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TOWNSHIP OF FRANKLIN
COUNTY OF GLOUCESTER

State of New Jersey

1571 Delsea Drive

FRANKLINVILLE, NEW JERSEY 08322

856-694-1234

Township Clerk

Barbara Freijomil

2. CALL MEETING TO ORDER
Open Public Meetings Act Statement

3. Roll Call

Mayor

John Bruno

Deputy Mayor

Heather Flaim

Township Committee

Timothy Doyle

Jonathan Keen

Michael Marsh

4. Motion To Open First Public Portion For Resolutions And/Or Ordinances Below

5. Motion To Approve Correspondence And Reports

6. Motion To Approve Minutes

7. Motion To Approve Bill List

8. Resolutions

Documents:

[RESOLUTION 237-23 CHAP 159-BVP 2023 \(PDF\).PDF](#)

[RESOLUTION 238-23 CHAP 159-DRIVE SOBER \(PDF\).PDF](#)

[RESOLUTION 239-23 CHAP 159-JIF \(PDF\).PDF](#)

[RESOLUTION 240-23 CANCEL GRANTS \(PDF\).PDF](#)

[RESOLUTION 241-23 REFUND BOND \(PDF\).PDF](#)

[RESOLUTION 242-23 AUTHORIZING SALE OF TWP OWNED PROPERTIES
MACARTHUR \(PDF\).PDF](#)

[RESOLUTION 243-23 2023 BUDGET TRANSFER 11-28-23.PDF](#)

[RESOLUTION 244-23 RIDER-COMM CTR \(PDF\).PDF](#)

[RESOLUTION 245-23 RIDER-TRAIN STATION \(PDF\).PDF](#)

[RESOLUTION 246-23 RIDER-POLICE K-9 \(PDF\).PDF](#)

[RESOLUTION 247-23 CANCEL TRUST FUNDS \(PDF\).PDF](#)

[RESOLUTION 248-23 CORELOGIC B7002 L25.01 QFARM PAID IN ERROR
\(PDF\).PDF](#)

RESOLUTION 249-23 EXEMPT ERWIN B5801 L79 (PDF).PDF
RESOLUTION 250-23 EXEMPT CRENNAN B1001 L46 (PDF).PDF
RESOLUTION 251-23 2024 PIG UPDATE (PDF).PDF
RESOLUTION 252-23 TITLE WORK - TRUST ACCT CHANGE (PDF).PDF
RESOLUTION 253-23 MALAGA FIRE COMMISSIONER COMPENSATION
MUNICIPAL (PDF).PDF
RESOLUTION 254-23 REVISED EMPLOYEE HANDBOOK (PDF).PDF

9. Motion To Introduce The Following Ordinances: Public Hearing Is On December 12

Documents:

ORDINANCE 19-23 AMENDING POLICE CHAPLAIN (PDF).PDF
ORDINANCE 19-23 POLICE CHAPLAIN QULAIFICATIONS (PDF).PDF

9.I. Ordinance 20-23 Rental Registration

Documents:

ORDINANCE 20-23 RENTAL REGISTRATION (PDF).PDF

10. Motion To Open Second Public Portion For Any Comments Or Questions

11. Administrator/Departmental Reports

12. Adjourn

**TOWNSHIP OF FRANKLIN
R-237-23**

**RESOLUTION REQUESTING THE DIRECTOR OF THE DIVISION OF LOCAL
GOVERNMENT SERVICES TO AUTHORIZE THE INSERTION OF A SPECIAL
ITEM OF REVENUE IN THE 2023 BUDGET OF THE
TOWNSHIP OF FRANKLIN, COUNTY OF GLOUCESTER,
STATE OF NEW JERSEY**

WHEREAS, pursuant to N.J.S.A. 40A:4-87 the Director of the Division of Local Government Services may approve the insertion of a special item of revenue in the budget of a municipality when such item is made available by law and the amount had not been determined at the time of adoption of the budget; and

WHEREAS, the Township of Franklin, County of Gloucester, State of New Jersey has been awarded \$2,450.00 from the United States Department of Justice for the 2023 “Bulletproof Vest Partnership Grant”.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Franklin, County of Gloucester, State of New Jersey as follows:

1. The Director of the Division of Local Government Services is hereby requested to approve the insertion of a special item of revenue in the budget of Franklin Township, Gloucester County, New Jersey for the year of 2023 for the following:

2023 Bulletproof Vest Partnership \$2,450.00

2. The funds above set forth are to be appropriated under the following caption:

2023 Bulletproof Vest Partnership \$2,450.00

Adopted: November 28, 2023

COMMITTEE MEMBER	MOTION	2 nd	YES	ABSTAIN	NO	ABSENT
T. Doyle						
H. Flaim						
J. Keen						
M. Marsh						
J. Bruno						

Attest:

Township of Franklin

Barbara Freijomil, Clerk

John Bruno, Mayor

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting held on November 28, 2023.

Barbara Freijomil, Clerk

**TOWNSHIP OF FRANKLIN
R-238-23**

**RESOLUTION REQUESTING THE DIRECTOR OF THE DIVISION OF LOCAL
GOVERNMENT SERVICES TO AUTHORIZE THE INSERTION OF A SPECIAL
ITEM OF REVENUE IN THE 2023 BUDGET OF THE
TOWNSHIP OF FRANKLIN, COUNTY OF GLOUCESTER,
STATE OF NEW JERSEY**

WHEREAS, pursuant to N.J.S.A. 40A:4-87 the Director of the Division of Local Government Services may approve the insertion of a special item of revenue in the budget of a municipality when such item is made available by law and the amount had not been determined at the time of adoption of the budget; and

WHEREAS, the Township of Franklin, County of Gloucester, State of New Jersey has been awarded \$6,440.00 from the New Jersey Division of Highway Safety through the County of Gloucester for the Click It or Ticket, Distracted Driving Grant.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Franklin, County of Gloucester, State of New Jersey as follows:

1. The Director of the Division of Local Government Services is hereby requested to approve the insertion of a special item of revenue in the budget of Franklin Township, Gloucester County, New Jersey for the year of 2023 for the following:

Drive Sober or Get Pulled Over Labor Day Crackdown Grant \$6,440.00

2. The funds above set forth are to be appropriated under the following caption:

Drive Sober or Get Pulled Over Labor Day Crackdown Grant \$6,440.00

Adopted: November 28, 2023

COMMITTEE MEMBER	MOTION	2 nd	YES	ABSTAIN	NO	ABSENT
T. Doyle						
H. Flaim						
J. Keen						
M. Marsh						
J. Bruno						

Attest:

Township of Franklin

Barbara Freijomil, Clerk

John Bruno, Mayor

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting held on November 28, 2023.

