

MINUTES OF REGULAR MEETING OF JANUARY 3, 2023

The regular meeting of the Frelinghuysen Township Committee was held in the Municipal Building, 210 Main Street, Johnsonburg, New Jersey on Tuesday, January 3, 2023 and was called to order at 4:01 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 Keith Ramos, Committeeman Chris Stracco, Committeeman Boynton, Committeeman McPeek, Committeeman Robert Stock, Attorney Rich Beilin and Municipal Clerk Donna Zilberfarb.

OATH OF OFFICE:

The Oath's of Office for Keith Ramos and Robert Stock were given by Ms. Zilberfarb.

NOMINATIONS FOR MAYOR AND DEPUTY MAYOR:

Ms. Zilberfarb asked for nominations for Mayor. Mr. McPeek nominated Mr. Ramos for Mayor, seconded by Mr. Boynton. Ms. Zilberfarb asked if there were any more nominations for Mayor. With none, the Mayor for 2023 is Keith Ramos. The meeting was turned over to Mr. Ramos.

Mr. Ramos asked for nominations for Deputy Mayor. Mr. Boynton nominated Mr. Stracco for Deputy Mayor, seconded by Mr. McPeek. All were in favor. Mr. Stracco is the Deputy Mayor for 2023.

APPOINTMENTS:

2023 Committee Appointments - Schedule A

2023 Representative	Term	Position	Incumbent 2022
TODD MCPEEK	1 year	Director of Public Works	TODD MCPEEK
CHRIS STRACCO	1 Year	Finance Commission	CHRIS STRACCO
KEITH RAMOS	1 Year	Finance Commission	KEITH RAMOS
TODD MCPEEK	1 Year	Buildings and Grounds	TODD MCPEEK
KEITH RAMOS	1 Year	Deputy Blds & Grds	KEITH RAMOS
KEITH RAMOS	1 Year	Open Space Committee	KEITH RAMOS
KEITH RAMOS	1 Year	Farmland Preservation	KEITH RAMOS
CHRIS STRACCO – Class I	1 Year	Land Use Board	CHRIS STRACCO
ROBERT STOCK – Class III	1 Year	Land Use Board	ROBERT STOCK
ROBERT STOCK	1 Year	Environmental Comm	ROBERT STOCK
KEITH RAMOS	1 Year	Recreation Committee	KEITH RAMOS
ALL MEMBERS	1 Year	Board of Health	All Members
KEITH RAMOS - Chair	1 Year	Personnel Committee	KEITH RAMOS
DAVID BOYNTON – V. Chair	1 Year	Personnel Committee	DAVID BOYNTON
DAVID BOYNTON	1 Year	Board of Ed Liaison	DAVID BOYNTON
CHRIS STRACCO	1 Year	Freeholder Liaison	CHRIS STRACCO
DAVID BOYNTON	1 Year	Police Liaison	DAVID BOYNTON
DAVID BOYNTON	1 Year	Safety comm Liaison	DAVID BOYNTON
CHRIS STRACCO	1 Year	COAH Coordinator	CHRIS STRACCO
DAVID BOYNTON	1 Year	Municipal Alliance	DAVID BOYNTON
CHRIS STRACCO	1 Year	Legal Liaison	CHRIS STRACCO

Motion was made by Mr. Stracco for a consent agenda for Committee Appointments for 2023, seconded by Mr. Boynton. All were in favor.

2023 Miscellaneous Appointments - Schedule B

2023 Representative	Term	Position	Incumbent 2022
None	1 Year	Deputy Clerk	None
Donna VanTassel	1 Year	Tax Search Officer	Donna Van Tassel
Donna VanTassel	1 Year	Tax Collector	Donna Van Tassel
Kristy Lockburner	1 Year	List of Certified Owners	David Gill
None	1 Year	Deputy Tax Collector	None
Donna Zilberfarb	1 Year	Board of Health Sec	Donna Zilberfarb
Sharon Longenecker	1 Year	Sr Citizen Coordinator	Sharon Longenecker
Donna Zilberfarb	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
Paul Sterbenz	1 Year	Driveway opening official	Joe Golden
Donna Zilberfarb	1 Year	Safety Director	Donna Zilberfarb

Andrew Melendez	1 Year	Zoning officer Code Enforcement	Andrew Melendez
OPEN	1 Year	Temporary construction Official	Jim 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	Susan Rapolla

Motion was made by Mr. Stracco for a consent agenda for Miscellaneous Appointments for 2023, seconded by Mr. McPeek. All were in favor.

