

**TOWNSHIP OF FRANKFORD
REORGANIZATION MEETING**

Thursday, January 2, 2020

MINUTES

CALL TO ORDER

The meeting was called to order by Acting Municipal Clerk, Lori Nienstedt, with the opening statement, "Notice of this meeting has been sent to a newspaper of general circulation in which notice was given of the date, time, place and general agenda in accordance with the Open Public Meetings Act. This agenda is subject to change by order of the Township Committee before and/or during this scheduled meeting."

The **FLAG SALUTE** was conducted by Acting Municipal Clerk, Lori Nienstedt.

STATEMENT OF DETERMINATION: The Statement of Determination from the Sussex County Board of County Canvassers, determining that Emery Castimore, Jr. and Nicholas Civitan were each duly elected to the office of Township Committee for a three-year term was read by the Acting Municipal Clerk, Lori Nienstedt.

OATH OF OFFICE: Oaths of office were administered to Committeeman Emery Castimore, Jr. and Committeeman Nicholas Civitan, respectively, by Acting Municipal Clerk, Lori Nienstedt.

ROLL CALL: Present were Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Risdon, Committeeman Ayers, Committeeman Carney. Also in attendance was Lori Nienstedt, Acting Municipal Clerk.

2020 APPOINTMENTS

Mayor: A motion was made by Committeeman Castimore to nominate Committeeman Carney for a 1-year term, seconded by Committeeman Risdon. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Oath of Office – Mayor: The Oath of Office was administered to Committeeman Carney by Acting Municipal Clerk, Lori Nienstedt.

Deputy Mayor: A motion was made by Committeeman Risdon to nominate Committeeman Ayers for a one-year term, seconded by Committeeman Castimore. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

A motion was made by Committeeman Risdon to appoint Committeeman Ayers for a one-year term, seconded by Committeeman Castimore. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Acting Municipal Clerk/Administrator: A motion was made by Committeeman Risdon to nominate Lori Nienstedt for a one-year term, seconded by Committeeman Civitan. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

A motion was made by Committeeman Castimore to appoint Lori Nienstedt as Acting Municipal Clerk/Administrator for a one-year term, seconded by Committeeman Ayers. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Attorney: A motion was made by Committeeman Ayers to appoint Kevin P. Benbrook, Esq. of Benbrook & Benbrook as Municipal Attorney for a 1-year term, seconded by Committeeman Civitan. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Engineer: A motion was made by Committeeman Risdon to appoint Harold Pellow & Associates as Township Engineer for a 3-year term, seconded by Committeeman Ayers. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Deputy Municipal Clerk/Registrar: A motion was made by Committeeman Civitan to appoint Diane M. Brauchle as Deputy Municipal Clerk/Registrar for a 1-year term, seconded by Committeeman Castimore. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Fire Official: A motion was made by Committeeman Risdon to appoint Bernard Kotchkowski as Fire Official for a 1-year term, seconded by Committeeman Castimore. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Zoning Official: A motion was made by Committeeman Ayers to appoint Ann Bell as Zoning Official for a 1-year term, seconded by Committeeman Risdon. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Assessment Search Officer: A motion was made by Committeeman Risdon to appoint Lori Nienstedt as Assessment Search Officer for a 1-year term, seconded by Committeeman Ayers. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Tax Search Officer: A motion was made by Committeeman Civitan to appoint Stephen Lance as Tax Search Officer for a 1-year term, seconded by Committeeman Ayers. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Public Agency Compliance Officer: A motion was made by Committeeman Ayers to appoint Lori Nienstedt as Public Agency Compliance Officer for a 1-year term, seconded by Committeeman Risdon. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Police Commissioner: A motion was made by Mayor Carney to appoint Committeeman Civitan as Police Commissioner for a 1-year term, seconded by Committeeman Risdon. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Dog Licensing Official: A motion was made by Committeeman Castimore to appoint Diane M. Brauchle as Dog Licensing Official for a 1-year term, seconded by Committeeman Civitan. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Public Defender: A motion was made by Committeeman Castimore to appoint David H. Dumbroff as Public Defender for a 1-year term, seconded by Committeeman Civitan. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Sergeant at Arms: A motion was made by Committeeman Risdon to appoint Jeffrey Willis and Terrance Snyder as Sergeants at Arms for 1- year term, seconded by Committeeman Castimore. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Prosecutor: A motion was made by Committeeman Risdon to appoint Peter Laemers as Prosecutor for a 1-year term, seconded by Committeeman Ayers. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Assistant Prosecutor: A motion was made by Committeeman Risdon to appoint Michael Hanifan, Sr. as Assistant Prosecutor for a 1-year term, seconded by Committeeman Ayers. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Insurance Agent: A motion was made by Committeeman Civitan to appoint SB One Insurance as Insurance Company for a 1-year term, seconded by Committeeman Castimore. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Auditor: A motion was made by Committeeman Ayers to appoint Ferraioli, Wielkotz, Cerullo & Cuva, PA as Auditor for a 1-year term, seconded by Committeeman Civitan. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Open Space Consultant: A motion was made by Committeeman Ayers to appoint Conservation Advising Services, LLC as Open Space Consultant for a 1-year term, seconded by Committeeman Civitan. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Onsite Computer Network Administration Support – Tabled

