

REGULAR MONTHLY MEETING

The Franklin Township Committee held their regular scheduled monthly meeting on Monday, February 3, 2025, at the hour of approximately 7:00 p.m. Mayor David Guth opened the meeting in accordance with the "Open Public Meeting Act" Chapter 231, P.L. 1975 having been duly advertised and a copy posted in the office of the Township Clerk.

Following the flag salute, **Roll Call of Committeepersons present:** Bonnie Butler, Rich Herzer, Sarah Payne, Mike Toretta, David Guth, Mayor (5)Yes, (0) No, (0) Absent.

Present were: Jim Onembo, Zoning Officer, Joe Biel, DPW Foreman, Mike Finelli, Municipal Engineer, Kevin Benbrook, Municipal Attorney, Denise L. Becton, Municipal Clerk

CONSENT AGENDA:

(One Roll Call to approve the following agenda items 2-3)

2. APPROVAL OF

- a. Re-Org Meeting RE: January 6, 2025
- b. Executive Meeting RE: January 6, 2025
- c. Raffle License #2025-1 RE: PTA Warren County Tech School – On-Site Tricky Tray – March 5, 2025
- d. Raffle License #2025-2 RE: PTA Warren County Tech School – On-Site 50/50 – March 5, 2025

3. RESOLUTIONS – FIRST READING/ADOPTION

- a. Res. 2025-20 RE: Re-appointment OEM S. Tabert 3/7/25 – 3/6/28
- b. Res. 2025-21 RE: Re-appointment DOEM D. Guth 3/7/25 – 3/6/28
- c. Res. 2025-22 RE: Resolution authorizing the Tax Assessor to file tax appeals on behalf of the Township of Franklin
- d. Res. 2025-23 RE: Re-appointment of Snowplow Drivers for 2025
- e. Res. 2025-24 RE: February Transfers

RESOLUTIONS-First Reading/Adoption – Resolution 2025-20 thru Resolution 2025-24

RESOLUTION 2025-20 RE-Appointment of OEM & 911 Coordinator

WHEREAS, the Township of Franklin, County of Warren is required to have an Emergency Management Coordinator; and

WHEREAS, it is the desire of the Township Committee of the Township of Franklin, County of Warren, State of New Jersey to re-appoint Shawna Tabert as Emergency Management Coordinator for a period of 3 years per N J S P mandate beginning on March 7th, 2025, and ending on March 6th, 2028; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Franklin, County of Warren, State of New Jersey appoint Shawna Tabert as Emergency Management Coordinator and the 911 Coordinator for the Township of Franklin.

RESOLUTION 2025-21 RE-Appointment DOEM Coordinator

WHEREAS, it is the desire of the Township Committee to appoint a Deputy Emergency Management Coordinator to assist Shawna Tabert during emergency operations or during her absence by vacation or illness; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Franklin, County of Warren, State of New Jersey re-appoint David Guth as Deputy

Emergency Coordinator for the Township of Franklin for a period of 3 years per N J S P mandate beginning on March 7th, 2025, and ending on March 6th, 2028.

**RESOLUTION 2025- 22
TOWNSHIP OF FRANKLIN
WARREN COUNTY, NEW JERSEY**

**RESOLUTION AUTHORIZING THE TAX ASSESSOR TO FILE TAX
APPEALS ON BEHALF OF THE TOWNSHIP OF FRANKLIN**

WHEREAS, the Mayor and Committee of the Township of Franklin are aware that the Tax Assessor of the Township of Franklin may be required from time to time to correct errors made in computing the tax assessments of properties located within the Township; and

WHEREAS, the Mayor and Committee of the Township of Franklin are aware that the laws of New Jersey permit any taxpayer of the Township to file a Petition of Appeal with the Warren County Board of Taxation or to the Tax Court of the State of New Jersey to adjust this valuation of property or to correct errors made therein; and

WHEREAS, the municipality must be represented at such hearings by its Tax Assessor and by the Municipal Attorney who by law shall be authorized to settle such appeals with taxpayers of the Township of Franklin when it appears that such settlement is in the best interest of the Township and the Taxpayer; and

WHEREAS, in the event a settlement is reached, the laws of the State of New Jersey require that a Stipulation of Settlement be prepared memorializing the agreement which was reached which Stipulation must then be filed with the Warren County Board of Taxation; and

WHEREAS, the Tax Assessor of the Township of Franklin has requested the Mayor and Township Committee to enact a Resolution specifically authorizing the Tax Assessor to enter into agreements with taxpayers of the Township of Franklin to correct errors and to settle appeals including the authority to execute Stipulations of Settlement with taxpayers and appellants.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Franklin that the Tax Assessor is hereby authorized to adjust errors found in the tax assessments covering property within the Township of Franklin, negotiate and enter into settlements of appeals by taxpayers of their tax assessments and in all respects the Tax Assessor is authorized by law including the signing of all such stipulations and settlement agreements.

