

**MINUTES OF THE MEETING OF THE MAYOR AND COMMITTEE  
OF THE TOWNSHIP OF FRANKFORD HELD ON  
FEBRUARY 13, 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**

**AUCTION OF FARMLAND LEASE – BLOCK 39, LOT 13:**

A public auction took place for the farming of Block 39, Lot 13. The high bid was made by William Sytsema for \$130 per acre. The Township Attorney will complete the form of lease and send to Mr. Sytsema for signature.

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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.

**LICENSES/PERMITS:**

<b>Event License:</b>	4 <sup>th</sup> Annual Taco Festival – September 8, 2018
<b>Campground License:</b>	Edwin F. Risdon (Harmony Ridge Campground) Kymer’s Campground, Inc.
<b>Soil Removal Permit:</b>	Edwin F. Risdon Kymer’s Campground, Inc. Saxton Falls Sand & Gravel Co.
<b>Used Car License:</b>	NCS Automotive, Inc. Wheels ‘N Props, LLC
<b>Kennel License:</b>	Jackie Wagner
<b>Fireworks Display:</b>	Sussex Professional Baseball/Sussex County Miners (10) Applications – May 18, May 26, June 9, June 16, July 4, July 7, July 21, July 28, August 25, September 1, 2018  JMK Events @ Sussex County Farm & Horse Show (1) Application – July 7, 2018

**RESOLUTIONS:**

Resolution Refunding Tax Sale Certificate 2018-001 (Not Yet Issued)  
Which Was Redeemed

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

A motion was made by Castimore to approve the Consent Agenda, seconded by Ayers. Roll call was taken for a 4-1 vote in favor of this motion. (Committeeman Civitan, yes; Committeeman Carney, yes; Committeeman Ayers, yes; Deputy Mayor Castimore, yes; Mayor Risdon, abstain).

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**PUBLIC PORTION:**

A motion was made by Castimore to open to public comment, seconded by Ayers. 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.

**ORDINANCES**

**1<sup>ST</sup> READING:**

**TOWNSHIP OF FRANKFORD  
ORDINANCE #2018-03**

**CALENDAR YEAR 2018**

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

A motion was made by Castimore to adopt Ordinance #2018-03 on First Reading, 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).

**ORDINANCES**

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

**ORDINANCE #2018-01  
FRANKFORD TOWNSHIP  
SUSSEX COUNTY, NEW JERSEY**

**AN ORDINANCE TO INCREASE THE MEMBERSHIP OF THE ECONOMIC  
DEVELOPMENT COMMITTEE**

Be it Ordained by the Township Committee of the Township of Frankford, County of Sussex, State of New Jersey, that Chapter 2-30 entitled, "Economic Development Committee" be and hereby is amended to increase the number of members set forth in Section 2-30.1 from nine (9) to ten (10).

This ordinance shall become effective after final passage and publication according to law and filing with the County of Sussex as may be applicable.

**Severability.** If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause or provision so adjudged and the remainder of the Ordinance shall be deemed valid and effective.

**Repealer.** All Ordinances or parts of Ordinances inconsistent with or in conflict with the Ordinance are hereby repealed to the extent of such inconsistency.

**Effective Date.** This Ordinance shall take effect after final passage, adoption and publication according to law.

- **PUBLIC HEARING:**

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

There was no public comment.

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

A motion was made by Castimore to adopt Ordinance #2018-01 on second reading, 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).

**ORDINANCE #2018-02  
FRANKFORD TOWNSHIP  
SUSSEX COUNTY, NEW JERSEY**

**AN ORDINANCE TO MODIFY THE MEMBERSHIP OF  
THE OPEN SPACE COMMITTEE**

Be it Ordained by the Township Committee of the Township of Frankford, County of Sussex, State of New Jersey, that Chapter 2-31 entitled, "Open Space Committee" be and hereby is amended to revise the membership of the Committee as established in Subchapter 2-31.2 as follows:

2-31.2. Membership.

This Subchapter is hereby amended to read as follows:

All members of the Open Space Committee shall be residents of the Township, and shall consist of the following:

- A. The Mayor or a Committee Member acting as the Mayor's designee.
- B. Five (5) residents of the Township appointed by the Township Committee.
- C. Two (2) members of the Frankford Township Land Use Board.
- D. One (1) member of the Park Commission.

The Township Engineer and Township Attorney shall advise the Committee, as necessary, in a professional, non-voting capacity.

**Severability.** If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause of provision so adjudged and the remainder of the Ordinance shall be deemed valid and effective.