LAND USE BOARD 2023 - Schedule C

NAME	APPT DATE	TERM	TERM EXPIRATION	RESIGNATION DATE	REPLACED
CHRIS STRACCO CLASS I	1/3/2023	1 YEAR	12/31/2023		
ALAN DECAROLIS CLASS II	1/3/2022	3 YEAR	12/31/2024	12/31/22	JIM SIMONETTI CLASS II
ROBERT STOCK CLASS III	1/3/2023	1 YEAR	12/31/2023		
MARTIN CONNOR CLASS IV / CHAIR	1/3/2022	4 YEAR	12/31/2025		
DON SOISSON CLASS IV / V. CHAIR	1/1/2021	4 YEAR	12/31/2024		
LOWELL FORBES CLASS IV	1/3/2022	4 YEAR	12/31/2025		
DAN ROGERS CLASS IV	1/3/2023	4 YEAR	12/31/2026	8/17/2022	MAX KLEIN
EDYTA MARTEWICZ CLASS IV	1/3/2023	4 YEAR	12/31/2026		
JESSICA CARUSO CLASS IV	1/2/2020	4 YEAR	12/31/2023		
NICK SORRANO ALTERNATE #1	1/03/2023	2 YEAR	12/31/2024		
PAMELA ROGERS ALTERNATE #2	1/3/2023	2 YEAR	12/31/2024		ALAN DECAROLIS ALTERNATE #2
JUSTIN STANLEY ALTERNATE #3	1/3/2023	1 YEAR	12/31/2023		PAMELA ROGERS ALTERNATE #3
OPEN ALTERNATE #4	1/3/2023	1 YEAR	12/31/2023	9/21/2022	AMANDA SCHMIDT

Motion was made by Mr. Boynton to approve appointments, seconded by Mr. Stock. All were in favor. Mr. Stracco abstained to the Class I member and Mr. Stock abstained from the Class III member.

FARMLAND PRESERVATION COMMITTEE 2023 - SCHEDULE E

NAME	APPT DATE	TERM	TERM EXPIRATION	RESIGNATION DATE	REPLACED
MARTIN CONNOR LUB LIAISON /	1/3/2023	1 YEAR	12/31/2023		
ALAN DECAROLIS ENV. LIAISON	1/3/2023	1 YEAR	12/31/2023	12/31/22	JIM SIMONETTI ENV. LIAISON
KEITH RAMOS TOWNSHIP LIAISON	1/3/2023	1 YEAR	12/31/2023		
CHARLES SCHAFFER CITIZEN	1/3/2023	3 YEAR	12/31/2025		
RICK ROGERS CITIZEN	1/20/2021	3 YEAR	12/31/2023		
RICH DERICKS ALTERNATE #1	1/20/2021	3 YEAR	12/31/2023		
DAN CARSON ALTERNATE #2	1/20/2021	3 YEAR	12/31/2023		

Motion was made by Mr. Boynton for a consent agenda for appointments for Farmland Preservation for 2023, seconded by Mr. Stracco. All were in favor. Mr. Ramos abstained.

ENVIRONMENTAL COMMISSION 2023 - SCHEDULE D

NAME	APPT DATE	TERM	TERM EXPIRATION	RESIGNATION DATE	REPLACED
AMANDA SCHMIDT MEMBER / CHAIR	1/3/2022	3 YEAR	12/31/2024		
MARTIN CONNOR MEMBER	1/20/2021	3 YEAR	12/31/2023		
ROBERT STOCK MEMBER / LIAISON	1/3/2023	1 YEAR	12/31/2023		
WENDY GOETZ MEMBER	1/21/2021	3 YEAR	12/31/2023		
ALAN DECAROLIS MEMBER	1/21/2021	3 YEAR	12/31/2023	12/31/22	JIM SIMONETTI MEMBER
DESARAY RAMSEY ALTERNATE #1	1/3/2023	2 YEAR	12/31/2024		ALAN DECAROLIS ALTERNATE #1
OPEN ALTERNATE #2	10/21/2022	2 YEAR	12/31/2023		DESARAY RAMSEY ALTERNATE #2

Motion was made by Mr. Stracco for a consent agenda for appointments for the Environmental Commission for 2023, seconded by Mr. Boynton. All were in favor. Motion was made by Mr. Stracco to approve the appointment of Amanda Schmidt as Chair, seconded by Mr. McPeek. All were in favor. Mr. Stock abstained.