BE IT FURTHER RESOLVED that the Township Attorney of the Township of Franklin is hereby authorized to represent the Township in connection with all matters concerning the assessment of taxes including, but not limited to, negotiation of settlements, the preparation of settlement stipulations, and the signing of all documents as may be required by law on behalf of the Township of Franklin;

AND BE IT FURTHER RESOLVED that the Tax Assessor and the Township Attorney be and the same are hereby authorized to appear on behalf of the Township of Franklin before the Warren County Board of Taxation and the Tax Court of the State of New Jersey and to do and perform all lawful acts before such Board and Court on behalf of the Township of Franklin as may be provided by law including the authority to enter into settlement agreements and judgments by consent.

RESOLUTION 2025-23

WHEREAS, the Franklin Township Committee has deemed it necessary to hire the following as Part-Time Snowplow Drivers for the Department of Public Workers of the Township of Franklin for the year **2025**, as follows.

Non-CDL Drivers @ \$25/hr. Joe Biel, Jr. and;

CDL Drivers @ \$30/hr. Terry Payne, Michael Biel, Jon Nelson, Ryan Nelson, Mathew Fazekas

**RESOLUTION 2025-24
TRANSFER RESOLUTION**

BE IT RESOLVED by the Township Committee of the Township of Franklin, County of Warren, State of New Jersey, that there are insufficient funds to meet the demands necessary for the 2024 balances in the Current Fund Budget. Includes Revenue Administration O/E & Road Maintenance S/W.

WHEREAS, the following accounts have sufficient excess funds to meet such demands:
Road Maintenance O/E,.

BE IT RESOLVED, that in accordance with the provisions of R.S. 40A:4-58 the Chief Financial Officer is hereby authorized to make the following transfers:

TO:	Revenue Administration O/E	300.00
	Road Maintenance S/W	800.00
 FROM:	 Road Maintenance O/E	 1,100.00

On motion by Committeeperson Butler and seconded by Committeeperson Toretta the aforementioned **Resolution 2025-20, Resolution 2025-21, Resolution 2025-22, Resolution 2025-23*, Resolution 2025-24**, be adopted as read.

Roll Call Vote	Yes	No	Absent/Abstained
Bonnie Butler	X		
Rich Herzer	X		
Sarah Payne	X		<i>* Resolution 2025-23 abstained ONLY</i>
Mike Toretta	X		
David Guth, Mayor	X	(5) Yes (0) No	(1) *Abstained (0) Absent
			Motion Carried

NEW BUSINESS

Discussions/Approvals/Presentations

NJSP – Trooper had no formal report and hearing no public comment.

Municipal Housing Liaison - Discussion and Appointment – *per Attorney Benbrook we are not participating and do not need to appoint/adopt.*

RESOLUTION 2025-25

NOT ADOPTED

**Franklin Township, Warren County, NJ
Appointment of Municipal Housing Liaison**

WHEREAS, pursuant to P.L. 2024, c.2, Franklin Township, Warren County, NJ is required to appoint a Municipal Housing Liaison for the oversight of administration of Franklin Township Warren County, NJ’s affordable housing program to enforce the requirements of the law and N.J.A.C. 5:80-26.1 et. seq.; and

WHEREAS, Franklin Township has amended **Chapter # ?** entitled *[insert title of Chapter in Code]* to provide for the appointment of a Municipal Housing Liaison to administer Franklin Township’s affordable housing program.

NOW THEREFORE BE IT RESOLVED, by the Governing Body of Franklin Township in the County of Warren, and the State of New Jersey that *?[insert name of municipal employee]* is hereby appointed by the Governing Body of Franklin Township as the Municipal Housing Liaison for the

administration of the affordable housing program, pursuant to and in accordance with Sections *[insert numbers]* of Franklin Township’s *[insert name of code]* Code.

