

CALL TO ORDER

Mayor Myhre called the meeting to order at 7:30 p.m. and stated that in compliance with the "Open Public Meetings Act" this Meeting was duly noticed to the Hunterdon County Democrat and the Express Times on June 22, 2017; the Agenda has been posted at Borough Hall and distributed to the Express Times, the Hunterdon County Democrat on June 22, 2017.

FLAG SALUTE

Mayor Myhre asked everyone to stand for the flag salute.

ROLL CALL

Present for the Meeting:

John Hindman
Liz Johnson
Michele Liebttag
Holly Low
Caroline Scutt
William Sullivan

Absent from Meeting:

Attorney Albert Cruz, and Borough Clerk, Brenda S. Shepherd, were present for the Meeting. 4 member of the public were also present.

PUBLIC HEARING

Attorney Cruz noted that both of these ordinances were introduced. The Planner needed to make changes to these ordinances. The individual changes proposed are not substantive but all the changes together makes them material. He recommended that the Council hold the public hearing as was advertised and table the ordinances. The ordinances will be re-introduced as revised by the Planner. The Planning Board did review both ordinances and determined that they are not inconsistent with the Master Plan.

Ordinance #792 – Development Fee Ordinance

The Council approved to open the public hearing on Ordinance #792. Having no comments, Council approved to close the public hearing on Ordinance #792.

Ordinance #793- Affordable Housing Ordinance

The Council approved to open the public hearing on Ordinance #793. Having no comments, Council approved to close the public hearing on Ordinance #793.

Mayor Myhre recommended that Ordinance #792 and Ordinance #793 be tabled. On motion by Michele Liebttag, seconded by Liz Johnson and carried by unanimous favorable roll call vote, the Mayor and Common Council tabled Ordinance #792 and Ordinance #793. Mayor Myhre noted that these ordinances will be reintroduced at the August 2, 2017.

PUBLIC COMMENTS

The Council approved to open the public comment session.

Mayor Myhre complimented the Real Girls, a local group, for cleaning up the river banks. It was a nice gesture and it helps us. He compliments the organization that empowers young woman.

Referring to Sunbeam Park, Dorsey Reading noted that the grass is growing and the fence will be installed within two weeks. It looks fantastic. Council thanked Dorsey Reading.

Joe Montemarano, new resident on River Mills Drive, introduced himself and asked for a copy of the agenda.

Leigh Marino, representing the Sustainable Frenchtown Team, stated that if the Council has any questions on the Creative Assets Inventory proposals, she will be here.

Having no other public comments, the Mayor closed the public comment session.

CONSENT AGENDA

All matters listed on the Consent Agenda are considered to be routine by the Governing Body and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

On motion by Liz Johnson, seconded by John Hindman and carried by unanimous favorable roll call vote, the Mayor and Common Council approved the consent agenda approving the bills list of 7/12/17 as attached, the minutes of the regular meeting of June 7, 2017 and Resolution #2017-68 through #2017-69 and Resolution #2017-72 as follows:

RESOLUTION NO. 2017 - 68

APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION (N.J.S.A. 40A:4-87)

WHEREAS, N.J.S.A. 40A:4-87 provides the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or Municipality where such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount;

NOW, THEREFORE, BE IT RESOLVED that the Borough of Frenchtown, in the County of Hunterdon, State of New Jersey, hereby requests the Director of Division of Local Government Services to approve the insertion of an item of revenue, 2017 SANDY BATTY GRANT FUND, in the budget of the year 2017 in the sum of \$1,000.00 which item is now available as revenue from the ANJEC.

BE IT FURTHER RESOLVED that the like sum of \$1,000.00 is hereby appropriated under the caption "SANDY BATTY GRANT FUND"; and

BE IT FURTHER RESOLVED that the above is a result of a revenue from the ANJEC in the amount of \$1,000.00.

Attest:

July 7, 2017

Brenda S. Shepherd, RMC
Borough Clerk

Brad Myhre

RESOLUTION NO. 2017 - 69
APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION
(N.J.S.A. 40A:4-87)

WHEREAS, N.J.S.A. 40A:4-87 provides the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or Municipality where such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount;

NOW, THEREFORE, BE IT RESOLVED that the Borough of Frenchtown, in the county of Hunterdon, State of New Jersey, hereby requests the Director of Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2017 in the sum of \$6,600.00, which item is now available as revenue from Somerset County Distracted Driving, as a grant to the Borough of Frenchtown in the amount of \$6,600.00.

BE IT FURTHER RESOLVED that the like sum of \$6,600.00 is hereby appropriated under the caption "Distracted Driving"; and

BE IT FURTHER RESOLVED that the above is a result of a grant of \$6,600.00 from Somerset County.

