

**MINUTES OF THE MEETING OF THE MAYOR AND COMMITTEE OF THE  
TOWNSHIP OF FRANKFORD HELD ON  
FEBRUARY 12, 2019**

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

**SALUTE THE FLAG**

**AUCTION OF FARM LEASE:** Bock 44/Lot 10 – Drybrook Preserve

A motion was made by Risdon to award the Farm Lease of Drybrook Preserve to Mosefund Farm in the amount of \$97.60 annually, or \$2.00 per tillable acre, seconded by Castimore. Roll call was taken for a 4-1 vote in favor of this motion. (Risdon, yes; Carney, yes; Ayers, abstain; Civitan, yes; Castimore, yes). 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.

**LICENSES/PERMITS:**

Campground Licenses:	New Jersey State Fair Kymer's Campground, Inc.
Soil Removal Permit:	Kymer's Campground, Inc.
Blue Light Permit:	Stephen Brinkerhoff (Blue Ridge Rescue Squad) (Tabled for Discussion)  Corrine Wesighan (Blue Ridge Rescue Squad) Taylor A. Peer (Frankford Township Fire Dept.)

**RESOLUTIONS:**

Transfer Resolution

Resolution Refunding Tax Sale Certificate  
2016-003 Which Was Redeemed

Resolution Refunding Tax Sale Certificate  
2019-003 Which Was Redeemed

Governor's Council on Alcoholism and Drug Abuse  
Fiscal Grant Cycle July 2014-June 2020

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

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**PUBLIC PORTION**

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

There was no public comment.

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

**ORDINANCES**

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

**ORDINANCE #2019-01**

**AN ORDINANCE OF THE TOWNSHIP OF FRANKFORD, COUNTY OF SUSSEX, STATE OF NEW JERSEY, PROVIDING FOR A GENERATOR FOR THE MUNICIPAL BUILDING AND APPROPRIATING \$18,900.00 FROM FUND BALANCE IN THE GENERAL CAPITAL FUND FOR SUCH PURPOSE AND \$71,100.00 FROM A GRANT AWARDED BY THE FEMA HAZARD MITIGATION GRANT PROGRAM FOR SUCH PURPOSE**

A motion was made by Ayers to adopt Ordinance #2019-01 on First Reading, seconded by Civitan. Roll call was taken for a 5-0 vote in favor of this motion. (Risdon, yes; Carney, yes; Ayers, yes; Civitan, yes; Castimore, yes). All in favor. Motion carried.

**ORDINANCE #2019-02**

**CALENDAR YEAR 2019**

**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 Civitan to adopt Ordinance #2019-02 on First Reading, seconded by Ayers. Roll call was taken for a 5-0 vote in favor of this motion. (Risdon, yes; Carney, yes; Ayers, yes; Civitan, yes; Castimore, yes). All in favor. Motion carried.

**TOWNSHIP REPORTS:**

- Township Committee Reports:

***Committeeman Risdon:*** None.

***Committeeman Carney:*** Reported on High Point Superintendent's salary increase and stipends. The next Board of Education meeting is on February 19, 2019, which he will be attending and will report back.

***Committeeman Ayers:*** Mr. Ayers stated that Open Space is planning on having an open house for Farmland Preservation to bring in potential land owners. Bob Canace spoke of a Green Acres Grant for maintenance of Dry Brook, and that he should move forward. Bob Canace is trying to get the closing letter from DEP that went to the owner of Worthington Dump.

Discussion took place regarding foreclosing on several properties by the Township. A motion was made by Civitan to authorize the Tax Collector to prepare the Foreclosure Resolution for all properties subject to foreclosure, seconded by Ayers. Roll call was taken for a 5-0 vote in favor of this motion. (Risdon, yes; Carney, yes; Ayers, yes; Civitan, yes; Castimore, yes). All in favor. Motion carried.

**Deputy Mayor Civitan:** The Park Commission Reorganization took place, and appointments have been made. He also stated that he could not make recent Fire Department meeting, and would like to step down as liaison due to scheduling conflicts. Mayor Castimore and Committeeman Carney are the new liaisons for the Fire Department.

**Mayor Castimore:** The Mayor was in contact with Gottheimer's office regarding volunteer fire services grants for fire trucks with a new round of funding coming soon. They will keep him posted in advance of deadlines for filing.

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

#### **OLD BUSINESS:**

- **Proposed Soil Importation Ordinance:** Discussion took place regarding options and restrictions. The Township Attorney will draft a proposed Ordinance for the next meeting.

#### **NEW BUSINESS:**

- **NJ State Firemen's Association Membership Applications: Taylor A. Peer and Christina R. Losey:** A motion was made by Risdon to approve the NJ State Firemen's Association Membership Applications of Taylor A. Peer and Christina R. Losey, seconded by Carney. Roll call was taken for a 5-0 vote in favor of this motion. (Risdon, yes; Carney, yes; Ayers, yes; Civitan, yes; Castmore, yes). All in favor. Motion carried.
- **Review of Memo from Tax Collector regarding Municipally Owned Tax Sale Certificates and Properties Eligible for Foreclosure:** This matter was addressed during Committee Reports.
- **Housing Affordability Service (HAS) Proposal (In connection with renovated rental unit located at 153 Perry Road):** A motion was made by Ayers to accept the Housing Affordability Service (HAS) Proposal, for the renovated rental unit located at 153 Perry Road, seconded by Carney. Roll call was taken for a 5-0 vote in favor of this motion. (Risdon, yes; Carney, yes; Ayers, yes; Civitan, yes; Castmore, yes). All in favor. Motion carried.
- **Schedule next Budget Workshop Meeting:** A motion was made by Civitan to schedule the next Budget Workshop Meeting for Thursday, February 28<sup>th</sup>, 2019 at 1:00PM, seconded by Ayers. All in favor. Motion carried.
- **Armstrong Bog – Farm Lease:** A motion was made by Civitan to advertise Armstrong Bog – Farm Lease for the next meeting, seconded by Ayers. Roll call was taken for a 5-0 vote in favor of this motion. (Risdon, yes; Carney, yes; Ayers, yes; Civitan, yes; Castmore, yes). All in favor. Motion carried.

#### **CORRESPONDENCE:**

Correspondence was reviewed by the Committee.

- Tax Collector's Report of Receipts

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

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

**PUBLIC PORTION**

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

There was no public comment.

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

**EXECUTIVE SESSION**

A motion was made by Civitan to enter Executive Session, seconded by Ayers. All in favor. Motion carried.

A motion was made by Civitan to return to Regular Session, seconded by Ayers. All in favor. Motion carried.

A motion was made by Ayers to authorize Kevin Benbrook to move forward with filing a Summary Judgment against the tenant at 166 Gunn Road for delinquent rent payments, seconded by Carney. Roll call was taken for a 5-0 vote in favor of this motion. (Risdon, yes; Carney, yes; Ayers, yes; Civitan, yes; Castimore, yes). All in favor. Motion Carried.

A motion was made by Ayers to authorize Kevin Benbrook to send a Letter to Shepard Kays for Health Care Waiver Reimbursement, seconded by Carney. Roll call was taken for a 5-0 vote in favor of this motion. (Risdon, yes; Carney, yes; Ayers, yes; Civitan, yes; Castimore, yes). All in favor. Motion carried.

**ADJOURNMENT**

A motion as made by Risdon to adjourn, seconded by Civitan. All in favor. Motion carried.

ATTEST:

*Patricia L. Bussow*

Patricia L. Bussow, RMC  
Municipal Clerk