

**MINUTES OF REGULAR MEETING OF JANUARY 2, 2019**

The regular meeting of the Frelinghuysen Township Committee was held in the Municipal Building, 210 Main Street, Johnsonburg, New Jersey on Wednesday, January 2, 2019 and as called to order at 7:04 p.m. by Municipal Clerk, Donna Zilberfarb.

**SUNSHINE LAW STATEMENT:**

Under the provisions of the Open Public Meetings Act, adequate notice of this meeting was provided by posting notice on the Township bulletin board and by e mailing notice to the New Jersey Herald and The Express-Times.

**ROLL CALL:**

Those present were: Committeeman David Boynton, Committeeman Frank Desiderio, Committeeman Charles Marra, Committeeman Todd McPeek, Committeeman Chris Stracco, Attorney Rich Beilin, and Municipal Clerk Donna Zilberfarb.

**OATH OF OFFICE:**

The Oath of Office was given to Committeeman Todd McPeek and Committeeman Christopher Stracco by the Municipal Clerk, Donna Zilberfarb.

**NOMINATIONS:**

Ms. Zilberfarb asked for nominations for Mayor. Mr. Stracco nominated Mr. Desiderio, seconded by Mr. Marra. There were no other nominations. Roll call vote: Mr. Boynton-No; Mr. Desiderio-yes; Mr. Marra-yes; Mr. McPeek-yes; Mr. Stracco-yes. Mr. Boynton expressed his concerns regarding Mr. Desiderio’s health and how he goes 24/7 non stop. Mr. Stracco upon nomination explained that Mr. Desiderio has done a good job and thanked him for his service and also discussed Mayor Rydell and how he was a Mayor that even if he didn’t agree with the residents he took everything into consideration and hoped Mr. Desiderio would do the same. Mr. Marra upon seconding, stated that he felt Mr. Desiderio has done a good job and should be mayor again.

Ms. Zilberfarb turned the meeting over to Mayor Desiderio. Mayor Desiderio thanked the committee for their continued support.

Mayor Desiderio asked for nominations for Deputy Mayor. Mr. Marra nominated Mr. Stracco for deputy Mayor, seconded by Mr. Boynton. There were no other nominations. Roll call vote: Mr. Boynton-yes; Mr. Desiderio-yes; Mr. Marra-yes; Mr. McPeek-yes; Mr. Stracco-yes. Mr. Stracco thanked the committee and let them know he is humbled by their support.

**APPOINTMENTS:**

**2019 Committee Appointments - Schedule A**

2019 Representative	Term	Position	Incumbent 2018
DESIDERIO	1 year	Director of Public Works	Frank Desiderio
DESIDERIO STRACCO	1 Year	Finance Commission	Frank Desiderio Christopher Kuhn
MARRA	1 Year	Buildings and Grounds	Charlie Marra
DESIDERIO	1 Year	Open Space Committee	Frank Desiderio
MC PEEK	1 Year	Farmland Preservation	Christopher Kuhn
STRACCO	1 Year	Land Use Board	Chris Stracco
MARRA	1 Year	Environmental Comm	Charlie Marra
MC PEEK	1 Year	Recreation Committee	Charlie Marra
DESIDERIO	1 Year	Historic Committee	Kuhn/Frank Desiderio
ALL MEMBERS	1 Year	Board of Health	All Members
DESIDERIO STRACCO	1 Year	Personnel Committee	Christopher Kuhn Frank Desiderio
BOYNTON	1 Year	Board of Ed Liaison	David Boynton
BOYNTON	1 Year	Freeholder Liaison	David Boynton
MARRA	1 Year	Police Liaison	Charlie Marra
MARRA	1 Year	Safety comm Liaison	Charlie Marra

STRACCO	1 Year	COAH Coordinator	Chris Stracco
BOYNTON	1 Year	Municipal Alliance	David Boynton
STRACCO	1 Year	Legal Liaison	Chris Stracco
DESIDERIO	1 Year	Route 94 Township property site plan mgr	Frank Desideiro

