

MINUTES OF REORGANIZATION MEETING OF JANUARY 2, 2013

The reorganization meeting of the Frelinghuysen Township Committee was held in the Municipal Building, 210 Main Street, Johnsonburg, New Jersey on Wednesday, January 2, 2013 and was called to order at 6:00 p.m. by the Municipal Clerk.

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 Express Times on December 10, 2012.

ROLL CALL:

Those present were: David Boynton, Alan DeCarolis, Frank Desiderio, Christopher Kuhn, Christopher Stracco, Engineer Paul Sterbenz and Clerk Brenda Kleber.

OATH OF OFFICE:

The Municipal Clerk administered the oath of office to Christopher Kuhn and Christopher Stracco.

NOMINATION FOR MAYOR:

The Municipal Clerk called for nominations for Mayor for the year 2013. Motion was made by DeCarolis, seconded by Kuhn to nominate David Boynton. There being no other nominations, Mr. Boynton accepted after a roll call vote.

NOMINATION FOR DEPUTY MAYOR:

Mayor Boynton took over the meeting and asked for nominations for Deputy Mayor. Motion was made by DeCarolis, seconded by Stracco to nominate Christopher Kuhn. A second motion was made by Stracco, seconded by Boynton to nominate Frank Desiderio. A straw vote was taken. The results were three (3) votes for Kuhn and two votes for Desiderio. Mr. Kuhn accepted the position.

COMMITTEE APPOINTMENTS:

Director of Public Works-Boynton
Supervisor of Roads-Desiderio
Finance Commissioner-Kuhn
Buildings and Grounds-Boynton
Open Space Committee member-DeCarolis
Farmland Preservation Committee member-DeCarolis
Recreation Committee member-Boynton
Planning Board member-Class 1-on hold
Planning Board member-Class II-on hold
Environmental Commission liaison-Kuhn
Board of Health members-all committee members
Personnel Committee members-Boynton & Stracco
Board of Education liaison-Boynton
Freeholder Liaison-Boynton
Police Liaison-DeCarolis
Safety Committee liaison-Desiderio
COAH Coordinator-DeCarolis
Municipal Alliance Liaison-Boynton
Engineer Liaison-Desiderio
Legal Liaison-Stracco

MISCELLANEOUS APPOINTMENTS:

Deputy Clerk-Donna Zilberfarb
Tax Collector Donna Van Tassel
Tax Search Officer Donna Van Tassel
List of Certified Owners David Gill
Deputy Tax Collector Brenda Kleber
Board of Health Secretary Brenda Kleber
Senior Citizen Coordinator Jean Verberke
Solid Waste Advisory Commission member James Banta
Animal Control Officer Alan DeCarolis
Dog Licensing Officer Brenda Kleber
Municipal Alliance Coordinator Ronnie Schwartz
Clean Communities Coordinator Donna Zilberfarb
Recycling Coordinator-Donna Zilberfarb
Forestry Management Coordinator-Donna Zilberfarb
Driveway Opening Official Joseph Golden
Zoning Office/Code Enforcer George Boesze
Building Sub Code Official Richard O'Connor
Electrical Sub Code Official Greg Chontow
Plumbing Sub Code Official Dale Glynn
Technical Assistant to the Construction Dept.- Donna Zilberfarb

PLANNING BOARD APPOINTMENTS-on hold

BOARD OF ADJUSTMENT APPOINTMENTS-on hold

RECREATION COMMITTEE APPOINTMENTS:

David Boynton (liaison)-1 year term to expire December 31, 2013

The remaining appointments are on hold

ENVIRONMENTAL COMMISSION APPOINTMENTS:

Tammy Beckenthal-2 year term to expire 12/31/2014
Alan DeCarolis (regular member)-1 year term to expire 12/31/2013
David Cross (regular member)-2 year term to expire 12/31/2014
James Simonetti (Planning Board member)-1 year term to expire 12/31/2013
Christopher Kuhn (committee liaison)-1 year term to expire 12/31/2013

