

**MINUTES OF REGULAR MEETING OF JUNE 15, 2022**

The regular meeting of the Frelinghuysen Township Committee was held in the Municipal Building, 210 Main Street, Johnsonburg, New Jersey on Wednesday, June 15, 2022 and was called to order at 6:00 p.m. by Mayor Keith Ramos.

**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: Mayor Keith Ramos, Deputy Mayor Chris Stracco, Committeeman David Boynton, Committeeman Todd McPeek, Committeeman Robert Stock, Attorney Rich Beilin, and Municipal Clerk Donna Zilberfarb.

**MINUTES:**

- Minutes of May 18, 2022 regular session meeting were approved on a consent agenda by Mr. Boynton, seconded by Mr. Stock. All were in favor.
- Minutes of May 18, 2022 executive session meeting were approved on a consent agenda by Mr. Boynton, seconded by Mr. Stock. All were in favor.
- Minutes of May 26, 2022 special session meeting were approved on a consent agenda by Mr. Boynton, seconded by Mr. Stock. All were in favor.
- Minutes of May 26, 2022 special executive session meeting were approved on a consent agenda by Mr. Boynton, seconded by Mr. Stock. All were in favor.
- Minutes of June 3, 2022 special session meeting were approved on a consent agenda by Mr. Boynton, seconded by Mr. Stock. All were in favor.
- Minutes of June 3, 2022 special executive session meeting were approved on a consent agenda by Mr. Boynton, seconded by Mr. Stock. All were in favor.
- Minutes of June 6, 2022 special emergency session meeting were approved on a consent agenda by Mr. Boynton, seconded by Mr. Stock. All were in favor.

**BUDGET:**

**RESOLUTION-#2022-44 TOWNSHIP OF FRELINGHUYSEN COUNTY OF WARREN STATE OF NEW JERSEY WHEREAS**, the Township of Frelinghuysen is holding a meeting on June 15, 2022, for the purpose of adopting the 2022 Municipal Budget and conducting other matters; and, **NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Frelinghuysen, Warren County, New Jersey, that the Township of Frelinghuysen hereby petitions the Director of the Division of Local Government Services that the 2022 Local Municipal Budget be adopted on June 15, 2022.

**2022 FRELINGHUYSEN TOWNSHIP MUNICIPAL BUDGET**

|                                      |                       |
|--------------------------------------|-----------------------|
| Surplus anticipated general revenues | \$ 550,000.00         |
| Total Miscellaneous revenue          | 478,532.00            |
| Receipts from Delinquent Taxes       | 130,000.00            |
| Local Property Taxes                 | <u>868,471.00</u>     |
| Total General Revenues               | <u>\$2,027,003.00</u> |
| Salaries and Wages                   | \$ 433,582.00         |
| Other Expenses                       | 557,318.00            |
| Capital Improvements                 | 254,200.00            |
| Debt Service                         | 286,637.00            |
| Statutory Expenses                   | 37,000.00             |
| Reserve for Delinquent Taxes         | <u>458,266.00</u>     |
| Total 2022 Municipal Budget          | <u>\$2,027,003.00</u> |
| 2022 Municipal Tax Rate              | \$0.2987              |

Motion: Mr. Stock Second: Mr. Boynton Committee Polled: Mr. Boynton-yes; Mr. McPeek-yes; Mr. Ramos-yes; Mr. Stock-yes; Mr. Stracco-yes It is hereby certified that this is a true and accurate copy of a Resolution adopted by the governing body of the Township of Frelinghuysen at a regular meeting held at the Municipal Building on June 15, 2022. Witness my hand and the SEAL of the Township of Frelinghuysen. SEAL: Donna Zilberfarb, Municipal Clerk Mr. Ramos explained the budget and increase for this year. The increase is about \$12.76 of an average increase per household. Motion was made by Mr. McPeek to open for adoption, seconded by Mr. Boynton. All were in favor. Mr. Stracco commended everyone on this and the last 3 years. He said everyone has done a terrific job. Mr. Boynton concurred. Motion was made to open to the public for comment by Mr. Boynton, seconded by Mr. Stock. All were in favor. Public comment: Dan Kohuth, Greendell Road, asked what the town got for \$224,000 for capital in the budget. Mr. Ramos explained the expenses of fencing for the dpw, Morton building floor and meeting room ceiling etc. Mr. Kohuth also asked about an inventory of tools at the dpw. Mr. Ramos let him know that the dpw is working on one. Mr. Kohuth also asked about the energy accounts for the winter and Ms. Dyer explained that it remained the same as last year, which came in under budget. Loren Greco, Greendell Road, asked which roads would be tar and chipped this year. Mr. Ramos explained that tar and chip is being held off for this year and will be mill and paved next year. He also discussed the 10 year plan on the roads and once the plan is memorialized it will be placed on the