### 2019 Miscellaneous Appointments - Schedule B

2019 Representative	Term	Position	Incumbent 2018
ZILBERFARB	1 year	Road Supervisor	Donna Zilberfarb
NONE	1 Year	Deputy Clerk	None
VAN TASSEL	1 Year	Tax Search Officer	Donna Van Tassel
VAN TASSEL	1 Year	Tax Collector	Donna Van Tassel
GILL	1 Year	List of Certified Owners	David Gill
NONE	1 Year	Deputy Tax Collector	None
ZILBERFARB	1 Year	Board of Health Secretary	Donna Zilberfarb
LONGENECKER	1 Year	Sr Citizen Coordinator	Sharon Longenecker
BANTA	1 Year	Solid Waste Advisory Commission Member	Jim Banta
DECAROLIS	1 Year	Animal control officer	Alan DeCarolis
CLAVER	1 Year	Deputy ACO	Nellie Claver
ZILBERFARB	1 Year	Dog Licensing Official	Donna Zilberfarb
NIENSTADT	1 Year	Municipal Alliance Coordinator	Lori Nienstadt
ZILBERFARB	1 Year	Clean Communities Coordinator	Donna Zilberfarb
ZILBERFARB	1 Year	Recycling Coordinator	Donna Zilberfarb
ZILBERFARB	1 Year	Forestry Mgmt Coord	Donna Zilberfarb
GOLDEN	1 Year	Driveway opening official	Joe Golden
ZILBERFARB	1 Year	Safety Director	Donna Zilberfarb
ZILBERFARB	1 Year	Bldg Dept TACO	Donna Zilberfarb
BOESZE	1 Year	Zoning officer Code Enforcement	George Boesze
O'CONNOR	1 Year	Temporary construction Official	Jimmy O'connor
CONNOR	1 Year	Manager of Public Land	Marty Connor
VACANT	1 Year	Asst Mgr public land	Vacant

### 2019 Land Use Board Appointments - Schedule C

2019 Representative	Term	Position	Incumbent 2018
DESIDERIO	Class I 1 year	Mayor appointment	Frank Desiderio
STRACCO	Class III 1 Year	Township Comm Appt	Chris Stracco
EITNER	1 Year	Class IV	Donna Eitner
VACANT	2 Years	Alt #3	Vacant
VACANT	2 Years	Alt #4	Vacant

### 2019 Environmental Commission Appointments - Schedule D

2019 Representative	Term	Position	Incumbent 2018
MARRA	1 year	Township Comm liason	Charlie Marra
CONNOR	1 Year	LUB liason	Marty Connor

**CHAIR – MARTY CONNOR**

### 2019 Farmland Preservation Committee Appointments - Schedule E

2019 Representative	Term	Position	Incumbent 2018
MC PEEK	1 year	Township Comm liason	Christopher Kuhn

CONNOR	1 Year	LUB liason	Marty Connor
SIMONETTI	1 Year	Environmental Liason	Jim Simonetti
KUHN	3 Years	Alt #2	Vacant/Danny Rogers

**2019 Municipal Alliance Appointments - Schedule F**

2019 Representative	Term	Position	Incumbent 2018
BOYNTON	1 Year	Township Comm Appt	David Boynton
HOLD	1 Year	PTO member	Genevieve Jones
KLEBER	1 Year	Recreation liason	Brenda Kleber
NIENSTADT	1 Year	Coordinator	Lori Nienstadt
BONAPARTE	1 year	BOE or Superintendent	Stephanie Bonaparte
LONGENECKER	1 Year	Senior Citizen Rep	Sharon Longenecker
HOLD	1 Year	Local Civil Organization	
DESIDERIO	1 Year	Directly affected by abuse or addiction	Frank Desideiro

*\*\*Unlimited amount of members\*\**

**2019 Recreation Committee Appointments - Schedule G**

2019 Representative	Term	Position	Incumbent 2018
MC PEEK	1 Year	Township Comm Appt	Charlie Marra
SASSMAN	Unfinished Term 2019	Member	Todd McPeek
	5 Year	Alternate #4	Stanley

*\*\*McPeek has been appointed the liaison as well as, a voting member\*\**

**2019 Open Space Committee Appointments - Schedule H**

2019 Representative	Term	Position	Incumbent 2018
DESIDERIO	1 year	Township Comm liason	Frank Desiderio
CONNOR	1 Year	LUB liason	Marty Connor
VACANT	1 Year	Environmental liason	Christopher Kuhn

