

MINUTES OF REGULAR MEETING OF MARCH 18, 2020

The regular meeting of the Frelinghuysen Township Committee was held in the Municipal Building, 210 Main Street, Johnsonburg, New Jersey on Wednesday, March 18, 2020 and as called to order at 7:30 p.m. by Mayor, Chris Stracco.

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.

STATEMENT FROM THE MAYOR: While the meeting will be opened to the public as always, we will not allow comments or questions from the public outside that open period. Also, due to concerns over the **COVID-19** virus we are looking to have the most efficient meeting possible and trying to **address only those matters which require immediate attention.** Also the open public session will be limited to 10 minutes with 2 minutes per member of the public on agenda items only at this time. Thank you for your cooperation.

FLAG SALUTE

ROLL CALL:

Those present were: Mayor Chris Stracco, present, Deputy Mayor Keith Ramos, present, Committeeman David Boynton, via teleconference, Committeeman Frank Desiderio, via teleconference, Committeeman Todd McPeck, absent, Attorney Rich Beilin, via teleconference, CFO Danette Dyer, present, OEM Nick Pachnos, present, and Municipal Clerk Donna Zilberfarb, present.

PROCLAMATIONS:

PROCLAMATION OF LOCAL DISASTER / EMERGENCY

To all the citizens and persons with in the municipality of Frelinghuysen Township, New Jersey, and to all departments, divisions and bureaus of the municipal government of Frelinghuysen Township, New Jersey: WHEREAS, pursuant to the powers vested in me by (Chapter 251 of the Laws of 1942 as amended and supplemented, N.J.S.A. App. A-9-30 et. Seq.: N.J.S.A. 40-48-1(6), and ordinances enacted pursuant thereto; N.J.S.A. 2C:33-1 et. Seq.; -- whichever law or laws apply, and by ordinances adopted by Frelinghuysen Township, I have declared that a local disaster/emergency exists within Frelinghuysen Township and WHEREAS, the aforesaid laws authorize the promulgation of such orders, rules and regulations, as are necessary to meet the various problems which have or may be presented by such a disaster/emergency; and WHEREAS, by reason of the COVID-19 Virus, to limit it's spread and to isolate those affected and to protect the health, safety, and welfare of the people of Frelinghuysen Township; and

WHEREAS, it has been determined that all of Frelinghuysen Township should be then declared disaster areas, and further that certain measures must be taken to insure that the authorities will not be hampered in their efforts to maintain law and order as well as to protect the persons and property of the residents affected by the conditions within Frelinghuysen Township. NOW, THEREFORE, IN ACCORDANCE WITH the aforesaid laws, we do hereby promulgate and declare the following regulations (list either below or on a separate sheet of bond paper) shall be in addition to all other laws of the State of New Jersey and of the Frelinghuysen Township:

Nick Pachnos, Emergency Management Coordinator, Chris Stracco, Mayor Frelinghuysen Town **Addendum to The Declaration Additional Regulations**

- Town hall located at 210 Main Street will be closed until further notice. All Township business should be conducted via telephone by calling 908-852-4121.
- All Township properties will be closed until further notice for all meetings and activities.
- The Frelinghuysen School will provide food service for those eligible for pickup at the school. The school will coordinate all related activities.

March 18, 2020 To All Frelinghuysen Residents:

Pursuant to the Proclamation of Local Disaster and Emergency signed by the Mayor and the OEM on March 16, 2020 relating to the COVID-19 pandemic, until further notice, all Frelinghuysen Township buildings will be closed to the general public, with the exception for public meetings of the Township Committee. All meetings or gatherings of outside entities using Township facilities are also cancelled. All members of the public having business with the Township may phone with any inquiries, 908-852-4121, or to make an appointment. All

meetings of all Township bodies, committees, commissions and boards, are hereby cancelled until further notice, with the exception of previously scheduled meetings of the Township Committee. The Township Committee reserves the right to hold its meetings by alternative forms of communication pursuant to N.J.S.A. 10:4-8(b). Township recreational fields and facilities are also closed to organized athletics, but remain open to individual members of the public. The Clerk, DPW, Township contractors, CFO, Tax Collector, are expected to report for work at their regularly scheduled dates and times. The Construction Official, Township Engineer, Township Planner, Township Attorney, Tax Assessor, and Zoning Officer are expected to work remotely if and when possible. Any employee or agent who does not feel well, is sick or has health concerns, should not report to work, and should use sick days. Until further notice, the Township shall take whatever steps are necessary and appropriate to comply with Governor Murphy's directive that public gatherings be limited to ten (10) persons or less. These conditions will be subject to reevaluation from time to time by the Mayor and the OEM as circumstances dictate. Mayor, Christopher Stracco