Barbara Freijomil, Clerk

**TOWNSHIP OF FRANKLIN
R-239-23**

**RESOLUTION REQUESTING THE DIRECTOR OF THE DIVISION OF LOCAL
GOVERNMENT SERVICES TO AUTHORIZE THE INSERTION OF A SPECIAL
ITEM OF REVENUE IN THE 2023 BUDGET OF THE
TOWNSHIP OF FRANKLIN, COUNTY OF GLOUCESTER,
STATE OF NEW JERSEY**

WHEREAS, pursuant to N.J.S.A. 40A:4-87 the Director of the Division of Local Government Services may approve the insertion of a special item of revenue in the budget of a municipality when such item is made available by law and the amount had not been determined at the time of adoption of the budget; and

WHEREAS, the Township of Franklin, County of Gloucester, State of New Jersey has been awarded \$4,300.00 from the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund for the Safety Incentive Program.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Franklin, County of Gloucester, State of New Jersey as follows:

1. The Director of the Division of Local Government Services is hereby requested to approve the insertion of a special item of revenue in the budget of Franklin Township, Gloucester County, New Jersey for the year of 2023 for the following:

JIF Safety Incentive Program \$4,300.00

2. The funds above set forth are to be appropriated under the following caption:

JIF Safety Incentive Program \$4,300.00

Adopted: November 28, 2023

COMMITTEE MEMBER	MOTION	2 nd	YES	ABSTAIN	NO	ABSENT
T. Doyle						
H. Flaim						
J. Keen						
M. Marsh						
J. Bruno						

Attest:

Township of Franklin

Barbara Freijomil, Clerk

John Bruno, Mayor

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting held on November 28, 2023.

Barbara Freijomil, Clerk

**TOWNSHIP OF FRANKLIN
R-240-23**

**RESOLUTION AUTHORIZING THE CANCELLATION OF GRANT
RECEIVABLE BALANCES AND/OR
GRANT RESERVE APPROPRIATION BALANCES**

WHEREAS, various grant receivable balances remain on the Township's Grant Fund Balance Sheet which have been researched and are no longer valid; and

WHEREAS, appropriated grant reserves remain on the Township's Grant Fund Balance Sheet which have been researched and are no longer valid; and

WHEREAS, it is necessary to formally cancel the following receivable balances and/or appropriated grant reserve balances from the balance sheet.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Franklin, County of Gloucester, State of New Jersey that the following grant receivable and grant reserve appropriation balance be cancelled by the Chief Financial Officer:

<u>Grant Title</u>	<u>Receivable Cancelled</u>	<u>Appropriation Cancelled</u>
Reconstruction of Weymouth Rd Phase III	\$227,458.39	\$227,458.39
LEAP Grant	\$2,481.35	\$2,481.35

Adopted: November 28, 2023

COMMITTEE MEMBER	MOTION	2 nd	YES	ABSTAIN	NO	ABSENT
T. Doyle						
H. Flaim						
J. Keen						
M. Marsh						
J. Bruno						

Attest:

Township of Franklin

Barbara Freijomil, Clerk

John Bruno, Mayor

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting held on November 28, 2023.

Barbara Freijomil, Clerk

**TOWNSHIP OF FRANKLIN
R-241-23**

**RESOLUTION AUTHORIZING THE CFO TO CLOSE THE FOLLOWING
PERFORMANCE BOND TRUST ACCOUNT AND REFUND THE
PROPERTY OWNER**

WHEREAS, there exists a Performance Bond Trust Fund for Kavanaugh’s Irish Pub; and

WHEREAS, the project has been completed and all invoices have been paid; and

WHEREAS, it is necessary to formally close the account and refund the balance to the property owner.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Franklin, County of Gloucester, State of New Jersey that the Chief Financial Officer is hereby authorized to close the Kavanaugh’s Irish Pub Performance Bond account and refund the balance of \$1,021.79 to the property owner.

Adopted: November 28, 2023

COMMITTEE MEMBER	MOTION	2 nd	YES	ABSTAIN	NO	ABSENT
T. Doyle						
H. Flaim						
J. Keen						
M. Marsh						
J. Bruno						

Attest:

Township of Franklin

Barbara Freijomil, Clerk

John Bruno, Mayor

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting held on November 28, 2023.

Barbara Freijomil, Clerk

**TOWNSHIP OF FRANKLIN
GLOUCESTER COUNTY**

R-242-23

**RESOLUTION APPROVING AND AUTHORIZING THE SALE OF TOWNSHIP
OWNED PROPERTIES KNOWN AS:**

**80 MacArthur Ave; Block 3602, Lot 10
95 MacArthur Ave; Block 3601, Lot 1**

WHEREAS, the properties known as **80 MacArthur Avenue, Block 3602, lot 10 and 95 MacArthur Avenue, Block 3601, lot 1** on the tax map of the Township of Franklin in Gloucester County are owned by the Township of Franklin and

WHEREAS, a public land auction was held on October 30, 2023 at the Township Municipal Complex. Applications for the Purchase of the above referenced Township Properties were submitted on October 30, 2023 by All Pro Group LLC for the purchase of the property known as 80 MacArthur Avenue, block 3602, lot 10 for the winning bid amount of \$28,200; and by All Pro Group LLC for the purchase of the property known as 95 MacArthur Avenue, block 3601, lot 1 for the winning bid amount of \$32,600 and

WHEREAS, on October 30, 2023, Contracts for Sale of Real Estate were approved and signed by the Mayor on behalf of the Township of Franklin for the sale of the above referenced properties for the above referenced purchase prices and

WHEREAS, it is in the best interest of the Township of Franklin to sell such lands to purchasers, to generate revenue, reduce taxes and reduce liability; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Franklin, County of Gloucester, State of New Jersey that the sale of the Township owned properties known as **80 MacArthur Avenue, block 3602, lot 10 and 95 MacArthur Avenue, block 3601, lot 1** on the tax map of the Township of Franklin pursuant to the Contracts for Sale of Real Estate dated October 30, 2023 are hereby approved and authorized.

