

MINUTES OF REORGANIZATION MEETING
January 3, 2011

The reorganization meeting of the Frelinghuysen Township Committee was held in the Municipal Building, 210 Main Street, Johnsonburg, New Jersey on Monday, January 3, 2011 and was called to order at 12:00 p.m. by the Municipal Clerk.

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: David Boynton, Thomas Charles, Alan DeCarolis, Frank Desiderio, Dale Durling, Attorney Edward Wacks, Engineer Paul Sterbenz and Clerk Brenda Kleber.

OATH OF OFFICE:

The Municipal Clerk administered the oath of office to Alan DeCarolis and Frank Desiderio.

NOMINATION FOR MAYOR:

The Municipal Clerk called for nominations for Mayor for the year 2011. Motion was made by DeCarolis to nominate Dale Durling, seconded by Desiderio. Motion was made by Desiderio, seconded by Boynton to nominate Thomas Charles. There being no other nominations, motion was made by Desiderio, seconded by Boynton to close the nominations. A request was made to conduct a straw vote. The results were: 3 votes for Thomas Charles and 2 votes for Dale Durling.

Mayor Charles took over the meeting and asked for nominations for Deputy Mayor. Motion was made by Mayor Charles, seconded by DeCarolis to nominate David Boynton. A nomination was made to nominate Dale Durling and he declined. Motion was made by DeCarolis, seconded by Boynton to close the nominations. All in favor.

COMMITTEE APPOINTMENTS:

Director of Public Works-Charles
Supervisor of Roads-Desiderio
Finance Commission (includes Tax Assessor and Tax Collector-Charles & Durling
Buildings and Grounds-Boynton
Open Space Committee member-Charles
Farmland Preservation Committee-Charles
Recreation Committee member-Boynton
Planning Board member Class 1 (Mayor's appointee)-Desiderio
Planning Board member Class II-DeCarolis

Environmental Commission liaison-DeCarolis
Board of Health members-all committee members
Personnel Committee members-Boynton & Durling
Board of Education Liaison member-Boynton
Freehold Liaison-Durling
Police Liaison-Durling
Safety Committee liaison-Desiderio
COAH Coordinator-DeCarolis
Municipal Alliance Liaison-DeCarolis
Engineer Liaison-Desiderio
Motion was made by Durling, seconded by Desiderio to concur with the Mayor's appointments. All in favor.

MISCELLANOUS APPOINTMENTS:

Assessment Search Officer-Brenda Kleber
Tax Search Officer-Donna Clouse
Deputy Tax Collector-Brenda Kleber
List of Certified Owners-David Gill
Board of Health secretary-Brenda Kleber
Senior Citizen Coordinator-Jean Verberke
Solid Waste Advisory Commission member-James Banta
Animal Control Officer-Alan DeCarolis
Dog Licensing Official-Brenda Kleber
Municipal Alliance Coordinator-(open)
Clean Communities Coordinator-Donna Zilberfarb
Driveway Opening Official-Joseph Golden
Zoning Officer/Code Enforcer-George Boesze
Building SubCode Official-Richard O'Connor
Electrical SubCode Official-Greg Chontow
Plumbing SubCode Official-Dale Glynn
Technical Assistant to the Construction Dept-Donna Zilberfarb
Recycling Coordinator-Donna Zilberfarb
Motion was made by Durling, seconded by Boynton to concur with the Mayor's appointments. All in favor.

PLANNING BOARD APPOINTMENTS:

Ralph Corvino-2 year appointment as alternate #1
Alan DeCarolis-2 year appointment as Class II member
Frank Desiderio-1 year appointment as Class I member
Robin Randolph-4 year appointment as Class IV member
James Simonetti-1 year appointment as alternate !!

BOARD OF ADJUSTMENT MEMBERS:

Howard Jungkind-4 year appointment to expire December 2014
Max Klein-4 year appointment to expire December 2014
Donald Soisson-4 year appointment to expire December 2014
Christopher Stracco-4 year appointment to expire December 2014

Russell Walters-4 year appointment to expire December 2014
Motion was made by Durling, seconded by Boynton to appoint the above members. All in favor.

RECREATION COMMITTEE MEMBERS:

Thomas Charles-1 year appointment to expire December 2011
Kim Leno-5 year appointment to expire December 2015
Sue Mattos-5 year appointment to expire December 2015
Claire Saalfield-5 year appointment to expire December 2015
Motion was made by Boynton, seconded by DeCarolis to appoint the above members. All in favor.

ENVIRONMENTAL COMMISSION APPOINTMENTS:

Maureen Cullen-2 year appointment to expire December, 2012
Alan DeCarolis-1 year appointment to expire December 2011
Richard Dericks-2 year appointment to expire December, 2012
Note: Chairperson's position-on hold
Motion was made by Boynton, seconded by DeCarolis to concur with the Mayor's appointments. All in favor.

