

MINUTES OF REORG MEETING OF JANUARY 3, 2022

The regular meeting of the Frelinghuysen Township Committee was held in the Municipal Building, 210 Main Street, Johnsonburg, New Jersey on Monday, January 3, 2022 and was called to order at 3:00 p.m. by Municipal Clerk, Donna Zilberfarb.

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: Committeeman David Boynton (via phone), Committeeman Todd McPeek, Committeeman Keith Ramos, Committeeman Chris Stracco, and Municipal Clerk Donna Zilberfarb.

Attorney Rich Beilin was present.

OATH OF OFFICE:

The Oath of Office was given to Committeemen Todd McPeek and Christopher Stracco by the Municipal Clerk, Donna Zilberfarb.

NOMINATIONS:

Ms. Zilberfarb asked for nominations for Mayor. Mr. McPeek nominated Mr. Ramos, seconded by Mr. Stracco. There were no other nominations. Roll call vote: Mr. Boynton-Yes; Mr. McPeek-yes; Mr. Ramos-abstain; Mr. Stracco-yes. Mr. Ramos accepted the nomination for Mayor.

Ms. Zilberfarb turned the meeting over to Mayor Ramos. Mr. Ramos thanked Mr. Stracco for his service.

Mayor Ramos asked for nominations for Deputy Mayor. Mr. McPeek nominated Mr. Stracco for deputy Mayor, seconded by Mr. Boynton. There were no other nominations. Roll call vote: Mr. Boynton-yes; Mr. McPeek-yes; Mr. Ramos-yes; Mr. Stracco-abstained.

APPOINTMENTS:

2022 Committee Appointments - Schedule A

2022 Representative	Term	Position	Incumbent 2021
MCPEEK	1 year	Director of Public Works	MCPEEK
STRACCO RAMOS	1 Year	Finance Commission	STRACCO RAMOS
MCPEEK	1 Year	Buildings and Grounds	BOYNTON
RAMOS	1 Year	Deputy Blds & Grds	MCPEEK
RAMOS	1 Year	Open Space Committee	RAMOS
RAMOS	1 Year	Farmland Preservation	RAMOS
STOCK	1 Year	Land Use Board	BOYNTON
STOCK	1 Year	Environmental Comm	DESIDERIO
RAMOS	1 Year	Recreation Committee	RAMOS
ALL MEMBERS	1 Year	Board of Health	All Members
BOYNTON, CHAIR RAMOS, V CHAIR	1 Year	Personnel Committee	BOYNTON, CHAIR RAMOS, V CHAIR
BOYNTON	1 Year	Board of Ed Liaison	BOYNTON
STRACCO	1 Year	Freeholder Liaison	STRACCO
BOYNTON	1 Year	Police Liaison	BOYNTON
BOYNTON	1 Year	Safety comm Liaison	BOYNTON
STRACCO	1 Year	COAH Coordinator	STRACCO
BOYNTON	1 Year	Municipal Alliance	BOYNTON

STRACCO	1 Year	Legal Liaison	STRACCO
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Motion was made by Mr. Stracco to to concur consent agenda appointments, seconded by Mr. McPeek. All were in favor.

2022 Miscellaneous Appointments - Schedule B

2022 Representative	Term	Position	Incumbent 2021
None	1 Year	Deputy Clerk	None
Donna Van Tassel	1 Year	Tax Search Officer	Donna Van Tassel
Donna Van Tassel	1 Year	Tax Collector	Donna Van Tassel
David Gill	1 Year	List of Certified Owners	David Gill
None	1 Year	Deputy Tax Collector	None
Donna Zilberfarb	1 Year	Board of Health Secretary	Donna Zilberfarb
Sharon Longenecker	1 Year	Sr Citizen Coordinator	Sharon Longenecker
Jim Banta	1 Year	Solid Waste Advisory Commission Member	Jim Banta
Alan DeCarolis	1 Year	Animal control officer	Alan DeCarolis
Nellie Claver	1 Year	Deputy ACO	Nellie Claver
Donna Zilberfarb	1 Year	Dog Licensing Official	Donna Zilberfarb
Donna Zilberfarb	1 Year	Municipal Alliance Coordinator	Donna Zilberfarb
Donna Zilberfarb	1 Year	Clean Communities Coordinator	Donna Zilberfarb
Donna Zilberfarb	1 Year	Recycling Coordinator	Donna Zilberfarb
Donna Zilberfarb	1 Year	Forestry Mgmt Coord	Donna Zilberfarb
Joe Golden	1 Year	Driveway opening official	Joe Golden
Donna Zilberfarb	1 Year	Safety Director	Donna Zilberfarb
Andrew Melendez	1 Year	Zoning officer Code Enforcement	George Boesze (resigned) Andrew Melendez (9/21)
Jimmy O'Connor	1 Year	Temporary construction Official	Jimmy O'Connor
Marty Connor	1 Year	Manager of Public Land	Marty Connor
Wendy Buttgerreit	1 Year	Asst Mgr public land	Wendy Buttgerreit
Susan Rapolla	1 Year	Rec Ctr Secretary	Vacant