**2019 Historical Committee Appointments - Schedule I**

2019 Representative	Term	Position	Incumbent 2018
DESIDERIO	1 year	Township Comm liaison	Christopher Kuhn Frank Desiderio
CONNOR	1 Year	LUB & OS liaison	Marty Connor

**ORDINANCES:**

**#2019-01 CALENDAR YEAR 2019 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)**

**WHEREAS**, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to **2.5%** unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and, **WHEREAS**, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and, **WHEREAS**, the Township Committee of the Township of Frelinghuysen in the County of Warren County finds it advisable and necessary to increase its CY 2019 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and, **WHEREAS**, the Township Committee hereby determines that a **1.0%** increase in the budget for said year, amounting to **\$8,229.36** in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and, **WHEREAS** the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years. **NOW THEREFORE BE IT ORDAINED**, by the Township Committee of the Township of

Frelinghuysen, in the County Warren County, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2019 budget year, the final appropriations of the Township of Frelinghuysen shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by **3.5%**, amounting to **\$ 28,802.76**, and that the CY 2019 municipal budget for the Township of Frelinghuysen be approved and adopted in accordance with this ordinance; and, **BE IT FURTHER ORDAINED**, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and, **BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and, **BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption. CERTIFICATION I, Donna Zilberfarb, Municipal Clerk of the Township of Frelinghuysen do hereby certify the above to be a true copy adopted by the Frelinghuysen Township Committee at a meeting held on January 2, 2019 and will be considered for final reading and adoption at the meeting of the Frelinghuysen Township Committee to be held on February 20, 2019 at 7:30 pm at the Municipal Building, 210 Main Street, Johnsonburg, New Jersey at which time and place all interested parties may appear for or against the passage of said Ordinance. **Roll Call Vote:** Mr. Boynton –yes; Mr. Desiderio – yes; Mr. Marra – yes; Mr. McPeek – yes; Mr. Stracco – yes. Second reading will be held on February 16, 2019 at 7:30 p.m.

**RESOLUTIONS:**

**#2019-01** SETTING MEETING DATES FOR FRELINGHUYSEN TOWNSHIP COMMITTEE WHEREAS, section 12 of the Open Public Meetings Act, Chapter 231, P.L. 1975, requires that at least once a year, not later than January 10<sup>th</sup> of such year, every public body shall post and mail to newspapers designated by said body, a schedule of the location, time and date of each meeting of said body during the succeeding year. NOW, THEREFORE BE IT RESOLVED, by the Frelinghuysen Township Committee that the regular public meetings of the Frelinghuysen Township Committee will be held on the third Wednesday of each month at 7:30 p.m. at the Municipal Building, 210 Main Street, Johnsonburg, New Jersey as follows:

**REGULAR MEETING DATES FOR 2019**

January 16, 2019	July 17, 2019
February 20, 2019	August 21, 2019
March 20, 2019	September 18, 2019
April 17, 2019	October 16, 2019
May 15, 2019	*November 13, 2019
June 19, 2019	December 18, 2019

BE IT FURTHER RESOLVED, that the following dates during the calendar year of 2019 are hereby designated as the workshop meetings of the Mayor and Committee of the Township of Frelinghuysen on an as needed basis.

January 9, 2019	July 10, 2019
February 13, 2019	August 14, 2019
March 13, 2019	September 11, 2019
April 10, 2019	October 9, 2019
May 8, 2019	*November 25, 2019
June 12, 2019	December 11, 2019

BE IT FURTHER RESOLVED, that all workshop meetings will begin at 7:00 p.m. at 210 Main Street, Johnsonburg, New Jersey unless otherwise specified. Workshop meetings may be subject to cancellation. Formal action may be taken at regular and workshop meetings. Executive sessions may be cancelled by the governing body at these meetings. Motion made by Mr. Boynton, seconded by Mr. Marra. All were in favor.