OPEN SPACE COMMITTEE APPOINTMENTS:

Wendy Buttgereit-1 year appointment to expire December 2011
Dan Carson-2 year appointment to expire December 2012
Thomas Charles-1 year appointment to expire December 2011
Maureen Cullen-1 year appointment to expire December 2011
Cliff Kimball-1 year appointment to expire December 2011
Robin Randolph-1 year appointment to expire December 2011
Motion was made by Boynton, seconded by Durling to appoint the above members. All in favor.

FARMLAND PRESERVATION COMMITTEE APPOINTMENTS:

Thomas Charles-1 year appointment to expire December 2011
Richard Dericks-1 year appointment to expire December 2011
Robert Young-1 year appointment to expire December 2011
Motion was made by Durling, seconded by Boynton to appoint the above members. All in favor.

LOCAL ASSISTANCE BOARD APPOINTMENTS:

Robert Berry-1 year appointment to expire December 2011
Nancy Placko-2 year appointment to expire December 2011
Thomas Charles-1 year appointment to expire December 2011
Motion was made by Boynton, seconded by Durling to appoint the above members. All in favor.

MUNICIPAL ALLIANCE COMMITTEE APPOINTMENTS:

Alan DeCarolis-1 year appointment to expire December 2011
Dwight Klett-1 year appointment to expire December 2011
Elizabeth Manz-1 year appointment to expire December 2011
Cynthia Ponczek-1 year appointment to expire December 2011
John Ponczek-1 year appointment to expire December 2011
Claire Saalfield-1 year appointment to expire December 2011
Ronnie Schwartz-1 year appointment to expire December 2011

Motion was made by Durling, seconded by Boynton to appoint the above members. All in favor.

RESOLUTIONS:

#2011-01 (Meeting dates)

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 7:30 p.m. at the Municipal Building, 210 Main Street, Johnsonburg, New Jersey as follows:

REGULAR MEETING DATES FOR 2011

January 19, 2011
February 16, 2011
March 16, 2011
April 20, 2011
May 18, 2011
June 15, 2011

July 20, 2011
August 17, 2011
September 21, 2011
October 19, 2011
November 16, 2011
December 21, 2011

BE IT FURTHER RESOLVED, that the following dates during the calendar year of 2011 are hereby designated as the workshop meetings of the Mayor and Committee of the Township of Frelinghuysen on an as needed basis.

January 13, 2011
February 10, 2011
March 10, 2011
April 14, 2011
May 12, 2011
June 9, 2011

July 14, 2011
August 11, 2011
September 15, 2011
October 13, 2011
November 10, 2011
December 15, 2011

BE IT FURTHER RESOLVED, that all workshop meetings will begin at 4:00 p.m. at 210 Main Street, Johnsonburg, New Jersey unless otherwise specified. Workshop meetings may be subject to cancelation. Formal action may be taken at regular and workshop meetings. Executive sessions may be called by the governing body at these meetings.

Motion was made by Boynton, seconded by Durling to adopt said resolution. Roll call vote: DeCarolis-yes, Desiderio-yes, Durling-yes, Boynton-yes, Charles-yes.

#2011-02 (Committee resolution)

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:

That all Township officials be present at each meeting on a quarterly basis
Monthly department reports are required from the Tax Assessor, Tax Collector, Chief Finance Officer, Building Department, Zoning Officer, Warren County Health Department, Knowlton 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 and in hand on a weekly basis to the Township Clerk to be deposited.

Interest on current and delinquent taxes shall be 8% on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 and 6% in excess of \$10,000.00 for who fails to pay delinquent taxes prior to the end of the calendar year.

The North Warren branch of 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 Bank of America is the depository for monies collected by the Chief Finance Officer for escrow account.

The New Jersey Herald and Express-Times are the official newspapers for the publication of all legal items.

The Tax Collector is authorized to issue tax search requests.

The Tax Assessor is authorized to issue certified list of property owners.

The Township Clerk is authorized to issue certificates as to liability for assessments for municipal purposes or improvements.

Motion was made by Durling, seconded by Boynton to adopt said resolution. Roll call vote: DeCarolis-yes, Desiderio-yes, Durling-yes, Boynton-yes, Charles-yes.

#2011-03 (Budget resolution)

WHEREAS, N.J.S.A.40A:4-19 provides that where any contract commitment or payments are to be made prior to the final adoption of the 2011 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time herein provided; and

WHEREAS, the date of this resolution is within the first thirty (30) days of January 2011; and

WHEREAS, one-fourth of the total appropriations in the 2010 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvements fund and public assistance in said 2011 budget in the sum of \$230,000.

NOW, THEREFORE BE IT RESOLVED, by the Frelinghuysen Township Committee that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Finance Officer for her records.

Motion was made by Boynton, seconded by Durling to adopt said resolution. Roll call vote: DeCarolis-yes, Desiderio-yes, Durling-yes, Boynton-yes, Charles-yes.