Christopher Jaronsky-was appointed Chairman by the Mayor

The remaining appointments are on hold

OPEN SPACE COMMITTEE APPOINTMENTS:

Daniel Carson (resident)-2 year term to expire 12/31/2014
Alan DeCarolis (Committee member)-1 year term to expire 12/31/2013
David Cross (Environmental Comm. member)-2 year term to expire 12/31/2014
Wendy Buttgerreit-1 year term to expire 12/31/2013
Amy Winfield-3 year term to expire 12/31/2015
Robin Randolph (Planning Board member)-1 year term to expire 12/31/2013
Frank Desiderio (Recreation member)-1 year term to expire 12/31/2013

FARMLAND PRESERVATION COMMITTEE:

Christopher Kuhn (Committee member)- 1 year term to expire 12/31/2013
Richard Dericks-1 year term to expire 12/31/2013
Robert Young (Planning Board member) 1 year term to expire 12/31/2013
David Boynton, II-3 year appointment to expire 12/31/2015 (replacing Charles Schaffer)

MUNICIPAL ALLIANCE COMMITTEE:

David Boynton (Committee member)-1year term to expire 12/31/2013
Dr. Dwight Klett (Superintendent of schools)-1 year term to expire 12/31/2013
Clare Saalfield (Member of the PTO)-1 year term to expire 12/31/2013
Ronnie Schwartz-1 year term to expire 12/31/2013
Jean Verbecke-1 year term to expire 12/31/2013

RESOLUTIONS:

#2013-01 (Meeting dates)

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 10th 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 2013

| | |
|-------------------|--------------------|
| January 16, 2013 | July 17, 2013 |
| February 20, 2013 | August 21, 2013 |
| March 20, 2013 | September 18, 2013 |
| April 17, 2013 | October 16, 2013 |
| May 15, 2013 | November 20, 2013 |
| June 19, 2013 | December 18, 2013 |

BE IT FURTHER RESOLVED, that the following dates during the calendar year of 2013 are hereby designated as the workshop meetings of the Mayor and Committee of the Township of Frelinghuysen on an as needed basis.

| | |
|-------------------|--------------------|
| January 10, 2013 | July 11, 2013 |
| February 14, 2013 | August 15, 2013 |
| March 14, 2013 | September 12, 2013 |
| April 11, 2013 | October 10, 2013 |
| May 09, 2013 | November 14, 2013 |
| June 13, 2013 | December 12, 2013 |

BE IT FURTHER RESOLVED, that all workshop meetings will begin at 6:00 p.m. at 210 Main Street, Johnsonburg, New Jersey unless otherwise specified. Workshop meetings may be subject to cancelation. Formal action may be taken at regular and workshop meetings. Executive sessions may be called by the governing body at these meetings.

Motion was made by DeCarolis, seconded by Stracco to adopt said resolution. Roll call vote: DeCarolis-yes, Desiderio-yes, Kuhn-yes, Boynton-yes, Stracco-yes.

#2013-02 (Committee resolution)

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:

That all Township officials be present at each meeting on a quarterly basis

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 and in hand on a weekly basis to the Township Clerk to be deposited.

Interest on current and delinquent taxes shall be 8% on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00. A penalty of up to 6% may be charged on any delinquency in excess of \$10,000.00 if not paid by the end of the calendar year.

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 Bank of America is the depository for monies collected by the Chief Finance Officer for escrow account.

The New Jersey Herald and Express-Times are the official newspapers for the publication of all legal items.

The Tax Collector is authorized to issue tax search requests.

The Tax Assessor is authorized to issue certified list of property owners.

Motion was made by DeCarolis, seconded by Kuhn to adopt said resolution. Roll call vote: Boynton-yes, Stracco-yes, Desiderio-yes, DeCarolis-yes, Kuhn-yes.

