

**MINUTES OF THE MEETING OF THE MAYOR AND COMMITTEE
OF THE TOWNSHIP OF FRANKFORD
HELD ON OCTOBER 9, 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 Mayor Risdon, Deputy Mayor Castimore, Committeeman Ayers and Committeeman Carney (not present was Committeeman Civitan). Also present were 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.

MINTUES: Regular Meeting Minutes – August 21, 2018
Regular Meeting Minutes – September 11, 2018

LICENSES/PERMITS:

ABC Social Affair Permit – The Richards Building Project/Sussex County Farm & Horse Show to be held on October 26, 2018

RESOLUTIONS:

Governor's Council on Alcoholism and Drug Abuse Fiscal Grant Cycle July 2014-June 2019 Authorizing Submission of a Strategic Plan for the Central Municipal Alliance Grant for Fiscal Year 2019

Resolution Refunding 2018 Tax Overpayment Block 35, Lot 8 QFarm

Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the George Hill Road – Sections III & IV Project

A motion was made by Castimore to approve the Consent Agenda, seconded by Carney. Roll call was taken for a 4-0 vote in favor of this motion (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.

Jackie Espinoza, Area Manager from JCP&L spoke about the Reliability Plus Program. The plan is focused on infrastructure and the distribution system. JCP&L would like to spend \$4,000,000.00 over the next four years to complete the work.

Deputy Mayor Castimore asked if most of the failures in storms are a result of having tree limbs knocking down power lines, and asked that JCP&L to be more aggressive in trimming trees, not adding more data. Mrs. Espinoza mentioned that trees out of the utility right-of-way have become issues, and ultimately the goal is to eliminate the overhang, which they are currently working on.

Committeeman Carney asked Mrs. Espinoza about installing another light by Field 4 at the Township Park and will provide her with the pole number. Mrs. Espinoza will follow up on the matter.

Craig Fary, Officer from Blue Ridge Rescue Squad spoke to the Committee and clarified with the State that BRRS must be licensed to collect fees in the State of New Jersey, and that will give them authorization to bill people for their services as long as requirements are met.

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

ORDINANCES

1ST READING:

ORDINANCE #2018-16

AMENDING CHAPTER XXVI ENTITLED “SOIL AND SOIL REMOVAL”

The Ordinance failed to advance. A motion was made by Castimore to carry to the November meeting, seconded by Ayers. All in favor. Motion carried.

ORDINANCES

2ND READING:

ORDINANCE #2018-13

AN ORDINANCE AMENDING THE CODE OF THE TOWNSHIP OF FRANKFORD BY THE ADDITION OF A NEW CHAPTER TO BE ENTITLED “NUISANCES”

- **PUBLIC HEARING**

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

Resident Mike Fox questioned who would be responsible for the enforcement of this code. The Township Attorney responded that the State Police would be responsible for enforcing.

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

A motion was made by Ayers to adopt Ordinance #2018-13 on Second Reading, seconded by Carney. Roll call was taken for a 4-0 vote in favor of this motion (Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). Motion carried.

ORDINANCE #2018-14

**AN ORDINANCE OF THE TOWNSHIP OF FRANKFORD,
COUNTY OF SUSSEX, STATE OF NEW JERSEY, PROVIDING FOR REPAIRS TO
THE MUNICIPAL BUILDING – NEW SIDEWALK AND RAILINGS IN THE
TOWNSHIP OF FRANKFORD. TOTAL COST OF THE PROJECT IS \$65,000,
APPROPRIATING A SUM OF \$65,000.00 FROM THE VARIOUS RESERVES –
IMPROVEMENTS TO MUNICIPAL BUILDING –SIDEWALK
IN THE CAPITAL FUND**

- **PUBLIC HEARING**

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.

A motion was made by Ayers to adopt Ordinance #2018-14 on Second Reading, seconded by Ayers. Roll call was taken for a 4-0 vote in favor of this motion (Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). Motion carried.

ORDINANCE #2018-15

**AN ORDINANCE TO AMEND CHAPTER 3-2 ENTITLED, “HOURS OF USE FOR
MUNICIPAL PROPERTIES” TO ESTABLISH HUNTING REGULATIONS**

- **PUBLIC HEARING**

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 Ayers. All in favor. Motion carried.

A motion was made by Castimore to adopt Ordinance #2018-15 on Second Reading, seconded by Carney. Roll call was taken for a 2-2 vote, resulting in a tie (Carney, yes; Ayers, yes; Castimore, no; Risdon, no). Motion did not carry.

A motion was made by Castimore to carry Ordinance #2018-15 to the November meeting, seconded by Carney. Roll call was taken for a 3-1 vote in favor of this motion (Carney, yes; Ayers, yes; Castimore, yes; Risdon, no). Motion carried.

Until such time that Ordinance #2018-15 is adopted by a majority vote, hunting at Drybrook Preserve and all other Township owned properties shall be permitted in accordance with the rules and regulations established by the New Jersey Division of Fish and Wildlife, according to zone.