**Repealer.** All Ordinances or parts of Ordinances inconsistent with or in conflict with the Ordinance are hereby repealed to the extent of such inconsistency.

**Effective Date.** This Ordinance shall take effect after final passage, adoption and publication according to law.

- **PUBLIC HEARING**

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 close to public comment, seconded by Ayers. All in favor. Motion carried.

A motion was made by Castimore to adopt Ordinance #2018-02 on second reading, 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).

## TOWNSHIP REPORTS:

- **Township Committee Reports:**

Committeeman Carney stated that he attended the Board of Education meeting and that their budget should be presented in the next month or so. He also spoke to Board Member Ralph Smith, who indicated there may be a possibility of moving the election poll location from the trailer at the school to the Culver Lake Clubhouse.

Committeeman Ayers stated that the Open Space Committee is taking a look at possible preservation of the Hough Farm (74 Acres) and there has been some preliminary interest in Foxhill Farm as well. The Open Space Committee, with the help of their Consultant, Bob Canace, will be sending letters out to those who may qualify for preservation letting them know they will be holding an "open house" as they have done in the past, to answer any questions and give a brief education on the preservation process.

- 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:** The Township Attorney presented several options to the Committee and discussion took place. This matter will be carried.
- **Options for 28 Pelletown Road (Former Cat Shelter):** Discussion took place. Deputy Mayor Castimore stated he has an auctioneer available to conduct the sale, and the Committee agreed he should move forward, possibly setting a date on a Saturday in March to hold the auction. The Township Attorney will complete the bid specifications and notice.

## NEW BUSINESS:

- **Request from SCARC to donate an additional \$10,000.00 from COAH funds for project at 82-80 Morris Avenue:** The Township Attorney suggested this be referred to the Land Use Board Attorney for authorization as an approved COAH disbursement. The Township Attorney will contact him directly.
- **Request from Branchville Youth Recreation Group for Annual Donation in the Amount of \$4,500:** Troy Orr from the Youth Group was present to inquire about the annual donation. This matter will be carried to the next budget meeting.
- **Request by Peter Knipe to consider the Implementation of a local Entertainment/Amusement Tax:** The Township Committee requested time to research the matter further.
- **Request to Conduct Coin Tosses submitted by Blue Ridge Rescue Squad:** A motion was made by Castimore to approve the Coin Toss dates, 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).
- **Award of Contract to High Point Electric, Inc. in the amount of \$4,670.00 as recommended by the Park Commission for Electrical Work to be completed in the new pole barn:** A motion was made by Carney to award the Contract, 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).
- **Memo from Jeff Fette, Construction Official advising the Governing Body of the Status of Receipts and Expenditures for the Construction Department for the Calendar Year 2017:** Mr. Fette's memo was discussed and will be further reviewed at the next budget meeting.

- **Certification of Market Value of Development Easement – The Donald E. Williams Farm (Carriage House Farm) Block 19, Lot 8:** A motion was made by Ayers to authorize Bob Canace to make an offer on behalf of the Township at \$4,100.00, seconded by Castimore. 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).
- **Adoption of Frankford Township/Sussex County Community Wildfire Protection Plan:** A motion was made by Civitan to adopt the Plan, seconded by Castimore. 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).
- **Adoption of Agreement Between the Township of Frankford and the Communications Workers of America AFL-CIO for the 3-Year Contract Term 2018-2020, which was Ratified on February 6, 2018:** A motion was made by Carney to Adopt the Agreement, seconded by Castimore. 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).
- **Approval of Settlement Agreement and Release between Mid-American Salt, LLC and the Township of Frankford:** A motion was made by Castimore to approve the Agreement, 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).

#### **APPROVE PAYMENT OF BILLS**

A motion was made by Castimore to approve payment of bills, 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).

#### **PUBLIC PORTION**

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

Residents and Fire Department Members Mike Fox and Chuck McDermott spoke of current issues with the construction of the Fire Department, particularly the delay in the approval of the driveway opening permit with the State Department of Transportation. Discussion took place about the possibility of an additional access site to the new firehouse, coming off of Ivy Trail. Committeeman Castimore made a motion to have the Township Engineer review the possibility, 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).

Resident, Land Use Board Member and SCARC Board Member Mike Dolan asked if he could review the request by SCARC for additional funding with the Land Use Board.

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 Ayers. All in favor. Motion carried.

Attest:

*Patricia L. Bussow*

Patricia L. Bussow, RMC  
Municipal Clerk

