

**TOWNSHIP OF FRANKFORD  
COMMITTEE WORKSHOP MEETING  
Tuesday, January 28, 2020**

**MINUTES**

**CALL TO ORDER**

The meeting was called to order by Mayor Carney, 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."

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

The **FLAG SALUTE** was conducted by Mayor Carney.

**PUBLIC COMMENT:**

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

Paul Sutphen of The Greater Culver Lake Watershed Conservation Foundation introduced the new President of GCLWCF, Rick Feruggia. Additionally, members of the Normanoch Association and Lake Owassa Association were present. Mr. Sutphen presented a program regarding the remediation of the stormwater issues that are affecting local lakes. Dr. Stephen J. Souza of Clean Waters Consulting, LLC provided additional comment.

Mr. Warren Cohn, CPESC, CPSWQ, Stormwater Product Specialist at FABCO Industries, Inc. provided a demonstration of Fabco high-performance stormwater systems along with pricing.

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

**CONSENT AGENDA:**

1. Resolution 2020-012 – Changing Petty Cash Custodian
2. Resolution 2020-013 – Equal Opportunity Compliance
3. Resolution 2020-014 – Vegetation Bill
4. Resolution 2020-015 – Award of Contract
5. Social Affair Permit - #350790 – PVT Peter S. Hotalen Post 157 American Legion – February 15, 2020 – St. Valentine's Day Party
6. Resurfacing Proposal – George Hill Road Sections III & IV – HPA 19-105
7. Resurfacing Proposal – Mattison Road – Section 1; Mattison Reservoir Avenue – Sections 1 & II; and Pines Road – HPA 19-198-, 18-190, and 19-179
8. Construction Department Fee Schedule Approval
9. Pete Smith Excavating – Application for Street Opening Permit – 38 Blackford Road
10. Blue Ridge Rescue Squad – Authorization to conduct Coin Toss

A motion was made by Committeeman Civitan to approve the Consent Agenda, seconded by Committeeman Castimore. Roll Call Vote – Aye: Deputy Mayor Ayers, Committeeman Risdon, Committeeman Civitan, Committeeman Castimore and Mayor Carney. With all ayes and no nays, motion carried.

#### **POST-STORM ROUNDTABLE MEETING**

Deputy Mayor Ayers updated the Committee regarding outputs from the post-storm roundtable meeting. Deputy Mayor Ayers reported that at the key issue identified is the inconsistencies in JCP&L's interactive maps, thus misreading outage times.

Committeeman Risdon reported that Lafayette Township reached out to him regarding the paving of Gorney Road in the summer of this year. They will use millings, widen the road, remove trees, including the Frankford portion of the road, with the agreement that Frankford Township contribute funds towards blacktop. Mr. Yetter commented that it would be prudent to have the proper people in place in order to avoid any potential issues. Mayor Carney and Committeeman Civitan expressed concern over the lack of involvement of an engineer on this project, with the Mayor suggesting Township Engineer, Harold Pellow, be approached for a quote on what he would charge to engineer it. Committeeman Risdon agreed and will reach out to Mr. Pellow.

#### **RECOGNITION DRIVE**

The Mayor requested that Ms. Nienstedt send a letter to Katie Brady requesting Aldo and Nancy Sayer, Connor Phillips, and Richard Lorenzo be added to Recognition Drive.

#### **PAGERS AND RADIOS**

Mike Fox informed Mayor Carney that pagers will need to be switched over by 2021. They are \$360 apiece, for a total of \$18,000.00.

#### **EXECUTIVE SESSION**

A motion was made by Committeeman Risdon to move into Executive Session at 8:10 p.m., seconded by Committeeman Civitan. All in favor. Motion carried.

A motion was made by Deputy Mayor Ayers to close from Executive Session at 9:22 p.m., seconded by Committeeman Risdon.

Mayor Carney summarized that no decisions needed to be made following Executive Session. The subject matter of the meeting was Personnel.

#### **ADJOURN**

A motion as made by Committeeman Castimore to adjourn, seconded by Deputy Mayor Ayers. All in favor. Motion carried.

**TOWNSHIP OF FRANKFORD  
COUNTY OF SUSSEX, STATE OF NEW JERSEY  
RESOLUTION 2020-12  
RESOLUTION CHANGING CUSTODIAN OF PETTY CASH**

**WHEREAS**, Louanne Cular was the custodian of the Township of Frankford Petty Cash Fund, and

**WHEREAS**, in accordance with N.J.S.A. 40:5-21, the Township of Frankford is changing custodians to Lori Nienstedt, and;

**WHEREAS**, Lori Nienstedt is bonded in the amount of \$1,000,000.00 by virtue of a surety bond,

**NOW, THEREFORE BE IT RESOLVED** that the Frankford Township Committee of the Township of Frankford, County of Sussex, hereby authorizes such action and that two copies of this resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

**CERTIFICATION**

I, Lori Nienstedt, Acting Municipal Clerk, Administrator of the Township of Frankford, County of Sussex, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Committee on this 28th day of January, 2020.

