

**MINUTES OF THE WORKSHOP MEETING OF THE MAYOR AND
COMMITTEE OF THE TOWNSHIP OF FRANKFORD HELD ON
JUNE 25, 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 Annual Meeting Notice.

ROLL CALL: In attendance were Committeeman Risdon, Committeeman Ayers, Deputy Mayor Civitan (arrived late), and Mayor Castimore. Not in attendance was Committeeman Carney. Also present was Sandra Rippey (Acting Municipal Clerk), and Diane Brauchle (Deputy Clerk).

SALUTE THE FLAG:

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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.

The Committee welcomed the new Acting Municipal Clerk, Sandra Rippey and wished her well.

The Committee spoke of Minutes being approved in Consent Agenda. The May and June 2019 Regular Township Committee Meeting Minutes will be approved at the July 9, 2019 meeting.

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

Ken French – Frankford Fire Department – Approached the Committee and asked about the progress of their request for the new fire truck, and time line and what to expect from them.

Would like to purchase a new Rescue/Pumper Combination to replace two trucks in the amount of approximately \$625,000.00.

Committee discussed procedure of seeking bond counsel and obtaining bond ordinance which would take some time. Committeeman Ayers discussed maybe obtaining a grant since other municipalities recently obtained one.

Lengthy discussion regarding different options and trade in, bonding and pre-payment deductions saving approximately 25% all ensued.

The Committee will be bringing all items up with the Township Attorney and report back to the Fire Department.

Ken French discussed that the Fire Department will be doing the C/O Inspections. They will call the Municipal Office to set up the inspections temporarily, and Mike Dann, OEM, and/or a list of approved inspectors will be doing the inspections until the Ordinance is passed, at which time the Fire Department OEM will be the official designated inspector for CO's.

A motion was made by Risdon to approve having the Frankford Fire Department do the Fire – C/O Inspections, seconded by Ayers to be memorialized by appropriate Resolution or Ordinance. Roll call was taken for a 3-0 vote in favor of this motion. (Risdon, yes; Ayers, yes; Castimore, yes). Motion carried.

A motion was made by Risdon to approve the donation of the Frankford Fire Official vehicle subject to approval from Kevin Benbrook, Esq. to the Frankford Fire Department, seconded by Ayers. Roll call was taken for a 3-0 vote in favor of this motion. (Risdon, yes; Ayers, yes; Castimore, yes). Motion carried.

NEW BUSINESS:

A. Hillcrest Farm-Dairy & Orchard TWA Consent Request

A motion as made by Ayers to approve Consent Request of Hillcrest Farm-Dairy & Orchard, seconded by Risdon. Roll call was taken for a 3-0 vote in favor of this motion. (Risdon, yes; Ayers, yes; Castimore, yes). Motion carried.

B. Resolution of Ridge Road Paving Project

A motion was made by Ayers to forward draft Resolution of Ridge Road Paving to Kevin Benbrook, Esq. to finalize, seconded by Risdon. Roll call was taken for a 3-0 vote in favor of this motion. (Risdon, yes; Ayers, Castimore, yes). Motion carried.

Deputy Mayor Nick Civitan now in attendance.

EXECUTIVE SESSION:

A motion was made by Risdon 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 Risdon. All in favor. Motion carried.

A motion was made by Civitan to authorize Ann Bell as Construction Secretary/Zoning and Code Enforcement Official at a salary of \$65,000.00, seconded by Risdon. Roll call was taken for a 4-0 vote in favor of this motion. (Risdon, yes; Ayers, yes; Civitan, yes; Castimore, yes).

A motion was made by Risdon to authorize an Ordinance to give the Fire Prevention Department to the Sussex County Fire Marshall's Office, seconded by Civitan. Roll call was taken for a 4-0 vote in favor of this motion. (Risdon, yes; Ayers, yes; Civitan, yes; Castimore, yes). Motion carried.

A motion was made by Civitan to offer Diane Brauchle the Board of Health Secretary position, seconded by Risdon. Roll call was taken for a 4-0 vote in favor of this motion. (Risdon, yes; Ayers, yes; Civitan, yes; Castimore, yes). Motion carried.

Request a list from Sharon Tufaro of fire inspectors who are able to perform inspections until the County can officially take over.

ADJOURNMENT

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

ATTEST:

Sandra M. Rippey

Sandra M. Rippey
Acting Municipal Clerk