Attest:

July 12, 2017

Brenda S. Shepherd, RMC
Borough Clerk

Brad Myhre, Mayor

RESOLUTION NO. 2017 - 72
APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION
(N.J.S.A. 40A:4-87)

WHEREAS, N.J.S.A. 40A:4-87 provides the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or Municipality where such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount;

NOW, THEREFORE, BE IT RESOLVED that the Borough of Frenchtown, in the county of Hunterdon, State of New Jersey, hereby requests the Director of Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2017 in the sum of \$1,100.00, which item is now available as revenue from Somerset County DWI, as a grant to the Borough of Frenchtown in the amount of \$1,100.00.

BE IT FURTHER RESOLVED that the like sum of \$1,100.00 is hereby appropriated under the caption "DWI"; and

BE IT FURTHER RESOLVED that the above is a result of a grant of \$1,100.00 from Somerset County.

Attest:

July 12, 2017

Brenda S. Shepherd, RMC
Borough Clerk

Brad Myhre, Mayor

ORDINANCES

Ordinance #794 - Amendment to the 2017 Salary & Wage Ordinance (Introduction)
On motion by Michele Liebttag, seconded by Liz Johnson and carried by unanimous favorable roll call vote, the Mayor and Common Council approved the introduction of Ordinance #794 as follows:

ORDINANCE #794

**AN ORDINANCE
TO AMEND THE SALARY & WAGES
OF THE CERTAIN BOROUGH OFFICIALS AND EMPLOYEES FOR THE YEAR 2017**

BE IT ORDAINED by the Mayor and Common Council of the Borough of Frenchtown as follows:

1. The following hourly rates for the year 2017 are hereby amended for the following designated officials and employees of the Borough of Frenchtown:

Licensed Sewer Treatment Plant assistant ----- \$29.61

This Ordinance shall take effect immediately upon Final Passage and action as required by law.

Brad Myhre, Mayor

ATTEST:

Brenda S. Shepherd, RMC
Borough Clerk

RESOLUTIONS

2017-70 - Resolution thanking Jack Weeks for his services on the Planning Board

Mayor Myhre noted that this resolution thanks Jack Weeks for his services on the Planning Board. He was an outstanding member on the Board and will be greatly missed. On motion by Liz Johnson, seconded by Michele Liebttag and carried by unanimous favorable roll call vote, the Mayor and Common Council approved Resolution #2017-70 as follows:

Resolution #2017-70

Resolution Thanking Jack Weeks for his Services on the Frenchtown Planning Board

WHEREAS, Jack Weeks, resident and business owner in Frenchtown, was appointed to the Frenchtown Planning Board by the Mayor and Council on July 2, 2014; and

WHEREAS, Jack Weeks took an oath of office to become a member of the Frenchtown Planning Board on July 23, 2014;

WHEREAS, Jack Weeks served on the Planning Board as an Alternate II and an Alternate I, representing the business district, for the past three years; and

WHEREAS, the Borough Council wishes to thank Jack Weeks for his service to the community as a member of the Frenchtown Planning Board.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Common Council of the Borough of Frenchtown extend to Jack Weeks, individually and collectively, gratitude and appreciation for his years of service on the Frenchtown Planning Board; and

BE IT FURTHER RESOLVED that we wish Jack Weeks much success in all his future endeavors.

By:

Brad Myhre, Mayor

ATTEST:

Brenda S. Shepherd, RMC

Dated: July 12, 2017

Mayor Myhre noted that we will move Jeanne Herb up to Alternate I. The Council consented. Mayor Myhre added that we will need to find a replacement for an Alternate II.

2017-71 - Resolution memorializing the decision of the Common Council to purchase trash/recycling bins

Mayor Myhre noted that this resolution memorializes the Council's decision of the June meeting to purchase the trash/recycling bins. The bins have been ordered and are completely grant funded. On motion by Michele Liebttag, seconded by John Hindman and carried by unanimous favorable roll call vote, the Mayor and Common Council approved Resolution #2017-71 as follows:

RESOLUTION #2017-71

RESOLUTION MEMORIALIZING THE DECISION OF THE COMMON COUNCIL OF THE BOROUGH OF FRENCHTOWN TO PURCHASE 16 RECYCLING/TRASH CONTAINERS FROM MAXR IN THE AMOUNT OF \$25,806.00 FOR THE BOROUGH OF FRENCHTOWN

WHEREAS, the Common Council of the Borough of Frenchtown solicited bids for recycling/trash containers for the Borough of Frenchtown; and

WHEREAS, as a result, three (3) proposals were solicited for 16 recycling/trash containers; and

WHEREAS, the following proposals were received:

Contractor	Proposal Amount
MaxR	\$25,806.00
Recycle Away Systems and Solutions	\$32,139.00.00

WHEREAS, the low proposal is from MaxR of W248N5499 Executive Drive, Sussex, Wisconsin 53089, in the amount of \$25,806.00.00; and

WHEREAS, the Common Council of the Borough of Frenchtown approved at its Council meeting on June 7, 2017 the purchase of 16 recycling/trash units from MaxR in the amount of \$25,806.00 to be paid from the Clean Communities Grant funds; and

WHEREAS, Chief Financial Officer has determined that there are sufficient funds available in the Grant Fund account to pay for these containers.