Denise L. Becton

Denise L. Becton, *RMC/CMR*
Municipal Clerk

At this time, Attorney Benbrook swore in the line officers of the Franklin Township Fire Department for 2025.

NJ Lead Law - Municipal Registration and Reporting – Res. 2025-26 – Tabled until March 3, 2025 meeting. *Attorney Benbrook to provide an additional proposal.*

RESOLUTUION 2025-26
Approving LEW Environmental

WHEREAS, as Franklin Township, Warren County, NJ is seeking professional services for staffing to support management of lead testing of rental units in the Township to comply with N.J.A.C. 5:28A; and

WHEREAS, LEW Environmental Services has submitted a proposal, a copy of which is attached hereto and incorporated herein by reference, setting forth the terms and conditions of the lead testing; and

WHEREAS, the Franklin Township will not incur any fee from LEW Environmental as all fees are billable and payable by the property owner; and

WHEREAS, The Municipal Attorney has reviewed the proposal submitted by LEW Environmental, a copy of which is attached hereto, and recommends the approval of same; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Committee of Franklin Township that the proposal for professional services for staffing to support management of lead testing of rental units in the Township, submitted by LEW Environmental Services, a copy of which is attached hereto and incorporated herein by reference, is hereby approved; and

BE IT FURTHER RESOLVED, the Township of Franklin will not incur any direct fee as same is billable and payable by the property owner; and

BE IT FURTHER RESOLVED, that the mayor is hereby authorized and directed to take all steps necessary to effectuate the intent of this resolution; and

BE IF FURTHER RESOLVED, the Municipal Clerk is hereby authorized and directed to forward a copy of the resolution together with the professional agreement and signed proposal to LEW Environmental Services upon its passage.

FIRST READING AND INTRODUCTION – Ordinance 2025- 2 and Ordinance 2025-3

TOWNSHIP OF FRANKLIN
WARREN COUNTY, NEW JERSEY
ORDINANCE NO. 2025-2
AN ORDINANCE AMENDING CHAPTER 129 OF THE CODE
OF THE TOWNSHIP OF FRANKLIN ENTITLED, “VEHICLES
AND TRAFFIC”

BE IT RESOLVED, by the Township Committee of the Township of Franklin, County of Warren, State of New Jersey that Chapter 129 entitled, “Vehicles and Traffic” is hereby amended as follows:

SECTION I.

Article III entitled, “Rules and Regulations,” is hereby amended as follows:

§129-51. Handicapped Parking.

This section is hereby amended to add the following new street and location:

Name of Street	Location
Main Street Asbury (County Route 643)	Asbury Coffee Mill

SECTION II. County Approval. The location of the handicapped parking space shall be subject to the review and approval of the County of Warren.

SECTION III. Severability. If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause or provision so adjudged and the remainder of the Ordinance shall be deemed valid and effective.

SECTION IV. Repealer. All Ordinances or parts of Ordinances inconsistent with or in conflict with the Ordinance are hereby repealed to the extent of such inconsistency.

SECTION V. Codification. This Ordinance shall be a part of the Code of the Township of Franklin as though codified and fully set forth therein. The Township Clerk shall have this ordinance codified and incorporated in the official copies of the Code. The Township Clerk and the Township Attorney are authorized and directed to change any Chapter, Article and/or Section number of the Code of the Township of Franklin in the event that the codification of this Ordinance reveals that there is a conflict between the numbers and the existing Code, and in order to avoid confusion and possible accidental repealers of existing provisions not intended to be repealed.

SECTION VI. Effective Date. This Ordinance shall take effect after final passage, adoption and publication according to law.

NOTICE is hereby given that the foregoing Ordinance was introduced to pass on first reading at a regular meeting of the Committee of the Township of Franklin held on February 3, 2025, and ordered published in accordance with the law. Said Ordinance will be considered for final reading and adoption at a regular meeting of the Township Committee to be held on March 3, 2025 at 7 p.m. or as soon thereafter as the Township Committee may hear this Ordinance at the Municipal Building, 2093 Rt. 57, Broadway, New Jersey, at which time all persons interested may appear for or against the passage of said Ordinance.