2023 Municipal Alliance Appointments - Schedule F Shared services with Blairstown

2023 Representative	Term	Position	Incumbent 2022
DAVID BOYNTON	1 Year	Township Comm Appt	DAVID BOYNTON
OPEN	1 Year	PTO member (Frel)	DEANNA SOLDANO

JUSTIN STANLEY	1 Year	Recreation liaison	JUSTIN STANLEY
DONNA ZILBERFARB	1 Year	Coordinator	DONNA ZILBERFARB
OPEN	1 Year	Member (Blairstown)	CHRISTINE BEEGLE
OPEN	1 Year	Member (Blairstown)	KEVIN DOELL
OPEN	1 Year	Member (Blairstown)	BOB LAW
OPEN	1 Year	Member (Frelinghuysen)	DAVE PAULSON
OPEN	1 Year	Member (Frelinghuysen)	KELLY SIMONETTI
STEPHANIE BONAPARTE	1 year	BOE or Superintendent	STEPHANIE BONAPARTE
DORIS POYER	1 Year	Senior Citizen Rep (Frel)	SHARON LONGENECKER
	1 Year	Local Civil Organization	
PASTOR MARC	1 Year	Directly affected by abuse or addiction	PASTOR MARC

Motion was made by Mr. Boynton for a consent agenda for appointments for Municipal Alliance for 2023, seconded by Mr. McPeck. All were in favor. Mr. Boynton abstained.

RECREATION COMMITTEE 2023 - SCHEDULE G

NAME	APPT DATE	TERM	TERM EXPIRATION	RESIGNATION DATE	REPLACED
KEITH RAMOS TC LIASON / MEMBER	1/3/2023	1 YEAR	12/31/2023		
JUSTIN STANLEY MEMBER /	01/3/2022	3 YEAR	12/31/2024		
AMY WINFIELD MEMBER	1/3/2023	3 YEAR	12/31/2025		
CHRIS PARTIKA MEMBER	10/12/2022	3 YEAR	12/31/2023		
HEATHER HASSELMAN MEMBER	1/2/2021	3 YEAR	12/31/2023		
BRIAN JAMES MEMBER	11/10/2021	3 YEAR	12/31/2023		
OPEN MEMBER	1/3/2022	3 YEAR	12/31/2024		
OPEN ALTERNATE #1	1/3/2022	2 YEAR	12/31/2023		
OPEN ALTERNATE #2	1/3/2022	1 YEAR	12/31/2022		

Motion was made by Mr. Boynton for a consent agenda for appointments for Recreation Committee for 2023, seconded by Mr. Stracco. All were in favor. Mr. Ramos abstained.

OPEN SPACE ADVISORY COMMITTEE 2023 - SCHEDULE H

NAME	APPT DATE	TERM	TERM EXPIRATION	RESIGNATION DATE	REPLACED
MARTIN CONNOR LUB LIAISON /	1/3/2023	1 YEAR	12/31/2023		
AMY WINFIELD RECREATION LIAISON	1/3/2023	1 YEAR	12/31/2023	9/21/22	AMANDA SCHMIDT
ALAN DECAROLIS ENV. LIAISON	1/3/2023	1 YEAR	12/31/2023	12/31/22	JIM SIMONETTI ENV. LIAISON
KEITH RAMOS TOWNSHIP LIAISON	1/3/2023	1 YEAR	12/31/2023		
WENDY BUTTGEREIT CITIZEN	1/20/2021	3 YEAR	12/31/2023		
CHARLES SCHAFFER ALTERNATE #1	1/20/2021	3 YEAR	12/31/2023		
DAN CARSON ALTERNATE #2	1/20/2021	3 YEAR	12/31/2023		

Motion was made by Mr. Stracco for a consent agenda for appointments for Farmland Preservation for 2023, seconded by Mr. Boynton. All were in favor. Mr. Ramos abstained.