BE IT FURTHER RESOLVED that the Mayor and the Clerk are authorized to execute all documents required to effectuate the sale of the above referenced Township owned properties.

Adopted: November 28, 2023.

COMMITTEE MEMBER	MOTION	2 nd	YES	ABSTAIN	NO	ABSENT
T. Doyle						
H. Flaim						
J. Keen						
M. Marsh						
J. Bruno						

Attest:

Township of Franklin

Barbara Freijomil, Clerk

John Bruno, Mayor

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting held on November 28, 2023.

Barbara Freijomil, Clerk

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting held on November 28, 2023.

Barbara Freijomil, Clerk

**TOWNSHIP OF FRANKLIN
GLOUCESTER COUNTY, NEW JERSEY
R-244-23**

**RESOLUTION REQUESTING PERMISSION FOR THE DEDICATION
BY RIDER FOR THE FRANKLIN TOWNSHIP COMMUNITY CENTER DONATIONS
PURSUANT TO N.J.S.A. 40A:4-39 AND N.J.S. 40A:5-29**

WHEREAS, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues by a municipality when the revenue is not subject to reasonably accurate estimates in advance; and

WHEREAS, N.J.S. 40A:5-29 provides for the receipt of Donations for the maintenance of the Franklin Township Community Center; and

WHEREAS, N.J.S.A. 40A:4-39 provides the dedicated revenues anticipated from the Franklin Township Community Center Donation Trust Fund are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirement.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Franklin, County of Gloucester, State of New Jersey as follows:

1. The Governing Body does hereby request permission of the Director of the Division of Local Government Services to pay expenditures of the Franklin Township Community Center Donation Trust Fund as provided by N.J.S.A. 40A:4-39 and N.J.S. 40A:5-29.
2. The Clerk of the Township of Franklin, County of Gloucester, State of New Jersey, is hereby directed to forward two certified copies of this Resolution to the Director of the Division of Local Government Services.

Adopted: November 28, 2023

COMMITTEE MEMBER	MOTION	2 nd	YES	ABSTAIN	NO	ABSENT
T. Doyle						
H. Flaim						
J. Keen						
M. Marsh						
J. Bruno						

Attest:

Township of Franklin

Barbara Freijomil, Clerk

John Bruno, Mayor

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting held on November 28, 2023.

Barbara Freijomil, Clerk

**TOWNSHIP OF FRANKLIN
GLOUCESTER COUNTY, NEW JERSEY
R-245-23**

**RESOLUTION REQUESTING PERMISSION FOR THE DEDICATION
BY RIDER FOR THE FRANKLIN TOWNSHIP HISTORIC TRAIN STATION
DONATIONS
PURSUANT TO N.J.S.A. 40A:4-39 AND N.J.S. 40A:5-29**

WHEREAS, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues by a municipality when the revenue is not subject to reasonably accurate estimates in advance; and

WHEREAS, N.J.S. 40A:5-29 provides for the receipt of Donations for the maintenance of the Franklin Township Historic Train Station; and

WHEREAS, N.J.S.A. 40A:4-39 provides the dedicated revenues anticipated from the Franklin Township Historic Train Station Donation Trust Fund are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirement.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Franklin, County of Gloucester, State of New Jersey as follows:

1. The Governing Body does hereby request permission of the Director of the Division of Local Government Services to pay expenditures of the Franklin Township Historic Train Station Donation Trust Fund as provided by N.J.S.A. 40A:4-39 and N.J.S. 40A:5-29.
2. The Clerk of the Township of Franklin, County of Gloucester, State of New Jersey, is hereby directed to forward two certified copies of this Resolution to the Director of the Division of Local Government Services.

Adopted: November 28, 2023

COMMITTEE MEMBER	MOTION	2 nd	YES	ABSTAIN	NO	ABSENT
T. Doyle						
H. Flaim						
J. Keen						
M. Marsh						
J. Bruno						

Attest:

Township of Franklin

Barbara Freijomil, Clerk

John Bruno, Mayor

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting held on November 28, 2023.

Barbara Freijomil, Clerk

**TOWNSHIP OF FRANKLIN
GLOUCESTER COUNTY, NEW JERSEY
R-246-23**

**RESOLUTION REQUESTING PERMISSION FOR THE DEDICATION
BY RIDER FOR THE FRANKLIN TOWNSHIP POLICE K-9 DONATIONS
PURSUANT TO N.J.S.A. 40A:4-39 AND N.J.S. 40A:5-29**

WHEREAS, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues by a municipality when the revenue is not subject to reasonably accurate estimates in advance; and

WHEREAS, N.J.S. 40A:5-29 provides for the receipt of Donations for the Franklin Township Police K-9 Unit; and

WHEREAS, N.J.S.A. 40A:4-39 provides the dedicated revenues anticipated from the Franklin Township Police K-9 Donation Trust Fund are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirement.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Franklin, County of Gloucester, State of New Jersey as follows:

1. The Governing Body does hereby request permission of the Director of the Division of Local Government Services to pay expenditures of the Franklin Township Police K-9 Donation Trust Fund as provided by N.J.S.A. 40A:4-39 and N.J.S. 40A:5-29.
2. The Clerk of the Township of Franklin, County of Gloucester, State of New Jersey, is hereby directed to forward two certified copies of this Resolution to the Director of the Division of Local Government Services.

Adopted: November 28, 2023

COMMITTEE MEMBER	MOTION	2 nd	YES	ABSTAIN	NO	ABSENT
T. Doyle						
H. Flaim						
J. Keen						
M. Marsh						
J. Bruno						

Attest:

Township of Franklin

Barbara Freijomil, Clerk

John Bruno, Mayor

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting held on November 28, 2023.