*\*Denotes change in meeting dates due to the League of Municipalities Conference.*

**#2019-02** BE IT RESOLVED, by the Township Committee of the Township of Frelinghuysen, County of Warren, State of New Jersey that the following resolution be adopted: Monthly department reports are required from the Tax Assessor, Tax Collector, Chief Finance Officer, Building Department, Zoning Officer, Warren County Health Department, Knowlton Court and Animal Licensing Official to be given to the Clerk one week prior to the Township Committee meeting. The Township Clerk, Building Department, Zoning Officer, and the Animal Licensing

Official shall turn over monies collected to the Township Clerk to be deposited. The Lakeland Bank is depository for monies collected by the Tax Collector, Chief Finance Officer, Zoning Officer, Animal Licensing Official, Building Department, COAH, Small Cities and Township Clerk. The Lakeland Bank is the depository for monies collected by the Chief Finance Officer for escrow account. The Tax Collector is authorized to issue tax search requests. The Tax Assessor is authorized to issue certified list of property owners.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Boynton	X		X			
Mr. Desiderio			X			
Mr. Marra		X	X			
Mr. McPeek			X			
Mr. Stracco			X			

**#2019-03 TEMPORARY APPROPRIATIONS FOR OPERATING PURPOSES** WHEREAS, 40A:4-19 Local Budget Act provides that (where any contracts, commitments or payments are to be made prior to the final adoption of the 2019 budget) temporary appropriations be made for the purposes and amounts required in the manner and time therein provided; and WHEREAS, the date of this resolution is within the first thirty days of 2019, and WHEREAS, the total appropriations in the 2018 budget, less appropriations made for capital improvement fund, debt service and relief of the poor (public assistance) are as follows:

GENERAL \$1,360,084.00

WHEREAS, 26.25 percent of the total appropriations in the 2018 budget less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in the said 2018 budget is as follows:

GENERAL \$357,022.05

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Frelinghuysen Township, County of Warren that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for her records. **CERTIFICATION:** I hereby certify that the above is a true and correct copy of a resolution adopted by the governing body of the Township of Frelinghuysen at a meeting held on January 1, 2019.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Boynton	X		X			
Mr. Desiderio			X			
Mr. Marra		X	X			
Mr. McPeek			X			
Mr. Stracco			X			

**#2019-04 RESOLUTION SETTING THE OPEN SPACE TAX FOR 2019** WHEREAS, section 2-39.3 of the Ordinances of the Township of Frelinghuysen requires that the Open Space tax for the year 2019 be set at or before the meeting when the budget is adopted; and WHEREAS, the Township Committee of the Township of Frelinghuysen desires to establish a \$0.02 cent open space tax per \$100.00 of ratable for each and every taxable property located within the Township. NOW, THEREFORE BE IT RESOLVED, that the 2019 Open Space Tax is hereby established at \$0.02 cents per \$100.00 of ratable pursuant to Section 2-39.2.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Boynton	X		X			
Mr. Desiderio			X			
Mr. Marra				X		
Mr. McPeek			X			
Mr. Stracco		X	X			

**#2019-05 RESOLUTION APPOINTING TOWNSHIP PROFESSIONALS** WHEREAS, there exists a need for various Township Professionals; WHEREAS, the Local Public Contracts law (N.J.S.A.40A:11-1 et. seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised. WHEREAS, the following award is for a contract that is not in excess of \$40,000 as certified by the Chief Finance Officer of the Township of Frelinghuysen, and pursuant to N.J.S.A.19:44A-20.4, may be awarded by the Township Committee. NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Frelinghuysen, County of Warren, State of New Jersey as follows: 1. The Mayor and Clerk are hereby authorized to execute an agreement with the following for the term indicated:

The Land Conservancy of New Jersey Land Consultants 1 year  
 Wilentz, Goldman & Spitzer Bond Counsel 1 year

2. This contract is awarded without competitive bidding as a "Professional Services" under the provisions of the Local Public Contracts Law because these are recognized professionals licensed and regulated by law and it is not feasible to obtain competitive bids.