On motion by Committeeperson Herzer and seconded by Committeeperson Payne the aforementioned Ordinance 2025-2 be adopted as read. Final reading and adoption to take place on March 3, 2025, at 7:00 p.m. on or near that hour.

Roll Call Vote	Yes	No	Absent/Abstain	
Bonnie Butler	X			
Rich Herzer	X			
Sarah Payne	X			
Mike Toretta	X			
David Guth, Mayor	X	(5) Yes (0) No	() Absent	Motion carried

ORDINANCE NO. 2025-3
(TABLED UNTIL March 3, 2025, Meeting)

TOWNSHIP OF FRANKLIN
WARREN COUNTY, NEW JERSEY

AN ORDINANCE TO ESTABLISH A NEW CHAPTER 110 OF THE CODE OF THE TOWNSHIP OF FRANKLIN ENTITLED “SHORT-TERM RENTAL UNITS”

BE IT ORDAINED by the Township Committee of the Township of Franklin, County of Warren, State of New Jersey, that the Code of the Township of Franklin is hereby amended to add a new Chapter 110 entitled “Short-Term Rental Units” as follows:

SECTION I.

CHAPTER 110
SHORT-TERM RENTAL UNITS

§110-1. Short-term rental units.

A. Purpose. The provisions of this section are intended to license and regulate residential short-term rental units within the Township to protect the health, safety, morals and general welfare of residents by limiting potential deleterious effects from such rentals. Short-term rentals of less than 30 days are permitted as accessory uses in certain cases and provided they are in compliance with the standards set forth below.

B. Definitions. As used in this section, the following terms shall have the meanings indicated: OWNER — The individual or individuals or entity holding title to a property.

OWNER-OCCUPIED — The owner of the property resides on the property or in the principal dwelling unit on the property and identifies same as their principal residence. Should the owner of the property or dwelling unit be an entity, then at least one member of the entity with at least a 50% interest in ownership must reside on the property or in the principal dwelling unit on the property and identify it as their principal residence.

PRINCIPAL RESIDENCE — A dwelling occupied by the mortgagor or owner in fee simple or by a lessor leasing for a term of not less than six months, maintained as his or her permanent residence and within which they reside the majority of the calendar year. The term "principal residence" shall not include a home utilized as an investment property or a vacation home.

SHORT-TERM RENTAL UNIT — Any dwelling unit or portion of an owner-occupied dwelling unit or secondary dwelling unit or units offered to the public by any means for rent and occupancy for a period of less than 30 days. Short-term rentals shall not include legally existing hotels, motels or rooming houses and bed and breakfasts.

C. Regulated short-term rental units and prohibition of certain short-term rental units.

(1) When licensed in accordance with the requirements outlined herein, the following short-term rental units shall be permitted accessory uses within the Township of Franklin:

- (a) Rental of a dwelling unit.
- (b) Rental of a room or rooms within an owner-occupied dwelling unit.

(2) The following short-term rentals are expressly prohibited:

- (a) Rental of a room or rooms within a dwelling unit that is not owner-occupied.
- (b) Rental of a multifamily dwelling unit.
- (c) Rental of any accessory structure that does not qualify as a dwelling unit.

D. Requirements. Short-term rental units shall be permitted accessory uses within the Township of Franklin subject to the following requirements:

- (1) The short-term rental unit shall be located in the Township's residential zoning districts.
- (2) The unit is located within a legally existing residential structure.
- (3) The owner of a short-term rental unit within the Township shall obtain a short-term rental permit from the Township Clerk prior to offering the short-term rental unit for occupancy.

E. Application process for short-term rental units.

(1) Applicants for a short-term rental unit permits shall submit, on an annual basis, an application for a short-term rental unit permit to the Township Clerk, who shall, with the assistance of other Township departments as necessary, review and either approve or deny said permit. Any application for a short-term rental permit shall be submitted on the application form provided by the Township Clerk and be accompanied by a nonrefundable \$500 application fee.

(2) Prior to approval of a short-term rental unit permit application, a certificate of occupancy shall be required. Said certificate of occupancy shall include confirmation of compliance with all fire safety regulations, building code requirements and property maintenance codes.

(3) At the time a short-term rental unit permit application is submitted to the Township Clerk, the owner shall also provide:

- (a) Proof of current ownership of the property that is subject of the short-term rental unit permit application.