March 15, 2020 Dear Fellow Frelinghuysen Residents: As the Coronavirus (Covid-19) situation continues to unfold, we want our community to have up to date and accurate facts related to this national emergency. As of today, March 15th, there are NO reported cases in Frelinghuysen Township, Warren or Sussex Counties. We are following the situation closely and remain in constant contact with our partners at Warren County Office of Emergency Management (OEM) as well as the Warren County Department of Health, who remain the lead agency on any health-related emergency in our township or county. To date, there has been little information to share other than the information that has already been provided through the Center for Disease Control or the New Jersey Department of Health. We would ask residents to refrain from coming to Town Hall and make all communications over the phone at (908) 852-4121 to limit any interaction with township personnel and to help limit any spread of the virus should it be found in Frelinghuysen Township. Any tax payments can be dropped in the tax office drop box at the front door of town hall. All meetings that are held in township facilities should be cancelled until further notice. This **does not** include the Township Committee Meeting scheduled for March 18th. All township businesses and religious facilities are asked to cancel any large gatherings or meetings that may be scheduled to help limit any spread of the virus. Religious organizations should seek guidance from the New Jersey Department of Health regarding regularly scheduled masses and services. When possible, practice social distancing. Social distancing is the practice of reducing close contact between people to slow the spread of infections or diseases. Social distancing measures include limiting large groups of people coming together, closing buildings and cancelling events. Below are the links to some helpful resources that you can refer to for additional information. CDC: www.cdc.gov/COVID19 NJDOH: <https://www.nj.gov/health/cd/topics/ncov.shtml> We will continue to share information as it becomes necessary on our township website or through social media. In the event that it is needed, we will send out an emergency alerts through Swift911 which is our emergency alerting system. Please visit our township website and click on the Swift911 link to ensure you are enrolled in this important system. Nick Pachnos Nick Pachnos Frelinghuysen Township OEM – EMC

ORDINANCES:

#2020-02 ORDINANCE AMENDING THE FRELINGHUYSEN TOWNSHIP CODE TO ADD A NEW SECTION 2-14, ESTABLISHING THE POSITION OF TOWNSHIP ADMINISTRATOR

This agenda item has been held until the April 22, 2020 regular meeting for second reading for adoption when there can be public comment heard.

#2020-03 ORDINANCE AMENDING SECTION 2-27, ET SEQ. OF THE FRELINGHUYSEN TOWNSHIP CODE, CONCERNING THE RECREATION COMMITTEE

This agenda item has been held until the April 22, 2020 regular meeting for second reading for adoption when there can be public comment heard.

#2020-04 FRELINGHUYSEN TOWNSHIP SALARY RANGE ORDINANCE

AN ORDINANCE OF THE TOWNSHIP OF FRELINGHUYSEN ESTABLISHING SALARY RANGES FOR EMPLOYEES AND OFFICERS

CERTIFICATION

BE IT ORDAINED, by the Mayor and Township Committee of the Township of Frelinghuysen, County of Warren and State of New Jersey,

that the annual, monthly or hourly salary ranges of the elected officials, appointees and employees of the Township of Frelinghuysen,

effective January 1, 2020 shall be as follows:

Notice is hereby given that the foregoing Ordinance was introduced and passed on first reading at the regular meeting of the Frelinghuysen

Township Committee held on March 18, 2020 and will be considered for final reading and adoption at a meeting of the Mayor and Township

Committee to be held on April 22, 2020 at the Municipal Building, 210 Main Street, Johnsonburg, New Jersey at which time and place all

TITLE:	MI NI MU M	MA XIM UM	
MAYOR	\$3,000.00	\$5,000.00	AN NU AL
TOWNSHIP COMMITTEE MEMBERS	\$3,000.00	\$5,000.00	AN NU AL
TOWNSHIP ADMINISTRATOR	\$5,000.00	\$20,000.00	AN NU AL
MUNICIPAL CLERK	\$50,000.00	\$90,000.00	AN NU AL
ASSESSMENT SEARCH OFFICER	\$2,000.00	\$5,000.00	AN NU AL
PART TIME CLERICAL HELP	\$11.00	\$20.00	PE R HO UR
TAX COLLECTOR	\$15,000.00	\$30,000.00	AN NU AL
TAX ASSESSOR	\$15,000.00	\$40,000.00	AN NU AL
CHIEF FINANCIAL OFFICER	\$15,000.00	\$30,000.00	AN NU AL
QUALIFIED PURCHASING AGENT	\$1,000.00	\$5,000.00	AN NU AL
BOARD OF HEALTH MEMBERS	\$25.00	\$50.00	AN NU AL
BOARD OF HEALTH SECRETARY	\$50,000.00	\$1,500.00	AN NU AL
ANIMAL CONTROL OFFICER	\$5,000.00	\$15,000.00	AN NU AL
OPEN SPACE SECRETARY	\$25,000.00	\$2,000.00	AN NU AL
FARMLAND PRESERVATION SECRETARY	\$25,000.00	\$2,000.00	AN NU AL
CLEAN COMMUNITIES COORDINATOR	\$50,000.00	\$2,000.00	AN NU AL
RECYCLING COORDINATOR	\$50,000.00	\$2,000.00	AN NU AL
FORESTRY MANAGEMENT SECRETARY	\$50,000.00	\$2,000.00	AN NU AL
ENVIRONMENTAL COMM SECRETARY	\$50,000.00	\$2,000.00	AN NU AL
HISTORIC PRESERVATION SECRETARY	\$50,000.00	\$2,000.00	AN NU AL

Donna Zilberfarb,
Municipal Clerk

NO
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Notice is hereby given that the foregoing Ordinance was adopted at a meeting of the Frelinghuysen Township Committee on April 22, 2020.

