

**MINUTES OF WORK MEETING OF MAY 12, 2021**

The work meeting of the Frelinghuysen Township Committee was held virtual via zoom virtual meeting service and in person, Township Municipal Building, 210 Main Street, Johnsonburg, New Jersey on Wednesday, May 12, 2021 and as called to order at 7:00 p.m. by Mayor, Chris Stracco.

**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, Township website and by e mailing notice to the New Jersey Herald and The Express-Times.

**FLAG SALUTE**

**ROLL CALL:**

Those present were: Mayor Chris Stracco, Deputy Mayor Keith Ramos, Committeeman Frank Desiderio, Committeeman Todd McPeek, CFO Danette Dyer and Municipal Clerk Donna Zilberfarb. Committeeman David Boynton was absent.

**RESOLUTIONS:**

**#2021-45 RESOLUTION OF THE TOWNSHIP OF FRELINGHUYSEN, COUNTY OF WARREN, STATE OF NEW JERSEY, AUTHORIZING THE SALE OF A 30 FT X 40 FT GREENHOUSE** WHEREAS, the State of New Jersey permits the sale of surplus property no longer needed for public use through the use of an online auction service, pursuant to the The Local Government Electronic Procurement Act P.L. 2018, c.156; and WHEREAS, the Township of Frelinghuysen has in its possession a 30 ft x 40 ft greenhouse, which is no longer needed for public use; and WHEREAS, the Township of Frelinghuysen placed the greenhouse on Municibid, and received a high bid of \$2,910.00 at the close of auction from Andrey Letushko. NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Frelinghuysen, County of Warren, State of New Jersey, that the sale of the 30 ft x 40 ft greenhouse to Andrey Letushko for the sum of \$2,910.00 is hereby approved, with the terms of sale as set forth at Municibid Listing No. 32667714. CERTIFICATION I, Donna Zilberfarb, Municipal Clerk of the Township of Frelinghuysen, County of Warren, State of New Jersey do hereby certify that the foregoing is a true and exact copy of a resolution duly authorized by the Frelinghuysen Township Committee on May 12, 2021.

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Boynton						X
Mr. Desiderio	X		X			
Mr. McPeek			X			
Mr. Ramos		X	X			
Mr. Stracco			X			

**#2021-46 RESOLUTION APPROVING PAYMENT OF BILLS FOR THE DATE OF MAY 12, 2021** WHEREAS, the Finance Committee of the Township of Frelinghuysen have reviewed the bills submitted by the Municipal Clerk to the Frelinghuysen Township Committee for the DATE OF MAY 12, 2021; and WHEREAS, the Finance Committee find the bills to be in order and recommend to the Township Committee that they be paid by the Chief Finance Officer. NOW, THEREFORE BE IT RESOLVED, by the Frelinghuysen Township Committee that all bills submitted for the above named date are reasonable and proper and are to be paid from their appropriate account.

	<b>MOTION</b>	<b>SECOND</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Boynton						X
Mr. Desiderio	X		X			
Mr. McPeek		X	X			
Mr. Ramos			X			
Mr. Stracco			X			

**#2021-47 Salary Resolution 2021**

WHEREAS, AN ORDINANCE OF THE TOWNSHIP OF FRELINGHUYSEN ESTABLISHING SALARY RANGES was adopted on May 20, 2020

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Frelinghuysen, County of Warren and State of New Jersey, that the annual, monthly or hourly salaries of the elected officials, appointees and employees of the Township of Frelinghuysen, effective January 1, 2021 shall be as follows:

