

**MINUTES THE MEETING OF THE MAYOR AND COMMITTEE OF THE  
TOWNSHIP OF FRANKFORD HELD ON SEPTEMBER 21, 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:**

**PRESENTATION:** Strategic Growth member, Arthur Fetzner, presented the Township with the Sussex County Strategic Growth Plan and CD. A statement was read regarding the work that went into this plan and the procedure to go forward.

**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 9-7-04  
Executive Session Minutes of 9-7-04  
Special Meeting Minutes of 9-7-04

**Licenses:** Raffle License – Blue Knights  
Basket Bingo – SC Farm & Horse Show  
Tricky Tray – 1st Presbyterian Church of Branchville  
50/50 – 1st Presbyterian Church of Branchville  
50/50 – United Way  
Event License – Peters Valley Craft Fair

**Resolutions:** Resolution – 2003 Audit  
Resolution – Tax Collector  
Grant Application – Finance Department

A motion was made by McDowell to approve the consent agenda, seconded by Hahn with a correction on the minutes of 9/7/04 Stakeholders Meeting – change #20 to read Township instead of Town Hall – 9/7/04 Township Committee Minutes – add to Lower North Shore – road department also replaced the “ hidden driveway” sign. 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. The public asked if Committeeman McDowell will be attending Stakeholders meetings. He was on vacation and will be attending future meetings. The public also asked about research

on the environmental commission. This matter will be placed on the next agenda. The public also requested that the minutes and agenda be kept current on the web site. A motion was made by Hahn to close the meeting to the public, seconded by McDowell. All in favor. Motion carried.

**COMMITTEE REPORTS:** Mayor Kristensen reported that the grant for EMS and Fire Department has been filed. Rich Pumphrey reported that JCP&L will be working on trimming trees in the Township and that the assessment report for the flood this weekend is in the area of \$9,000.00. He also asked that the snow plow bid be carried to the next meeting. Mayor Kristensen also requested that members of the Cross Acceptance Committee be contacted to see if they can make the first meeting either 10/1/04 or 10/8/04. She also requested that copies of the Open Space Plan and the Master Plan be copied for all committee members. Committeeman McDowell reported that he is working with the Park Commission to review and spend the memorial donation money that is in the budget. He will be meeting with Paul Katterman regarding same.

**ORDINANCES:**

1st READING:           None

**ORDINANCES:**

2nd READING:           None

**OLD BUSINESS:**

**A.** Vacation of First Ave. – A Motion was made by Hahn to remove this matter from the agenda, seconded by Kristensen. All in favor. Motion carried.

**B. United Telephone Co. – The committee will remove this item until the requested map is received.**

**C.** Vacation of Hillside Ave. – The committee will remove this item until Committeeman McDowell speaks with the attorney.

**D.** Professional Bids for 2005 – The committee requested that the clerk place ads for Auditor and Attorney this year. The LUB and the Board of Health will also be asked if they would like to participate in the ad.

**E.** Detention Basins – Susan Lee – A letter will be sent to Wm Haggerty regarding this matter. It will remain off the agenda until the appropriate information is received.

**F.** Personnel Policy - A motion was made by McDowell to approve the new personnel policy as corrected by the Committee, seconded by Hahn. All in favor. Motion carried.

**G. Fee Ordinance – Land Use Board –** This matter will be carried to the next meeting.

**H. Proposal – Tax Maps –** The cost of the tax maps was included in the ordinance for the revaluation. There is nothing more that needs to be done for finance.

**I. Appointment – CFO – 4 yr. Term -** A motion was made by McDowell to appoint Gail McGura to a 4 year term as Chief Financial Officer, seconded by Hahn. All in favor. Motion carried.

**NEW BUSINESS:**

**A. Request to purchase property – R. Bell –** The property that Mr. Bell is interested in is foreclosed property and must be sold at public auction. The committee requested that the Assessor give values of all properties by November 1st and prepare a public sale.

**B. Request to use parking lot - Recreation –** A motion was made by Hahn to approve the request, seconded by McDowell. All in favor. Motion carried.

**C. Award Bid – Snow Plowing –** The committee tabled this matter for attorney review.

**D. Request for Helicopter Landing – Frankford School –** A Motion was made by Hahn approve the request contingent upon more details being provided and approval of the Township Attorney, seconded by McDowell. All in favor. Motion carried..

**CORRESPONDENCE:** The following items were pulled for discussion: #4 – The Hazardous Discharge report from the DEP has numerous mistakes and the committee would like a letter sent regarding same. A motion was made by McDowell to have Rich Pumphrey and Louanne Cular write the letter, 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.

**PUBLIC PORTION:** A motion was made by Hahn to open the meeting for public comment, seconded by McDowell. All in favor. Motion carried. No public.

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

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

Attest:  
Louanne Cular RMC/CMC  
Municipal Clerk