#2013-03 (Budget resolution)

WHEREAS, N.J.SA.40A:4-19 provides that the governing body may and, if any contracts, commitments or payments are to be made prior to the adoption of the budget, shall, by resolution adopted within the first 30 days of the beginning of the fiscal year, make appropriations to provide for the period between the beginning of the adoption of the budget; and

WHEREAS, the total of the appropriations so made shall not exceed 25% of the total of the appropriations made for all purposes in the budget for the preceding fiscal year, excluding, in both instances, appropriations made for interest and debt redemption charges, capital improvement fund and public assistance; and

WHEREAS, the date of this resolution is within the first thirty (30) days of January 2013; and

WHEREAS, one-fourth of the total appropriations in the 2012 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvements fund and public assistance in said 2013 budget in the sum of \$200,000.00.

NOW, THEREFORE BE IT RESOLVED, by the Frelinghuysen Township Committee that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Finance Officer for her records.

Motion was made by Stracco, seconded by DeCarolis to adopt said resolution. Roll call vote; Stracco-yes, DeCarolis-yes, Kuhn-yes, Desiderio-yes, Boynton-yes.

#2013-04: (Open Space Tax)

WHEREAS, section 2-39.3 of the Ordinances of the Township of Frelinghuysen requires that the Open Space tax for the year 2013 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 2013 Open Space Tax is hereby established at \$0.02 cents per \$100.00 of ratable pursuant to Section 2-39.2.

Motion was made by DeCarolis, seconded by Stracco to adopt said resolution. Roll call vote: Boynton-yes, Kuhn-yes, DeCarolis-yes, Stracco-yes, Desiderio-yes.

#2013-05-on hold

#2013-06 (Public Works Supervisor)

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 Works consist of the Director of Public Works and shall be under the immediate control and direction of the Township Committeeman in charge of public works, who shall be designated "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 David Boynton shall be appointed as "Director of Public Works" for the year 2013.

Motion was made by Stracco, seconded by DeCarolis to adopt said resolution. Roll call vote: Kuhn-yes, Desiderio-yes, Stracco-yes, Boynton-abstain, DeCarolis-yes

#2013-07 (Authorize Township Attorney to represent township in tax matters)

WHEREAS, a resolution by the Township Committee of the Township of Frelinghuysen is required in order for the Township Attorney to represent the Township before the Warren County Board of Taxation, and to sign documents relating to tax appeals and other real property tax matters before such board;

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Frelinghuysen, County of Warren and State of New Jersey that Edward Wacks, the Township attorney, and the firm of Wacks & Hartmann, LLC or any other attorney authorized to represent Frelinghuysen Township before the Warren County Board of Taxation, in connection therewith to sign and file petitions of appeal or counter-petitions, to sign and file answers, to make motions and to sign motion papers, to sign stipulations, including stipulations of settlement, and to take all other actions and sign all other documents appropriate to the representation of Frelinghuysen Township before the Warren County Board of Taxation and New Jersey Court, as applicable.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be supplied to the Warren County Tax Board, Belvidere, New Jersey, and to the Frelinghuysen Township Tax Assessor.

Motion was made by DeCarolis, seconded by Stracco to adopt said resolution. Roll call vote: Stracco-yes, Boynton-yes, Desiderio-yes, DeCarolis-yes, Kuhn-yes.

#2013-08 (Authorize signature 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 – David Boynton

Deputy Mayor – Christopher Kuhn

Township Clerk – Brenda J. Kleber

Chief Financial Officer – Gene Marie McCartney

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 was made by Desiderio, seconded by DeCarolis to adopt said resolution. Roll call vote: Desiderio-yes, Kuhn-yes, Stracco-yes, DeCarolis-yes, Boynton-yes.