<b>TITLE:</b>	<b>SALARY</b>	
MAYOR	\$3,639.00	ANNUAL
TOWNSHIP COMMITTEE MEMBERS	\$3,638.00	ANNUAL
	\$71,619.00	
MUNICIPAL CLERK	0	ANNUAL
ASSESSMENT SEARCH OFFICER	\$2,850.00	ANNUAL
PART TIME CLERICAL HELP	\$13.80	HOUR
	\$16,562.00	
TAX COLLECTOR	0	ANNUAL
	\$33,398.00	
TAX ASSESSOR	0	ANNUAL
	\$17,663.00	
CHIEF FINANCIAL OFFICER	0	ANNUAL
QUALIFIED PURCHASING AGENT	\$1,121.00	ANNUAL
BOARD OF HEALTH MEMBERS	\$29.11	ANNUAL
BOARD OF HEALTH SECRETARY	\$781.00	ANNUAL
ANIMAL CONTROL OFFICER	\$8,292.00	ANNUAL
OPEN SPACE SECRETARY	\$309.00	ANNUAL
FARMLAND PRESERVATION SECRETARY	\$309.00	ANNUAL
CLEAN COMMUNITIES COORDINATOR	\$590.00	ANNUAL
RECYCLING COORDINATOR	\$590.00	ANNUAL
FORESTRY MANAGEMENT SECRETARY	\$1,061.00	ANNUAL
ENVIRONMENTAL COMM SECRETARY	\$1,132.00	ANNUAL
EMERGENCY MANAGEMENT COORDINATOR	\$1,040.00	ANNUAL
DEPUTY EMERGENCY MGT COORDINATOR	\$1,040.00	ANNUAL
ASSISTANT EMERGENCY MGMT COORDINATORS (4)	\$260.00	ANNUAL
STATE OF EMERGENCY VARIABLE COMP	\$100.00	NOT TO EXCEED \$100 PER DAY OF EMERGENCY
	\$34,500.00	
CONSTRUCTION OFFICER	0	ANNUAL
TEMP SUBCODE INSPECTOR	\$50.00	PER HOUR
FIRE INSPECTOR OFFICIAL	\$9,000.00	ANNUAL
	\$13,000.00	
ELECTRICAL INSPECTOR	0	ANNUAL
PLUMBING SUBCODE INSPECTOR	\$9,000.00	ANNUAL
TECHNICAL ASSISTANT TO THE CONSTRUCTION OFFICER	\$8,000.00	ANNUAL
ZONING OFFICER	\$6,119.00	ANNUAL
CODE ENFORCEMENT OFFICER	\$30.00	PER HOUR
LAND USE SECRETARY	\$1,656.00	ANNUAL
DPW SUPERVISOR	\$2,428.00	ANNUAL
DPW FOREMAN	\$31.45	PER HOUR
DPW OPERATOR/LABORER	\$18.87	PER HOUR
	range	
TEMPORARY DPW LABORER	\$10-\$20	PER HOUR
TEMPORARY DPW EQUIPMENT OPERATOR WITH CDL	\$25.00	PER HOUR
TEMPORARY DPW EQUIPMENT OPERATOR WITHOUT CDL	\$20.00	PER HOUR
SAFETY DIRECTOR	\$2,076.00	ANNUAL
MANAGER OF PUBLIC LANDS	\$672.00	ANNUAL

ASSISTANT MANAGER OF PUBLIC  
LANDS

\$672.00 ANNUAL

BE IT FURTHER ORDAINED, that all salaries shall be retroactive to January 1, 2021 except as otherwise noted.

BE IT FURTHER ORDAINED, that this Resolution shall take effect upon adoption.

I, Donna Zilberfarb, Clerk of the Township of Frelinghuysen, County of Warren, do hereby certify the foregoing Resolution to be a true and accurate copy adopted by the Township Committee on May 12, 2021.

