

**MINUTES OF THE MEETING OF THE MAYOR AND COMMITTEE OF  
THE TOWNSHIP OF FRANKFORD HELD ON  
MARCH 7, 2017**

**CALL TO ORDER:** Adequate notice of this meeting was provided to the public and the press by delivering to the press and posting in the Municipal Building, the Meeting Notice.

**ROLL CALL:** Present were Committeeman Castimore, Deputy Mayor Risdon and Mayor Ayers. Also in attendance was Patricia L. Bussow, Municipal Clerk.

**SALUTE THE FLAG**

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**CONSENT AGENDA:** 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 THE ITEMS. IF ANY DISCUSSION IS DESIRED, THAT PARTICULAR ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED SEPARATELY.

**MINUTES:** Annual Re-Organization Meeting 2017  
January 10, 2017 Regular Meeting  
February 14, 2017 Regular Meeting

**LICENSES/PERMITS:**

**Social Affair Permits:**

Frankford Township Fire Department

- Crawfish Festival
- Rocks, Ribs and Ridges Festival

**Campground Licenses:**

Kymer's Campground, Inc.  
Edgemont Campground, Inc.

**Soil Removal Permits:**

Kymer's Campground, Inc.

**Used Car Licenses:**

Wheels 'N Props, LLC  
NSC Automotive, Inc.  
Sound Motors

**RESOLUTIONS:**

Resolution Refunding Tax Sale Certificate 2017-14  
Which Was Redeemed

A motion was made by Risdon to approve the Consent Agenda, seconded by Castimore. Roll call was taken for a 3-0 vote in favor of this motion (Castimore, yes; Risdon, yes; Ayers, yes). All in favor. Motion carried.

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**PUBLIC PORTION**

A motion was made by Castimore to open to public comment, seconded by Risdon. All in favor. Motion carried.

Chuck Konecke, Frankford Township OEM Coordinator and Chris Franek of the Forest Fire Service were present to speak about the Community Wildfire Protection Plan.

A motion was made by Risdon to authorize Chris Franek of the Forest Fire Service to move forward with a draft Community Wildfire Protection Plan, seconded by Castimore. All in favor. Motion carried.

Jackie Espinoza, Regional Manager of JCP&L was present and addressed concerns regarding Global ETR.

A motion was made by Risdon to close to public comment, seconded by Castimore. All in favor. Motion carried.

**RESOLUTION – TOWNSHIP OF FRANKFORD SELF-EXAMINATION OF BUDGET**

A motion was made by Castimore to approve the Resolution, seconded by Risdon. Roll call was taken for a 3-0 vote in favor of this motion (Castimore, yes; Risdon, yes; Ayers). All in favor. Motion carried.

**INTRODUCTION OF 2017 MUNICIPAL BUDGET**

A motion was made by Risdon to introduce the 2017 Municipal Budget, seconded by Castimore. Roll call was taken for a 3-0 vote in favor of this motion (Castimore, yes; Risdon, yes; Ayers). All in favor. Motion carried.

**ORDINANCES**  
**2<sup>ND</sup> READING:**

**ORDINANCE #2017-04**

**CALENDAR YEAR 2017**

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION  
LIMITS AND TO ESTABLISH A CAP BANK  
(N.J.S.A. 40A: 4-45.14)**

**PUBLIC HEARING:**

A motion was made by Castimore to open the public hearing, seconded by Risdon. All in favor. Motion carried.

There was no public comment.

A motion was made by Risdon to close to the public hearing, seconded by Castimore. All in favor. Motion carried.

A motion was made by Risdon to approve Ordinance #2017-04 on Second Reading, seconded by Castimore. Roll call was taken for a 3-0 vote in favor of this motion (Castimore, yes; Risdon, yes; Ayers, yes). All in favor. Motion carried.

**ORDINANCE #2017-05**

**AN ORDINANCE OF THE TOWNSHIP OF FRANKFORD,  
COUNTY OF SUSSEX, STATE OF NEW JERSEY  
AMENDING CHAPTER 30 ENTITLED  
“COMPREHENSIVE LAND USE ORDINANCE”  
TO UPDATE THE AFFORDABLE HOUSING REQUIREMENTS  
OF THE REVISED GENERAL ORDINANCES**

**PUBLIC HEARING:**

A motion was made by Castimore to open the public hearing, seconded by Risdon. All in favor. Motion carried.

Resident Peter Knipe commented that he was glad that the Township settled the COAH issue with the State.

A motion was made by Risdon to close to the public hearing, seconded by Castimore. All in favor. Motion carried.