#2013-09 (Transfer resolution)

WHEREAS, there are insufficient funds to meet the demands necessary for the 2012 budget in General Administration S&W, Construction S&W, Electrical S&W, Fire Sub Code S&W and Clean Communities; and

WHEREAS, the following account has sufficient excess funds to meet such demands:
Legals

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Frelinghuysen that in accordance with the provisions of R.S.40:4-48, the Chief Finance Officer is hereby authorized to make the following transfers:

To:

| | |
|----------------------------|------------|
| General Administration S&W | 920.00 |
| Construction S&W | 230.00 |
| Electrical S&W | 120.00 |
| Fire Sub Code S&W | .50 |
| Clean Communities S&W | <u>.50</u> |
| | 1,271.00 |

From:

Legal

1,271.00

Motion was made by DeCarolis, seconded by Kuhn to adopt said resolution. Roll call vote: Boynton-yes, DeCarolis-yes, Desiderio-yes, Stracco-yes, Kuhn-yes.

AGREEMENTS:

The annual agreement for insurance consultants from Risk Management Consultant's was approved on motion made by Desiderio, seconded by DeCarolis. All were in favor.

The contract for the Municipal Auditor was approved on motion made by Desiderio, seconded by DeCarolis. All were in favor.

The contracts/agreements for Maser Consulting and Land Conservancy are on hold.

AUDIENCE PARTICIPTION:

Motion was made by DeCarolis, seconded by Kuhn to open the meeting to the public. All were in favor. Spoke were:

Loren Greco who asked what is the job description for the public works director
Donna Zilberfarb who mentioned that the recycling coordinator and forestry management coordinator was not on the miscellaneous appointments.

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

ACCOMPLISHMENTS:

The Committee would like to make the following accomplishments for the year 2013:

1. Consider reviewing our ordinances and make recommendations for ordinances that are obsolete. Committee Stracco will handle.
2. Consider changing meeting time to 7:00 p.m. This was determined that it would be a hardship for Committeemen Kuhn and Stracco.
3. With regard to the presentation of the scholarships; in the past the Mayor has presented. This year, Mayor Boynton would like Committeeman Kuhn to present.
4. Committeeman Stracco would like the PO zone reexamined. He suggested that an ordinance be drafted to submit to the Planning Board for their recommendations. It was decided to readdress this when the township attorney is present.
5. Committeeman Stracco asked the Committee to consider introducing a resolution, which would be non-binding, to encourage the NJDEP to reconsider the annual bear hunt in order to allow the bears to rebound. He will present the resolution at a later date.
6. Committeeman Kuhn, who went on the New Years day walk on the FFP, would like to continue to see the teamwork on developing the property.
7. Mayor Boynton asked the Committee to consider solar on the other end of the 5 acre property. Since this is in the transition area it cannot be done. Solar panels were looked at for the 59 acre property on Route 94 and were found to be non-profitable for the company. Motion was made by Desiderio, seconded by Stracco to have Laura Brill put the four corners in as per plan. All were in favor.

8. Committeeman Desiderio asked about the development of the 59 acres on Route 94. What is to be subdivided is needed to be voted on. When the surveyor was asked to stake the area she advised Mr. Desiderio that it needed to be discussed further as a few residents have different opinions. It was decided that Mayor Boynton would handle this. Mr. Desiderio also brought up the fact that a new garage is needed as the equipment is being kept outdoors as there is no room and the vehicles are rusting out.

At this time the Committee met with the Open Space Committee and Farmland Preservation Committee.

Mayor Boynton asked the two boards if they had any thoughts on going to 6 meetings year instead of the 12. Robin Randolph stated that on the off months an application could be held up. After further discussion it was decided that there would be 6 meetings a year and continue with 3 joint meetings.

Motion was made by Kuhn, seconded by Desiderio reappointing the existing Open Space Committee adding Desiderio as the Recreation Committee member. All were in favor.

Motion was made by Stracco, seconded by DeCarolis to approve appointments for Farmland Preservation as Mayor stated. All were in favor.

Motion was made by DeCarolis, seconded by Kuhn to appoint the members to the Environment Commission.

ADJOURNMENT:

There being no further business, motion was made at 8:30 p.m to adjourn the meeting. All were in favor.

Respectfully Submitted,

Brenda J. Kleber, RMC