**Roll Call vote:**

	<b>MOTION</b>	<b>SECOND</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Mr. Boynton						X
Mr. Desiderio	x		x			
Mr. McPeek			x			
Mr. Ramos		x	x			
Mr. Stracco			x			

**COMMITTEE REPORTS:**

- Mayor Chris Stracco mentioned the meeting that he and Mr. Ramos were in attendance with North Warren Regional HS and he will let Mr. Ramos discuss. He also let the committee members know that he sat in on the Board of Education meetings and let the committee know that Sarah Kapitko was elected into the vacant seat for Frelinghuysen township. The person that originally won the seat moved out of town.
- Deputy Mayor Ramos discussed the meeting with North Warren Regional, (Sarah Bilotti and Chris Heagle) and felt it was a productive meeting and that taxes were discussed and how the portion for Frelinghuysen was determined. After the discussion it was mentioned that North Warren Regional taxes will be going down a bit this year. Mr. Ramos also mentioned he is still in talks with Altice and is still discussing with Robert Boyle from Planet Networks regarding internet.
- Committeeman David Boynton was absent.
- Committeeman Frank Desiderio had nothing to report.
- Committeeman Todd McPeek let the committee know that all the millings were removed and the foundation for the barn will be leveled off.
- Municipal Clerk Donna Zilberfarb let the committee know that the girl scouts that have been collecting the plastic recycling has 2 benches they'd like to place in the play area. She also let the committee know that one of the girls will be most likely coming to the work session in June to discuss a gold award project for the town hall.

**OLD BUSINESS:**

- Mr. Ramos received the new bid documents and Ms. Zilberfarb confirmed that the bid will be advertised on Friday. Mr. Ramos asked to get copies for the website when they are ready.
- Mr. Desiderio gave the agreement to the homeowner regarding the stand pipe and the homeowner had a few concerns and was reaching out to her attorney. She will be out of town for a few weeks and Mr. Desiderio will get in touch with her when she returns.

**NEW BUSINESS:**

- Mr. Stracco explained the letter from Green Acres regarding funding for projects from 2015. The open space committee recommended notifying the DEP, Green Acres and explaining that the town will not be proceeding with that project. Motion was made by Mr. Ramos to concur with open space's recommendation, seconded by Mr. McPeek. All were in favor.
- Mr. Stracco discussed having all live meetings, partial live and partial virtual or all virtual. Mr. Ramos mentioned having meetings fully live and look to the future for having equipment to be able to live stream the meetings. Funding may be able to be done with Covid monies. Mr. Ramos will look into further and get back to the committee.
- Mr. McPeek asked what the Open space/rec trust fund monies are for. Ms. Dyer explained that in the past they have been utilized for maintenance and when the

FFP was bought, it was determined that monies would come from there for the maintenance. When the building was being utilized monies to pay for the usage would come out of the rec trust fund. Now with building not being utilized as much it is going back to the open space/rec trust fund. Mr. Ramos asked about capital expenditures and why they wouldn't come out of the open space trust fund. Examples he used was a lawnmower or the fencing around the playset and asked why wouldn't those come from trust fund and not to bond for money. After discussion, it was determined that Ms. Dyer will discuss with Mr. Ardito to determine what can be expensed through that fund. Mr. Stracco will also reach out to Mr. Beilin.

- Mr. Stracco discussed the 2021 salaries that were budgeted for a 2% increase for all hourly and salary employees with the exception of the building department. All members were in agreement and resolution 2021-47 was passed.

**OPEN MEETING TO THE PUBLIC:**

Motion was made by Mr. Ramos, seconded by Mr. McPeek to open meeting to the public limited to 20 minutes with 3 minutes per member of the public. All were in favor. Spoke were:

- Marty Connor spoke regarding the millings and placing on the trails and that there was no improvement done on the trails. Any work done on the trails has been through grants. He explained that the open space trust fund also includes farmland preservation and that there are some targeted farms within the township.

Mr. Connor also asked about mowing at the FFP and asked who would be mowing this year. Mr. McPeek explained that the dpw will mow around the building and asked what areas he could mow vs what dpw could mow.

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

**EXECUTIVE SESSION:**

No executive session

**ADJOURNMENT:**

There being no further business, motion was made by Mr. Ramos, seconded by Mr. McPeek to adjourn the meeting at 8:07 p.m. All were in favor.

Respectfully Submitted,

Donna Zilberfarb, RMC