3. A copy of this resolution shall be published in the New Jersey Herald and The Express-Times as required by law, within ten days of its passage.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Boynton		X	X			
Mr. Desiderio			X			
Mr. Marra			X			

Mr. McPeek			X			
Mr. Stracco	X		X			

**#2019-06 RESOLUTION AUTHORIZING SIGNATURES ON TOWNSHIP CHECKS**

WHEREAS, it is necessary and appropriate to designate the Frelinghuysen Township officials who are authorized to sign checks on behalf of the township. NOW, THEREFORE BE IT RESOLVED, by the Mayor and Committee of the Township of Frelinghuysen that the following Frelinghuysen Township officials are authorized to sign checks where multiple signatures are required: Mayor – Frank Desiderio; Deputy Mayor – Christopher Stracco; Township Clerk - Donna Zilberfarb; Chief Finance Officer- Danette Dyer BE IT FURTHER RESOLVED, that signature cards with the signatures of the persons authorized to sign be forwarded to all Township depositories. This resolution shall take effect as provided by law.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Boynton	X		X			
Mr. Desiderio			X			
Mr. Marra		X	X			
Mr. McPeek			X			
Mr. Stracco			X			

**#2019-07** WHEREAS, the Township Committee needs to designate two official newspapers for the legal advertising of legal ads for the township. NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Frelinghuysen that the New Jersey Herald hereby be designated as the official newspaper and The Express-Times as the secondary newspaper of the Township of Frelinghuysen for the year 2019. BE IT FURTHER RESOLVED, that the bulletin board in the Municipal Building, 210 Main Street, Johnsonburg, New Jersey is designated as the place where all official notices are to be posted.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Boynton	X		X			
Mr. Desiderio			X			
Mr. Marra		X	X			
Mr. McPeek			X			
Mr. Stracco			X			

**#2019-08 RESOLUTION AUTHORIZING THE INTEREST RATE/GRACE PERIOD/YEAR-END PENALTY** WHEREAS, N.J.S.A.54:4-67 et seq., permits the governing body to fix the rate of interest to be charged for the nonpayment of taxes, assessments, or other municipal charges. **NOW, THEREFORE BE IT RESOLVED**, by the governing body of Frelinghuysen Township that the rate of interest on unpaid taxes shall be eight percent (8%) per annum on the first One Thousand Five Hundred (\$1,500.00) Dollars of delinquency and 18 percent per annum on any amount in excess of One Thousand Five Hundred (\$1,500.00) Dollars to be calculated from the date the tax was payable until the date of actual payment, provided that no interest shall be charged if payment of any installment is made on or before the tenth calendar day following the date upon which the same became payable; and **BE IT FURTHER RESOLVED**, that in addition to the interest provided above, on all delinquencies in excess of Ten Thousand (\$10,000.00) Dollars and which are not paid prior to the end of the calendar year, the tax collector shall also collect a penalty of six (6) percent of the amount of the delinquency in excess of Ten Thousand (\$10,000.00) Dollars. **BE IT FURTHER RESOLVED**, that the Municipal Clerk provide a certified copy of this resolution to the Tax Collector.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Boynton	X		X			
Mr. Desiderio			X			
Mr. Marra		X	X			
Mr. McPeek			X			
Mr. Stracco			X			

**#2019-09 RESOLUTION TO APPOINT PERSONNEL OF THE PUBLIC WORKS DEPARTMENT**

WHEREAS, the Department of Public Works for the Township of Frelinghuysen shall have charge of and supervision over the care, maintenance and construction of all streets, alleys and public ways; the construction, operation and maintenance of all storm-water and sanitary sewers, and all street gutters and drains and the appurtenances thereto; and WHEREAS, the Department of Public Works consist of the Director of Public Works and shall be under the immediate control and direction of a Township Committeeman in charge of public works, who shall be designated as “Director of Public Works” and who shall be subject and subordinate to the ultimate control and direction of the Township Committee. NOW, THEREFORE BE IT RESOLVED, that Frank Desiderio shall be appointed as “Director of Public Works” for the year 2019.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Boynton	X		X			
Mr. Desiderio			X			
Mr. Marra		X	X			
Mr. McPeek			X			
Mr. Stracco			X			