Motion was made by Mr. McPeek to appoint Susan Rapolla, seconded by Mr. Stracco. All were in favor. Motion was made by Mr. Stracco for consent agenda for remaining misc. appointments, seconded by Mr. McPeek. All were in favor.

LAND USE BOARD – SCHEDULE C (for 2022 appointments)

NAME	APPT DATE	TERM	TERM EXPIRATION	REPLACED
MARTIN CONNOR CLASS IV	1/3/2022	4 YEAR	12/31/2025	
ROBERT STOCK CLASS III	1/3/2022	1 YEAR	12/31/2022	BOYNTON
NICK SORRANO CLASS IV	1/3/2022	1 YEAR	12/31/2022	
MAX KLEIN CLASS IV	1/3/2022	1 YEAR	12/31/2022	
JIM SIMONETTI CLASS II	1/3/2022	3 YEAR	12/31/2024	
CHRIS STRACCO MAYOR DESIGNEE	1/1/2021	1 YEAR	12/31/2022	
LOWELL FORBES CLASS IV	1/3/2018	4 YEAR	12/31/2025	
ALAN DECAROLIS ALTERNATE #4	1/3/2022	1 YEAR	12/31/2022	

Motion made by Mr. Stracco to consent agenda for all incumbents with the exception of the Class III seat held by Mr. Boynton, Mr. Stock has been appointed to that 1 year seat, seconded by Mr. McPeek. All were in favor.

**ENVIRONMENTAL COMMISSION APPOINTMENTS
SCHEDULE D (for 2022 appointments)**

NAME	APPT DATE	TERM	TERM EXPIRATION
BOB STOCK TC LIASON	01/03/2022	1 YEAR	12/31/2022
AMANDA SCHMIDT ALTERNATE #2	01/03/2022	2 YEAR	12/31/2023

MAYOR APPOINTMENT OF CHAIR: **CHRISTOPHER KUHN** Motion was made by Mr. Stracco to concur, seconded by Mr. McPeek. All were in favor

Motion was made by Mr. Stracco to confirm appointments, seconded by Mr. McPeek. All were in favor.

**FARMLAND PRESERVATION COMMITTEE APPOINTMENTS
SCHEDULE E (for 2022 appointments)**

NAME	APPT DATE	TERM	TERM EXPIRATION
KEITH RAMOS TC LIASON	1/3/2022	1 YEAR	12/31/2022
MARTY CONNOR LUB	1/3/2022	1 YEAR	12/31/2022
JIM SIMONETTI ENVIRONMENTAL	1/3/2022	1 YEAR	12/31/2022

Motion made by Mr. Stracco to approve as per Mayor appointments, seconded by Mr. McPeek. All were in favor.

