

**MINUTES OF THE MEETING OF THE MAYOR AND COMMITTEE  
OF THE TOWNSHIP OF FRANKFORD  
HELD ON MAY 8, 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**

**PUBLIC HEARING - 2018 MUNICIPAL BUDGET:**

Present was Township Auditor Tom Ferry. Mr. Ferry explained that the 2019 budget is currently undergoing a State review which has not been completed yet. Unfortunately, this means that the Committee cannot proceed with adoption of the Municipal Budget at this meeting. The Township Attorney advised that the Public Hearing could be carried to a special meeting. A motion was made by Castimore to continue the Public Hearing of the 2018 Municipal Budget at a meeting to be held on May 15, 2018 at 5:00PM, 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.

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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:** Budget Meeting – February 20, 2018  
Budget Meeting – March 13, 2018  
Regular Meeting – March 13, 2018

**LICENSES/PERMITS:**

**Event License:** Promo One of NJ, Inc.  
Rock, Ribs & Ridges Festival, Inc.  
June 23 & 24, 2018

MVA Presents  
Michael Arnone's Crawfish Festival  
June 1, 2 & 3, 2018

**Blue Light Permits:** Blue Ridge Rescue Squad  
Brittany Carr  
Matthew Ysais  
Samantha Burckes

**RESOLUTIONS:**

Resolution to Cancel Unexpended and Dedicated Balances of the General Capital Reserves – Improvement Authorization – Various Roads 2017 Ordinance #2017-13 in the amount of \$14,250

Resolution to Cancel Unexpended and Dedicated Balances of the General Capital Reserves – Improvement Authorization – Park Barn Ordinance #2017-10 in the amount of \$725.00

Resolution to Cancel Unexpended and Dedicated Balances of the General Capital Reserves – Improvement Authorization – Repairs to Park Septic System Ordinance #2016-06 in the amount of \$638.15

Resolution Refunding Tax Sale Certificate 2017-009 Which Was Redeemed

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.

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**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 Member Mike Fox thanked the Committee for their assistance in meeting with the State Department of Transportation to expedite the traffic signal agreement for the new firehouse.

Resident and Economic Development Committee Chairman Peter Knipe gave an update on the EDC's recent meeting.

Attorney William Haggerty spoke to the Committee regarding the vacation of Fairview Way for the need of the current owners to receive a variance from the Land Use Board.

Resident Tony Grande spoke to the Committee regarding hunting at Dry Brook Preserve and how it negatively affects his property and asked that the Committee consider restricting the hunting regulations.

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

**ORDINANCES**

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

**ORDINANCE #2018-04**

**AN ORDINANCE OF THE TOWNSHIP OF FRANKFORD, COUNTY OF SUSSEX,  
STATE OF NEW JERSEY, PROVIDING FOR THE RESURFACING OF GEORGE HILL ROAD,  
SECTIONS I & II AND APPROPRIATING \$20,000 FROM FUND BALANCE IN THE  
GENERAL CAPITAL FUND FOR SUCH PURPOSE AND \$190,000 FROM A GRANT AWARDED BY  
THE NJ DEPARTMENT OF TRANSPORTATION FOR SUCH PURPOSE**

A motion was made by Castimore to approve Ordinance #2018-04 on first reading, 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.

**ORDINANCE #2018-05**

**AN ORDINANCE OF THE TOWNSHIP OF FRANKFORD, COUNTY OF SUSSEX,  
STATE OF NEW JERSEY, PROVIDING FOR THE RESURFACING OF PRICE ROAD, AND  
APPROPRIATING \$80,000 FROM VARIOUS RESERVES – IMPROVEMENTS TO ROADS IN THE  
GENERAL CAPITAL FUND FOR SUCH PURPOSE AND \$160,000 FROM A GRANT AWARDED BY  
THE NJ DEPARTMENT OF TRANSPORTATION FOR SUCH PURPOSE**

This Ordinance will be carried to the May 15, 2018 Special Meeting.