**#2019-10 RESOLUTION APPOINTING QUALIFIED PURCHASING AGENT** WHEREAS, the term of Qualified Purchasing Agent has expired and; WHEREAS, Danette Dyer has the qualifications to service as the Qualified Purchasing Agent and; NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Frelinghuysen, County of Warren, State of New Jersey, that Danette Dyer is hereby appointed to serve as the Qualified Purchasing Agent, commencing January 1, 2018 and continuing through December 31, 2019. This Resolution shall take effect according to law. CERTIFICATION I, Donna Zilberfarb, RMC of the Township of Frelinghuysen, do hereby certify the above to be a true copy of a resolution adopted by the Frelinghuysen Township Committee at their meeting of January 2, 2019

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Boynton	X		X			
Mr. Desiderio			X			
Mr. Marra		X	X			
Mr. McPeek			X			
Mr. Stracco			X			

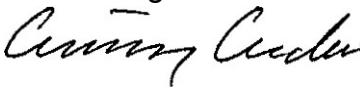
**#2019-11 RESOLUTION AUTHORIZING AWARD OF PROFESSIONAL SERVICES CONTRACTS PURSUANT TO FAIR AND OPEN PROCESS (TOWNSHIP ATTORNEY, TOWNSHIP ENGINEER AND AUDITOR)** WHEREAS, the Township of Frelinghuysen has determined that it shall use a fair and open process to acquire certain professional services in accordance with the provisions of N.J.S.A. 19:44A-20.5; and WHEREAS, N.J.S.A. 19:44A-20.5 provides that contracts awarded through a fair and open process may be awarded based on price and other factors; and WHEREAS, it has been determined and certified that the value of these services are likely to exceed \$17,500; and WHEREAS, the Township Attorney, Township Engineer and Auditor are hereby awarded one (1) year contracts, to commence on January 1, 2019 and terminate on December 31, 2019; and WHEREAS, each of the professional named herein submitted responsive and responsible proposals, price and other factors considered, to provide professional services, and each has provided a Business Entity Disclosure Certification, the terms of which are incorporated herein; and WHEREAS, funding for these contracts shall be encumbered by the Frelinghuysen Township Chief Finance Officer. NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Frelinghuysen, County of Warren, State of New Jersey as follows: 1. The Mayor and Clerk are hereby authorized to execute agreements for professional services, awarded pursuant to a fair and open process, to the following, which services shall be performed in accordance with the terms and conditions contained in the supplemental documents which are on file in the Office of the Township Clerk.

Edward Wacks	Township Attorney	1 year
Edward Wacks & Associates		
Paul Sterbenz	Township Engineer	1 year
Maser Consulting		
Ardito & Co.	Municipal Auditor	1 year

2. A copy of this resolution shall be published in the New Jersey Herald and The Express-Times as required by law, within ten days of its passage.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Boynton	X		X			
Mr. Desiderio			X			
Mr. Marra		X	X			
Mr. McPeek			X			
Mr. Stracco			X			

**2019-12 TOWNSHIP OF FRELINGHUYSEN COUNTY or WARREN STATE OF NEW JERSEY RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES-MUNICIPAL AUDITOR** WHEREAS, the Township of Frelinghuysen has a need to acquire a municipal Auditor as a non-fair and open contract pursuant to provisions of N.J.S.A. 19:44A-20.5; and, WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the acquisition will exceed \$17,500; and, WHEREAS, the anticipated term of this contract is one year; and, WHEREAS, ARDITO & CO., LLP has submitted a proposal, indicating they will provide the auditor services for the anticipated fee of \$26,550 (including court); and, WHEREAS, ARDITO & CO., LLP has completed and submitted a Business Entity Disclosure Certification which certified that ARDITO & CO., LLP has not made any reportable contributions to a political or candidate committee in the Township of Frelinghuysen in the previous one year, and that the contract will prohibit ARDITO & CO., LLP from making any reportable contributions through the term of the contract; and, WHEREAS, the required certificate for the availability of funds has been filed by the chief financial officer providing that legally appropriated balances are available to cover the amount of the contract as required by N.J.A.C. 5:30-14.5 and that fees for the aforementioned auditing and non-auditing services shall be made available by appropriate inclusion in either an annual municipal budget which includes current, revenue sharing and utility provisions, by budget amendments for Federal program spending or by inclusion in an appropriate bond ordinance. NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the