Donna Zilberfarb,
Municipal Clerk

	\$50	\$2,0	AN
	0.0	00.0	NU
RECREATION SECRETARY	0	to 0	AL
	\$1,000	\$2,000	AN
EMERGENCY MANAGEMENT COORDINATOR	.00	to 0	NU AL
	\$1,000	\$3,000	AN
DEPUTY EMERGENCY MGT COORDINATOR	.00	to 0	NU AL
	\$250	\$2,000	AN
ASSISTANT EMERGENCY MGMT COORDINATORS (4)	0	to 0	NU AL
	\$10		PE
STATE OF EMERGENCY VARIABLE COMP	0.0	\$50	R DA Y
	0	to 0.00	
	\$35,000	\$80,000	AN
CONSTRUCTION OFFICER	0	to 00	NU AL
	\$30	\$50.	PE
TEMP SUBCODE INSPECTOR	.00	to 00	R HO UR
	\$2,000	\$15,000	AN
FIRE INSPECTOR OFFICIAL	.00	to 00	NU AL
	\$30	\$50.	PE
ELECTRICAL INSPECTOR	.00	to 00	R HO UR
	\$7,000	\$20,000	AN
ELECTRICAL INSPECTOR	.00	to 00	NU AL
	\$7,000	\$20,000	AN
PLUMBING SUBCODE INSPECTOR	.00	to 00	NU AL
	\$11	\$20.	PE
TECHNICAL ASSISTANT TO THE CONSTRUCTION OFFICER	.00	to 00	R HO UR
	\$4,000	\$25,000	AN
TECHNICAL ASSISTANT TO THE CONSTRUCTION OFFICER	.00	to 00	NU AL
	\$5,000	\$15,000	AN
ZONING OFFICER	.00	to 00	NU AL
	\$30	\$50.	PE
CODE ENFORCEMENT OFFICER	.00	to 00	R HO UR
	\$1,500	\$7,500	AN
LAND USE SECRETARY	.00	to 0	NU AL
	\$1,000	\$7,500	AN
DPW SUPERVISOR	.00	to 0	NU AL
	\$20	\$50.	PE
DPW FOREMAN	.00	to 00	R HO UR
	\$20	\$50.	PE
DPW ASSISTANT ROAD FOREMAN	.00	to 00	R HO UR
	\$18	\$30.	PE
DPW OPERATOR/LABORER	.00	to 00	R HO UR
	\$11	\$20.	PE
TEMPORARY DPW LABORER	.00	to 00	R HO UR
	\$25	\$35.	PE
TEMPORARY DPW EQUIPMENT OPERATOR WITH CDL	.00	to 00	R HO UR

				PE
				R
TEMPORARY DPW EQUIPMENT OPERATOR WITHOUT CDL	\$20.00	to	\$30.00	HO
				UR
	\$1,500.00	to	\$3,000.00	AN
SAFETY DIRECTOR				NU
				AL
	\$50.00	to	\$3,000.00	AN
MANAGER OF PUBLIC LANDS				NU
				AL
	\$50.00	to	\$3,000.00	AN
ASSISTANT MANAGER OF PUBLIC LANDS				NU
				AL

BE IT FURTHER ORDAINED, that this Ordinance shall take effect upon final adoption and publication pursuant to law.

CERTIFICATION

Notice is hereby given that the foregoing Ordinance was introduced and passed on first reading at the regular meeting of the Frelinghuysen

Township Committee held on March 18, 2020 and will be considered for final reading and adoption at a meeting of the Mayor and Township

Committee to be held on April 22, 2020 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.

Motion was made by Mr. Boynton to open to first reading/introduction, seconded by Mr. Ramos. Roll call vote: Mr. Boynton-yes; Mr. Desiderio-yes; Mr. McPeek-absent; Mr. Ramos-yes; Mr. Stracco-yes Second reading for adoption will be held on April 22, 2020.

