

**MINUTES OF THE MEETING OF THE MAYOR AND COMMITTEE
OF THE TOWNSHIP OF FRANKFORD HELD ON
APRIL 10, 2018**

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 Civitan, Committeeman Carney, Committeeman Ayers, Deputy Mayor Castimore and Mayor Risdon. Also present were Township Attorney Kevin Benbrook and Municipal Clerk Patricia Bussow.

SALUTE THE FLAG

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:

Regular Meeting – December 12, 2017
Annual Reorganization – January 2, 2018
Regular Meeting – January 9, 2018
Budget Meeting – January 23, 2018
Regular Meeting – February 13, 2018

LICENSES/PERMITS:

Used Car License: Car Country USA, LLC
Campground License: Edgemont Campgrounds, Inc.

RESOLUTIONS:

Resolution Refunding Tax Sale Certificate 2015-002
Which Was Redeemed

Resolution Canceling Tax Sale Certificate 2018-004

Resolution Refunding Tax Sale Certificate 2018-006
Which Was Redeemed

Resolution Canceling Tax Sale Certificate 2018-005

Resolution refunding 2016 Tax Overpayment Block 106, Lot 5.01

Resolution Refunding 2018 Tax Overpayment Block 174, Lot 5

A motion was made by Castimore to approve the Consent Agenda, seconded by Ayers. Roll call was taken for a 5-0 vote in favor of this motion. (Committeeman Civitan, yes; Committeeman Carney, yes; Committeeman Ayers, yes; Deputy Mayor Castimore, yes; Mayor Risdon, yes). All in favor. Motion carried.

PUBLIC PORTION

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

There was no public comment.

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

INTRODUCTION OF 2018 MUNICIPAL BUDGET:

A motion was made by Castimore to approve the 2018 Municipal Budget on Introduction, seconded by Ayers. Roll call was taken for a 5-0 vote in favor of this motion. (Committeeman Civitan, yes; Committeeman Carney, yes; Committeeman Ayers, yes; Deputy Mayor Castimore, yes; Mayor Risdon, yes). All in favor. Motion carried.

TOWNSHIP REPORTS:

- Township Committee Reports:

Committeeman Carney stated that the new back stop should be up in the next two weeks. He also attended the Frankford Board of Education budget meeting, and it is estimated there will be a \$77 increase in 2018 per household.

Deputy Mayor Castimore stated that the Land Use Board has given WaWa conditional approval until the style of architecture can be finalized. He also gave an update on the Economic Development Committee and their goals for 2018, including adding a page to the Township Website.

Mayor Risdon commented that the DPW Supervisor took care of the appliances at the Perry Road house, and the electrician installed. Mayor Risdon obtained a quote for the carpeting and asked for approval from the Committee. A motion was made by Castimore to authorize the purchase, pending certification of funds by the CFO, not to exceed \$2,400.00, seconded by Carney. Roll call was taken for a 5-0 vote in favor of this motion. (Committeeman Civitan, yes; Committeeman Carney, yes; Committeeman Ayers, yes; Deputy Mayor Castimore, yes; Mayor Risdon, yes). All in favor. Motion carried.

- DPW Report: The monthly DPW Report was reviewed, as submitted by the Supervisor.

OLD BUSINESS:

- **Unsafe Structure located at 133 Route 206 - Frankford Township which expired on November 22, 2017:** There was no action taken on this matter.
- **Memo from Jeff Fette, Construction Official, regarding significant changes to Minor Work and Ordinary Maintenance and follow up discussion regarding the possible implementation of a Continuing Certificate of Occupancy (CCO):** Discussion took place. At this time, the Committee will not be pursuing the implementation of a CCO.

NEW BUSINESS:

- **Letter from Attorney William Haggerty requesting vacating of Fairview Way on behalf of Property Owners at Block 130, Lot 2:** A motion was made by Castimore to authorized the Township Engineer to review the request, seconded by Carney. Roll call was taken for a 5-0 vote in favor of this motion. (Committeeman Civitan, yes; Committeeman Carney, yes; Committeeman Ayers, yes; Deputy Mayor Castimore, yes; Mayor Risdon, yes). All in favor. Motion carried.
- **Appointment – Municipal Emergency Management Coordinator:** A motion was made by Castimore to appoint Michael Dann as Municipal Emergency management Coordinator for a 3-year term, at a stipend of \$5,000, seconded by Civitan. Roll call was taken for a 5-0 vote in favor of this motion. (Committeeman Civitan, yes; Committeeman Carney, yes; Committeeman Ayers, yes; Deputy Mayor Castimore, yes; Mayor Risdon, yes). All in favor. Motion carried.

