Jersey, as follows:

1. That Robert Dolan, MAS, CPM, QPA of RMD Associates LLC is hereby authorized to conduct bid openings and procurement in accord with N.J.S.A.40A:11-9 through E-Procurement in accord with N.J.A.C. 5:34-1 et. Seq., through Bidnet Direct at zero cost to the Borough.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at a regular meeting held on January 6, 2026.

Colleen L. Little, Municipal Clerk

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Borough of Franklin, County of Sussex

Resolution #2026-16

RESOLUTION PERMITTING THE AWARD OF WINDOW CONTRACTS UNDER THE NEW JERSEY ELECTION TRANSPARENCY ACT

WHEREAS, the State of New Jersey has allowed “Window” Contracts between Pay-to-Play and Qualified Purchasing Agent Bid Thresholds, Sections 11 and 12 of the Act amend N.J.S.A. 19:44A-20.4 and 20.5, respectively, to clarify that the governing body of a municipality or county may delegate the authority to award a contract having an anticipated value over \$17,500 but below the increased bid threshold (“window contract”) by the Qualified Purchasing Agent; and

WHEREAS, it is the desire of the Borough of Franklin to allow the procurement without resolution for “window contract” procurement of fair and open and non-fair and open procurements; and

WHEREAS, the Qualified Purchasing Agent is charged with adhering to the pay-to-play laws requiring disclosures and time frames of advertisement in accordance with N.J.S.A. 19:44A-20.5.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey, that the Qualified Purchasing Agent is authorized as per the “Election Transparency Act” to allow the procurement without resolution for “window contract” procurement of fair and open and non-fair and open procurements; and

BE IT FURTHER RESOLVED that all Qualified Purchasing Agent is charged with adhering to the pay-to-play laws requiring disclosures and time frames of advertisement in accordance with N.J.S.A. 19:44A-20.5.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at a regular meeting held on January 6, 2026.

Colleen L. Little, Municipal Clerk

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Borough of Franklin, County of Sussex

Resolution #2026-17

RESOLUTION OF THE BOROUGH OF FRANKLIN, COUNTY OF SUSSEX, STATE OF NEW JERSEY, GRANTING AUTHORITY FOR APPROVAL OF CERTAIN PURCHASES THROUGH NEW JERSEY STATE CONTRACTS AND/OR PURCHASING COOPERATIVES FOR 2026

WHEREAS, pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and P.L.2011, c.139, the governing body may delegate the power to award purchases, contracts and/or agreements through New Jersey State Contracts and/or Purchasing Cooperatives to which the Township of Plumsted is a member; and

WHEREAS, in the interest of streamlining Township operations and improving efficiency, it is the desire of the Mayor and Committee to authorize the Purchasing Officer/Qualified Purchasing Agent (QPA) to approve purchases, contracts and agreements through New Jersey State Contracts and/or Purchasing Cooperatives, subject to provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and P.L.2011, c.139 below the \$53,000.00 threshold in individual purchases and the aggregate as defined by N.J.S.A.40A:11-2(19);

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey, as follows:

1. The Qualified Purchasing Agent (QPA) upon receipt of an identified need and direction from the Township is hereby authorized to approve purchases under the bid threshold, made under contracts and/or agreements through New Jersey State Contracts and/or Purchasing Cooperatives to which the Township of Plumsted is a member without further action from Committee, provided that funds are available to cover the expenditure.
2. Purchase approvals made by the Qualified Purchasing Agent (QPA) by virtue of the adoption of this Resolution shall be subject to the provisions and requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and that no amount of any contract shall be in excess of the bid threshold in a single purchase or the aggregate without express individual resolutions authorizing such cooperative purchases by contract number.

CERTIFICATION: I, Colleen L. Little, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at a regular meeting held on January 6, 2026.

Colleen L. Little, Municipal Clerk

Borough of Franklin, County of Sussex
Resolution #2026-17

RECORD OF COUNCIL VOTES				
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NOT YET APPROVED BY COUNCIL