**2022 Municipal Alliance Appointments - Schedule F
Shared services with Blairstown**

2021 Representative	Term	Position	Incumbent 2020
DAVID BOYNTON	1 Year	Township Comm Appt	Todd McPeek
DEANNA SOLDANO	1 Year	PTO member (Frel)	Deanna Soldano
JUSTIN STANLEY	1 Year	Recreation liason	Justin Stanley
DONNA ZILBERFARB	1 Year	Coordinator	Lori Nienstadt Resigned
HELD	1 Year	Member (Blairstown)	Christine Beegle
HELD	1 Year	Member (Blairstown)	Kevin Doell
HELD	1 Year	Member (Blairstown)	Bob Law
HELD	1 Year	Member (Blairstown)	Dave Paulson
KELLY SIMONETTI	1 Year	Member (Frelinghuysen)	Kelly Simonetti
STEPHANIE BONAPARTE	1 year	BOE or Superintendent	Stephanie Bonaparte
SHARON LONGENECKER	1 Year	Senior Citizen Rep (Frel)	Sharon Longenecker
	1 Year	Local Civil Organization	
	1 Year	Directly affected by abuse or addiction	Frank Desideiro

****Unlimited amount of members****

Motion was made by Mr. Stracco for a consent agenda with the exception of Blairstown member appointments, seconded by Mr. McPeek. All were in favor.

**RECREATION COMMITTEE APPOINTMENTS
SCHEDULE G (for 2022 appointments)**

NAME	APPT DATE	TERM	TERM EXPIRATION
KEITH RAMOS TC LIASON & MEMBER	1/3/2022	1 YEAR	12/31/2022
JUSTIN STANLEY MEMBER	1/3/2022	3 YEAR	12/31/2024
NICOLE WLADICH MEMBER	1/3/2022	3 YEAR	12/31/2024
HEATHER HASSELMAN MEMBER	1/3/2022	3 YEAR	12/31/2024

Motion was made by Mr. Stracco to approve appointments and terms per the amended Ordinance, seconded by Mr. McPeek. All were in favor.

**OPEN SPACE ADVISORY COMMITTEE
SCHEDULE H (for 2022 appointments)**

NAME	APPT DATE	TERM	TERM EXPIRATION
KEITH RAMOS TC LIASON	1/3/2022	1 YEAR	12/31/2022
MARTY CONNOR LUB MEMBER	1/3/2022	1 YEAR	12/31/2022
WENDY BUTTGEREIT CITIZEN	1/20/2021	3 YEAR	12/31/2023
JIM SIMONETTI ENV LIASON	1/3/2022	1 YEAR	12/31/2022
RALPH CORVINO CITIZEN	1/20/2021	3 YEAR	12/31/2023
CHRIS KUHN MEMBER	1/20/2021	3 YEAR	12/31/2023
DAN CARSON ALTERNATE #1	1/20/2021	3 YEAR	12/31/2023
CHARLIE SCHAFFER ALTERNATE #2	1/20/2021	3 YEAR	12/31/2023

Motion made by Mr. Stracco to approve as per Mayor appointments, seconded by Mr. McPeek. All were in favor.

ORDINANCES:

#2022-01 CALENDAR YEAR 2022 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14) WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to **2.5%** unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and, **WHEREAS**, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and, **WHEREAS**, the Township Committee of the Township of Frelinghuysen in the County of Warren finds it advisable and necessary to increase its CY 2022 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and, **WHEREAS**, the Township Committee hereby determines that a **1.0%** increase in the budget for said year, amounting to **\$8,970,96** in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and, **WHEREAS** the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years. **NOW THEREFORE BE IT ORDAINED**, by the Township Committee of the Township of Frelinghuysen, in the County of Warren, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2022 budget year, the final appropriations of the Township of Frelinghuysen shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to **\$ 31,398.36**, and that the CY 2022 municipal budget for the Township of Frelinghuysen be approved and adopted in accordance with this ordinance; and, **BE IT FURTHER ORDAINED**, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and, **BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and, **BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption. **CERTIFICATION** I, Donna Zilberfarb, Municipal Clerk of the Township of Frelinghuysen do hereby certify the above to be a true copy introduced by the Frelinghuysen Township Committee at a meeting held on January 3, 2022 and will be considered for adoption on final reading at the meeting of the Frelinghuysen Township Committee to be held on February 16, 2022 at 7:30 pm at the Municipal Building, 210 Main Street, Johnsonburg, New Jersey at which time and place all interested parties may appear for or against the passage of said Ordinance. Donna Zilberfarb, RMC Motion was made by Mr. Stracco to open for first reading for introduction, seconded by Mr. McPeek. Roll call vote: Mr. Boynton – Yes; Mr. McPeek – Yes; Mr. Ramos – Yes; Mr. Stracco – Yes Second reading for adoption will be held on February 16, 2022.