Barbara Freijomil, Clerk

**TOWNSHIP OF FRANKLIN
R-247-23**

**RESOLUTION AUTHORIZING THE CANCELLATION OF
VARIOUS TRUST FUND BALANCES AS REQUIRED BY THE
DIRECTOR OF THE DIVISION OF LOCAL GOVERNMENT SERVICES**

WHEREAS, various Trust Fund balances remain on the Township’s Trust Fund Balance Sheet which have not been approved by the Director of the Division of Local Government Services; and

WHEREAS, it is necessary to formally cancel the following trust fund balances from the balance sheet.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Franklin, County of Gloucester, State of New Jersey that the following trust fund balances be cancelled by the Chief Financial Officer and posted to surplus:

<u>Trust Fund Title</u>	<u>Balance Cancelled</u>
Community Policing	\$399.11
Community Fund	\$30.00
Fireman’s Park	\$4,000.00
Flags & Videos	\$690.00
Miscellaneous	\$7,304.17

Adopted: November 28, 2023

COMMITTEE MEMBER	MOTION	2 nd	YES	ABSTAIN	NO	ABSENT
T. Doyle						
H. Flaim						
J. Keen						
M. Marsh						
J. Bruno						

Attest:

Township of Franklin

Barbara Freijomil, Clerk

John Bruno, Mayor

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting held on November 28, 2023.

Barbara Freijomil, Clerk

TOWNSHIP OF FRANKLIN
R-248-23

RESOLUTION AUTHORIZING THE TAX COLLECTOR AND CHIEF FINANCIAL OFFICER TO REFUND TAXES PAID IN ERROR

WHEREAS, the Tax Collector of the Township of Franklin, County of Gloucester, State of New Jersey has been notified of taxes paid in error by Corelogic; and

WHEREAS, the Township Committee of the Township of Franklin, County of Gloucester, State of New Jersey, has determined that a refund is due to Corelogic and erroneous payments to the following property to be refunded to Corelogic, whose mailing address is 3001 Hackberry Road, Irving, TX 75063

Block	Lot	Address	Amount	Reason
7002	25.01	Weymouth Rd	\$69.75	Payment made in error

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Franklin, County of Gloucester, State of New Jersey, that a refund totaling \$69.75 be made to refund to CoreLogic, whose mailing address is 3001 Hackberry Road, Irving, TX 75063.

AND BE IT FURTHER RESOLVED, that a properly executed copy of this resolution be forwarded to the Tax Collector and Chief Financial Officer for the records.

ADOPTED, at a regular meeting of the Township Committee of the Township of Franklin on Tuesday, November 28, 2023.

COMMITTEE MEMBER	MOTION	2 nd	YES	ABSTAIN	NO	ABSENT
T. Doyle						
H. Flaim						
J. Bruno						
J. Keen						
M. Marsh						

ATTEST:

TOWNSHIP OF FRANKLIN

BY: _____
BARBARA FREIJOMIL, CLERK

BY: _____
JOHN BRUNO, MAYOR

CERTIFICATION

I, BARBARA FREIJOMIL, CLERK, of the Township of Franklin, in the County of Gloucester, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting of the Franklin Township Committee held on Tuesday, November 28, 2023

BARBARA FREIJOMIL, MUNICIPAL CLERK

**TOWNSHIP OF FRANKLIN
R-249-23**

**RESOLUTION AUTHORIZING THE TAX COLLECTOR TO GRANT TAX
EXEMPTION FOR A TOTALLY DISABLED VETERAN**

WHEREAS, Jeremy Erwin, who resides at 1078 Clark Ave in the Township of Franklin, County of Gloucester, New Jersey, also known as Block 5801 Lot 79, has applied for property tax exemption as a Totally Disabled Veteran in accordance with the provisions of N.J.S.A. 54:4-3.30; and

WHEREAS, the County Assessor has reviewed the application and proofs and finding all to be in order, has approved the application as of September 20, 2023, and;

WHEREAS, the Franklin Township Tax Collector has also approved the cancelling of taxes effective September 20, 2023 and;

WHEREAS, the applicant has paid all property taxes due through the period of exemption, and;

WHEREAS, a refund of taxes for the exemption period is in order, and;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Franklin, County of Gloucester, State of New Jersey, that a refund be made to:

Payable	Address	Amount
Corelogic	3001 Hackberry Road, Irving, TX 75063	\$304.46
Pitman Title & Escrow	504 Independence Blvd, Sicklerville, NJ 08081	\$2,549.05

AND BE IT FURTHER RESOLVED, that a properly executed copy of this resolution be forwarded to the Tax Collector and Chief Finance Officer.

Adopted: November 28, 2023

COMMITTEE MEMBER	MOTION	2 nd	YES	ABSTAIN	NO	ABSENT
T. Doyle						
H. Flaim						
J. Bruno						
J. Keen						
M. Marsh						

Attest:

Township of Franklin

Barbara Freijomil, Clerk

John Bruno, Mayor

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting held on Tuesday, November 28, 2023.

Barbara Freijomil, Clerk

**TOWNSHIP OF FRANKLIN
R-250-23**

**RESOLUTION AUTHORIZING THE TAX COLLECTOR TO GRANT TAX
EXEMPTION FOR A TOTALLY DISABLED VETERAN**

WHEREAS, Thomas Joseph Crennan, Jr., who resides at 3364 Coles Mill Road in the Township of Franklin, County of Gloucester, New Jersey, also known as Block 1001 Lot 46, has applied for property tax exemption as a Totally Disabled Veteran in accordance with the provisions of N.J.S.A. 54:4-3.30; and

WHEREAS, the County Assessor has reviewed the application and proofs and finding all to be in order, has approved the application as of October 17, 2023, and;

WHEREAS, the Franklin Township Tax Collector has also approved the cancelling of taxes effective October 17, 2023 and;

WHEREAS, the applicant has paid all property taxes due through the period of exemption, and;

WHEREAS, a refund of taxes for the exemption period is in order, and;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Franklin, County of Gloucester, State of New Jersey, that a refund be made to:

<u>Payable</u>	<u>Address</u>	<u>Amount</u>
Freedom Title & Abstract Co.	1233 Haddonfield-Berlin Rd Ste. 3 Voorhees, NJ 08043	\$2,265.92

AND BE IT FURTHER RESOLVED, that a properly executed copy of this resolution be forwarded to the Tax Collector and Chief Finance Officer.