ORDINANCES:

#2023-01 CALENDAR YEAR 2023 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 2023 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 **\$9,616.50** 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 2023 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 **\$33,657.75**, and that the CY 2023 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, 2023 and will be considered for adoption on final reading at the meeting of the Frelinghuysen Township Committee held on February 15, 2023 at 6:00 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 to first reading for introduction, seconded by Mr. Boynton. **Roll Call Vote Introduction:** Mr. Boynton – Yes; Mr. McPeek - Yes; Mr. Ramos – Yes; Mr. Stock – Yes; Mr. Stracco – Yes. Second reading for adoption will be held on February 15, 2023.

RESOLUTIONS:

Resolutions #1-11, 13, 15 were motioned on consent agenda. All motions are included within each resolution.
#2023-01 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 2023

January 18, 2023	July 19, 2023
February 15, 2023	August 16, 2023
**March 22, 2023	September 20, 2023
April 19, 2023	October 18, 2023
May 17, 2023	*November 8, 2023
June 21, 2023	December 20, 2023

BE IT FURTHER RESOLVED, that the following dates during the calendar year of 2023 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 2023

January 11, 2023	July 12, 2023
February 8, 2023	August 9, 2023
March 8, 2023	September 13, 2023
April 12, 2023	October 11, 2023
May 10, 2023	*November 20, 2023
June 14, 2023	December 13, 2023

BE IT FURTHER RESOLVED, that the following date during the calendar year of 2023 are hereby designated as the budget meeting of the Mayor and Committee of the Township of Frelinghuysen, to be held on an as needed basis.

BUDGET MEETING DATES FOR 2023

February 8, 2023

BE IT FURTHER RESOLVED, that unless otherwise specified, all budget meetings will be held at 6:00 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 any regular, workshop, or budget meeting. Executive sessions may be conducted by the governing body at these meetings. **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 January 3, 2023

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

***Denotes change in meeting date due to a conflict for regular meeting date*

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

#2023-02 **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. **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 January 3, 2023 Donna Zilberfarb, RMC

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

#2023-03 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 2023 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 2023, and **WHEREAS**, the total appropriations in the 2022 budget, less appropriations made for capital improvement fund, debt service and relief of the poor (public assistance) are as follows:

GENERAL \$1,486,166.00

WHEREAS, 26.25 percent of the total appropriations in the 2022 budget less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in the said 2022 budget is as follows:

GENERAL \$390,118.57

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, Donna M. Zilberfarb, RMC, 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, 2023. Donna Zilberfarb, Municipal Clerk

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

#2023-04 RESOLUTION SETTING THE OPEN SPACE TAX FOR 2023 WHEREAS, section 2-39.3 of the Ordinances of the Township of Frelinghuysen requires that the Open Space tax for the year 2023 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 2023 Open Space Tax is hereby established at \$0.02 cents per \$100.00 of ratable pursuant to Section 2-39.2. **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 January 3, 2023 Donna Zilberfarb, RMC

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

#2023-05 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. **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 January 3, 2023 Donna Zilberfarb, RMC

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

#2023-06 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- Ashley Wilson

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. **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 January 3, 2023
 Donna Zilberfarb, RMC

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

#2023-07 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 2023. 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. **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 January 3, 2023
 Donna Zilberfarb, RMC

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

#2023-08 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. **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 January 3, 2023
 Donna Zilberfarb, RMC

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

#2023-09 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 2023. Donna Zilberfarb, RMC

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

#2023-10 RESOLUTION AUTHORIZING AWARD OF PROFESSIONAL SERVICES CONTRACTS PURSUANT TO NON-FAIR AND OPEN PROCESS (TOWNSHIP ATTORNEY AND TOWNSHIP ENGINEER)

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 non 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 and Township Engineer are hereby awarded one (1) year contracts, to commence on January 1, 2023 and terminate on December 31, 2023; 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 non 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.