Township of Frelinghuysen, authorizes the Mayor and Clerk of the Township of Frelinghuysen to enter into a contract with ARDITO AND CO., LLP as described herein as auditors on and in behalf of the Township of Frelinghuysen for the year 2019; and, BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and Determination of Value be placed on file with this resolution; and, BE IT FURTHER RESOLVED that a notice of this action shall be printed once in a legally designated publication. Political Contribution Disclosure. This contract has been awarded to Ardito & Co., LLP based on the merits and abilities of Ardito & Co., LLP to provide the goods and services as described herein. This contract was not awarded through a "fair and open" process pursuant to N.J.S.A. 19:44A-20.4 et seq. As such, the undersigned does hereby attest that Ardito & Co., LLP, its subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16 in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c. 19. affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party committee in the municipality if a member of that political party is serving in an elective public office of that municipality when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the municipality when the contract is awarded. Exhibit "A" (Mandatory Affirmative Action Language), Exhibit "B" (Employee Information Report), Exhibit "C" (Business Registration Certificate), Exhibit "D" (Business Entity Disclosure Certification), Exhibit "E" (Political Contributions Disclosure Certification), and Exhibit F (Insurance) are attached to and made a part of this contract. Township OF Frelinghuysen BY: MAYOR ATTEST: Township Clerk Anthony Ardito acknowledges executing the within duplicate Resolution and agrees to be bound by the terms, covenants and conditions thereof for the year 2019.  Anthony Ardito Dated: January 2, 2019 Motion was made by Mr. Boynton, seconded by Mr. Marra. All were in favor.

**CONTRACTS/AGREEMENTS:**

1. Professional services contract for Ardito & Co. LLP was accepted on a motion by Mr. Boynton, seconded by Mr. Marra. All were in favor.
2. Professional services contract for Edward Wacks & Associates, LLP was accepted on a motion by Mr. Boynton, seconded by Mr. Marra. All were in favor.
3. Professional services contract for Maser Consulting, PA was accepted on a motion by Mr. Stracco, seconded by Mr. Boynton. All were in favor.
4. Professional services contract for The Land Conservancy of New Jersey was held.
5. Professional services contract for Municipal Software Inc. was accepted on a motion by Mr. Boynton, seconded by Mr. McPeck. All were in favor.
6. Space Farms annual contract was accepted on a motion by Mr. Stracco, seconded by Mr. Boynton. All were in favor.
7. Shared Services contract between Frelinghuysen Township and Green Township building department was accepted on a motion by Mr. Boynton, seconded by Mr. Stracco. All were in favor.

**OLD BUSINESS:**

All year end reports were reviewed by the committee members.

**NEW BUSINESS:**

Ms. Zilberfarb explained that the cleaning people would like to change the days of cleaning and asked if Wednesdays would be ok with the committee. The committee was fine with the day change. Ms. Zilberfarb will let the cleaning company know.

**OPEN MEETING TO THE PUBLIC:**

Motion was made by Mr. Boynton, seconded by Mr. Marra limiting it to 15 minutes to open meeting to the public. All were in favor. Spoke were:

Loren Greco asked the committee if they've looked into different Engineers that may be cheaper. Mr. Desiderio stated they have done research and no one else has the depth and that they are totally staffed. Mr. Stracco also spoke that grants have been obtained for Kerrs Corner Road with work by Mr. Sterbenz. Mr. Boynton also stated that the old engineer did not get things done in a timely fashion.



Loren Greco asked about the Space Farms contract and if we needed it for deer removal if the Wolf preserve will take them for free. Mr. Desiderio explained that they will only take "fresh" hit deer and space farms will come and get any when called.

Dan Kohuth asked about the property on Route 94 and what the status was on that. Mr. Desiderio explained that the town had a public sale but had no interest and that we are now going to work with Max Spann and auction it off.

Mr. Wacks thanked everyone for their support and looks forward to another year.

Motion was made by Mr. Boynton, seconded by Mr. Marra to close to the public. All were in favor.

**ADJOURNMENT:**

There being no further business, motion was made by Mr. Boynton, seconded by Mr. Marra to adjourn the meeting at 7:45 p.m. All were in favor.

Respectfully Submitted,

Donna Zilberfarb, RMC