Adopted: November 28, 2023

COMMITTEE MEMBER	MOTION	2 nd	YES	ABSTAIN	NO	ABSENT
T. Doyle						
H. Flaim						
J. Bruno						
J. Keen						
M. Marsh						

Attest:

Township of Franklin

Barbara Freijomil, Clerk

John Bruno, Mayor

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting held on Tuesday, November 28, 2023.

Barbara Freijomil, Clerk

**TOWNSHIP OF FRANKLIN
R-251-2023**

**RESOLUTION SUPPORTING THE MUNICIPAL FARMLAND PRESERVATION
EFFORTS AND GOALS AS INDICATED IN THE 2024 MUNICIPAL “PIG” COMPLIANCE
STATEMENT**

WHEREAS, beginning in 2007, the State Agriculture Development Committee (“SADC”) required the development of a Municipal Farmland Preservation Plan in order for interested municipalities to qualify for local farmland preservation funding through the Municipal Planning Incentive Grant (“PIG”) Program; and

WHEREAS, the Township of Franklin undertook the task to develop a Municipal Comprehensive Farmland Preservation Plan (“the Plan”), with said Plan receiving final approval by the SADC in 2010, and a subsequent update of the Plan receiving approval by the SADC in 2022; and

WHEREAS, as part of the Municipal PIG Program, the Township of Franklin was required to submit a Municipal PIG application to the SADC, along with the submission of an annual compliance statement confirming that the Township was, and is, meeting its municipal farmland preservation goals; and

WHEREAS, the SADC has indicated that all annual compliance statements must be accompanied by a resolution from the municipal governing body indicating that said body approves and remains supportive of the municipal farmland preservation efforts goals as indicated in the Plan and compliance statement: and

WHEREAS, at its meeting on November 13, 2023, the Franklin Township Agriculture Advisory Committee discussed the annual compliance statement to be submitted by December 16, 2023, and specifically noted the following recent accomplishments:

- (a) In October 2023 the Township of Franklin, in cooperation with the SADC and Gloucester Couty, preserved the Graiff Life Enterprises farm and the Philip A. Danko farm through its Municipal PIG Program. The farms are 22-acres and 30.7-acres in size, respectively.
- (b) The Township of Franklin, in cooperation with the SADC and Gloucester Couty, is in the final stages of preserving the Andrew and Thomas Bellone farm and the Catherine and Martin Larose farm through its Municipal PIG Program. The farms are 51.2-acres and 18-acres in size, respectively. It is expected that both properties will be settled in late November 2023.
- (c) The Township of Franklin assisted the County of Gloucester in the preservation of the Nothnick farm, totaling 19 acres (preserved through the Gloucester County Farmland Preservation Program).
- (d) The Township of Franklin is working on additional active applications that could add an additional 155-acres to its permanently preserved farmland totals.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Franklin, County of Gloucester, State of New Jersey, that said body approves and remains supportive of the municipal farmland preservation efforts and goals as indicated in the updated Franklin Township Farmland Preservation Plan and the Municipal PIG Program.

AND BE IT FURTHER RESOLVED, that the Municipal Clerk is directed to forward certified copies of this Resolution to the Gloucester County Office of Land Preservation and the State Agriculture Development Committee as required.

Adopted: November 28, 2023

COMMITTEE MEMBER	MOTION	2 nd	YES	ABSTAIN	NO	ABSENT
T. Doyle						
M. Marsh						
J. Keen						
H. Flaim						
J. Bruno						

Attest:

Township of Franklin

Barbara Freijomil, Clerk

John Bruno, Mayor

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting held on Tuesday, November 28, 2023.

Barbara Freijomil, Clerk

**TOWNSHIP OF FRANKLIN
GLOUCESTER COUNTY**

R-252-23

**AMENDING TRUST ACCOUNT PAYMENT FOR, PREVIOUSLY AWARDED
CONTRACT TO WEST JERSEY TITLE AGENCY FOR TITLE WORK SERVICES
FOR FARMLAND PRESERVATION PROJECTS IN THE TOTAL AMOUNT OF
\$2,695.00; UNDER R-71-2023**

WHEREAS, the Township of Franklin has the need for title work services for Farmland Preservation Projects which have submitted Farmland Preservation applications through the Franklin Township Municipal Planning Incentive Grant (PIG) Program as described below:

OWNER	BLOCK / LOT	APPROX. ACRES
Catherine Ann LaRose, and Martin Larose	5802 / 1	18.5 (with no exceptions)
Zachary N. Martorana, and Kristina M. Martorana	5901 / 8, 79.01, 90, 92, 93, 94, 95, 96	135.3 (with one exception)

WHEREAS, after due notice and advertisement, sealed bids were received and opened by the Franklin Township Farmland Preservation Program on January 25, 2023; and, after following appropriate public bidding procedures, it was determined that West Jersey Title Agency was the lowest responsive and responsible bidder for appraisal services; and

WHEREAS, based upon this submission, it is the request and recommendation of Ken Atkinson, Facilitator, Franklin Township Farmland Preservation Program that the following bids be approved by the Mayor and Committee of the Township of Franklin:

1. Bid of West Jersey Title Agency, dated January 9, 2023, for title work services in the amount of \$1,071.00 for the LaRose property;
2. Bid of West Jersey Title Agency, dated January 9, 2023, for title services in the amount of \$1,624.00.00 for the Martorana property; and

WHEREAS, the CFO had certified the availability of funds in the amount of \$2,695.00 under R-71-2023; which shall now be charged against **budget line-item No. T-18-56-850-801** entitled Municipal Open Space Trust; instead of the previously designated account in R-71-2023; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Franklin, County of Gloucester, State of New Jersey, that the following account change is hereby approved:

1. Bid of West Jersey Title Agency, in the total amount of \$2,695.00; and

BE IT FURTHER RESOLVED that the Mayor and the Clerk are authorized to execute all documents required to effectuate this contract.