TOWNSHIP REPORTS:

- Township Committee Reports

Committeeman Carney stated that Field 3 has been redone, the new garage is being painted, and clay has been ordered for the fields. The Township Attorney followed up with Committeeman Carney on his request to review the bylaws of the Park Commission. Mr. Benbrook explained that the Park Commission is basically an advisory board. He will draft a new ordinance to clean up the issues of agendas as it pertains to the Open Public Meetings Act.

Committeeman Ayers reported that Tico Linn has approached Bob Canace with an interest in putting his piece of land sitting on the east side of CR565 (before Fetzer Road) into preservation. It is currently part of the designated wastewater management area and zoned C-2. Attorney Benbrook stated that Open Space should make that recommendation and then the Land Use Board would have to make changes to amend the master plan for any approvals. Committeeman Ayers also stated that the Greater Culver Lake Watershed Foundation has an interest in buying land at the causeway, approximately 40 acres which includes an entrance into the swamp. The GCLWF would like to use this land to gain funding so they would be able to have a better wildlife preserve as a non-profit. Attorney Benbrook advised on deed and lease options for non-profits. Mayor Risdon would like to re-visit this at November's meeting to have a chance to review the maps.

Committeeman Carney stated that the new firehouse is progressing and that the curbs are currently under construction, and site work will begin as soon as the driveway is completed. The building is on order, and steel contractor is being sub-contracted out. Also, the refinancing of the mortgage is in the works.

Mayor Risdon gave an update on the progress of the Perry Road house and mentioned that the contractor has finished the door installation, tile work and all small issues have been completed. The dishwasher has been repaired, and doors currently need to be painted. Committeeman Ayers requested that gutters be cleaned, the house be power washed and that the landscaping be addressed.

Zoning/Code Enforcement Officer – Correspondence was reviewed as submitted by the Zoning Officer.

DPW Report: The DPW report was reviewed as submitted by the Supervisor.

NEW BUSINESS:

- **Shared Services Agreement Between the County of Sussex and the Township of Frankford for Road Sign Manufacturing Services:** A motion was made by Castimore to approve the Agreement, seconded by Ayers. Roll call was taken for a 4-0 vote in favor of this motion (Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). Motion carried.
- **Request for Approval for Release of Driveway Bond – John McCarthy, Block 37/Lot 1:** A motion was made by Ayers to approve the Release, seconded by Castimore. Roll call was taken for a 4-0 vote in favor of this motion (Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). Motion carried.
- **Proposal for Architectural Services from Charles Schaffer Associates, LLC for the Construction of a New Storage Facility at the Department of Public Works:** A motion was made by Castimore to award the Contract to Charles Schaffer Associates, LLC, seconded by Carney. Roll call was taken for a 4-0 vote in favor of this motion (Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). Motion carried.
- **Proposal from Acclaim Inventory LLC for conducting onsite Inventory of Capital/Fixed Assets as required by law:** A motion was made by Castimore to award the Contract to Acclaim Inventory, LLC, seconded by Ayers. Roll call was taken for a 4-0 vote in favor of this motion (Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). Motion carried.
- **Letter from Howard Buerkle, Sussex Commons Associates, LLC concerning the Township Committee's position on holding Flea Markets in Frankford:** A brief discussion took place. The Township Committee will revisit the matter at the beginning of 2019 when there is sufficient time to explore options and possibly draft a new ordinance.
- Committeeman Carney added an item of new business to be discussed. Mr. Carney would like to start gathering information to see if Township-wide garbage pickup would be a feasible service to offer taxpayers. It was suggested that this topic be brought to the first budget meeting for 2019 to explore the matter further and discuss it with the auditor. Mr. Carney suggested that he would only be in favor of making this decision if it was put to the voters first by referendum.

- The Municipal Clerk stated that the November 13, 2018 meeting date needed to be moved due to attendance at the League of Municipalities Convention. A motion was made by Castimore to change the meeting date to November 7, 2018 at 6:00PM, seconded by Carney. All in favor. Motion carried. The Municipal Clerk will re-advertise the meeting.

CORRESPONDENCE:

Correspondence was reviewed by the Committee:

- Invitation from the New Jersey Legislature – 24th District to participate at a meeting to be held on Thursday, October 25, 2018 at 3:00PM at the Hardyston Township Municipal Building
- Approved Resolutions from the Sussex County Board of Chosen Freeholders:
 - Authorization to Close Sussex County Bridge D-21, Carrying Armstrong Road over Papakating Creek in Frankford township and Provide for Enforcement of the Temporary Bridge Closure
 - Establishing Maximum Weight Limits on Certain Bridges Maintained by the County of Sussex
- Letter of Thanks from Dr. Richard Lecher, SCARC, for the recent \$22,297 contribution from the COAH Development Fund.

APPROVE PAYMENT OF BILLS:

A motion was made by Castimore to approve the Bills List, seconded by Ayers. Roll call was taken for a 4-0 vote in favor of this motion (Carney, yes; Ayers, yes; Castimore, yes; Risdon, yes). 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 Ayers. All in favor. Motion carried.

EXECUTIVE SESSION:

There was no Executive Session held.

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

October 9, 2018

BILLS LIST ATTACHED