

MINUTES THE MEETING OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF FRANKFORD HELD ON DECEMBER 20, 2005.

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

SALUTE THE FLAG:

PRESENTATION – Insurance Agents – The following insurance agents were present to present the committee with their resumes and information regarding the position of agent for the Township: County Insurance, Tri State Insurance, George Morville Agency and VanDenHeuvel and Fountain.

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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.

Minutes: None

Licenses: ABC Special Permit – SC Farm & Horse Show

Resolutions: Tax Collector
Tax Assessor

A motion was made by Kristensen to approve the consent agenda, seconded by McDowell. All in favor. Motion carried.

PUBLIC PORTION: A motion was made by Kristensen to open the meeting to the public, seconded by McDowell. All in favor. Motion carried. Mr. Paul Sutphen was present to discuss COAH obligations for 18 Plus. 18 Plus was also present to discuss their obligations regarding COAH. A motion was made by Kristensen to close the meeting to the public, seconded by McDowell. All in favor. Motion carried.

COMMITTEE REPORTS: Rich Pumphrey reported that they will be setting up for the special election, rabies clinic and leaf pick up.

ORDINANCES:

1st READING: *ORDINANCE 2005-22*

AN ORDINANCE TO AMEND THE ESTABLISHED MINIMUM AND MAXIMUM SALARIES FOR OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF FRANKFORD TO PROVIDE THE METHOD FOR THE PAYMENT OF ANNUAL SALARY INCREMENTS IN THE DISCRETION OF THE TOWNSHIP COMMITTEE.

BE IT ORDAINED by the Township Committee of the Township of Frankford as follows:

Section 1. The minimum and maximum salary range for officers or employees of the Township of Frankford who are employed on an annual salary basis shall be and is hereby fixed as follows:

POSITION	MINIMUM	MAXIMUM
Mayor	\$2,500.00	\$4,500.00
Township Committee	\$2,500.00	\$4,500.00
Municipal Clerk/Registrar/Assessment/Search Officer/Office Manager	\$35,000.00	\$70,000.00
Deputy Clerk/Deputy Registrar	\$25,000.00	\$35,000.00
Tax Collector	\$25,000.00	\$55,00.00

MINUTES THE MEETING OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF FRANKFORD HELD ON DECEMBER 20, 2005.

A motion was made by McDowell to approve Ordinance 2005-23 as presented on first reading, seconded by Kristensen. All in favor. Motion carried.

ORDINANCES:

2nd READING: ORDINANCE 2005-21

AN ORDINANCE OF THE TOWNSHIP OF FRANKFORD
AMENDING CHAPTER VI, SECTION 6-3.4 ENTITLED
“LICENSE FEES”

A motion was made by Kristensen to open the meeting to the public for second reading, seconded by McDowell. No public participation. A motion was made by Kristensen to close the meeting to the public, seconded by McDowell. All in favor. Motion carried.

A motion was made by McDowell to approve Ordinance 2005-21 as presented on second reading, seconded by Kristensen. All in favor. Motion carried.

OLD BUSINESS:

A. Culvermere Resolution – The committee requested that this matter be carried to the next meeting.

B. 2006 Municipal Budget – The committee will hold the next budget meeting on the 27th.

C. DPW Emergency Vehicle- A motion was made by Kristensen to purchase the vehicle recommended by Rich Pumphrey as long as the money is available, seconded by McDowell. All in favor. Motion carried.

D. DPW Contract - A motion was made by Kristensen to table the contract to the next meeting, seconded by McDowell. All in favor. Motion carried.

NEW BUSINESS:

A. Salary Resolution – 2006 - RESOLUTION – SETTING SALARIES FOR CERTAIN OFFICERS AND EMPLOYEES IN THE TOWNSHIP OF FRANKFORD FOR 2006.

WHEREAS, the Frankford Township Committee has reviewed the salaries of officers and employees of the Township of Frankford except for those employees covered by a Collective Bargaining Agreement; and

WHEREAS, the Township Committee wishes to have said salaries take effect the 1st day of January 1, 2006.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Frankford, County of Sussex, State of New Jersey that the following salaries be paid to non-bargaining personnel:

Committeeperson	\$ 3,200.00
Mayor	\$ 3,500.00
Municipal Clerk/Assessment Search Officer/Office Manager	\$61,719.00
Deputy Municipal Clerk	\$27,655.00
CFO	\$15,000.00
Treasurer	\$ 3,778.00
Assistant to Tax Collector & Assessor	\$32,842.00
Tax Collector	\$46,057.00
Tax Search Officer	\$ 1,000.00

MINUTES THE MEETING OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF FRANKFORD HELD ON DECEMBER 20, 2005.