website. Motion was made by Mr. Stracco to close to the public, seconded by Mr. Boynton. Motion was made by Mr. Stock to adopt, seconded by Mr. Boynton. Roll call vote: Mr. Boynton-yes; Mr. McPeek-yes; Mr. Ramos-yes; Mr. Stock-yes; Mr. Stracco-yes.

**RESOLUTIONS:**

**#2022-40** WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board of February 11, 1997; and WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, Frelinghuysen Township has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the local government meets the necessary conditions to participate in the program for the 2022 budget year, NOW THEREFORE BE IT RESOLVED by the Governing Body of Frelinghuysen Township that in accordance with N.J.A.C. 5:30-7.6a and 7.6b and based upon the Chief Financial Officer’s certification, the governing body has found that the budget has met the following requirements: 1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget: a. Payment of interest and debt redemption charges, b. Deferred charges and statutory expenditures, c. Cash deficit of preceding year, d. Reserve for uncollected taxes, e. Other reserves and non-disbursement items, f. Any inclusion of amounts required for school purposes 2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., and fully met (complies with CAP law). 3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5. 4. That pursuant to the Local Budget Law: a. All estimated of revenue are reasonable, accurate and correctly stated, b. Items of appropriation are properly set forth, c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality. 5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification. 6. That all other applicable statutory requirements have been fulfilled. BE IT FURTHER RESOLVED that a copy of this resolution will be forwarded to the Director of the Division of Local government Services upon adoption. MOTION: Motion made by Mr. McPeek, seconded by Mr. Boynton ROLL CALL: YES: Mr. Boynton, Mr. McPeek, Mr. Ramos, Mr. Stock, Mr. Stracco NO: None ABSENT: None ABSTAIN: None CERTIFICATION: It is hereby certified that this is a true and correct copy of a resolution adopted by the Governing Body of Frelinghuysen Township, at a meeting held on June 15, 2022. Donna Zilberfarb, Municipal Clerk

**#2022-60** RENEWAL OF LIQUOR LICENSES IN THE TOWNSHIP OF FRELINGHUYSEN, COUNTYOF WARREN, STATE OF NEW JERSEY FOR THE YEAR 2022-2023 WHEREAS, the following Plenary Retail Consumption Licensee has filed an application with the Municipal Clerk together with the necessary fees for the year 2022-2023

2106-33-003-008 Sweet Janes Café and Bar LLC

WHEREAS, the following Plenary Distribution Liquor Licensee has filed an application with the Municipal Clerk together with the necessary fees for the year 2022-2023

2106-44-002-002 Gerald Chrusz

WHEREAS, Clearance Certificates have been received from the New Jersey Division of Taxation, verifying compliance with Chapter 161, Laws of New Jersey by the above applicants. NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Frelinghuysen on this 15th day of June, 2022 that the renewals of the above mentioned Plenary Retail Consumption and Plenary Retail Distribution licenses is granted for the year 2022-2023. CERTIFICATION I, Donna Zilberfarb, Municipal Clerk of Frelinghuysen Township, Warren County do hereby certify the above to be a true copy of a resolution adopted by the Frelinghuysen Township Committee at their meeting of June 15, 2022.

