

**MINUTES OF THE MEETING OF THE MAYOR AND COMMITTEE OF THE
TOWNSHIP OF FRANKFORD HELD ON
AUGUST 21, 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 in attendance was 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 – June 12, 2018
Regular Meeting – July 10, 2018
Special Meeting – July 16, 2018

LICENSES/PERMITS:

Event License: Big Top Works LLD
d/b/a Big Apple Circus
08/15/18 to 10/20/18

Harvest Cluster Dog Shows
10/12/18 to 10/14/18

Soil Removal Permit: ADR Environmental

RESOLUTION:

Resolution to Extend Third Quarter 2018 Property Tax Payment Grace Period

Allocation of Municipal Alliance Funding in the Amount of \$139,102.00 to the Eleven Municipal Alliance Committees for the Provision of Substance Abuse Prevention Programs and Authorization for the Freeholder Director and Clerk to Execute Agreement for the Period of July 1, 2018 through June 30, 2019

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 (Civitan, yes; Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). All in favor. Motion carried.

PUBLIC PORTION

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

Resident Mike Dolan asked the Committee why they were referring a proposed vaping ordinance to the Land Use Board for review and potential action. He thought it better suited for the Board of Health, however, Committeeman Ayers explained it was a potential zoning issue which would need to be reviewed by the Land Use Board.

Business Owner Howard Burkle, Sussex Commons, gave a progress update on the proposed mall, and stated that they are still planning on the development, but are scaling down in size. The project is fully approved, including the plans for a wastewater treatment plant. Mr. Burkle will continue to update the Township as necessary.

Tenants Holly and William Sytsema addressed the Committee regarding a letter they had submitted for their review, concerning their farm lease. Mayor Risdon stated that without the Township Attorney present, no action can be taken. The Mayor will have the Township Attorney contact Mr. and Mrs. Sytsema directly.

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

TOWNSHIP REPORTS:

- **Township Committee Reports:**

Committeeman Carney stated that irrigation is complete at Field #8 and they are currently working on Field #9. In addition, the Park Commission is looking to install a batting cage behind Field #6.

Committeeman Civitan stated the entrance for the firehouse is scheduled to be curbed in after Labor Day.

The Municipal Clerk asked for permission to appoint a subcommittee to explore options for a DCA Grant for removal of The Pines. A motion was made by Castimore to appoint Patricia Bussow, Ed Risdon and Jim Ayers to the subcommittee, seconded by Carney. All in favor. Motion carried.

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

OLD BUSINESS:

- **Open Space Committee Recommendation to the Township Committee concerning hunting regulations at Dry Brook (carried from May 8, 2018 meeting):** No action taken on this matter.
- **Winding Brook Farm – Notice of Unsafe Structure:** The Municipal Clerk stated that she spoke with the Construction Official and he felt he has done to enforce the code, and that we should reach out to the County to see what they could enforce on their end, considering the structure is located on CR 565. The Committee agreed, and the Municipal Clerk will contact the County regarding this matter.

NEW BUSINESS:

- **Review and Award of Bid – Contract for Snow Plowing, Sanding and Salting on Various Roads:** A motion was made by Castimore to award the Contract to Pierson Landscaping & Design, LLC, seconded by Ayers. Roll call was taken for a 5-0 vote in favor of this motion (Civitan, yes; Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). All in favor. Motion carried.
- **Review and Award of Bid – Proposed ADA Improvements at Municipal Building (Stairs, ramps and railings):** A motion was made by Castimore to reject all bids due to high cost, seconded by Carney. Roll call was taken for a 5-0 vote in favor of this motion (Civitan, yes; Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). All in favor. Motion carried.
- **Resolution Authorizing Frankford Township to Purchase the Development Rights for Block 19, Lot 8 Carriage House Farms (Williams); Authorize Title Company to Proceed with Search:** A motion was made by Ayers to adopt the Resolution, seconded by Carney. Roll call was taken for a 5-0 vote in favor of this motion (Civitan, yes; Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). All in favor. Motion carried.

- **Recommendation of Award of Contracts for RPM, Bi-Directional Amber Lens:**
 - Proposed Resurfacing of Price Road – Zone Striping, Inc. in the amount of \$4,498.16;
 - Proposed Resurfacing of George Hill Road Sections I & II in the amount of \$3,926.36:

A motion was made by Castimore to award the Contracts, seconded by Ayers. Roll call was taken for a 5-0 vote in favor of this motion (Civitan, yes; Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). All in favor. Motion carried.
- **Sussex County Sheriff’s Crime Stoppers 7th Annual Race Against Crime – Request the use of Plains Road from the Fairgrounds entrance to where Plains Road meets County Route 565 on Saturday, September 15, 2018 from 9:30AM to 11:00AM:** A motion was made by Castimore to approve the request, seconded by Civitan. Roll call was taken for a 5-0 vote in favor of this motion (Civitan, yes; Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). All in favor. Motion carried.

CORRESPONDENCE:

Correspondence was reviewed by the Committee:

- JCP&L Reliability Plus – Infrastructure Investment Program

APPROVE PAYMENT OF BILLS

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

PUBLIC PORTION

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

There was no public comment.

A motion was made by Castimore to close to public comment, seconded by Carney. 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