

**MINUTES THE MEETING OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF
FRANKFORD HELD ON FEBRUARY 17, 2004.**

The meeting was called to order by Mayor Kristensen with the opening statement that the meeting had been duly advertised and met all the requirements of the Sunshine Law. Also present were: Committeeman Hahn, Committeeman McDowell, Attorney Laemers and Municipal Clerk, Louanne Cular.

SALUTE THE FLAG:

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: Regular Minutes of 1-6-04
Executive Session Minutes of 1-6-04
Regular Minutes of 1-20-04
Executive Session Minutes of 1-20-04
Special Meeting Minutes of 2-4-04
Special Meeting Minutes of 2-5-04

Licenses: Frankford Township PTA : 50-50
Frankford Township PTA : Basket Bingo
Sussex County Farm & Horse Show : Tricky Tray
Sussex County Farm & Horse Show : 50/50
Sussex County Farm & Horse Show : Social Permit

Resolutions: None

A motion was made by Hahn to approve the consent agenda, seconded by McDowell. Mayor Kristensen asked to have the minutes of 1/6/04 corrected to include the driveway fees being sent to the LUB for review. Also correct the minutes of 1/20/04 to include the name of the Culvermere property as the property requesting a purchase and the reason that the Town Center Escrow Agreement was carried was because the Developers have not submitted their agreement. All in favor. Motion carried.

PUBLIC PORTION: A motion was made by Hahn to open the meeting to the public, seconded by McDowell. All in favor. Motion carried. Rich Pumphrey reported that salt was scarce and is waiting for deliveries. He also reported that this winter has been expensive with breakdowns costing \$10,000 plus. He also reported on a complaint from Mr. Koch. A motion was made by McDowell to have Rich speak with Harold Pellow regarding same and to look into grants, seconded by Hahn. All in favor. Motion carried.

A motion was made by Hahn to close the meeting to the public, seconded by McDermott. All in favor. Motion carried.

COMMITTEE REPORTS: Mayor Kristensen reported that the Open Space Committee had met and the attorney from Morris Land Conservancy was present. The application for the Open Space grant was submitted and the public hearing will be held on March 2, 2004 at 7:30 pm. She also reported that they will be adding some historic homes. Committeeman McDowell reported that the Park Commission had met and would like to consult with the attorney to get new leases in place with raises in the rent. The clerk will get names and addresses of the tenants from the Treasurer.

ORDINANCES:

1st READING: **ORDINANCE 2004-01**

CHAPTER II : ADMINISTRATION

AN ORDINANCE CREATING THE POSITION OF MUNICIPAL TREASURER IN THE TOWNSHIP OF FRANKFORD

BE IT ORDAINED by the Township Committee of the Township of Frankford that the following additional section be added to Chapter II Administration, of the General Ordinances of the Township of Frankford.

Section 2-2.7. Municipal Treasurer. In accordance with NJSA 40A:9-140.1 et seq., there is hereby created the office of Municipal Treasurer. The Municipal Treasurer shall report to and be supervised by the Chief Financial Officer of the Township. The Municipal Treasurer shall assist the Chief Financial Officer of the Township in the proper financial administration of the municipality under the Local Government Supervision Act, the Local Bond Law, the Local Budget Law, the Local Fiscal Affairs Law, the Local Public Contracts Law and such other statutes and such other rules and regulations promulgated by the Director of the Division of Local Government Services, the Local Finance Board or any other State Agency as may pertain to the financial administration of the municipality. The Municipal Treasurer shall perform such other duties as assigned by the Chief Financial Officer.

Compensation for the Municipal Treasurer shall be set by the Township Committee.

All ordinances or parts of ordinances inconsistent with this Ordinance shall be repealed to the extent of such inconsistencies only.

This Ordinance shall take effect upon final passage and publication pursuant to law.

A motion was made by McDowell to approve the ordinance creating the position of Treasurer, seconded by Hahn. All in favor. Motion carried. .

ORDINANCES:

2nd READING: None

OLD BUSINESS:

A. Request to purchase property: A motion was made by McDowell to take this matter off the agenda due to no response from the applicant, seconded by Hahn. All in favor. Motion carried. .

B. Town Center Escrow Agreement -The committee requested that this matter be carried until the developers sign their agreement. The agreement is at their attorneys.

C. Service Electric Cable TV Franchise - The committee requested that this matter be carried to the March 16th meeting.

D. Appointments -SWAC -PAC -Open Space Committee - A motion was made by McDowell to appoint Gregory Andres to the SWAC and to also ask him if he is interested in being appointed to PAC, seconded by Hahn. All in favor. Motion carried. The Open Space Committee appointment is being carried.