RESOLUTIONS:

#2022-01 SETTING MEETING DATES FOR FRELINGHUYSEN TOWNSHIP COMMITTEE
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 6:00 p.m. at the Municipal Building, 210 Main Street, Johnsonburg, New Jersey. The full regular meeting schedule is as follows:
REGULAR MEETING DATES FOR 2022

January 19, 2022
 February 16, 2022
 March 16, 2022
 April 20, 2022
 May 18, 2022
 June 15, 2022

July 20, 2022
 August 17, 2022
 September 21, 2022
 October 19, 2022
 *November 9, 2022
 December 21, 2022

BE IT FURTHER RESOLVED, that the following dates during the calendar year of 2022 are hereby designated as the workshop meetings of the Mayor and Committee of the Township of Frelinghuysen, to be held on an as needed basis.

WORKSHOP MEETING DATES FOR 2022

January 12, 2022
 February 9, 2022
 March 9, 2022
 April 13, 2022
 May 11, 2022
 June 8, 2022

July 13, 2022
 August 10, 2022
 September 14, 2022
 October 12, 2022
 *November 21, 2022
 December 14, 2022

BE IT FURTHER RESOLVED, that unless otherwise specified, all workshop meetings will be held at 6:00 p.m. at the Municipal Building, 210 Main Street, Johnsonburg, New Jersey. Work meetings may be subject to cancellation. Formal action may be taken at any regular or workshop meeting. Executive sessions may be conducted by the governing body at these meetings.

**Denotes change in meeting dates due to the League of Municipalities Conference.*

Motion as amended

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

#2022-02 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: Monthly department reports are required from the Tax Assessor, Tax Collector, Chief Finance Officer, Building Department, Zoning Officer, Warren County Health Department, Belvidere 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 to the Township Clerk to be deposited. 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 Lakeland Bank is the depository for monies collected by the Chief Finance Officer for escrow account. The Tax Collector is authorized to issue tax search requests. The Tax Assessor is authorized to issue certified list of property owners.

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

#2022-03 TEMPORARY APPROPRIATIONS FOR OPERATING PURPOSES **WHEREAS**, 40A:4-19 Local Budget Act provides that (where any contracts, commitments or payments are to be made prior to the final adoption of the 2022 budget) temporary appropriations be made for the purposes and amounts required in the manner and time therein provided; and **WHEREAS**, the date of this resolution is within the first thirty days of 2022, and **WHEREAS**, the total appropriations in the 2021 budget, less appropriations made for capital improvement fund, debt service and relief of the poor (public assistance) are as follows:

GENERAL \$1,430,207.00

WHEREAS, 26.25 percent of the total appropriations in the 2021 budget less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in the said 2021 budget is as follows:

GENERAL \$375,429.33

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Frelinghuysen Township, County of Warren that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for her records. **CERTIFICATION:** I hereby certify that the above is a true and correct copy of a resolution adopted by the governing body of the Township of Frelinghuysen at a meeting held on January 3, 2022.

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

#2022-04 RESOLUTION SETTING THE OPEN SPACE TAX FOR 2022 **WHEREAS**, section 2-39.3 of the Ordinances of the Township of Frelinghuysen requires that the Open Space tax for the year 2022 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 2022 Open Space Tax is hereby established at \$0.02 cents per \$100.00 of ratable pursuant to Section 2-39.2.

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

#2022-05 RESOLUTION APPOINTING TOWNSHIP PROFESSIONALS WHEREAS, there exists a need for various Township Professionals; WHEREAS, the Local Public Contracts law (N.J.S.A.40A:11-1 et. seq.) requires that the resolution authorizing the award of contracts for “Professional Services” without competitive bids must be publicly advertised. WHEREAS, the following award is for a contract that is not in excess of \$44,000 as certified by the Chief Finance Officer of the Township of Frelinghuysen, and pursuant to N.J.S.A.19:44A-20.4, may be awarded by the Township Committee. NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Frelinghuysen, County of Warren, State of New Jersey as follows:

1. The Mayor and Clerk are hereby authorized to execute an agreement with the following for the term indicated:

The Land Conservancy of New Jersey Land Consultants 1 year
 Wilentz, Goldman & Spitzer Bond Counsel 1 year

2. This contract is awarded without competitive bidding as a “Professional Services” under the provisions of the Local Public Contracts Law because these are recognized professionals licensed and regulated by law and it is not feasible to obtain competitive bids.