- (b) Proof that all property taxes due are current.
 - (c) Proof of general liability insurance with minimum coverage of \$1,000,000 and \$2,000,000 umbrella. Said coverage shall indemnify, save, protect and hold harmless the Township of Franklin and its agents from any and all claims, demands, damages, fines, obligations, suits, judgments, penalties, causes of action and losses. The declarations pages shall be submitted, together with the Township's business insurance registration form.
 - (d) Plans identifying the room or rooms to be made available for rent should the rental not comprise the entire dwelling.
 - (e) Completed landlord registration statement, including lead-safe certification.
- (4) Any short-term rental unit permit issued by the Township shall be valid for a period of one year from the date of issuance and shall be renewed on an annual basis by submission of a new short-term rental unit permit application and \$500 application/ registration fee. Any short-term rental unit permit issued shall automatically expire one year from the date of issuance if not renewed and cannot be transferred to any subsequent owner upon transfer of title.

F. Short-term rental unit operations requirements.

- (1) All short-term rental units within the Township shall comply with all applicable rules, regulations and statutes of the Township and State of New Jersey, including regulations governing such lodging uses, as applicable.
- (2) Occupancy shall be limited to bedrooms within a short-term rental unit and is limited to no more than two persons per bedroom. Occupancy of rooms other than bedrooms is prohibited.
- (3) No signage identifying the short-term rental unit is permitted.
- (4) All occupants of short-term rental units shall comply with all ordinances of the Township, including, but not limited to, ordinances regulating noise and nuisances. All owners of short-term rental units shall ensure compliance with all ordinances or face possible revocation of the short-term rental unit permit.
- (5) The owner of the short-term rental unit shall post, at eye level on the inside surface of the front door of the short-term rental, the following information:
 - (a) Owner name and contact information, including mobile phone number.
 - (b) Information regarding trash and recycling pickup.
 - (c) Notification of obligation to comply with all requirements of the Code of the Township of Franklin, including compliance with Noise and Nuisance Ordinances.

G. Violations and penalties.

- (1) The provisions of this section shall be enforced by the Township Zoning Officer, Township Clerk or other designee of the Township Committee.
- (2) Any person found in violation of this section shall be liable for a minimum civil penalty, upon adjudicated violation or admission, in the amount of \$100 per day, not to exceed a maximum of \$2,000 for each violation.
- (3) All fines and/or penalties issued for violation of this section shall be due and payable to the Township within 30 calendar days, and the Township after 30 days may pursue any and all remedies available by law to recover unpaid fines and penalties.
- (4) If the short-term rental is the subject of one or more substantiated criminal complaints, the Township may revoke the short-term rental permit.

SECTION II. Severability. If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause of provision so adjudged and the remainder of the Ordinance shall be deemed valid and effective.

SECTION III. Repealer. All Ordinances or parts of Ordinances inconsistent with or in conflict with the Ordinance are hereby repealed to the extent of such inconsistency.

SECTION IV. Codification. This Ordinance shall be a part of the Code of the Township of Franklin as

though codified and fully set forth therein. The Township Clerk shall have this ordinance codified and incorporated in the official copies of the Code. The Township Clerk and the Township Attorney are authorized and directed to change any Chapter, Article and/or Section number of the Code of the Township of Franklin in the event that the codification of this Ordinance reveals that there is a conflict between the numbers and the existing Code, and in order to avoid confusion and possible accidental repealers of existing provisions not intended to be repealed.

SECTION V. Effective Date. This Ordinance shall take effect after final passage, adoption and publication according to law.

NOTICE is hereby given that the foregoing Ordinance was introduced to pass on first reading at a regular meeting of the Committee of the Township of Franklin held on February 3, 2025, and ordered published in accordance with the law. Said Ordinance will be considered for final reading and adoption at a regular meeting of the Township Committee to be held on March 3, 2025 at 7 p.m. or as soon thereafter as the Township Committee may hear this Ordinance at the Municipal Building, 2093 Rt. 57, Broadway, New Jersey, at which time all persons interested may appear for or against the passage of said Ordinance.

OLD BUSINESS

PUBLIC HEARING:

ORDINANCE 2025-1

**THE TOWNSHIP OF FRANKLIN,
COUNTY OF WARREN, STATE OF NEW JERSEY,
FIXING THE RATE OF INTEREST TO BE CHARGED
ON DELINQUENT TAXES OR ASSESSMENTS
AND PROCESS/CANCEL ANY REFUND OR DELINQUENCY**

-Motion to open Public Hearing - Committeeperson Butler made the motion and seconded by Committeeperson Payne, Unanimous Vote.