#2020-05 BOND ORDINANCE PROVIDING FOR VARIOUS 2020 CAPITAL IMPROVEMENTS, BY AND IN THE TOWNSHIP OF RELINGHUYSEN, IN THE COUNTY OF WARREN, STATE OF NEW JERSEY; APPROPRIATING \$277,750 THEREFOR (INCLUDING A NEW JERSEY DEPARTMENT OF TRANSPORTATION GRANT IN THE AMOUNT OF \$130,000) AND AUTHORIZING THE ISSUANCE OF \$140,250, BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF BE IT ORDAINED AND ENACTED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF FRELINGHUYSEN, IN THE COUNTY OF WARREN, STATE OF NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

SECTION 1. The improvements or purposes described in Section 3 of this bond ordinance are hereby authorized as general improvements or purposes to be undertaken by the Township of Frelinghuysen, in the County of Warren, State of New Jersey (the "Township"). For the said improvements or purposes stated in Section 3, there is hereby appropriated the sum of \$277,750, said sum being inclusive of a grant expected to be received from the New Jersey Department of Transportation in the amount of \$130,000 (the "Grant") and a down payment in the amount of \$7,500 now available for a portion of said improvements or purposes required by the Local Bond Law, N.J.S.A. 40A:2-1 et seq., as amended and supplemented (the "Local Bond Law"), and now available therefor by virtue of a provision or provisions in a previously adopted budget or budgets of the Township for down payment or for capital improvement purposes. Pursuant to N.J.S.A. 40A:2-11(c) of the Local Bond Law, no down payment is required for a portion of the improvements or purposes set forth in Section 3 hereof, as a \$130,000 portion of the costs of such improvements or purposes is expected to be funded by the Grant. SECTION 2. For the financing of said improvements or purposes described in Section 3 hereof and to meet the part of said \$277,750 appropriation not provided for by the Grant or said down payment referred to in Section 1 hereof, negotiable bonds of the Township are hereby authorized to be issued in the principal amount of \$140,250 pursuant to the Local Bond Law. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable notes of the Township in a principal amount not exceeding \$140,250 are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

SECTION 3. (a) The improvements hereby authorized and purposes for the financing of which said bonds or notes are to be issued is for the 2020 Capital Improvement Program,

which includes, but is not limited to: (i) the acquisition of miscellaneous fire and related equipment for use by the Green Township Fire Department; (ii) the acquisition of turnout gear for use by the Blairstown Fire Department; (iii) the acquisition of self-contained breathing apparatus (scba) bottles and a Task Force Tips Blitzfire portable monitor for use by the Hope Fire Department; (iv) the resurfacing of Greendell Road within the Township and various repairs and improvements related thereto, all as part of the Greendell Road Resurfacing Project (a \$130,000 portion of such improvements being funded by the Grant); (v) the acquisition of street signs, plows, a sander, a wood chipper and miscellaneous tools for use by the Department of Public Works; (vi) the acquisition and installation of miscellaneous office furniture for use in the town hall; and (vii) various improvements and upgrades to the Recreational Field, including, but not limited to, the ball field (backstops/fencing, etc.). Such improvements or purposes shall also include, as applicable, all engineering and design work, surveying, construction management services, preparation of plans and specifications, permits, bid documents, contract administration, and all work, materials, equipment, labor and appurtenances necessary therefor or incidental thereto, all in accordance with the plans therefor on file in the office of the Township Clerk and available for public inspection and hereby approved.

(b) The estimated maximum amount of bonds or notes to be issued for said improvements or purposes is \$140,250.

(c) The estimated cost of said improvements or purposes is \$277,750, the excess thereof over the said estimated maximum amount of bonds or notes to be issued therefore being the amount of \$137,500, which amount is comprised of the down payment available for said improvements or purposes in the amount of \$7,500 and the Grant in the amount of \$130,000.

SECTION 4. In the event the United States of America, the State of New Jersey, and/or the County of Warren make a contribution or grant in aid to the Township for the improvements or purposes authorized hereby which is in addition to the Grant and the same shall be received by the Township prior to the issuance of the bonds or notes authorized in Section 2 hereof, then the amount of such bonds or notes to be issued shall be reduced by the amount so received from the United States of America, the State of New Jersey and/or the County of Warren. In the event, however, that any amount so contributed or granted by the United States of America, the State of New Jersey and/or the County of Warren shall be received by the Township after the issuance of the bonds or notes authorized in Section 2 hereof, then such funds shall be applied to the payment of the bonds or notes so issued and shall be used for no other purpose. This Section 4 shall not apply, however, with respect to any contribution or grant in aid received by the Township as a result of using funds from this bond ordinance as "matching local funds" to receive such contribution or grant in aid. SECTION 5. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer of the Township, provided that no note shall mature later than one (1) year from its date or as otherwise authorized by the Local Bond Law. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer of the Township. The Chief Financial Officer of the Township shall determine all matters in connection with the notes issued pursuant to this bond ordinance, and the signature of the Chief Financial Officer of the Township upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time in accordance with the provisions of the Local Bond Law. The Chief Financial Officer of the Township is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchaser thereof upon receipt of payment of the purchase price and accrued interest thereon from their dates to the date of delivery thereof. The Chief Financial Officer of the Township is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the principal amount, the description, the interest rate, and the maturity schedule of the notes so sold, the price obtained and the name of the purchaser. SECTION 6.

