

MINUTES OF BUDGET MEETING OF JANUARY 26, 2017

The work session meeting of the Frelinghuysen Township Committee was held in the Municipal Building, 210 Main Street, Johnsonburg, New Jersey on Monday, January 26, 2017 and was called to order at 7:02 p.m. by Mayor, Frank Desiderio.

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 Frank Desiderio, Committeeman Charles Marra, Committeeman Christopher Kuhn, CFO Danette Dyer and Acting Clerk Donna Zilberfarb.

RESOLUTIONS:

2017-20 RESOLUTION AUTHORIZING THE MAYOR, ACTING TOWNSHIP CLERK AND TOWNSHIP ATTORNEY TO EXECUTE DOCUMENTS IN CONNECTION WITH THE POST FARM EASEMENT ACQUISITION AND GRANT WHEREAS, the State of New Jersey, State Agriculture Development Committee has authorized a Municipal Planning Incentive Grant in the amount of \$122,366.08, concerning a parcel of real property owned by Bonnie Post and located at Block 1101, Lot 3.01 in Frelinghuysen Township (the "Property"), in connection with which the County of Warren shall acquire a development easement on the Property; and WHEREAS, the total sum to be paid for the said development easement is \$177,108.80, of which \$122,366.08 shall be paid via the said grant, and the remaining balance of \$54,742.72 shall be paid by the County of Warren and Township of Frelinghuysen in equal shares of \$27,371.36; and WHEREAS, this development easement will further the Township's farmland preservation program; and WHEREAS, in connection with this transaction, it is necessary to prepare and execute certain transactional documents, including but not limited to the contract, grant agreement, and other documents usual and customary to a transaction of this nature. NOW THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Frelinghuysen, County of Morris, State of New Jersey, that the Mayor, Acting Clerk and Township Attorney are authorized to prepare and execute such documents as are reasonably required to complete the acquisition of the Municipal Planning Incentive Grant concerning the Property, and to complete the acquisition of a development easement on the Property. Motion was made by Mr. Kuhn, seconded by Mr. Marra. All were in favor. Motion was made by Mr. Kuhn to execute this agreement, seconded by Mr. Marra. All were in favor.

2017-21 RESOLUTION AUTHORIZING THE MAYOR, ACTING TOWNSHIP CLERK AND TOWNSHIP ATTORNEY TO EXECUTE DOCUMENTS IN CONNECTION WITH THE ACQUISITION OF A DEVELOPMENT EASEMENT ON MURPHY FARM

WHEREAS, the Frelinghuysen Township Mayor and Committee granted approval of the purchase of a development easement on Murphy Farm, a/k/a Block 801, Lots 16, 17, 17.01, 17.02 and 18.03 in Frelinghuysen Township (the "Property"), under the Township's Municipal Planning Incentive Grant Farmland Preservation program, in partnership with the County of Warren and the State Agriculture Development Committee; and WHEREAS, in connection with this transaction, it is necessary to prepare and execute certain transactional documents, including but not limited to the contract, grant agreement, and other documents usual and customary to a transaction of this nature. NOW THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Frelinghuysen, County of Morris, State of New Jersey, that the Mayor, Acting Clerk and Township Attorney are authorized to prepare and execute such documents as are reasonably required to complete the acquisition of the Municipal Planning Incentive Grant concerning the Property, and to complete the acquisition of a development easement on the Property. This Resolution shall take effect according to law. Motion was made by Mr. Kuhn, seconded by Mr. Marra. All were in favor. Motion was made by Mr. Kuhn to authorize agreement, seconded by Mr. Marra. All were in favor.

NEW BUSINESS:

- Mr. O'Connor, the construction official, presented his budget to the committee. He also discussed making the technical assistant, Jackie Mowbray, salary and at a rate of \$13.75 per hour. Motion was made by Mr. Kuhn to accept, seconded by Mr. Marra. All were in favor.
- Ms. Dyer brought up the dog fund and that there is not enough monies to pay the animal control officer. It was discussed to raise the fees for the year 2018. Motion was made by Mr. Kuhn to authorize legal to amend the existing ordinance to increase dog license fees to \$12.00 per dog and \$18.00 if non-spayed/neutered and to add cats to be licensed at \$5.00 per cat and \$10.00 if non-spayed/neutered, with late fees for February \$5.00 and \$12.00 each month after, seconded by Mr. Marra. All were in favor.
- After discussion, it was determined that the salary for the Animal Control Officer will be paid 50% out of Salary and Wages and 50% out of the dog fund.
- The committee discussed having a shared service agreement with Hackettstown for the CFO position. This way Ms. Dyer will be able to include pension for her position with Frelinghuysen Township.
- Mr. Desiderio commented that the Zoning Officer is not a code enforcement officer. After discussion, a line was added to the salary ordinance for a code enforcement officer at \$35.52 per hour and with a salary range of \$30.00 - \$50.00 per hour.
- The salary ordinance was discussed and will now show salary ranges for each position within the township. After discussion, a motion was made by Mr. Kuhn to set raises at a 2% increase, seconded by Mr. Marra. All were in favor. Motion was made by Mr. Kuhn to introduce the salary ordinance in February, seconded by Mr. Marra. All were in favor. The salary ordinance will be introduced on February 15, 2017 with final adoption on March 15, 2017.
- Mr. Kuhn mentioned that the zoning and tax maps are outdated and should be updated. After discussion it was determined that quotes would be obtained for each but the Zoning maps will be a priority. They will both stay in the budget as of today and see if needed to remove one for this year. Laura Brill will be contacted for updating the Tax maps.
- Mr. Desiderio mentioned that the FFP needed exterior lighting, parking lots paved and JCP&L hooked back up that was disconnected to the boat house. Mr. Desiderio will be looking into the street light at the entry of FFP to being turned back on with JCP&L.
- Mr. Kuhn inquired the amount of money to stay sustainable and Ms. Dyer will do an analysis for the next budget meeting on January 30, 2017.
- All department budgets were discussed during this budget meeting.
- Supplemental funding request for green acres was submitted by the Land Conservancy for signature. Mr. Desiderio explained this supplemental funding request to all present. The Township will not take possession of any further open space projects. This deals with bobcat alley which is preserved land from the Delaware to Allamuchy. This is grant funding only. Motion was made by Mr. Kuhn to authorize the Mayor to sign, seconded by Mr. Marra. All were in favor.

OPEN MEETING TO THE PUBLIC:

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

No public present

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

EXECUTIVE SESSION:

There was no executive session.

ADJOURNMENT:

There being no further business, motion was made by Mr. Kuhn, seconded by Mr. Marra to adjourn the meeting at 8:56 p.m. All were in favor.

Respectfully Submitted,

Donna Zilberfarb, Acting Township Clerk