Annual Server, Router, Tax System, Fund Accounting System and Email Administration and Support: A motion was made by Committeeman Civitan to appoint Municipal Software, Inc. for a 1-year term, seconded by Committeeman Ayers. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Animal Impound Facility - Tabled

Deer Pick-Up Services: A motion was made by Committeeman Risdon to appoint Space Farms Zoo for a 1-year term, seconded by Committeeman Castimore. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

LAND USE BOARD:

Mayor Carney made the following appointments to the Land Use Board:

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| Mayor - Class I: | Committeeman Civitan (1-year term) |
| Class II | Ann Bell (1-year term) |
| Class III | Committeeman Risdon, Jr. (1-year term) |
| Class IV | Maria Albanese (4-year term) |
| Class IV | Rich Wingle (4-year term) |

Alternate #1 Ty Kobis (2-year term)
Alternate #4 Marcantonio Macri (2-year term)

OPEN SPACE COMMITTEE:

Land Use Board Member - Tabled
Land Use Board Member - Tabled
Park Commission Member - Tabled

Engineer: A motion was made by Committeeman Risdon to appoint Harold Pellow and Harold Pellow & Associates as the Engineer for a (1-year term) to the Open Space Committee, seconded by Committeeman Civitan. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Attorney: A motion was made by Committeeman Ayers to appoint Benbrook & Benbrook as Attorney to the Open Space Committee for a (1-year term), seconded by Committeeman Risdon. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

PARK COMMISSION:

A motion was made by Committeeman Ayers to appoint the following members to the Park Commission, seconded by Committeeman Castimore. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

Engineer Corey Stoner (1-year term)
Regular Member Mike Yanoff (2-year term)
Regular Member Frank Cardinale (2-year term)

ECONOMIC DEVELOPMENT:

A motion was made by Committeeman Civitan to appoint the following members to the Economic Development Committee, seconded Committeeman Ayers. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers. Mayor Carney voted Aye on all except Robert Matacotta. Motion carried.

Regular Member Brian Chrobock (2-year term)
Regular Member Tommy Hatzinas (2-year term)
Regular Member Robert Matacotta (2-year term)
Regular Member David Silverthorne (2-year term)

COMMITTEE LIAISONS:

A motion was made by Committeeman Risdon to appoint the following Committee Liaisons for a one-year term, Seconded by Civitan. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

State Planning Commission Committeeman Castimore, Jr. and Committeeman Ayers
SC Farm and Horse Show Committeeman Risdon, Jr. and Committeeman Civitan
Municipal Office Committeeman Ayers and Committeeman Risdon

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| Municipal Court | Committeeman Castimore, Jr. and Committeeman Risdon |
| Road Department | Committeeman Risdon and Mayor Carney |
| Park Commission | Committeeman Civitan and Mayor Carney |
| Board of Health | Committeeman Civitan and Committeeman Castimore, Jr. |
| Economic Partnership | Committeeman Ayers |
| Willow Glen | Committeeman Risdon |
| Open Space Committee | Committeeman Ayers and Committeeman Risdon |
| Municipal Drug Alliance | Committeeman Civitan |
| Economic Development Comm. | Committeeman Castimore, Jr. and Mayor Carney |
| Board of Education | Mayor Carney and Committeeman Civitan |
| Volunteer Fire Department | Mayor Carney and Committeeman Castimore, Jr. |
| Blue Ridge Rescue Squad | Committeeman Civitan and Committeeman Ayers |
| SWAC Representative | William Kaufman |
| PAC Representative | Tabled |
| Grant Writing | Mayor Carney and Committeeman Castimore, Jr. |
| Agricultural Board | Committeeman Ayers and Committeeman Castimore, Jr. |