The Capital Budget of the Township is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. In the event of any such inconsistency, a resolution in the form promulgated by the Local Finance Board showing full detail of the amended Capital Budget and capital programs as approved by the Director of the Division of Local Government Services, New Jersey Department of Community Affairs will be on file in the office of the Clerk of the Township and will be available for public inspection. SECTION 7. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses and are improvements which the Township may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness of said improvements or purposes within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is 8.65 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly made and filed in the Office of the Clerk of the Township and a complete executed duplicate thereof has been filed in the Office of the Director of the Division of Local Government Services, New Jersey Department of Community Affairs, and such statement shows that the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds or notes provided for in this bond ordinance by \$140,250 and the said bonds or notes authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

(d) An aggregate amount not exceeding \$2,000 for items of expense listed in and permitted under Section 20 of the Local Bond Law is included in the estimated cost indicated herein for the improvements or purposes hereinbefore described. SECTION 8. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the bonds or notes authorized by this bond ordinance. The bonds or notes shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy ad valorem taxes upon all the taxable real property within the Township for the payment of the bonds or notes and the interest thereon without limitation as to rate or amount. SECTION 9. The Township reasonably expects to reimburse any expenditures toward the costs of the improvements or purposes described in Section 3 of this bond ordinance and paid prior to the issuance of any bonds or notes authorized by this bond ordinance with the proceeds of such bonds or notes. No funds from sources other than the bonds or notes authorized herein have been or are reasonably expected to be reserved, allocated on a long-term basis or otherwise set aside by the Township, or any member of the same "Controlled Group" as the Township, within the meaning of Treasury Regulation Section 1.150-1(e), pursuant to its budget or financial policies with respect to any expenditures to be reimbursed. This Section 9 is intended to be and hereby is a declaration of the Township's official intent to reimburse any expenditures toward the costs of the improvements or purposes described in Section 3 hereof to be incurred and paid prior to the issuance of bonds or notes authorized herein in accordance with Treasury Regulation Section 1.150-2, and no further action (or inaction) will be an abusive arbitrage device in accordance with Treasury Regulation Section 1.148-10 to avoid the arbitrage yield restrictions or arbitrage rebate requirements under Section 148 of the Internal Revenue Code of 1986, as amended (the "Code"). The proceeds of any bonds or notes authorized herein used to reimburse the Township for any expenditures toward the costs of the improvements or purposes described in Section 3 hereof will not be used directly or indirectly (i) to "refund" an issue of governmental obligations within the meaning of Treasury Regulation Section 1.150-1(d), (ii) to create, within one year, following the reimbursement of any expenditures of bond proceeds "replacement proceeds" within the meaning of Treasury Regulation Section 1.148-1 of the bonds or any other bond issue, or (iii) to reimburse the Township for any expenditure or payment that was originally paid with the proceeds of any obligation of the Township (other than borrowing by the Township from one of its own funds or the funds of a member of the same "Controlled Group" within the meaning of Treasury Regulation Section 1.150-1(e)). The bonds or notes authorized herein to reimburse the Township for any expenditures toward the costs of the improvements or purposes described in Section 3 hereof will be issued in an amount not to exceed \$140,250. The costs to be reimbursed with the proceeds of the bonds or notes authorized herein will be "capital expenditures" in accordance with the meaning of Section 150 of the Code and Treasury Regulation Section 1.150-1. This provision will take effect immediately, but will be of no effect with regard to expenditures for costs paid outside the permitted reimbursement period set forth in Treasury Regulation Section 1.150-2(d)(2). SECTION 10. The Township covenants to maintain the exclusion from gross income under Section 103(a) of the Code of the interest on all bonds and notes issued under this ordinance. SECTION 11. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by the Local Bond Law. Motion was made by Mr. Boynton to open to first reading/introduction, seconded by Mr. Desiderio. Roll call vote: Mr. Boynton-yes; Mr. Desiderio-yes; Mr. McPeek-absent; Mr. Ramos-yes; Mr. Stracco-yes. Second reading for adoption will be held on April 22, 2020.

RESOLUTIONS:

ALL RESOLUTIONS WERE CONDUCTED WITH A ROLL CALL VOTE FOR THIS MEETING.