A motion was made by Risdon to approve Ordinance #2017-05 on Second Reading, seconded by Castimore. Roll call was taken for a 3-0 vote in favor of this motion (Castimore, yes; Risdon, yes; Ayers, yes). All in favor. Motion carried.

## **ORDINANCE #2017-06**

### **AN ORDINANCE AMENDING CHAPTER XII, SECTION 12.1.3 OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF FRANKFORD, SUSSEX COUNTY, NEW JERSEY, AMENDING THE FEES FOR THE ADMINISTRATION AND ENFORCEMENT OF THE UNIFORM CONSTRUCTION CODE**

#### **PUBLIC HEARING:**

A motion was made by Castimore to open the public hearing, seconded by Risdon. All in favor. Motion carried.

Resident Peter Knipe commented that he agreed raising the fees is a smart move, and asked under what parameters would the fees increase, and who is going to determine the increase?

A motion was made by Risdon to close to the public hearing, seconded by Castimore. All in favor. Motion carried.

Ordinance #2017-06 was tabled.

#### **TOWNSHIP REPORTS:**

- **Township Committee Reports:** Committeeman Castimore stated that the Board of will be getting air conditioning in the school, and a new roof will be placed over the gymnasium. Castimore also reported that they will be signing a bond for five years to put LED lights throughout the school.

Deputy Mayor Risdon reported that the sweeper has been giving the DPW some trouble and the Supervisor reported this to the manufacturer who is working with him. Risdon reported that he is working on getting bids for the Perry House, but would like to move ahead with the electrical bids.

A motion was made by Castimore to authorize the labor portion of the electrical work at the Perry House, not to exceed \$3500.00, seconded by Risdon. Roll call was taken for a 3-0 vote in favor of this motion (Castimore, yes; Risdon, yes; Ayers, yes). All in favor. Motion carried.

Mayor Ayers stated that Open Space will be meeting on March 20<sup>th</sup> to walk the Dry Brook and put up trail markers. They are currently evaluating the need to bring in the machine to cut brush and make mulch.

Mayor Ayers stated that the Park Commission is looking into gathering bids on the barn. Committee asked who would be removing the debris when the old barn is taken down. Also discussed was the need for mulch at the park and the clay for the softball/baseball fields.

- **DPW Report:** Reviewed as submitted by the DPW Supervisor

#### **OLD BUSINESS:**

- **Renovations to Township Owned Building at 162 Perry Road:** This matter was discussed during the previous Township Committee Reports portion of the meeting.

**NEW BUSINESS:**

- **NJ State Firemen's Membership Applications:**
  - **Angela M. Bellis**
  - **Russell H. Bellis, Jr.**

A motion was made by Risdon to approve the NJ State Firemen's Membership Applications, seconded by Castimore. Roll call was taken for a 3-0 vote in favor of this motion (Castimore, yes; Risdon, yes; Ayers, yes). All in favor. Motion carried.

- **Request by Capitol Care for COAH Funding to purchase current rental site at 20 Newton Avenue:** This item was tabled.
- **Proposals to conduct two appraisals for Carriage House Farm, Block 19, Lot 8 – 44.08 Acres:** A motion was made by Risdon to approve Landmark Appraisals to conduct the appraisal, seconded by Castimore. Roll call was taken for a 3-0 vote in favor of this motion (Castimore, yes; Risdon, yes; Ayers, yes). All in favor. Motion carried.
- **Resolution – Requesting Permission From And To Make Application to the County of Sussex for the Placement of “Welcome to Frankford” Signs:** A motion was made by Risdon to approve the Resolution, seconded by Castimore. Roll call was taken for a 3-0 vote in favor of this motion (Castimore, yes; Risdon, yes; Ayers, yes). All in favor. Motion carried.
- **Land Use Board Appointment:** Mayor Jim Ayers appointed Zoning Officer, Sharon Tufaro to the Land Use Board as Class III Member.

**APPROVE PAYMENT OF BILLS**

A motion was made by Risdon to approve payment of bills, seconded by Castimore. Roll call was taken for a 3-0 vote in favor of this motion (Castimore, yes; Risdon, yes; Ayers, yes). All in favor. Motion carried.

**PUBLIC PORTION**

A motion was made by Risdon to open to public comment, seconded by Castimore. All in favor. Motion carried.

There was no public comment.

A motion was made by Risdon to close from public comment, seconded by Castimore. All in favor. Motion carried.

**ADJOURNMENT**

A motion was made by Risdon to adjourn, seconded by Castimore. All in favor. Motion carried.

**ATTEST:**

*Patricia L. Bussow*

Patricia L. Bussow, RMC  
Municipal Clerk