Adopted: November 28, 2023

COMMITTEE MEMBER	MOTION	2 nd	YES	ABSTAIN	NO	ABSENT
T. Doyle						
H. Flaim						
J. Keen						
M. Marsh						
J. Bruno						

Attest:

Township of Franklin

Barbara Freijomil, Clerk

John Bruno, Mayor

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting held on November 28, 2023.

Barbara Freijomil, Clerk

TOWNSHIP OF FRANKLIN
R-253-23

**RESOLUTION OF THE MAYOR AND COMMITTEE OF THE TOWNSHIP
OF FRANKLIN REVIEWING AND APPROVING THE FRANKLIN
TOWNSHIP FIRE COMMISSIONER DISTRICT NO. 2 SALARY FOR 2024**

WHEREAS, via Resolution No. 2023-14 Franklin Township Fire District No. 2 authorized and approved 2024 annual compensation for the Board of Fire Commissioners; and

WHEREAS, N.J.S.A. 40A:14-88 requires the salaries of members of Board of Commissioners of Fire Districts to be reviewed and approved annually by the governing body; and

WHEREAS, the Mayor and Committee of the Township of Franklin have reviewed the proposed annual compensation for the following members of the Board of Fire Commissioners for 2024 as follows:

Chairman	\$1,200.00
Clerk	\$1,200.00
Treasurer	\$2,100.00
Secretary	\$1,200.00
Commissioner	\$1,200.00

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Committee of the Township of Franklin, County of Gloucester and State of New Jersey, that the Committee of the Township of Franklin hereby approve the 2024 annual compensation of the Board of Fire Commissioners of the Township of Franklin Fire District No. 2.

Adopted: November 28, 2023

COMMITTEE MEMBER	MOTION	2 nd	YES	ABSTAIN	NO	ABSENT
T. Doyle						
M. Marsh						
J. Keen						
H. Flaim						
J. Bruno						

Attest:

Township of Franklin

Barbara Freijomil, Clerk

John Bruno, Mayor

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting held on Tuesday, November 28, 2023.

Barbara Freijomil, Clerk

TOWNSHIP OF FRANKLIN
R-254-23

RESOLUTION APPROVING THE ADOPTION OF THE REVISED EMPLOYEE HANDBOOK FOR THE TOWNSHIP OF FRANKLIN

WHEREAS, the Employee Handbook of the Township of Franklin serves as governing document of all employees, volunteers, appointed officials and independent contractors for the Township of Franklin; and

WHEREAS, the Administrator is in the process of reviewing and updating the Employee Handbook to ensure compliance with current JIF requirements and sound practices in regards to administration of the Township; and

WHEREAS, certain revisions to the Handbook are necessary in order to comply with Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund plan of risk management and regulations and to better accommodate the actualities of the Franklin Township workplace; and

WHEREAS, all revisions have been reviewed and approved by the Mayor and Franklin Township Committee;

NOW THEREFORE BE IT RESOLVED that the Township of Franklin hereby agrees to adopt the revised 2023 Employee handbook, with a retroactive effective date of November 1, 2023.

BE IT FURTHER RESOLVED that the policies revised in the Employee Handbook shall be retroactive effective to November 1, 2023 from the adoption of this Resolution; and

BE IT FURTHER RESOLVED that copies of the revised Handbook will be produced and distributed to all current and future employees of the Township of Franklin.

ADOPTED at a regular meeting of the Township Committee of the Township of Franklin on November 28, 2023.

Attest:

Barbara Freijomil, Clerk

Township of Franklin

John Bruno, Mayor

COMMITTEE MEMBER	MOTION	2 nd	YES	ABSTAIN	NO	ABSENT
T. Doyle						
M. Marsh						
J. Keen						
H. Flaim						
J. Bruno						

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting held on November 28, 2023.

Barbara Freijomil, Clerk

TOWNSHIP OF FRANKLIN

O-19-23

ORDINANCE AMENDING O-15-18 VOLUNTEER JOB DESCRIPTION AND JOB CLASSIFICATION OF POLICE CHAPLAIN AND ESTABLISHING THE QUALIFICATIONS FOR THE POSITION

WHEREAS, the Township Committee of the Township of Franklin, County of Gloucester, State of New Jersey, is desirous of designating and creating a volunteer job title of Police Chaplain as designated and recommended by the Gloucester County Prosecutors Office ; and

WHEREAS, the Township Committee has determined that there is a need for this position within the Township of Franklin and the position will be a confidential position; and

NOW, THEREFORE, BE IT ORDAINED that the Township Committee of the Township of Franklin, County of Gloucester, State of New Jersey, that the position of Police Chaplain is hereby created effective December 12, 2023;

BE IT FURTHER ORDAINED that the job description shall be the description set forth in the document entitled “Job Description: Police Chaplain attached hereto as Exhibit “A”;

ATTEST:

TOWNSHIP OF FRANKLIN

Barbara Freijomil, Clerk

John Bruno, Mayor

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, County of Gloucester, do here certify that the foregoing Ordinance was introduced at the Regular Meeting of the Township of Franklin held on November 28, 2023 and thereafter duly advertised in the legal newspaper of the Township at least seven (7) days prior to it being considered for final passage and adoption at a subsequent meeting to be held on December 12, 2023 at which time any person interested therein will be given an opportunity to be heard.

Barbara Freijomil, Municipal Clerk

Introduced November 28, 2023

Name	Motion	Second	Yes	No	Abstain	Absent
Doyle						
Flaim						
Keen						
Marsh						
Bruno						

Adopted December 12, 2023

Name	Motion	Second	Yes	No	Abstain	Absent
Doyle						
Flaim						
Keen						
Marsh						
Bruno						

Police Chaplain Description & Qualifications

Position created:

The position of Police Chaplain for the Franklin Township Police Department is hereby created in accordance with N.J.S.A. 40A:14-141. The position shall be under the Director of Public Safety and subject to the control of the Chief of Police.