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of Frenchtown Borough, that the decision on June 7, 2017 to purchase 16 recycling/trash units from MaxR in the amount of \$25,806.00 be memorialized by formal resolution at its meeting of July 12, 2017;

Certified as a true copy of the Memorializing Resolution adopted by the Mayor and Council on this 12th day of July, 2017.

Brenda Shepherd, RMC, Borough Clerk

NEW BUSINESS

Approval of Special Events Permit for an outdoor film screening on 8/11/17 with a rainedate of 8/12/17 by ArtYard

Mayor Myhre noted that we had ArtYard complete the Town Events form because it is a non-traditional event. They are proposing a film screening on the property they own at 50 Trenton Avenue with music to accompany the film. Jill McDonald noted that the event will be from 8:00 pm to 10:30 pm. On motion by Michele Liebttag, seconded by William Sullivan and carried by unanimous favorable roll call vote, the Mayor and Common Council approved the Special Events Permit for an outdoor film screening on 8/11/17 with a rainedate of 8/12/17 by Artyard at 50 Trenton Avenue.

Sustainable Frenchtown Bids for Creative Assessment Inventory

Holly Low reported that we have received a grant from Sustainable Jersey of which part of the grant is to be used for a Creative Assets Inventory for Frenchtown. We will get points from Sustainable Jersey if we do this. We will have a strong document that will be on the website and updates as it changes. It give Frenchtown a sense of what we have and what we will develop. There were three proposals for the project but one proposal was withdrawn. The 2 proposals are as follows: Environmental Connection Inc. in the amount of \$13,500.00 and Center for Creative Placemaking in the amount of \$20,000.00. The Environmental Commission is recommending that the Borough award a contract to Environmental Connection Inc. in the amount of \$13,500.00. On motion by Holly Low, seconded by William Sullivan and carried by unanimous favorable roll call vote, the Mayor and Common Council approved to award a contract to Environmental Connection Inc. for a Creative Assets Inventory for the Borough of Frenchtown in the amount of \$13,500.00 of which \$10,000.00 will be paid from the Sustainable Jersey grant and \$3,500.00 to be paid out of the Green Team account.

Attorney Cruz asked that there be a resolution at the next meeting memorializing the decision of the Governing Body including a certification of funds from the CFO..

Approval of St. Peter and St. Paul Church Walking Pilgrimage on 8/11/17

On motion by Liz Johnson, seconded by John Hindman and carried by unanimous favorable roll call vote, the Mayor and Common Council approved St. Peter and St. Paul Church Walking Pilgrimage on 8/11/17.

Approval of Eighth Street block party on 8/26/17 with a raindate of 8/27/17

On motion by Liz Johnson, seconded by Holly Low and carried by unanimous favorable roll call vote, the Mayor and Common Council approved the Eighth Street block party on 8/26/17 with a raindate of 8/27/17.

SPECIAL RECOGNITION

Mayor Myhre noted that Ethan Liebross is here this evening and asked Ethan Liebross to speak. Ethan Liebross noted that on September 14th he will officially be an Eagle Scout. Mayor Myhre noted that Ethan Liebross did the reconstruction of the park bathrooms as his Eagle Scout project. He installed new toilets, hand dryers, fresh paint and partitions with a handicap bathroom. Mayor Myhre recognized Ethan Liebross publicly and thanked him for the great work. The project was a catalis to help rehabilitate the park with the new park project. Ethan Liebross thanked the Council for its support and also thanked Caroline Scutt, Mike Reino and Mayor Myhre for all their help. Caroline Scutt noted Ethan Liebross's professionalism and the way he asked for assistance and his follow up thank you letters. It was a pleasure work with him. William Sullivan added that the Borough welcomes working with the Scouts.

COUNCIL COMMENTS

Liz Johnson noted that she is hoping for a draft of the parking meter committee by the August meeting.

Liz Johnson report the following on the Wastewater Treatment Plant:

1. We are getting the pumps repaired.

2. We are working on the Fifth Street and Milford Road pipe repair.
3. She thanked Brenda Shepherd and Michele Liebttag for getting the air tight dumpster as required in the contract.

