

**MINUTES OF WORK/BUDGET MEETING OF MARCH 8, 2017**

The work/budget meeting of the Frelinghuysen Township Committee was held in the Municipal Building, 210 Main Street, Johnsonburg, New Jersey on Wednesday, March 8, 2017 and was called to order at 7:00 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, Deputy Mayor Christopher Stracco, Committeeman David Boynton Committeeman, Christopher Kuhn (7:03), CFO Danette Dyer, and Acting Clerk Donna Zilberfarb.

**MINUTES:**

1. January 18, 2017 regular meeting minutes were approved on a motion by Mr. Kuhn, seconded by Mr. Desiderio. All were in favor.
2. January 26, 2017 budget meeting minutes were approved on a motion by Mr. Kuhn, seconded by Mr. Boynton. All were in favor. Mr. Stracco abstained.
3. January 30, 2017 budget meeting minutes were approved on a motion by Mr. Kuhn, seconded by Mr. Boynton. All were in favor.

**ORDINANCES:**

#2017-03 will be noticed for second reading for adoption on March 15, 2017. This needs to be re-noticed after being sent to the Land Use Board for their review.

**RESOLUTIONS:**

**#2017-22** TRANSFER RESOLUTION WHEREAS, certain bills have been presented for payment for which there are insufficient funds in the 2016 budget to pay, and WHEREAS, N.J.S.A. 40A:4-58 permits the transfer of appropriation reserve funds from accounts with a surplus to cover such demands, within the first 90 days of the succeeding budget year, NOW, THEREFORE, BE IT RESOLVED (not less than two-thirds of all members thereof affirmatively concurring) that the Chief Financial Officer is hereby authorized to make the following transfers:

<u>TRANSFER FROM:</u>	<u>TRANSFER TO:</u>
Land Use O/E                      \$1,365.00	Legal O/E                              \$1,365.00

**CERTIFICATION** I hereby certify that the above is a true and accurate copy of a Resolution adopted by the governing body of the Township of Frelinghuysen, at a meeting held February 8, 2017. Motion was made by Mr. Boynton, seconded by Mr. Stracco. All were in favor.

**OLD BUSINESS:**

The budget was reviewed and Ms. Dyer let the Committee know that it needed to be adjusted by approximately \$54,748.00 and that in 2016 it was about \$47,000.00. After discussion the following was removed:

- \$10,000 for tax maps (which can be done on an emergency basis)
- \$5,000 for zoning map updates
- \$3,500 for health benefits
- \$1,700 for celebrations
- \$500 for porta john dpw
- \$500 for porta john recreation
- \$450 for conf/seminar/classes admin
- \$1,500 for conf/seminar/classes dpw
- \$1,500 for cold patch dpw
- \$4,000 for chipper rental dpw
- \$2,000 for tree removal dpw
- \$1,000 for building & grounds rec ctr
- \$5,000 for extra contract snow plow dpw
- \$5,000 for grit dpw
- \$7,350 for salt dpw
- \$1,000 for recreation
- Transfer \$4,748 to surplus

Capital was also discussed and was decided that the bond ordinance would be \$270,000 (with anticipation of lower cost of backhoe) plus 10% fees.

Motion was made by Mr. Kuhn to approve the changes and to finalize the budget and capital and set introduction for budget on March 15, 2017, seconded by Mr. Boynton. All were in favor.

Ms. Dyer will speak with Mr. Ardito and confirm he will be at the March meeting for the introduction. She will also request that he have the average house valuation, average taxes last year and this year, average tax rate and average increase for that meeting. Ms. Zilberfarb will cancel all other budget meetings (Feb. 13) that have been advertised.

Ms. Zilberfarb explained the dog license late fees and that they need to amend the ordinance that is being written to reflect late fees as \$10.00 the first month (February) and \$5.00 each month after recurring fee. Motion was made by Mr. Kuhn to change the late fees, seconded by Mr. Boynton. All were in favor. Mr. Stracco will discuss with legal counsel.

The salt shed was held

As of today, there has been no response from service electric cable in regards to the letter and survey the township sent to them.

Regarding the 911/fire department dispatch issues, Mr. Desiderio read the response from Frank Wheatley of the Warren County Department of Public Safety. A survey will be sent to the township to get some more information for Mr. Wheatley. They are looking into all aspects of dispatch for this request.

Mr. Desiderio spoke with Mr. Sterbenz regarding placing a stop sign at Shiloh and State Park road. Mr. Sterbenz will need to do an analysis to determine if there are any impediments to sight distance. After discussion, a motion was made by Mr. Kuhn to authorize Paul Sterbenz to do an analysis, not to exceed \$1,000.00, for the engineering costs of the stop sign, seconded by Mr. Stracco. All were in favor. Mr. Boynton opposed.

#### **NEW BUSINESS:**

TruGreen submitted a contract for maintaining the fields at the town hall. It was discussed and was decided that the township will not be using them.

Green Acres needs the Green Acres Planning Incentive Eligibility Certification signed by the Mayor. Motion was made by Mr. Kuhn to authorize the Mayor to execute the Green acres planning incentive eligibility certification, seconded by Mr. Boynton. All were in favor. Ms. Zilberfarb will send a copy to Sandy Urgo and the original to the State Green Acres office.

The uniform company, Dempsey, submitted their contract for 5 years with no price changes for 2 years. After discussion, a motion was made by Mr. Kuhn to authorize the Mayor to execute agreement, seconded by Mr. Boynton. All were in favor.

Mr. Kuhn discussed with the committee a letter that has been written for homeowners who plow their driveways into the right of way of the township. After discussion, a motion was made by Mr. Stracco to approve the said letter and have the road department issue after storms to said homeowners, seconded by Mr. Boynton. All were in favor.

Ms. Zilberfarb explained that the US Census Bureau has sent a questionnaire and would like to know if she is to complete the survey. Motion was made by Mr. Stracco for Ms. Zilberfarb to complete the paperwork, seconded by Mr. Boynton. All were in favor. Mr. Kuhn offered his help to complete, if needed.

Mr. Desiderio discussed plans for a campsite to be put on the hill at FFP. He explained that the Boy Scouts will do it free of charge. Mr. Kuhn said to check with Ms. Urgo in regards to Green Acres and to also discuss the parking lot area with her. Mr. Connor will get a copy of the survey to Mr. Desiderio.

**OPEN MEETING TO THE PUBLIC:**

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

Marty Connor asked about the mower for the recreation area and what type was going to be bought. Mr. Desiderio explained that monies have been put aside for a mower but not sure on the exact one, but is looking into a 8 to 9 foot batwing mower attachment for the kaboda tractor. Mr. Connor also asked who would be mowing. Mr. Desiderio explained they weren't sure yet but are working on it. Mr. Kuhn said that they added monies for a temporary dpw person for the summer months.

Mr. Connor let the committee know that the person who mows Robins Trail will mow again after the rocks are removed as he is doing damage to his equipment.

Mr. Connor also asked about the treating of the pond at the FFP rec center. Mr. Desiderio explained that he was working on the aerator and putting the fountain back into the pond but needs the electric hooked back up to the boat house first.

Mr. Connor asked about obtaining a dumpster for the debris that is at the FFP. There is some treated wood etc. Mr. Desiderio will look into.

Mr. Connor also stated that if the committee is looking to eliminate budget monies then he suggested eliminating the land manager positions. Mr. Desiderio disagreed and commended Mr. Connor on his dedication to the job he has been doing.

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.

**ADJOURNMENT:**

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

Respectfully Submitted,

Donna Zilberfarb, Acting Township Clerk