3. A copy of this resolution shall be published in the New Jersey Herald as required by law, within ten days of its passage.

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

#2022-06 RESOLUTION AUTHORIZING SIGNATURES 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 – Keith Ramos; Deputy Mayor – Chris Stracco; Municipal Clerk - Donna Zilberfarb; Chief Finance Officer- Danette Dyer 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	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Boynton			x			
Mr. McPeek		x	x			
Mr. Ramos			x			
Mr. Stracco	x		x			

#2022-07 WHEREAS, the Township Committee needs to designate two official newspapers for the legal advertising of legal ads for the township. NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Frelinghuysen that the New Jersey Herald hereby be designated as the official newspaper and The Express-Times, Thursday edition as the secondary newspaper of the Township of Frelinghuysen for the year 2022. BE IT FURTHER RESOLVED, that the bulletin board in the Municipal Building, 210 Main Street, Johnsonburg, New Jersey is designated as the place where all official notices are to be posted.

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

#2022-08 RESOLUTION AUTHORIZING THE INTEREST RATE/GRACE PERIOD/YEAR-END PENALTY WHEREAS, N.J.S.A.54:4-67 et seq., permits the governing body to fix the rate of interest to be charged for the nonpayment of taxes, assessments, or other municipal charges. **NOW, THEREFORE BE IT RESOLVED,** by the governing body of Frelinghuysen Township that the rate of interest on unpaid taxes shall be eight percent (8%) per annum on the first One Thousand Five Hundred (\$1,500.00) Dollars of delinquency and 18 percent per annum on any amount in excess of One Thousand Five Hundred (\$1,500.00) Dollars to be calculated from the date the tax was payable until the date of actual payment, provided that no interest shall be charged if payment of any installment is made on or before the tenth calendar day following the date upon which the same became payable; and **BE IT FURTHER RESOLVED,** that in addition to the interest provided above, on all delinquencies in excess of Ten Thousand (\$10,000.00) Dollars and which are not paid prior to the end of the calendar year, the tax collector shall also collect a penalty of six (6) percent of the amount of the delinquency in excess of Ten Thousand (\$10,000.00) Dollars. **BE IT FURTHER RESOLVED,** that the Municipal Clerk provide a certified copy of this resolution to the Tax Collector.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Boynton			x			

Mr. McPeek		x	x			
Mr. Ramos			x			
Mr. Stracco	x		x			

#2022-09 RESOLUTION TO APPOINT PERSONNEL OF THE PUBLIC WORKS DEPARTMENT

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 Public Works consist of the Director of Public Works and shall be under the immediate control and direction of a Township Committeeman in charge of public works, who shall be designated as "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 Todd McPeek shall be appointed as "Director of Public Works" for the year 2022.

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

#2022-10 RESOLUTION AUTHORIZING AWARD OF PROFESSIONAL SERVICES CONTRACTS PURSUANT TO FAIR AND OPEN PROCESS (TOWNSHIP ATTORNEY, TOWNSHIP ENGINEER AND AUDITOR)

WHEREAS, the Township of Frelinghuysen has determined that it shall use a fair and open process to acquire certain professional services in accordance with the provisions of N.J.S.A. 19:44A-20.5; and WHEREAS, N.J.S.A. 19:44A-20.5 provides that contracts awarded through a fair and open process may be awarded based on price and other factors; and WHEREAS, it has been determined and certified that the value of these services are likely to exceed \$17,500; and WHEREAS, the Township Attorney, Township Engineer and Auditor are hereby awarded one (1) year contracts, to commence on January 1, 2022 and terminate on December 31, 2022; and WHEREAS, each of the professional named herein submitted responsive and responsible proposals, price and other factors considered, to provide professional services, and each has provided a Business Entity Disclosure Certification, the terms of which are incorporated herein; and WHEREAS, funding for these contracts shall be encumbered by the Frelinghuysen Township Chief Finance Officer. NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Frelinghuysen, County of Warren, State of New Jersey as follows: 1. The Mayor and Clerk are hereby authorized to execute agreements for professional services, awarded pursuant to a fair and open process, to the following, which services shall be performed in accordance with the terms and conditions contained in the supplemental documents which are on file in the Office of the Township Clerk.