Tax Assessor	\$46,048.00
Secretary – Construction Office	\$32,500.00
Land Use Administrator	\$20,941.00
Secretary – Zoning Officer	\$23,188.00
Assistant Zoning Officer	\$ 2,000.00
Construction Official	\$30,669.00
Zoning Officer/Fire Official	\$32,989.00
Plumbing Sub Code Official	\$11,201.00
Electric Sub Code Official	\$12,001.00
Board of Health Secretary	\$ 9,540.00
Open Space Committee Secretary	\$ 100.00 per meeting
EMC	\$ 3,037.00
Animal Control Officer	\$ 7,079.00
DPW Supervisor	\$61,363.00
Buildings & Grounds	\$ 14.89 per hour
Buildings & Grounds – Assistant	\$ 12.65 per hour
Buildings & Grounds – Recycling	\$ 8.15 per hour
Park – Buildings & Grounds	\$ 12.39 per hour
Park – Buildings & Grounds	\$ 11.80 per hour
Land Use Board Attorney	\$15,000.00
Dog Canvas	\$ 1,000.00
Animal Pickup	\$ 10.00 per pickup
Animal Control – Court Attendance	\$ 25.00 per session
Magistrate	\$39,439.00
Court Administrator	\$41,600.00
Call Outs	\$ 15.00 per call out
Deputy Court Administrator	\$13,497.00
Night Court Attendance Deputy Court Administrator	\$ 1,070.00
Violations Clerk	\$ 11.66 per hour
Night Court Attendance Violations Clerk	\$ 11.66 per hour
Court Employee	\$ 11.00 per hour
Prosecutor	\$31,600.00
Sergeants At Arms	\$ 2,535.00
Public Defender	\$ 3,500.00
Special meetings for the Municipal Clerk, Land Use Board Secretary, Board of Health Secretary, Court Administrator	\$ 100.00 each

A motion was made by Kristensen to approve the salary resolution for 2006, seconded by McDowell. All in favor. Motion carried.

B. Deals on Wheels – The clerk updated the committee on a zoning violation that was issued for over the limit on vehicles. The committee will review this further on renewals.

C. Frankford Township Fire Department Members - A motion was made by McDowell to approve Anthony Lauria, Stephen Losey and Thomas Pepler for the fire department, seconded by McDowell. All in favor with Hahn abstaining. Motion carried.

D. Morris Coachworks – This matter will be carried to the next meeting.

E. Animal Pound/Sam Castimore - A motion was made by Kristensen to approve the contract as presented, seconded by McDowell. All in favor. Motion carried.

F. Wantage Township – ACO - A motion was made by Kristensen to enter into an interlocal agreement with Wantage Township for animal control services during periods of time when Frankfords ACO is not available, seconded by McDowell. All in favor. Motion carried.

MINUTES THE MEETING OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP OF FRANKFORD HELD ON DECEMBER 20, 2005.

G. Township Employees - EMT's - A motion was made by Kristensen to approve the employees taking EMT courses and being available for daytime calls, seconded by McDowell. All in favor. Motion carried.

H. Change Order/final on Bridge D-37/Perry Rd/Gunn Rd - A motion was made by Kristensen to approve the change orders as per the recommendation of the Township Engineer, seconded by McDowell. All in favor. Motion carried.

I. Culvermere Alliance, LLC – The committee tabled this matter for more information.

J. Deferred Compensation Plan Administrator - A motion was made by Kristensen to approve the resolution as presented, seconded by McDowell. All in favor. Motion carried.

K. Lease Extension – Frankford Park – The attorney will handle this matter. A waiver must be requested in order to obtain an extension.

CORRESPONDENCE: The following items were pulled: #10 – The committee requested that a letter be sent to the County Board of Health. #18 – The committee requested that a resolution be approved for the NJ Smart Homestead Act supporting same.

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

EXECUTIVE SESSION: A motion was made by Kristensen to go into executive session, seconded by McDowell. All in favor. Motion carried. Actions taken when the committee returned from executive session:

1. A motion was made by Kristensen to appoint Tri State Insurance Co as the insurance agent for Frankford Township effective January 1, 2006 providing it does not affect the refund of the deposit paid by VandenHeuvel and Fountain, seconded by Hahn. All in favor with McDowell voting no. Motion carried.

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

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

Attest:

**Louanne Cular RMC/CMC
Municipal Clerk**