Lori Nienstedt  
Acting Municipal Clerk, Administrator

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

**CERTIFICATION OF COMPLIANCE WITH THE  
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S  
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in  
Employment Decisions Under Title VII of the Civil Rights Act of 1964"**

**RESOLUTION 2020-13**

**WHEREAS**, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

**WHEREAS**, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

**NOW, THEREFORE BE IT RESOLVED**, That the Township Committee of Township of Frankford, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

**CERTIFICATION**

I, Lori Nienstedt, Acting Municipal Clerk/Administrator of the Township of Frankford, County of Sussex, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Committee on this 28th day of January, 2020.

Lori Nienstedt,  
Acting Municipal Clerk, Administrator

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

**RESOLUTION 2020-14**

**IN SUPPORT OF NEW JERSEY LEGISLATION WHICH CONCERNS  
VEGETATION MANAGEMENT (S434/A260 – “VEGETATION MANAGEMENT  
RESPONSE ACT”), URGING LEGISLATORS TO PASS THE BILLS FOR VEGETATION  
MANAGEMENT RELATED TO ELECTRIC UTILITY INFRASTRUCTURE**

**WHEREAS**, it is the desire of the Township Committee of the Township of Frankford, Sussex County, New Jersey, to promote matters which benefit the health, welfare, comfort and safety of the citizens of Frankford Township; and

**WHEREAS**, the Frankford Township Committee finds that Superstorm Sandy, Hurricane Irene and recent snow storms and nor'easters have inflicted unprecedented damage on the citizens of the Township; and

**WHEREAS**, these storms left extensive downed or damaged utility poles leaving Frankford Township residents and businesses without power and, as a result, the Board of Public Utilities ordered the State's electric public utilities to undertake additional efforts to better prepare for any major weather event in the future; and

**WHEREAS**, the Township Committee feels it is necessary for electric public utilities to maintain, remove and replace dangerous vegetation to prevent future power disruptions and preserve the uninterrupted transmission and distribution of power to the residents and businesses in Frankford Township.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Frankford, Sussex County, New Jersey, supports the passage of New Jersey Senate Bill S434/Assembly Bill A260 which concerns “Vegetation Management Response Act” and urges the legislative leadership to ensure this bill becomes law in the New Year 2020.

**BE IT FURTHER RESOLVED** that certified copies of this Resolution be forwarded to Governor Phil Murphy, Senate President Stephen Sweeney, Assembly Speaker Craig Coughlin, Minority Leader Jon Bramnick, Republican Leader Thomas Kean, Jr., Senator Steven Oroho, Assemblyman Parker Space, Assemblyman Harold “Hal” Wirths, New Jersey League of Municipalities Executive Director Mike Darcy, New Jersey League of Municipalities Deputy Executive Director Mike Cerra, New Jersey League of Municipalities Legislative Analyst Lori Buckelew, New Jersey League of Municipalities President James Perry, Sr., Sussex County Freeholders, Sussex County League of Municipalities, and Sussex County Emergency Management Coordinator.

**CERTIFICATION**

I, Lori Nienstedt, Acting Municipal Clerk and Administrator for the Township of Frankford, County of Sussex, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Borough Council on this 28th of January, 2020.

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Lori Nienstedt, Acting Municipal Clerk, Administrator

**FRANKFORD TOWNSHIP  
SUSSEX COUNTY, NEW JERSEY**

**RESOLUTION 2020-015**

**RESOLUTION AWARDING CONTRACT FOR ROOF REPAIR OF MUNICIPAL BUILDING**

**WHEREAS**, the Township of Frankford advertised for the receipt of sealed competitive bids for the Frankford Township Municipal Building roof repair; and

**WHEREAS**, the Township accepted sealed, competitive bids on December 3, 2019 for the Frankford Township Municipal Building roof repair; and

**WHEREAS**, the Township received four (4) sealed competitive bids in the following amounts: NDP Construction LLC \$37,100.00, Journey Contracting \$54,810.00, Commercial Construction Management Services. \$61,750.00 and Roof Management Incorporated \$117,050.

**WHEREAS**, the Township Attorney has reviewed the bids for compliance with the Local Public Contracts Law and the Township's bidding requirements; and

**WHEREAS**, NDP Construction, LLC is the lowest responsive, responsible bidder for the Township's request for bids on December 3, 2019; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Township Committee of the Township of Frankford that the Township does hereby award a bid NDP Construction, LLC in an amount not to exceed \$37,100.00 for the Frankford Township Municipal Building roof repair; and

**BE IT FURTHER RESOLVED** that the award of this bid is subject to certification of the availability of funds by the Chief Financial Officer; and

**BE IT FURTHER RESOLVED** that the Township Clerk shall notify all bidders of the award of the bid to NDP Construction, LLC.

**CERTIFICATION**

I, Lori Nienstedt, Acting Township Clerk and Administrator for the Township of Frankford, hereby certify that the above Resolution was approved by the Township Committee of the Township of Frankford at their regularly scheduled Township Committee Meeting of January 28, 2020.

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**Lori Nienstedt, Acting Township Clerk  
Township of Frankford**