Edward Wacks Township Attorney 1 year
Edward Wacks & Associates
Paul Sterbenz Township Engineer 1 year
Colliers Engineering & Design (formerly Maser Consulting)
Ardito & Co. Municipal Auditor 1 year

2. A copy of this resolution shall be published in the New Jersey Herald as required by law, within ten days of its passage.

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

#2022-11 TOWNSHIP OF FRELINGHUYSEN COUNTY OF WARREN STATE OF NEW JERSEY RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES-MUNICIPAL AUDITOR

WHEREAS, the Township of Frelinghuysen has a need to acquire a municipal Auditor as a non-fair and open contract pursuant to provisions of N.J.S.A. 19:44A-20.5; and, **WHEREAS**, the Chief Financial Officer has determined and certified in writing that the value of the acquisition will exceed \$17,500; and, WHEREAS, the anticipated term of this contract is one year; and, **WHEREAS**, ARDITO & CO., LLP has submitted a proposal, indicating they will provide the auditor services for the anticipated fee of \$29,012 (including court); and, **WHEREAS**, ARDITO & CO., LLP has completed and submitted a Business Entity Disclosure Certification which certified that ARDITO & CO., LLP has not made any reportable contributions to a political or candidate committee in the Township of Frelinghuysen in the previous one year, and that the contract will prohibit ARDITO & CO., LLP from making any reportable contributions through the term of the contract; and, **WHEREAS**, the required certificate for the availability of funds has been filed by the chief financial officer providing that legally appropriated balances are available to cover the amount of the contract as required by N.J.A.C. 5:30-14.5 and that fees for the aforementioned auditing and non-auditing services shall be made available by appropriate inclusion in either an annual municipal budget which includes current, revenue sharing and utility provisions, by budget amendments for Federal program spending or by inclusion in an appropriate bond ordinance. **NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Frelinghuysen, authorizes the Mayor and Clerk of the Township of Frelinghuysen to enter into a contract with ARDITO AND CO., LLP as described herein as auditors on and in behalf of the Township of Frelinghuysen for the year 2022; and, **BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and Determination of Value be placed on

file with this resolution; and, **BE IT FURTHER RESOLVED** that a notice of this action shall be printed once in a legally designated publication.

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

#2022-12 RESOLUTION APPROVING PAYMENT OF BILLS FOR THE DATE OF JANUARY 3, 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 DATE OF JANUARY 3, 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. Stracco	x		x			

#2022-13 SETTING BUDGET MEETING DATES FOR FRELINGHUYSEN TOWNSHIP COMMITTEE 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. IT FURTHER RESOLVED, that the following dates during the calendar year of 2022 are hereby designated as the budget meetings of the Mayor and Committee of the Township of Frelinghuysen on an as needed basis: BUDGET MEETING DATES FOR 2022
January 25, 2022 February 2, 2022 *February 10, 2022

BE IT FURTHER RESOLVED, that all budget meetings will begin at 7:00 p.m. at the Municipal Building, 210 Main Street, Johnsonburg, New Jersey. Budget meetings may be subject to cancellation. Formal action may be taken at budget meeting.

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

**Denotes a work session meeting*

#2022-14 WHEREAS, the Township requires the provision of specific payroll-related services for the officers and employees of the Township of Frelinghuysen; and **WHEREAS**, the services previously provided by, or to be provided by, R&L on behalf of the Township of Frelinghuysen and which are anticipated for the Term of this Agreement are set forth in the agreement attached, **NOW THEREFORE BE IT RESOLVED**, by the Mayor and Committee of the Township, that the Mayor and Clerk are hereby authorized to execute the payroll agreement between Frelinghuysen Township and R & L Data Payroll per the terms of the agreement. This Resolution shall take effect according to law. Dated: January 3, 2022