Caroline Scutt reported the following:

1. The Borough website will be stripped down by mid August and we will rebuild it back up. We have redone the forms and they are now fillable forms.
2. Bastille Day is ready to go. It starts at 3 pm. There will be events from Race Street to ArtYard. There will be music around town. The event will end at 9:00 pm at ArtYard. There will be a Radio Theater at ArtYard. The money raised on that will be split between ArtYard and the Frenchtown Business Association. We are not closing the street.
3. The Camp Out at the Park will be Saturday, August 5th starting at 4:30 pm. It is a fundraising event and Leigh Marino made up flyers and we will put it on the website. There are 40 camping spots for tents only. The reservations are through eventbrite. There are concerns about credit card donations. Attorney Cruz noted that the Electronic Payment Act only allows credit card payment for Borough obligations. Obligations does not include donations. The Borough would have to adopt a resolution explaining the program and it has to be accepted by rider approved by the Division of Local Government Services. None of the steps have been taken to make sure donations can be accepted through credit cards and to make sure it is for park use. The Division of Local Government Services may consider it. Money raised into the account has to be appropriated. You can still collect money but you cannot accept credit cards. Holly Low noted that anyone can participate in the evening events planned for the camp out. The Community Garden will be doing the grilling.

Michele Liebttag reported the following:

1. Chief Kurylka has submitted a grant application for fireworks for this year as well as for a sidewalk art project.
2. Patrolman Krutsick has resigned. He has accepted a position at the Bucks County Prison as a correction officer.
3. A newsletter will be going out shortly announcing the electronic clean up day and clean up day, etc. A pdf version can be posted on the website.
4. The GovDeals auction resulted in \$10,000.00 in revenue. A dump truck, a paver, a tractor and the police bus were sold.
5. She spoke with the engineer on several projects. The engineer is having difficulty finding electricians to install the generators. There should be responses by Friday.

William Sullivan reported the following:

1. Ridge Road is just about complete. There are punch list items that still need to be addressed.
2. DPW has a seasonal part time employce who is doing well and becoming an asset.
3. The Youth Group at the Presbyterian Church is doing a car wash at the church from 10:30 am to 5:00 pm for the mission.

Holly Low reported the following:

1. The Borough has been awarded a grant for the Fargo Family Foundation for the park improvement project. They are giving the Borough \$15,000.00 of which half is a matching grant. She thanked everyone who helped with the application. This is the first big gift. She

will be doing a memo for park donations for that grant match. She would like to have an online fundraising campaign in September for two weeks. Attorney Cruz recommended that cash donations be given to the Borough Clerk who will give a receipt. Public Official should not take cash donations.

2. Ed Jozowski has volunteered to build an archway entrance and incorporate it into the entrance of the park. We cannot rehabilitate the duck and whale but will try to incorporate that into the materials being used. She is working with Liz Johnson on the sign. Liz's husband is willing to do that. The large wooden structure will be rehabilitated. Eric Ferido is working on the design and once the design is done, the Presbyterian Church mission team will do the work.
3. Ann Vitolo has volunteered to make a sandwich board to announce Borough Council meetings. The board can be updated to announce other meetings. Borough staff has offered to put it out on meeting days.

Mayor Myhre reported the following:

1. He anticipates a special meeting in August for the award of the park project. He will let the Council know what the date will be.
2. Council authorized Engineer Burr to look at the Hilltop Street. One homeowner reported that their septic system failed. Engineer Burr is finalizing the application to USDA which lays out the Borough's financial condition. The USDA program is a 40 year fixed interest rate loan and USDA can offset 75% of that. The preliminary estimate for putting in sewers on the hilltop street is 2.1 to 2.7 million dollars. We will also put in paving and curbing. USDA is not interested in paving roads. We are going through the preapplication review. William Sullivan added that the Borough will be obtaining right of ways from the property owners. Mayor Myhre noted that USDA is aware of the right of way situation. The Borough will have to do quit claim deeds to get the issue resolved. We will need every homeowner to sign off. William Sullivan commented that he is willing to start meeting with the homeowners and continue with the process.
3. The sewer rates are remaining flat and after all the assessments, Frenchtown's tax rate is down 3 cents.
4. Responding to Frank Armocida, the homeowner whose septic system failed, Mayor Myhre noted that the engineer was going to call Mr. Armocida. The Borough cannot give a time line for the Hilltop Streets project.

CORRESPONDENCE

None discussed.

ADJOURNMENT

Being no further business to come before the Mayor and Council, the meeting was adjourned at 8:19 pm on motion by William Sullivan, seconded by Michele Liebttag and carried by favorable voice vote.

Respectfully submitted,

Brenda Shepherd, RMC
Borough Clerk