#2020-24 TOWNSHIP OF FRELINGHUYSEN COUNTY OF WARREN STATE OF NEW JERSEY WHEREAS, the Township of Frelinghuysen is holding a meeting on March 18, 2020, for the purpose of introducing the 2020 Municipal Budget and conducting other matters; and,

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Frelinghuysen, Warren County, New Jersey, that the Township of Frelinghuysen hereby petitions the Director of the Division of Local Government Services that the 2020 Local Municipal Budget be introduced and approved on March 18, 2020. **2020 FRELINGHUYSEN TOWNSHIP MUNICIPAL BUDGET**

Surplus anticipated general revenues	\$ 421,819.00
Total Miscellaneous revenue	348,505.00
Receipts from Delinquent Taxes	130,000.00
Local Property Taxes	<u>855,033.00</u>
Total General Revenues	<u>\$1,755,357.00</u>
Salaries and Wages	\$ 461,550.00
Other Expenses	488,396.00
Capital Improvements	15,000.00
Debt Service	296,788.00
Statutory Expenses	36,174.00
Reserve for Delinquent Taxes	<u>457,449.00</u>
Total 2020 Municipal Budget	<u>\$1,755,357.00</u>
2020 Municipal Tax Rate	\$0.29531

Motion: Mr. Boynton

Second: Mr. Ramos

Committee Polled: Mr. Boynton-yes; Mr. Desiderio-yes; Mr. McPeek-absent; Mr. Ramos-yes; Mr. Stracco-yes It is hereby certified that this is a true and accurate copy of a Resolution adopted by the governing body of the Township of Frelinghuysen at a regular meeting held at the Municipal Building on March 18, 2020. Witness my hand and the SEAL of the Township of Frelinghuysen. Second reading on the budget will be held on April 22, 2020.

#2020-25 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: March 12, 2019

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

#2020-26 WHEREAS, the 2020 Temporary Budget of the Township Committee of Frelinghuysen Township, as adopted January 2, 2020, appropriated sufficient funds to cover the Town's financial obligations for the first three months of the calendar year, and WHEREAS, due to a revision in the State budget calendar the 2020 budget will not be adopted by March 31st, NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Frelinghuysen Township, that the temporary budget be extended and that the appropriations be increased by one twelfth of appropriations made for all purposes in the budget for the year 2019, excluding appropriations made for debt service, capital improvement fund and public assistance. CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Township Committee of Frelinghuysen Township at a meeting held on March 18, 2020.

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

#2020-27 CAPITAL ACCOUNT RESOLUTION WHEREAS, it is the desire of the Committee of the Township of Frelinghuysen to review and update the line items within each open Capital

Ordinance, and WHEREAS, after review it has been decided to transfer budgeted amounts within each ordinance to better serve the purposes of the allotted capital expenditures and to move dollars to alleviate line items that have small or overspent balances within each ordinance, NOW, THEREFORE BE IT RESOLVED by the Committee of the Township of Frelinghuysen that the following capital budget transfers be recorded by the CFO:

DESCRIPTION	CURRENT BUDGET	ADJUSTED ADJUSTMENT	BUDGET
<u>Ordinance 2017 Various Improvements</u>			
FFP lodge generator	15,000.00	-15,000.00	0
Road overlay/crack fill/tar&chip	0	+15,000.00	15,000.00
<u>Ordinance 2018 Various Improvements</u>			
Street Signs	1,000.00	-1000.00	0
Kerrs Corner Road Improvements	23,573.82	-23,573.82	0
Generator/Air conditioner FFP	4,500.00	-4,500.00	0
Road repair/paving/crack fill/tar&chip	284.92	+29,073.82	29,358.74
<u>Ordinance 2019 Various Improvements</u>			
Purchase Fire Equipment:			
Green Fire	1118.24	-1118.24	0
Blairstown Fire	156.50	-156.50	0
Hope Fire	511.62-511.62		0
Install Recreation Dugouts	3000.00	-3000.00	0
Road Improvements	50,602.00	+4,786.36	55,388.36

I hereby certify the above to be a true copy of a Resolution adopted by the Committee of the Township of Frelinghuysen at a meeting held on March 18, 2020.

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

#2020-28 RESOLUTION APPROVING PAYMENT OF BILLS FOR THE MONTH OF MARCH 2020 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 month of March 2020; 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	X			
Mr. Desiderio	X		X			
Mr. McPeek						X
Mr. Ramos			X			
Mr. Stracco			X			

#2020-29 TOWNSHIP OF FRELINGHUYSEN COUNTY OF WARREN STATE OF NEW JERSEY WHEREAS, the 2020 Local Municipal Budget was introduced on the 18th day of March, 2020; and, WHEREAS, during the fiscal year 2020 the Township of Frelinghuysen has been allocated a state grant for various programs in the amount of \$8,472.00. NOW, THEREFORE BE IT RESOLVED, that petition be made herewith to the Director of the Division of Local Government Services that the 2020 Local Municipal Budget include a special item of revenue under the heading of "**Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services-Public and Private Revenues Offset with Appropriations:**"

Recycling Tonnage Grant - PY Unapprop. \$ 681.00
Mun. Alliance on Alcoholism & Drug Abuse Program 7,791.00
\$8,472.00

Motion: Mr. Ramos
 Second: Mr. Boynton

Committee Polled: Mr. Boynton-yes; Mr. Desiderio-yes; Mr. McPeek-absent; Mr. Ramos-yes; Mr. Stracco-yes I, Donna Zilberfarb, Municipal Clerk of the Township of Frelinghuysen, hereby certify the foregoing to be a true and accurate copy of a Resolution adopted by the Frelinghuysen Township Committee at the business meeting held on March 18, 2020. Witness my hand and the SEAL of the Township of Frelinghuysen. Donna Zilberfarb, Municipal Clerk.