-Public Comments - none heard

-Motion to close Public Hearing - Committeeperson Butler made the motion and seconded by Committeeperson Payne, Unanimous Vote.

On motion by Committeeperson Payne and seconded by Committeeperson Herzer the aforementioned Ordinance 2025-1 be adopted as read. Final reading and adoption to take place on February 3, 2025, at 7:00 p.m. on or near that hour.

Roll Call Vote	Yes	No	Absent/Abstain
Bonnie Butler	X		
Rich Herzer	X		
Sarah Payne	X		
Mike Toretta	X		
David Guth, Mayor	X	(5) Yes (0) No	(0) Absent Motion carried

REPORTS/UPDATES

Donna Becker, Municipal Engineer –

The Pre-construction meeting will be held for the Dioxane Project, Wednesday, February 5th at 10 am. Attorney Benbrook gave credit to Ms. Becker for rectifying a \$50,000 inspection fee found in the Assignment Contract with NJAW contract and had it removed. The 2024 NJDOT Grant for Good Springs and Willow Grove Roads has a deadline to use by this November or we will lose it. The 2025 NJDOT Grant for Millbrook Road Section IV awarded in the amount of \$115,000 we have until next November to decide. We will have to reduce the scope of work, including the guiderail for this project and when grant money is dissolved the DPW will have to finish the remaining work. A Flood Plain Permit will need to be created and approved by resolution after taking a Flood Plain Administrator Class.

Kevin Benbrook, Municipal Attorney –

Attorney Benbrook had nothing further to report.

Jim Onembo, Zoning Officer – Absent

Report submitted and on file.

Franklin Township Fire/EMS – Chief Dave Brown
Chief reported the December 2024 numbers as follows:

Fire 10 calls
EMS 29 calls

Total calls for 2024 as follows:

Fire 146 requests
EMS 540 requests
273 of the above calls were in Franklin Township and responded to 195 total calls

Joe Biel, DPW Foreman – report submitted and on file

Mayor Guth thanked the department for a job well done in the past storms. A report of missing stop signs at the intersection of Butler and Mountain View Roads will be addressed.

Committee Reports:

Bonnie Butler –

Nothing further to report.

Rich Herzer –

There is a catch basin falling in on Good Springs Road near the Gara residents. Foreman Biel will investigate.

Sarah Payne - Nothing further to report.

Mike Toretta –

The narrow underpass on Stewartsville Road complaints as to blind spots. Foreman Biel will coordinate signage with Engineer Becker.

Mayor, David Guth –

There has been movement at T&M Pallet and are not in compliance, the attorney will follow up. The mayor attended a meeting referencing a new source of potential water contamination. Phone calls concerning this migrating into Franklin Township have already been heard. A posting on social media on a Community Bulletin Board commenting on DPW personnel working alone in a snowstorm is false and the mayor has addressed. If anyone has any questions/concerns Mayor Guth welcomes all to contact him directly.

OPEN PUBLIC SESSION:

At approximately 7:50 p.m. Mayor Guth opened the floor to the Public. Unanimous vote.

Jackie Martinson – A gentleman and his car was in her driveway, advised he was surveying the road and had a drone. He stated he was working for a private firm. Are we aware of who this might have been. Unknown. Has there been any activity with the Day Farm, Tobias, and Heritage properties? No activity.

Hearing nothing further from the public, the Open Public Session was closed at 7:52 p.m. Unanimous vote.

On motion by Committeeperson Butler and seconded by Committeeperson Toretta to approve the bills to be paid received by the CFO as submitted.

Roll Call Vote	Yes	No	Absent/Abstain	
Bonnie Butler	X			
Rich Herzer	X			
Sarah Payne	X			
Mike Toretta	X			
David Guth, Mayor	X	(5) Yes	(0) No	(0) Absent Motion carried

On motion by Committeeperson Butler and seconded by Committeeperson Toretta, hearing no objection, meeting stands adjourned at 8:06 p.m.

Respectfully submitted,

Denise L. Becton

Denise L. Becton, RMC/CMR
Municipal Clerk