Richard Beilin	Township Attorney	1 year
Edward Wacks & Associates, LLC, d/b/a Wacks, DeBona, Beilin & Weber		
Paul Sterbenz	Township Engineer	1 year
Colliers Engineering & Design		

2. A copy of this resolution shall be published in the New Jersey Herald as required by law, within ten days of its passage. **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 January 3, 2023 Donna Zilberfarb, RMC

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

#2023-11 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 \$30,027 (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 2023; 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. **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 January 3, 2023 Donna Zilberfarb, RMC

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

#2023-12 RESOLUTION APPROVING PAYMENT OF BILLS FOR THE MEETING OF JANUARY 3, 2023

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 MEETING OF JANUARY 3, 2023; 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. Donna M. Zilberfarb, Municipal Clerk

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

#2023-13 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, 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 January 3, 2023 Donna Zilberfarb, Municipal Clerk

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

#2023-14 SALARY RESOLUTION WHEREAS, An ordinance of the Township of Frelinghuysen establishing salary ranges was adopted on April 13, 2022 NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Frelinghuysen, County of Warren, State of New Jersey, that the annual salaries of the officials, appointees, and employees of the Township of Frelinghuysen effective January 1, 2023 shall be as follows:

Title	Salary	
Construction Official	\$8,000.00	Annually
Building Inspector	\$9,000.00	Annually
Plumbing Inspector	\$5,000.00	Annually
Electrical Inspector	\$8,000.00	Annually
Fire Inspector	\$2,000.00	Annually
Technical Assistant to the Construction Official	\$4,000.00	Annually

CERTIFICATION I, Donna M. Zilberfarb Municipal Clerk, 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 January 3, 2023. Donna Zilberfarb, Municipal Clerk

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

#2023-15 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:

- The Township Council does hereby authorize submission of a strategic plan for the North Warren Municipal Alliance grant for fiscal year 2024 in the amount of:

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

APPROVED: Keith Ramos, Mayor **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. Donna Zilberfarb, Municipal Clerk

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

#2023-16 PERSON-TO-PERSON PLENARY RETAIL CONSUMPTION LIQUOR LICENSE TRANSFER FROM PLAN B PUB, LLC TO ULITMO IN HOUSE, LLC (RESCINDING 2022-88) WHEREAS, an application has been filed for a person-to-person transfer of Plenary Retail Consumption Liquor License No. 2106-33-005-007 heretofore issued to Plan B Pub, LLC, to Ultimo In House, LLC; and WHEREAS, the submitted application form is complete in all respects, the transfer fees have been paid, and the license has been properly renewed for the current license term; and WHEREAS, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey statutes, the regulations promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33; and WHEREAS, the applicant has disclosed and the issuing authority has reviewed the source of all funds used in the purchase of the license and the licensed business and all additional financing obtained in connection with the licensed business; and WHEREAS, in Resolution No. 2022-88, the said application was approved for both a person-to-person and place-to-place transfer, but the application seeks only a person-to-person transfer. NOW, THEREFORE, BE IT RESOLVED that the Mayor and Committee of the Township of Frelinghuysen do hereby approve, effective January 3, 2023, the transfer of the aforesaid Plenary Retail Consumption License to Ultimo In House, LLC, and do hereby direct the Township Clerk to endorse the license certificate to the new ownership as follows: “This license, subject to all its

terms and conditions, is hereby transferred to Ultimo in House, LLC, 606 Route 519, Frelinghuysen Township, New Jersey 07825, and is effective January 3, 2023.” BE IT FURTHER RESOLVED that Resolution 2022-88, approving the said transfer as a person-to-person and place-to-place transfer, be and the same is hereby rescinded, without affecting the approval granted herein. **CERTIFICATION** I hereby certify the foregoing to be a true copy of a Resolution adopted by the Frelinghuysen Township Committee at a meeting held on January 3, 2023. DONNA ZILBERFARB, Clerk

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

CONTRACTS AND AGREEMENTS:

Motion was made by Mr. Stracco for a consent agenda approving all 2023 agreements including the 2023 interlocal agreement, seconded by Mr. McPeek. All were in favor.

OLD BUSINESS:

There was no old business discussed.

NEW BUSINESS:

- Motion was made by Mr. Boynton to approve the 2023 Holiday Schedule, seconded by Mr. McPeek. All were in favor

OPEN MEETING TO THE PUBLIC:

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

- Marty Connor questioned about the public notices being advertised in the newspapers and asked if they could be posted on the website as well. Mr. Beilin explained the statutory requirements for advertising in the 2 newspapers. Mr. Ramos believed there was a spot on the website already and moving forward will have them posted.

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

ADJOURNMENT:

There being no further business, motion was made by Mr. Boynton, seconded by Mr. Stock to adjourn the meeting at 4:21 p.m. All were in favor.

Respectfully submitted,

Donna Zilberfarb, RMC