#2020-30 RESOLUTION CORONA VIRUS EMERGENCY FUNDING WHEREAS, Governor Murphy has declared a state of emergency via Executive Order 103 in response to the Coronavirus outbreak, and WHEREAS, as a result of the Coronavirus outbreak many municipalities may experience additional expenses for purchases regarding coronavirus response, and WHEREAS, per Local Finance Notice 2020-06 the State of New Jersey Division of Local Government Services has authorized municipalities to use funds that are reserved in their Storm Recovery Trust Fund for payment of these expenses, NOW, THEREFORE BE IT RESOLVED, that the Frelinghuysen Township Recovery Trust Fund may be utilized for any expenses relating to the Coronavirus outbreak. CERTIFICATION: It is hereby certified that this is a true and correct copy of a resolution adopted by the governing body of the Township of Frelinghuysen at a meeting held March 18, 2020

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

#2020 – 31 RESOLUTION AUTHORIZING THE TOWNSHIP ENGINEER TO PREPARE AN APPLICATION AND AUTHORIZING THE MAYOR AND CLERK TO EXECUTE THE APPLICATION – NJDOT TRANSPORTATION TRUST FUND MUNICIPAL AID PROGRAM FOR FISCAL YEAR 2020 – DISCRETIONARY AID WHEREAS, the NJDOT makes funds available to municipalities and counties for roadway infrastructure projects through the municipal aid portion of the New Jersey Transportation Trust Fund; WHEREAS, the Township of Frelinghuysen (“Township”) has received two (2) grants from the municipal aid portion of the Transportation Trust Fund to improve Greendell Road between Dark Moon Road (Warren County Route 519) and the Sussex County boundary including a \$140,000.00 grant for the first phase (FY 2019) and \$130,000.00 grant for the second phase (FY 2020); and WHEREAS, the Township is in the process of preparing plans and bid documents for the first phase; and WHEREAS, the amount of grant money allocated by the NJDOT for Phases 1 and 2 is below what is needed by the Township to complete the roadway project in its entirety; and WHEREAS, additional grant monies are needed for the Township to complete the work outlined in the two (2) grant applications; and WHEREAS, the Township Engineer has recommended that the Township Committee apply to the NJDOT for discretionary funds that are available under the New Jersey Transportation Trust Fund Authority Act, FY 2020 Municipal Aid Program, to obtain additional monies to aid in the construction of improvements on Greendell Road between Dark Moon Road and the Sussex County boundary; and WHEREAS, the Township Committee has considered this recommendation; NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Frelinghuysen that the Township Engineer be and hereby is authorized to prepare an application and the Mayor and Township Clerk be and hereby are authorized to execute the application for discretionary aid available to municipalities under the New Jersey Transportation Trust Fund Authority Act including the Incidental Modification to Project Scope/ Limits Form and the Township Engineer is authorized to submit said application to the District Local Aid Office of the New Jersey Department of Transportation in Mount Arlington for the following project:

1. Additional funds for the improvement of Greendell Road between Dark Moon Road and the Sussex County border. I, Donna Zilberfarb, Municipal Clerk of the Township of Frelinghuysen, County of Warren, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by Council at a regular meeting held on March 18, 2020.

My signature and the Clerk’s seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Mr. Boynton	x		x			

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

COMMITTEE REPORTS:

Motion was made by Mr. Ramos to hold all committee reports to the April 22, 2020 regular meeting, seconded by Mr. Boynton. Roll call vote: Mr. Boynton-yes; Mr. Desiderio-yes; Mr. McPeek-absent; Mr. Ramos-yes; Mr. Stracco-yes

AGREEMENTS:

- R&L DataCenters, Inc for payroll services. Ms. Dyer explained during the resolution that was passed for this agreement that this is an agreement between the town and the payroll company. The cost did increase this year to \$11.00 per payroll which these costs are covered by the bank and nothing impacts our budget. Ms. Zilberfarb will send the agreement to R&L DataCenters.
- Motion was made by Mr. Ramos to approve the application for the 2020 OS ANJEC Grant application to be submitted for the surface restoration and drainage improvement for Robin’s Trail, seconded by Mr. Boynton. Roll call vote: Mr. Boynton-yes; Mr. Desiderio-yes; Mr. McPeek-absent; Mr. Ramos-yes; Mr. Stracco-yes
- The service electric broadband cable certificate of approval was discussed and Mr. Beilin gave clarification as to if we needed to sign this. He stated that we did not have to sign this but felt in good faith moving forward it should be signed so after the merger the town is not blocked out of the new company. After discussion, a motion was made by Mr. Ramos to authorize the Mayor to sign the document, seconded by Mr. Boynton. Roll call vote: Mr. Boynton-yes; Mr. Desiderio-yes; Mr. McPeek-absent; Mr. Ramos-yes; Mr. Stracco-yes