|             | MOTION | SECOND | AYE | NAY | ABSTAIN | ABSENT |
|-------------|--------|--------|-----|-----|---------|--------|
| Mr. Boynton |        | x      | x   |     |         |        |
| Mr. McPeek  | x      |        | x   |     |         |        |
| Mr. Ramos   |        |        | x   |     |         |        |
| Mr. Stock   |        |        | x   |     |         |        |
| Mr. Stracco |        |        | x   |     |         |        |

**#2022-61** Resolution Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Greendell Road Improvement Phase 4 project. NOW, THEREFORE, BE IT RESOLVED that Council of Frelinghuysen Township formally approves the grant application for the above stated project. BE IT FURTHER RESOLVED that the Mayor/Council and Clerk are hereby authorized to submit an electron grant application identified as MA-2023-Greendell Road Phase 4 Improvement Project-00213 to the New Jersey Department of Transportation on behalf of the Township of Frelinghuysen. BE IT FURTHER RESOLVED that the Mayor/Council and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Frelinghuysen and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement. Certified as a true copy of the Resolution adopted by the council on this 15<sup>th</sup> day of June, 2022. My signature and the clerk’s seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above. Attest and Affix Seal,

Clerk, Donna Zilberfarb and Presiding Officer, Keith Ramos. Mr. Sterbenz recommended submittal for the last of Phases for the Greendell Road improvement project. Motion made by Mr. McPeek, seconded by Mr. Boynton. Roll call vote: Mr. Boynton-yes; Mr. McPeek-yes; Mr. Ramos-yes; Mr. Stock-yes; Mr. Stracco-yes.

**#2022-62 RESOLUTION APPROVING PAYMENT OF BILLS FOR THE MONTH OF JUNE 2022**  
 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 MONTH OF JUNE 2022; 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.

|             | MOTION | SECOND | AYE | NAY | ABSTAIN | ABSENT |
|-------------|--------|--------|-----|-----|---------|--------|
| Mr. Boynton |        |        | x   |     |         |        |
| Mr. McPeek  | x      |        | x   |     |         |        |
| Mr. Ramos   |        |        | x   |     |         |        |
| Mr. Stock   |        | x      | x   |     |         |        |
| Mr. Stracco |        |        | x   |     |         |        |

**COMMITTEE REPORTS:**

- Mayor Ramos discussed the internet outages recently and explained that the JCP&L lines were too close causing the internet to go out intermittently. He updated the committee with build outs – Kerrs Corner Road and Lanning Roads are built out and should be ready to go in a few months. He let everyone know that the township is about 40% built out. Allamuchy Road/Route 612 will be built out after Kerrs Corner road is complete. Camp Wasigan and Golden Chain Roads will be hooked up via Planet Networks and are ready to go. He also has had preliminary discussions on natural gas and is trying to find out if possible to get Route 94 hooked into, and hopefully more in town as well. He will be sitting and discussing with Mayor Flora. Mr. Ramos attended the Memorial Day parade as he was invited by John Kruck. He discussed the graveside ceremony and was humbled to be a part of it. He let the committee know that Mr. Beilin and himself will be working on updating the employee handbook.
- Deputy Mayor Stracco – Nothing to report
- Committeeman Boynton – Nothing to report
- Committeeman McPeek – Nothing to report
- Committeeman Stock – Nothing to report
- Engineer Sterbenz discussed Greendell Phase II closeout papers and is sending to the NJDOT. He updated the committee on the Camp Wasigan award. The spec plans are almost completed and once completed will be sent to the NJDOT and then can award the contract with the coop. Mr. Ramos asked that the paving be completed in the summer. Mr. Sterbenz will be awarding prior to the deadline in November 2022 and will protect and lock in grant. Mr. Sterbenz also discussed speed issues on Route 612/Allamuchy Road and explained that this falls under the Warren County road department and not the township. He explained that the county engages their own engineer and conducts speed studies. He had provided arguments to reduce those speeds and the county didn't wish to. Mr. Ramos feels the residents should go directly to the county.
- Municipal Clerk Zilberfarb – Nothing to report

**OLD BUSINESS:**

- The status of the speed on Route 612 was discussed by Mr. Ramos and Mr. Sterbenz.