#2011-04 (Professional Services)

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 \$26,000 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:

Edward Wacks Wacks & Hartmann	Municipal Attorney	1 year
Paul Sterbenz and Paul Niehoff Maser Consulting	Municipal Engineers	1 year
The Land Conservancy of New Jersey	Land Consultants	1 year
Wilentz, Goldman & Spitzer	Bond Counsel	1 year
Ardito & Co.	Municipal Auditor	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 and The Express-Times as required by law, within ten days of its passage.

#2011-05 (Open Space Tax)

WHEREAS, section 2-39.3 of the Ordinances of the Township of Frelinghuysen requires that the Open Space tax for the year 2011 be set at or before the meeting when the budget is adopted; and

WHEREAS, the Township Committee desires to establish a \$0.02 cent open space tax per \$100.00 of assessed valuation.

NOW, THEREFORE BE IT RESOLVED, that it is hereby, established an open space tax of \$0.02 cents per \$100.00 assessed valuation pursuant to Ordinance 2-39.3.

Motion was made by Boynton, seconded by Durling to adopt said resolution. Roll call vote: DeCarolis=yes, Desiderio=yes, Durling=yes, Boynton=yes, Charles=yes.

#2011-06-on hold

#2011-07 (Appoint Public Works director)

WHEREAS, the Department of Public Works 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 Works shall consist of the Director Public Works shall be under the immediate control and direction of the Township Committeeman in charge of public works, who shall be designated "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 Thomas Charles shall be appointed as "Director of Public Works for the year 2011."

Motion was made by Durling, seconded by DeCarolis to adopt said resolution. Roll call vote: DeCarolis=yes, Desiderio=yes, Durling=yes, Boynton=yes, Charles=yes.

RESIGNATIONS:

A letter of resignation from William Bromski resigning from the Environmental Commission was accepted with regret on motion made by Durling, seconded by Boynton. All in favor. The Clerk was instructed to send a letter of thanks to Mr. Bromski.

A letter of resignation from William Crone resigning from the Environmental Commission was accepted with regret on motion made by Durling, seconded by Boynton. All in favor. The Clerk was instructed to send a letter of thanks to Mr. Crone.

DEPARTMENT REPORTS:

The yearly report of the Zoning Officer was reviewed by the Committee and was accepted on motion made by Boynton, seconded by Durling. All in favor.

Mayor Charles reported that he will meet with Mr. Desiderio and the DPW to get figures for the cost of the December 27th snow storm. Mr. Boynton felt that since this area did not receive the amount of snow closer to the shore area we should set an example and refuse the money. Motion was made by Durling, seconded by DeCarolis instructing the Mayor to prepare a letter of refusal. All in favor.

Mr. Durling brought up the Cable TV issue. He and Marty Connor will meet and come up with a list of requirements. Mr. Wacks was instructed to prepare a memo on our rights. Mayor Charles suggested that the Clerk contact each surrounding Mayor and ask if they would like to share the cost of an attorney to represent the towns. Motion was made by Boynton, seconded by DeCarolis instructing the Clerk to make this contact. All in favor.

Mr. Boynton suggested that a notice be sent out with the tax bills asking the residents to clean up the litter on their section of road. Motion was made by Boynton, seconded by DeCarolis to include this request along with placing on the website. All in favor.

Mr. Boynton brought up the subject of limiting audience participation to 5 or 10 minutes without an audience member passing their time over to another member. Motion was made by Durling, seconded by Boynton to not limit the time. Roll call: DeCarolis-yes, Desiderio-yes, Durling-yes, Boynton-no, Charles-no.

The Mayor thanked Mr. Desiderio for personally removing a boulder off of Kerrs Corner Road. The Mayor also thanked Mr. Durling for his services and leadership while Mayor.

The Municipal Clerk asked the Committee for their guidance on what to put on the township sign as the requests that have been made will not fit on the board. Since there have been complaints about the sign, all complaints will be sent to the Deputy Mayor.

Municipal Engineer's report:

Mr. Sterbenz will put together a list of items he needs to talk to the road department about.

Municipal Attorney's report:

Mr. Wacks reported that Kids Camp had filed a motion seeking to amend the complaint to add claims for fraudulent concealment/spoliation of evidence and for violation of civil rights. Judge Coleman denied the application. Mr. Wacks also thanked the committee for reappointing him.

CORRESPONDENCE:

1. New Jersey State League of Municipalities Re: Disaster Management
2. Roman Osadca Re: Johnsonburg Post Office

AUDIENCE PARTICIPATION:

Roman Osadca suggested that Mr. Durling should reach out to Mr. Chrusz to place the Post Office in his building along with making various contacts. He also suggested that a modular building be put on the township property.

Debra Natyzak thanked the road department for sanding her portion of Stagecoach Road.

Loren Grecco asked if we could put different information on both sides of the township sign.

Roman Osadca stated that government is suppose to be open and appointments were not listed in the agenda for the public and asked the reason this was not done.

ADJOURNMENT:

There being no further business, the meeting was adjourned.

Respectfully Submitted,

Brenda J. Kleber, RMC