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

#2022-15 FORM 1B WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey. **WHEREAS**, The Township Council of the Township of Frelinghuysen County of Warren, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and, **WHEREAS**, the Township Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and, **WHEREAS**, the Township Council has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Warren; **NOW, THEREFORE, BE IT RESOLVED** by the Township of Frelinghuysen, County of Warren, State of New Jersey hereby recognizes the following:

1. The Township Council does hereby authorize submission of a strategic plan for the North Warren Municipal Alliance grant for fiscal year 2022 in the amount of:

DEDR	\$704.00
Cash Match	\$176.00
In-Kind	\$528.00
2. The Township Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: (Name), Mayor/Head of Governing Body **CERTIFICATION I**, Donna Zilberfarb, Municipal Clerk of the Township of Frelinghuysen, County of Warren, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council on this 3rd day of January, 2022.

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

#2022-16 SETTING EXECUTIVE SESSION WHEREAS, it is necessary to discuss items dealing with contract negotiations and potential litigation. WHEREAS, under the Open Public Meetings Act (number 7 of the permitted exceptions to the requirements that a public body hold its meetings in public) it is permissible that such matters be discussed in executive or private session. NOW, THEREFORE BE IT RESOLVED, on January 3, 2022 that the Township Committee of the Township of Frelinghuysen will adjourn to private or executive session to discuss the above mentioned and results or portions of that discussion will be made known in reasonable length of time.

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

CONTRACTS/AGREEMENTS:

1. Professional services contract - Ardito & Co., LLP
2. Professional services contract - Edward Wacks & Associates, LLC
3. Professional services contract - Colliers Engineering & Design
4. Professional services contract - The Land Conservancy of New Jersey
5. Professional services contract - Municipal Software, Inc (MSI)
6. Professional services contract - R&L Data Centers
7. Professional services contract - Space Farms
8. Professional services contract – SB One Insurance Risk Manager

Motion was made by Mr. Stracco for consent agenda items 1-8 for reappointing incumbents, seconded by Mr. McPeek. All were in favor.

OLD BUSINESS:

There was no old business discussed

NEW BUSINESS:

- The 2022 holiday schedule was approved on a motion by Mr. Stracco, seconded by Mr. McPeek. All were in favor.
- Mr. Stracco discussed the vacancy in seat for township committee. There were 3 names given to the committee by the County Republican Committee, Cliff Kimball, James Simonetti and Robert Stock. All paperwork was submitted by Mr. Simonetti and Mr. Stock. A motion was made by Mr. Boynton to nominate Robert Stock to the 1 year vacant seat, seconded by Mr. McPeek. There were no other nominations. Roll call vote: Mr. Boynton-yes; Mr. McPeek-yes, Mr. Ramos-yes; Mr. Stracco-yes. Mr. Stock will fill the vacant seat for the remainder of the term which is 1 year.

OPEN MEETING TO THE PUBLIC:

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

- Alan DeCarolis asked who Colliers Engineering & Design was. He was told it was Maser consulting.
- Alan DeCarolis asked what the open space resolution was about. Mr. Ramos explained that there was no change to the tax.
- Dan Kohuth asked who R&L data was and Ms. Zilberfarb explained it was the payroll company.
- Dan Kohuth also asked about the committee resolution – 2022-02. Mr. Ramos read the resolution to everyone.
- Mr. Kohuth also asked how much larger the new salt shed is and Mr. McPeek told him 2 times the size.
- Loren Greco asked what was happening with Green Township Fire department and if there was coverage. Mr. Beilin explained the status quo until the end of February and that there was fire coverage at this time.

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

EXECUTIVE SESSION:

Motion was made by Mr. Stracco to enter into executive session, seconded by Mr. McPeek. All were in favor.

No action was taken.

Motion was made by Mr. Stracco to exit executive session, seconded by Mr. McPeek. All were in favor.

RETURN TO REGULAR MEETING:

Mr. Stracco explained that executive session was conducted for matters of pending litigation and attorney client privilege.

ADJOURNMENT:

There being no further business, motion was made by Mr. McPeek, seconded by Mr. Stracco to adjourn the meeting at 3:40 p.m. All were in favor.

Respectfully Submitted,

Donna Zilberfarb, RMC