**NEW BUSINESS:**

- Motion was made by Mr. McPeek to appoint Paul Black as the plumbing and fire inspector only at \$5,000 for plumbing and \$3,000 for fire per year until a subcode official is hired, effective June 15, 2022, seconded by Mr. Boynton. All were in favor.
- Cleaning services contracts will be held for more quotes.
- Nick Avalos, 130 South Street, discussed drainage issues on his property. He explained he had gone to an Engineer and has a large hole on his property that is growing larger each storm. Mr. Beilin asked where the source of water was coming from. Mr. Avalos explained that it is coming from neighbors and down the driveway. His concern is that it is getting closer to his leech field and the hole is enlarged to 6 feet wide. Mr. Ramos explained that he had this problem on his property and explained putting in a spider drain and pitching properly. He explained that it solved his problem. He explained that this is a residential issue and that there is nothing the town can do about this problem. Mr. Beilin advised to obtain professional help. Mr. Stock told him to pay to get an Engineer and that it would be the best money spent.

**DEPARTMENT REPORTS: \*1-15**

Motion was made by Mr. Stracco for a consent agenda for department reports 1-12, seconded by Mr. Boynton. All were in favor.

Recreation Committee report – Mr. Ramos discussed Founders Day and explained the comments that were made and explained that Founders Day has always been the 1<sup>st</sup> Saturday in June and last year

was the only year it had been changed because of Covid. The only thing that changed is the location and he discussed how having it at the rec center gives exposure to the building and that with the air conditioning, the seniors can sit indoors in the cool air. He stated that the Rec President, Justin Stanley, did a phenomenal job with everything he did for the event. There were more people in attendance this year than last year.

Motion was made by Mr. Stracco for a consent agenda for department reports 14-15, seconded by Mr. Boynton. All were in favor.

**OPEN MEETING TO THE PUBLIC:**

Motion was made by Mr. Stracco, seconded by Mr. McPeck limiting it to 20 minutes to open meeting to the public. All were in favor. Spoke were:

- Alan DeCarolis, asked about Kerrs Corner Road and why can't the dpw do the hold repair and asked why the town hired out. Mr. Ramos explained that it was because there was only one person at the time. Mr. DeCarolis asked about the other potholes and gave example of a 6-10 inch one on south town road. Mr. Ramos explained that they are working on them.
- Dan Kohuth, Greendell Road, asked about the Green Township fire department and what's going on. Mr. Ramos explained the agreement that has been signed for \$40,000 for 2 years with a 1 year kicker and that Frelinghuysen Township has coverage. Mr. DeCarolis asked if there would still be a fire department and Mr. Ramos said yes and asked Mr. DeCarolis to help.
- Dan Kohuth asked about minutes from April 13, 2022 being posted on the website and stated there wasn't any posted. Ms. Zilberfarb will check and make sure they get posted.
- Dan Kohuth explained that he has sat through many meetings years and years ago and discussed the south street flooding and asked since the south side had something done for flooding doesn't that take precedence for the north side to be helped. Mr. Beilin explained that that wasn't binding but will speak with Mr. Wacks.

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

**EXECUTIVE SESSION:**

There was no executive session

**CORRESPONDENCE**

- State of New Jersey, DOT – applications accepted for 2023 Transportation Alternatives Set-Aside (TA Set-Aside) Program
- State of New Jersey, DEP – NJDEP File#: 22-05-26-0009-02. 1045 Route 94
- State of New Jersey, SADC – FY 2023 Appropriation Announcement Municipal Planning Incentive Grants
- Warren County Purchasing Department – county auction
- Warren County Department of Human Services – public hearing for 2022-2024 WC Area Plan on Aging
- Warren County Planning Department – Warren County Transportation Plan Adoption
- Hope Township – Ordinance 2022-05
- SBOne Insurance Agency – name change to Provident Protection Plus
- Russo and Associates, LLC – 2021 Workers Compensation Payroll Audit
- Blairstown Hose Company – May monthly

**ADJOURNMENT:**

There being no further business, motion was made by Mr. Stracco, seconded by Mr. Boynton to adjourn the meeting at 7:07 p.m. All were in favor.

Respectfully Submitted,

Donna Zilberfarb, RMC