OLD BUSINESS:

Motion was made by Mr. Ramos to hold all old business to the April 22, 2020 regular meeting, seconded by Mr. Boynton. Roll call vote: Mr. Boynton-yes; Mr. Desiderio-yes; Mr. McPeek-absent; Mr. Ramos-yes; Mr. Stracco-yes

NEW BUSINESS:

- Nick Pachnos, Emergency Management Coordinator, spoke and let everyone know how hard it is to give numbers and information on COVID-19 as the numbers are constantly changing. What was stated 30 minutes ago is already out of date. Mr. Pachnos and the Mayor have daily calls with OEM, the Governor, Health Department, Congress etc. They are keeping the residents apprised of all information. Warren County, as of 3-18-2020, has 10 confirmed cases and Sussex County has 3. He let everyone know that those numbers are going to rise and that is because doctors and hospitals are now doing testing. Forest Manor has been locked down for approximately 2 weeks, only medical personnel are allowed to enter. Mr. Pachnos reiterated how important it is to listen to what is happening and staying away from contact. He also stated that if anyone from Frelinghuysen Township is a confirmed case that he and the Mayor will be notified as well as the State Police. Mr. Ramos asked what the mandates were and Mr. Pachnos told him the curfew from 8 pm to 5 am and no more than 10 people in a gathering. He discussed that they are scared and panicking. He does not want to stress them out more than they already are. He also stated that when needed he will send the Swift911 to all residents. He stated we are all dealing with this the best we can and will continue to. Mr. Stracco discussed having the April meeting via conference calls only and that is including the public for the conference call. He also said if anyone has any information or concerns to call Ms. Zilberfarb.

Mr. Desiderio thanked the Mayor, Nick and Donna for all they are doing. Mr. Boynton agreed. Special hours for shopping for seniors was also discussed and Acme in Blairstown and WalMart in Mansfield will have the hours of 7 am – 9 am for seniors only. Ms. Zilberfarb will post that on the website. The Mayor thanked Mr. Pachnos for all that he is doing.

- Ralf Irizarry submitted a letter of resignation from his position as OEM deputy. Motion was made by Mr. Ramos to accept with regrets, seconded by Mr. Boynton. Roll call vote: Mr. Boynton-yes; Mr. Desiderio-yes; Mr. McPeek-absent; Mr. Ramos-yes; Mr. Stracco-yes

DEPARTMENT REPORTS:

Motion was made by Mr. Ramos to hold all department reports until the April 22, 2020 regular meeting, seconded by Mr. Boynton. Roll call vote: Mr. Boynton-yes; Mr. Desiderio-yes; Mr. McPeek-absent; Mr. Ramos-yes; Mr. Stracco-yes

OPEN MEETING TO THE PUBLIC:

Motion was made by Mr. Ramos, seconded by Mr. Boynton to open meeting to the public limited to 10 minutes with 2 minutes per member of the public. Roll call vote: Mr. Boynton-yes; Mr. Desiderio-yes; Mr. McPeek-absent; Mr. Ramos-yes; Mr. Stracco-yes Spoke were:

Mr. Kohuth was in the audience and thanked everyone and appreciates all that everyone is doing.

Motion was made by Mr. Boynton, seconded by Mr. Ramos to close to the public. Roll call vote: Mr. Boynton-yes; Mr. Desiderio-yes; Mr. McPeek-absent; Mr. Ramos-yes; Mr. Stracco-yes

EXECUTIVE SESSION:

There was no Executive Session

CORRESPONDENCE:

- State of New Jersey – SADC State comprehensive farmland preservation plan grant agreement
- State of New Jersey – NJ DOT 2020 Municipal Aid Greendell Road pahse 2
- New Jersey General Assembly – Assembly Resolution No's. 78 & 79 regarding Census
- NJDOT commitment to communities
- USDA – block 201 Lot 31.01 – Jeffrey Crisman Farm
- NJLM – 26th Annual Mayor's Hall of Fame
- 24th Legislative District Oroho, Space and Wirths – public Notice – service quality stakeholder meetings
- Warren County Planning Department – Public hearing on revision to warren county development review regulations
- Warren County Mosquito Control Commission – Annual packet of information
- Knowlton Township – Municipal Courts closure
- Chris Stracco – Letter to Governor Murphy regarding education cuts
- Schenck Price – Transfer of service electric assets to CSC TKR, LLC
- Blairstown Hose Company February Calls

ADJOURNMENT:

There being no further business, motion was made by Mr. Ramos, seconded by Mr. Boynton to adjourn the meeting at 8:12 p.m. Roll call vote: Mr. Boynton-yes; Mr. Desiderio-yes; Mr. McPeek-absent; Mr. Ramos-yes; Mr. Stracco-yes

Respectfully Submitted,

Donna Zilberfarb, RMC