Qualifications:

Any person appointed as Chaplain shall be a clergyman in good standing in the religious body from which he/she is selected. Chaplains may be subject to applicable residency requirements in the discretion of the Chief of Police. The Chaplain shall have basic training and shall be a certified Police Chaplain credentialed in accordance with rules and regulations of the Franklin Township Police Department and shall be qualified in accordance with N.J.S.A. 40A:14-141.

Duties of Police Chaplain:

The duties of Police Chaplain shall include, but not be limited to, assisting the Franklin Township Police Department in death notifications, station house adjustments and any other duties that may be assigned by the Chief of Police.

Rank and Salary:

Any person appointed as Chaplain shall serve in that capacity without rank and salary.

Term of Office:

A person appointed as Chaplain shall serve for a period of one year from date of appointment and shall continue to serve in that capacity until he/she is either terminated or reappointed with the recommendation of the Chief of Police.

Appointment:

The Chief of Police may recommend to the governing body persons that he/she believes meet the qualifications of N.J.S.A. 40A:14-141 as well as the rules and regulations of the Franklin Township Police Department with reference to chaplains, if any. All applicants for the position of Chaplain shall be reviewed by the Chief of Police who may, in his or her discretion, consult with other Department Chaplains for their input. The Chief will determine the applicant's qualifications in accordance with this section and shall make recommendations to the governing body regarding the appointment as Chaplain. The governing body shall appoint chaplains in accordance with this article.

ORDINANCE O-20-23

ORDINANCE AMENDING AND REPLACING CHAPTER 275-2, "RENTAL PROPERTY REGISTRATION AND LICENSING" OF THE TOWNSHIP CODE REGARDING THE REGISTRATION AND MAINTENANCE OF RENTAL PROPERTIES

WHEREAS, the Township Committee of the Township of Franklin ("Township Committee") is authorized pursuant to N.J.S.A. 40:48-2 to enact and amend ordinances, and to amend the Code of the Township of Franklin, as deemed necessary for the preservation of the public health, safety and welfare of the Township and its residents; and

WHEREAS, the Township Committee is authorized to enact an ordinance requiring registration of commercial and residential properties within the municipality by owners of said property who do not reside in nor operate a business at their properties pursuant to N.J.S.A. 40:48-2.53; and

WHEREAS, the Township Committee is empowered pursuant to adopt an ordinance to regulate buildings and structures, and their use and occupancy, and to prevent and abate conditions detrimental to the health safety and welfare of the general public pursuant to N.J.S.A. 40:48-2.12a, N.J.S.A. 40:48-2.12al, N.J.S.A. 40:48-2.12c, N.J.S.A. 40:48-2.12f and N.J.S.A. 40:48-2.12m.

WHEREAS, the Township is empowered to adopt ordinances regulating the removal and elimination of debris, brush, weeds and other obnoxious growths pursuant to N.J.S.A. 40:48-2.13; and

WHEREAS, unregistered rental properties create a wide range of problems for the Township associated with absentee landlords, including public health risks, negative impacts on the aesthetic value of neighboring properties, and discouragement of neighborhood stability and revitalization; and

WHEREAS, it is in the best interest of the Township to maintain a registration system to identify, monitor and enforce the maintenance of rental properties; and

WHEREAS, it is in the best interest of the Township to ensure that all rental properties within the Township of Franklin are properly registered and maintained; and

WHEREAS, in order to achieve this purpose, revisions to Chapter 275-1 are necessary.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Committee of the Township of Franklin, County of Gloucester, State of New Jersey as follows:

Section 1. Chapter 275-2 of the Township Code be hereby amended, supplemented, revised and replaced with Exhibit A attached hereto.

Section 2. All other Chapters of the Township Code shall remain valid and in effect, and are not amended by this Ordinance.

Section 3. All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

Section 4. Should any section, clause, sentence, phrase or provision of this Ordinance be declared unconstitutional or invalid by a Court of competent jurisdiction, such decision shall not affect the remaining portions of this Ordinance.

Section 5. This Ordinance shall take effect after final passage, approval, and publication, as provided by law.

Chapter 275-2

RENTAL PROPERTY REGISTRATION AND LICENSING § 275-2.

Residential Rental Properties

A. Statutory Authority.

1. N.J.S.A. 40:48-2 provides in relevant part that a municipality may make, amend, repeal and enforce ordinances not contrary to the laws of this State or the United States, as it may deem necessary and proper for the good government, order and protection of persons and property, and for the preservation of the public health, safety and welfare of the municipality and its inhabitants.
2. N.J.S.A. 40:48-2.12a provides in relevant part that the governing body of any municipality may make, amend, repeal and enforce ordinance to regulate buildings and structures and their use and occupation to prevent and abate conditions therein harmful to the health and safety of the occupants of said buildings and structures and the general public in the municipality.
3. N.J.S.A. 40:48-2.12al provides in relevant part that the no exemption from inspection pursuant to State statute shall prohibit a municipality from adopting an ordinance to provide for the inspection of buildings to assure the health, safety, and public welfare of the municipality and its residents.
4. N.J.S.A. 40:48-2.12b provides in relevant part that the authority conferred by this act shall be in addition to authority heretofore or hereafter conferred on the governing bodies of municipalities in respect to the construction and maintenance of buildings and structures and parts thereof endangering the public health and safety.
5. N.J.S.A. 40:48-2.12c provides in relevant part that any ordinance adopted pursuant to this act may provide for registration of owners and management of every building and structure in the municipality which is occupied by two or more families as tenants of the owner or lessor.
6. N.J.S.A. 40:48-2.12f provides in relevant part that any ordinance adopted pursuant to this act may also provide that the municipality may abate a nuisance, correct a defect, or put the premises in the proper condition so as to comply 'with the requirements of any municipal ordinance or state law applicable to thereto, at the cost of the owner or lessor, and expend municipal funds for such purpose and charge the same against the premises, and the amount thereof as determined by the governing body of the municipality shall be a lien against the premises.
7. N.J.S.A. 40:48-2.12m authorizes a municipality to adopt an ordinance requiring a landlord to obtain a certificate of inspection or occupancy prior to rental or lease involving a new occupancy and to pay a fee to fund the cost of the inspections and the issuance of the certificates. Such certificate of inspection or occupancy shall be issued upon the inspection of the unit of dwelling space by a municipal inspector and upon his findings that such unit meets the standards provided by law before re-renting a dwelling space to a new occupant. After the dwelling unit is inspected by a municipal inspector, the municipality would issue a certificate of inspection or occupancy if the apartment meets the standards required by law. The municipality may charge a fee to fund the costs of the inspections and issuance of the certificates.