RESOLUTIONS:

- **Resolution 2020-001 - Resolution Authorizing Imposition of Additional Penalties for Tax Delinquencies in Excess of \$10,000 and Setting Interest Rates for Delinquent Taxes**
- **Resolution 2020-002 - Resolution Canceling Certain Property Tax Balances**
- **Resolution 2020-003 - Resolution Authorizing the Municipal Assessor and Municipal Attorney to Defend Before the Sussex County Board of Taxation and Tax Court of the State of New Jersey All Contested Appeals and to Initiate Municipal Appeals to Correct the Township of Frankford Tax List**
- **Resolution 2020-004 - Resolution Designating Official Depositories/Authorized Signatures**
- **Resolution 2020-005 – Resolution to adopt 2020 Temporary Municipal Budget (READ IN FULL)**
- **Resolution 2020-006 – Resolution ratifying and authorizing the award of a contract for Professional Services to the Township of Frankford**

A motion was made by Committeeman Risdon to adopt Resolutions 2020-001, 2020-002, 2020-03, 2020-04 and 2020-05, seconded by Committeeman Castimore. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried. All in favor. Motion carried.

**TOWNSHIP OF FRANKFORD
SUSSEX COUNTY, NEW JERSEY**

RESOLUTION 2020-001

AUTHORIZING IMPOSITION OF ADDITIONAL PENALTIES FOR TAX DELINQUENCIES IN EXCESS OF \$10,000.00 (TEN THOUSAND DOLLARS) AND SETTING INTEREST RATES FOR DELINQUENT TAXES

WHEREAS, certain laws were enacted by the State of New Jersey which contain provisions setting the amount of the interest rate or penalties capable of being charged by the Township of Frankford on account of delinquent taxes as well as the amount required to redeem tax sale certificates; and

WHEREAS, NJSA 54:4-67 defines a tax delinquency as follows: "Delinquency means the sum of all taxes and municipal charges due on any given parcel of property covering any number of quarters or years. The governing body may also fix a penalty to be charged to a taxpayer with a delinquency prior to the end of a calendar year. The penalty so fixed shall not exceed six (6%) percent of the amount of the delinquency;" and

WHEREAS, NJSA 54:5-61 sets the amount to be charged on account of a tax sale certificate as follows: "When the taxes, interest and costs so exceed the sum of \$5,000.00 (five thousand dollars), such additional sum shall be equal to four (4%) percent of such amount paid; and when that sum shall exceeds the sum of \$10,000.00 (ten thousand dollars), such additional sum shall be equal to six (6%) percent of such amount paid. This section shall also apply to all existing certificates held by municipalities on the effective date of this act;" and

WHEREAS, in order for the aforesaid additional penalty of six (6%) percent of the amount of the delinquency in excess of \$10,000.00 (ten thousand dollars) to be effective, the Township is required to enact this enabling Resolution:

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Frankford on this 2nd of January 2020 that the intent and purpose of the aforesaid two statutes are hereby implemented and effective immediately, a penalty of six (6%) percent of any tax delinquency incurred prior to the end of the calendar year; and

BE IT FURTHER RESOLVED that the Township of Frankford hereby charges such additional six (6%) percent penalty on all existing tax sale certificates held by the Township where said sum exceeds \$10,000.00 (ten thousand dollars), which penalty shall be applied to all certificates presently held by the Township as well as those which may be subsequently acquired by it as a result of future tax sales; and

BE IT FURTHER RESOLVED that the rate of interest to be charged by the Township of Frankford for the non-payment of taxes or assessments on or before the date that the same shall become delinquent, according to NJSA 54:4-67 in such case made and provided, be and is hereby fixed at the rate of eight (8%) percent per annum on the first \$1,500.00 (fifteen hundred dollars) of delinquency and eighteen (18%) percent per annum on any amount in excess, said interest to be charged upon the whole or any portion of any taxes or any payment to installment thereof remaining delinquent; provided that no interest as aforesaid shall be charged if the payment of any installment is made within ten days after the due date upon which the same shall become payable.