**ORDINANCE #2018-06**

**AN ORDINANCE OF THE TOWNSHIP OF FRANKFORD, COUNTY OF SUSSEX,  
STATE OF NEW JERSEY, PROVIDING FOR CONSTRUCTION OF AN ADDITION TO THE DPW  
GARAGE IN THE TOWNSHIP OF FRANKFORD - TOTAL COST OF THE PROJECT IS \$150,000,  
APPROPRIATING A SUM OF \$150,000.00 FROM THE VARIOUS RESERVES –  
ADDITION TO DPW GARAGE IN THE CAPITAL FUND**

This Ordinance will be carried to the May 15, 2018 Special Meeting.

**ORDINANCE #2018-07**

**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 \$50,000, APPROPRIATING A SUM OF \$50,000.00 FROM  
THE VARIOUS RESERVES – IMPROVEMENTS TO MUNICIPAL BUILDING – SIDEWALK  
IN THE CAPITAL FUND**

This Ordinance will be carried to the May 15, 2018 Special Meeting.

**ORDINANCE #2018-08**

**BOND ORDINANCE AMENDING BOND ORDINANCE NUMBER  
2016-02 FINALLY ADOPTED BY THE TOWNSHIP COMMITTEE OF  
THE TOWNSHIP OF FRANKFORD, NEW JERSEY ON APRIL 5, 2016**

A motion was made by Castimore to approve Ordinance #2018-08 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). All in favor. Motion carried.

**ORDINANCE #2018-09**

**VACATION OF FAIRVIEW WAY**

A motion was made by Castimore to approve Ordinance #2018-09 on First Reading, by Title Only, 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 spoke regarding the back stop situation at Field #1. Unfortunately, the wrong fence was ordered, and it is delaying the installation of the replacement. The new fencing has been ordered and should be in within two weeks. Committeeman Carney also stated that the Park Commission feels that a 2% increase on rental units is not enough and would like the Committee to authorize a 5% increase.

Committeeman Ayers requested the Committee make appointments to the Agricultural Advisory Committee. A motion was made by Ayers to appoint the following individuals, seconded by Castimore:

Sam Castimore  
Steve Lenheer  
Ruth Campo  
Scott Hough

All in favor. Motion carried.

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

### **OLD BUSINESS:**

- **Unsafe Structure located at 133 Route 206 - Frankford Township which expired on November 22, 2017:** No action was taken on this matter.
- **Open Space Committee Recommendation to the Township Committee concerning hunting regulations at Dry Brook (carried from April 10, 2018 meeting):** No action was taken on this matter.

### **NEW BUSINESS:**

- **Invitation to Attend and Request for Donation in the Amount of \$300 by the American Legion to help defray the costs of the Annual Memorial Day Parade to be held on May 28, 2018:** A motion was made by Castimore to authorize the donation in the amount of \$300, 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.
- **Renewal of Township Leases:** This matter will be carried to the next meeting.
- **NJ Department of Transportation – Bureau of Traffic Engineering – Traffic Signal Agreement and Resolution for Route 206 & Entrance to the Frankford Township Firehouse:** A motion was made by Ayers to approve the Agreement and adopt the Resolution, 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.
- **Request for Appointments to the 2018 Frankford Township Office of Emergency Management Local Emergency Planning Council, as submitted by Michael Dann, MEMC:** A motion was made by Castimore to authorize the Appointments as submitted by the MEMC, seconded by Civitan. Committeeman Civitan, yes; Committeeman Carney, yes; Committeeman Ayers, yes; Deputy Mayor Castimore, yes; Mayor Risdon, yes). All in favor. Motion carried.

**CORRESPONDENCE:**

Correspondence was reviewed by the Committee:

- Invitation to Attend Sussex County Sheriff's Office – 911 Communications Center Open House on May 30, 2018 from 6:30PM to 8:00PM
- 2018 Regular Tax Appeal listing as submitted by Jason Laliker, Tax Assessor (for review only)

**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). 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 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