E. Branchville Wastewater Treatment Plant -A motion was made by McDowell to invite Branchville to participate in a joint meeting on March 2nd along with Cerenzio, SCUMA, and Harold Pellow to discuss the treatment plant, seconded by Hahn. All in favor. Motion carried.

F. Lakeland Bank -Developers Agreement - A motion was made by McDowell to carry this matter to the March 16th meeting, seconded by Hahn. All in favor. Motion carried.

NEW BUSINESS:

A. Membership Applications for Frankford Township Fire Dept. (2) -A motion was made by McDowell to approve the applications, seconded by Kristensen. All in favor with Hahn abstaining. Motion carried.

B. Open Space and Recreation Master Plan -Mayor Kristensen reported that the application for a grant for one million dollars has been sent and a public hearing will be held on March 2, 2004.

C. Change Order -George Hill Road -A motion was made by Hahn to approve the change order for additional supplemental work totaling \$36,881.16 and the subtraction of reductions totaling 46,318.00 for an adjusted contract amount for Owl contracting of \$315,075.12, seconded by McDowell. All in favor. Motion carried.

D. Floor Mat Service - A motion was made by McDowell to approve the contract with Cintas for \$46.58 for floor mat service per week, seconded by Hahn. All in favor. Motion carried.

E. Municipal Software -The committee requested that this matter be carried until the next meeting for Lorraine to get a chance to use the program and meet with the vendor.

F. Skyridge Estates - A motion was made by Hahn to accept the engineers recommendation on the bonding and take over of Section III of Sky Ridge Estates, seconded by McDowell. All in favor. Motion carried. The committee requested that a letter be sent to Lafayette Township to see if they would work something out with us regarding the plowing of this road.

G. Blackford Road- A motion was made by Hahn to reject the offer to take over this road and send a letter stating same, seconded by McDowell. All in favor. Motion carried.

H. 2004 Contract Auditors - A motion was made by Hahn to approve the resolution that will allow the dedication by rider of revenues received by the Township for their small cities septic program grant monies, seconded by McDowell. All in favor. Motion carried.

I. Resolution/Dedication by Rider - A motion was made by Hahn to accept the 2004 contract that is the same amount as last year, seconded by McDowell. All in favor. Motion carried.

J. Social Permits (2) - Frankford Township Fire Department - A motion was made by McDowell to approve the permits for the Farm & Horse Show and the Crawfish Festival, seconded by Kristensen. All in favor with Hahn abstaining. Motion carried.

K. Health Care Waivers - A motion was made by McDowell to approve the institution of a health care waiver program for 50% of the amount saved by the municipality because of the waiver of benefits, seconded by Hahn. All in favor. Motion carried.

L. Revaluation -The State of NJ will decide if the Township will be mandated to conduct a revaluation.

Lakeview Point -A complaint was received regarding this road. The committee will notify the engineer and a road trip will be planned in the Spring.

CORRESPONDENCE: The following items were pulled for discussion: #1 The committee would like this information on Smart Growth sent to the Land Use Board. #13 The committee would like this information sent to Harold Pellow. #18 would like this information sent the Open Space Committee. #24 The committee would like this information sent the Land Use Board. #21 The committee will continue to look into this matter regarding a list of activated service men and their families who may need help. A motion was made by McDowell to send letter encouraging grant money for homeland security, seconded by Hahn. All in favor. Motion carried.

BILLS TO BE PAID - A motion was made by Hahn to approve the bills as presented, seconded by McDowell. All in favor. Motion carried.

EXECUTIVE SESSION: A motion was made by Hahn to go into executive session, seconded by McDowell. All in favor. Motion carried. Upon return from executive session a motion was made by McDowell to send a letter to the Division of Pensions regarding John Cristman's health benefits, seconded by Hahn. All in favor. Motion carried.

PUBLIC PORTION: A motion was made by McDowell to open the meeting for public comment, seconded by Hahn. All in favor. Motion carried. Michael Van Glahn from 31 David Drive was present to discuss a problem that he has been with his neighbor regarding a drainage problem. The committee will meet in the Spring to do a road trip and Attorney Peter Laemers will send a letter to the neighbor informing him of the meeting.

Committeeman McDowell brought forward a proposal from an engineer regarding a traffic study in the area of Ross's Corner. Mayor Kristensen will take the proposal to the Land Use Board for their review.

A motion was made by McDowell to close the meeting for public comment, seconded by Hahn.

ADJOURNMENT: A motion was made by Hahn to adjourn, seconded by McDowell. All in favor. Motion carried.

Attest:

Louanne Cular RMC/CMC
Municipal Clerk