**TOWNSHIP OF FRANKFORD
SUSSEX COUNTY, NEW JERSEY**

RESOLUTION 2020-002

CANCELING CERTAIN PROPERTY TAX BALANCES

WHEREAS, pursuant to NJSA 40A:5-17.1 promulgated by the State of New Jersey, all unpaid or overpaid property taxes up to the amount of \$10.00 (ten dollars) can be canceled of record.

NOW, THEREFORE BE IT RESOLVED on this 2nd day of January 2020 by the Township Committee of the Township of Frankford that the Tax Collector is hereby authorized and empowered, pursuant to NJSA 40A:5-17.1, to cancel and remove from the tax duplicate record, all unpaid or overpaid property taxes of less than \$5.00 (five dollars).

**TOWNSHIP OF FRANKFORD
SUSSEX COUNTY, NEW JERSEY**

RESOLUTION 2020-003

**RESOLUTION AUTHORIZING MUNICIPAL ASSESSOR AND MUNICIPAL ATTORNEY TO DEFEND BEFORE THE SUSSEX
COUNTY BOARD OF TAXATION AND TAX COURT OF THE STATE OF NEW JERSEY**

BE IT RESOLVED by the Governing Body of the Township of Frankford that the Municipal Assessor and Municipal Attorney are hereby authorized to defend before the Sussex County Board of Taxation and Tax Court of the State of New Jersey all contested appeals and to initiate municipal appeals to correct the Township of Frankford tax list but not limited to rollback complaints, added and omitted assessment complaints, and such other appeals as are necessary to correct the assessments for the Township of Frankford; and

BE IT FURTHER RESOLVED that the Municipal Assessor and Municipal Attorney be designated as the agents of the Township of Frankford for the purpose of signing settlements of the foregoing matters by stipulation.

**TOWNSHIP OF FRANKFORD
SUSSEX COUNTY, NEW JERSEY**

RESOLUTION 2020-004

**DESIGNATION OF OFFICIAL DEPOSITORIES/
AUTHORIZED SIGNATURES**

WHEREAS, N.J.S.A. 40A:5-14 mandates that the governing body of a municipal corporation shall, by resolution passed by a majority vote of the full membership thereof, designate as a depository for its monies, a bank or trust company having its business in the State of New Jersey and organized under the laws of the United States or this State.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Frankford, County of Sussex, State of New Jersey, that the following institutions are hereby designated as depositories of the Township of Frankford for the year 2020:

Sussex Bank
Lakeland Bank
New Jersey Cash Management

BE IT FURTHER RESOLVED that authorized signatures for depositories for the year 2020 are as follows:

Mayor
Municipal Clerk
Chief Financial Officer
Treasurer

**FRANKFORD TOWNSHIP
SUSSEX COUNTY, NEW JERSEY**

RESOLUTION 2020-005

2020 TEMPORARY BUDGET

WHEREAS, N.J.S. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2020 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first 30 days of the fiscal year, and

WHEREAS, the total appropriation in the 2019 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance, is the sum of \$4,273,701.62; and

WHEREAS, 26.25% of the total appropriations in the 2019 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvements and public assistance in said budget is the sum of \$950,846.00.

NOW, THEREFORE, BE IT RESOLVED by the Committee of the Township of Frankford, in the County of Sussex, State of New Jersey, that the following appropriations be made and a certified copy of this resolution be transmitted to the Chief Financial Officer for his/her records.

**TOWNSHIP OF FRANKFORD
SUSSEX COUNTY, NEW JERSEY**

RESOLUTION 2020-006

A RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF FRANKFORD, RATIFYING AND AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES TO THE TOWNSHIP OF FRANKFORD.