- **Review of Quotes for Repair to 2013 Western Star 4700sf:** A motion was made by Castimore to approve the quote as submitted by Henderson in the amount of \$26,757.00, seconded by Civitan. Roll call was taken for a 5-0 vote in favor of this motion. (Committeeman Civitan, yes; Committeeman Carney, yes; Committeeman Ayers, yes; Deputy Mayor Castimore, yes; Mayor Risdon, yes). All in favor. Motion carried.
- **Review of Land Survey Proposals for Carriage House Farm – Block 19, Lot 8:** A motion was made by Ayers to approve the Land Survey Proposal as submitted by Delaware Valley Associates, Inc. in the amount of \$8,500, seconded by Carney. Roll call was taken for a 5-0 vote in favor of this motion.
- **Resolution Authorizing the Execution of First Amendment of Contribution Agreement with SCARC, Inc.:** A motion was made by Castimore to approve the Resolution, seconded by Civitan. Roll call was taken for a 5-0 vote in favor of this motion. (Committeeman Civitan, yes; Committeeman Carney, yes; Committeeman Ayers, yes; Deputy Mayor Castimore, yes; Mayor Risdon, yes). All in favor. Motion carried.
- **Agreement between the Township of Frankford and Michael J. Hanifan, Municipal Prosecutor for 2018:** A motion was made by Castimore to approve the Agreement, seconded by Carney. Roll call was taken for a 5-0 vote in favor of this motion. (Committeeman Civitan, yes; Committeeman Carney, yes; Committeeman Ayers, yes; Deputy Mayor Castimore, yes; Mayor Risdon, yes). All in favor. Motion carried.
- **Discussion: Open Space Committee recommendation to the Township Committee concerning hunting regulations at Dry Brook:** No action was taken on this matter.
- **Request for Letter of Support for Grant Application for Papakating Valley Rail Trail at Wallkill river National Wildlife Refuge:** A motion was made by Ayers to submit a Letter of Support, seconded by Civitan. All in favor. Motion carried.
- **Request by Ginnie’s House to proclaim April as Child Abuse Prevention Month:** A motion was made by Civitan to adopt a Proclamation to designate April as Child Abuse Prevention Month, seconded by Ayers. All in favor. Motion carried.

CORRESPONDENCE:

Correspondence was reviewed by the Committee:

- Invitation to Attend New Jersey Legislature meeting on Friday April 27, 2018 at 10:00AM
- Letter from M. Richard Valenti, Esq. advising the Joint Municipal Court of the withdrawal of the Borough of Branchville effective November 1, 2018
- Email submitted by Residents Mr. and Mrs. Martin regarding recent experience with the Road Department Supervisor

APPROVE PAYMENT OF BILLS

A motion was made by Castimore to approve payment of bills, seconded by Ayers. Roll call was taken for a 5-0 vote in favor of this motion. (Committeeman Civitan, yes; Committeeman Carney, yes; Committeeman Ayers, yes; Deputy Mayor Castimore, yes; Mayor Risdon, yes). All in favor. Motion carried.

PUBLIC PORTION:

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

Resident and Fire Department President Mike Fox stated that the Fire Department received delivery of the cab and chassis today and the truck will be fixed soon. He asked the Committee for a follow up regarding discussions of bonding for a new fire truck. The Township Committee has not yet decided to pursue this matter yet.

Resident and Economic Development Committee Chairman Peter Knipe gave an update on the EDC, and asked for permission to have a page dedicated to EDC on the Township website. The Committee agreed this would be fine, and the Municipal Clerk will follow up with the web designer and Mr. Knipe to get the matter started.

Resident and Economic Development Committee Member Marc Macri commented on the architectural aesthetics requirements, and asked if the Land Use Board could look into this matter further. Mayor Risdon suggest the EDC go to a Land Use Board meeting to discuss further.

Resident and Economic Development Committee Member Rich Ferrugia commented that he is in agreement with Mr. Macri and feels the character of architecture is not held to the highest of standards in Frankford Township.

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

ADJOURNMENT

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

Attest:

Patricia L. Bussow

Patricia L. Bussow, RMC
Municipal Clerk