WHEREAS, the Township Committee of the Township of Frankford will require professional services for Engineering, Legal and Auditing services; and

WHEREAS the attached certification attests to the availability of funds for these services from general revenues of the Borough; and

WHEREAS, the Local Public Contracts Law N.J.S.A. 50A:11-5 permits a contract for Professional Services be publicly advertised:

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Frankford, County of Sussex, State of New Jersey, as follows:

1. The Mayor and Township Clerk are hereby authorized and directed to enter into a contract with Benbrook & Benbrook for legal services/ Ferraioli, Wielkotz, Cerullo and Cuva for auditing services/ Harold Pellow and Harold

Pellow & Associates for engineering services/ SB One for Insurance services, for the period of January 1, 2020 to December 31, 2020, in accordance with the contracts attached hereto Exhibit A.

2. The contract is entered into without competitive bidding as a "Professional Service" contract, pursuant to the Local Public Contracts Law as the borough needs professional services within the meaning of the law,
3. Notice of this award or a copy of the Resolution shall be published in the official newspaper of the Township of Frankford within ten (10) days of passage as required by law, pursuant to the Local Public Contracts Law

As required by N.J.S.A. 40A: 4-57, N.J.A.C 5:34-5.1 et seq and any other applicable requirement, I, Sharon Yarosz, Chief Financial Officer of the Township of Frankford in New Jersey, have ascertained that there will be sufficient uncommitted appropriations after the 2020 Municipal Budget is adopted to award contracts to Benbrook & Benbrook for legal services/Ferraioli, Wielkotz, Cerullo and Cuva for auditing services/ Harold Pellow and Harold Pellow & Associates for engineering services/ SB One for Insurance services, for a period of one year, January 1, 2020 to December 31, 2020. Funds for certification are therefore being made available and certified against the applicable appropriations in the 2020 Municipal Budget.

ADOPT 2020 MEETING DATES

A motion was made by Committeeman Risdon to adopt 2020 meeting dates, seconded by Committeeman Civitan. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

ADOPT 2020 OFFICIAL HOLIDAY SCHEDULE

A motion was made by Committeeman Risdon to adopt 2020 holiday schedule, seconded by Committeeman Civitan. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

SCHEDULE 2020 BUDGET MEETING DATES

Ms. Nienstedt requested that the Committee choose a date for the first 2020 Budget Meeting. The Committee decided on January 13, 2020 at 9:00 a.m., which Ms. Nienstedt messaged to CFO, Sharon Yarosz. Mrs. Yarosz concurred that date was acceptable for the meeting.

PUBLIC PARTICIPATION

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

Harold Pellow – Commented on adding Harold Pellow and Harold Pellow and Associates as Township Engineers.

A motion was made by Committeeman Risdon to amend motion to appoint Harold Pellow and Harold Pellow and Associates as Township Engineers for a term of three years, seconded by Committeeman Ayers. Roll Call Vote – Aye: Committeeman Castimore, Committeeman Civitan, Committeeman Risdon, Committeeman Ayers, Mayor Carney, yes. With all ayes and no nays, motion carried.

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

A motion was made by Mayor Carney to move into Executive Session, seconded by Mayor Castimore. All in favor. Motion carried.

Executive Session

A motion was made by Mayor Carney to close from Executive Session, seconded by Committeeman Risdon. All in favor. Motion carried. Since no action was required to be taken at this time, a motion was made by Mr. Ayers to re-open to public session, seconded by Mr. Risdon. All in favor. Motion carried.

Committeeman Risdon requested that prior to the next Township Committee Meeting on January 14, 2019, samples of Second Amendment Resolutions be provided for the Committee to review for possible development of a similar resolution for Frankford Township. Committeeman Risdon furthered that Ms. Nienstedt make the request to Township Attorney, Mr. Benbrook. Ms. Nienstedt stated she would reach out to Mr. Benbrook on January 3, 2020.

Regarding the financials for the Fire Department, neither Mrs. Yarosz or Ms. Nienstedt has received any report from them as of this date. Committeeman Ayers requested Ms. Nienstedt send a letter to the Fire Department making this request. Committeeman Ayers requested that Ms. Nienstedt contact the Insurance company to find out what the cost would be if the Township only kept liability insurance on the old firehouse. Ms. Nienstedt agreed to do so on January 3, 2020.

ADJOURN

A motion was made by Mayor Carney to adjourn, seconded by Committeeman Civitan. All in favor. Motion carried.