B. Findings and Purpose

1. The governing body of the municipality finds and declares that the New Jersey State Housing Code, International Property Maintenance Code,

Chapter 295 of the Franklin Township Code, "Property Maintenance", set the minimum standards for safety and habitability and the continued occupancy of residential units in order to protect the public health, safety and welfare of the municipality and its residents.

2. The governing body of the municipality finds and declares that a registration and inspection process for the residential units is a rational exercise of the municipal police power to establish that each residential unit substantially complies with the standards set forth in the Code in order to ensure the safety and habitability of each residential unit.
3. These regulations shall not apply to hotels, motels, boarding houses, rooming houses and other residential units which are generally occupied by guests or tenants for less than thirty (30) consecutive days.
4. These regulations shall not apply to a residential unit occupied by the owner.

C. Definitions

As used in this Section, the following terms shall have the following meaning unless the context clearly indicates that a different meaning is intended. Any words not defined herein shall have the meaning given in Webster's Unabridged Dictionary.

1. "Agent" shall mean the individual(s) designated by the owner as the person(s) authorized by the owner to perform any duty imposed upon the owner of this Chapter. The term does not necessarily mean a licensed real estate broker or salesman of the State of New Jersey, as those terms are defined by N.J.S.A. 45:15-3; however, such term may include a licensed real estate broker or salesman of the State of New Jersey, if such person designated by the owner as his agent is so licensed.
2. "Code" shall have the meaning set forth in § 275-1.B.1.
3. "Dwelling Unit" shall mean any room or rooms or suite or apartment, including any room or rooms in a rooming/boardinghouse, whether furnished or unfurnished, which is occupied or intended, arranged or designed to be occupied for sleeping or dwelling purposes by one or more persons, including, but not limited to, the owner thereof or any of his servants, agents or employees, and shall include all privileges, services, furnishings, furniture, equipment, facilities and improvement connected with use or occupancy thereof. Each dwelling unit shall contain no more than one kitchen or cooking facility.
4. "Multiple Dwelling" shall mean two-family units or more, and multiple single-family dwelling units where each unit has an independent means of egress.
5. "Owner" shall mean any person or group of persons, firm, corporation or officer thereof, partnership association or trust who owns, operates, exercises control over, or is in charge of a residential unit.
6. "Person" shall mean a natural person, association, corporation, firm, partnership, trust or other legal entity, or any combination thereof.
7. "Rent" or "Rented" shall mean occupied by any person(s) other than the Owner, regardless of whether there is a written or oral agreement and regardless of whether the owner receives consideration for the occupancy.
8. "Residential Rental Unit" shall mean a Dwelling Unit which is available by lease, rental or otherwise, to persons other than the Owner. Rental unit shall

not include that portion of a Dwelling Unit that is owner-occupied.

9. "Tenant" shall mean the occupant of a unit other than the owner.

D. Registration.

1. All rental units shall hereafter be registered with the Township Construction and Zoning Department or designee of the Township of Franklin, or such other person as designated by the Township Committee, on forms which shall be provided for that purpose, and which shall be obtained from the Township Construction and Zoning Department or designee. Such registration shall occur on an annual basis, as provided herein.

E. Registration; term; initial registration provisions.

1. The registration term shall commence on January 1 and shall be valid until December 31, at which time it shall expire and a new registration shall be required. Any lease which has been executed prior to the adoption of this Chapter shall not be affected, but the rental unit must nevertheless be registered and inspected in accordance with this Chapter. No rental unit shall hereafter be rented unless the rental unit is registered in accordance with this Chapter.
2. Each Residential Rental Unit shall be re-registered with each change in occupancy.
3. A registration application shall be required to be submitted for each rental unit, even if more than one rental unit is contained in the property.
4. Residential Rental Units registered during the registration term shall have their registration term end on December 31 of the same calendar year.

F. Registration forms; filing; contents.

1. Without in any way intending to infringe upon the requirements of N.J.S.A. 46:8-28, all Residential Rental Units shall be registered, as provided herein. Every owner shall file with the Township Construction and Zoning Department or designee of the Township of Franklin, or such other person as designated by the Township Committee, a registration application for each unit contained within a building or structure, which shall include the following information:
 - a. The name, address, and telephone number of the record Owner(s) of the premises and the record owner(s) of the rental business, if not the same persons. In the case of a partnership, the name, address, and telephone number of all general partners shall be provided. In the case of a corporation, the name, address, and telephone number of the corporate office, corporate officers, and registered agent.
 - b. If the address of any record owner is not located in Franklin Township or in Gloucester County, in addition to the information required in § 178 & 275, the name, address, and telephone number of a person who resides in Gloucester County and who is authorized to accept notices from a tenant and to issue receipts therefor and to accept service of process on behalf of the record owner.
 - c. The name and address of the managing agent of the premises, if any.
 - d. The name and address, including the dwelling unit number, apartment or room number, of the superintendent, janitor, custodian or other individual employed by the owner or managing agent to provide

regular maintenance service, if any.

- e. The name, address and telephone number of an individual representative of the owner or agent or the owner, if domiciled in Gloucester County, who may be reached or contacted at any time in the event of an emergency affecting the premises or any unit of dwelling space therein, including such emergencies, as the future of any essential service or system and who has the authority to make emergency decisions concerning the building and any repair thereto or expenditure in connection therewith and shall, at all times, have access to a current list of building tenants that shall be made available to emergency personnel as required in the event of an emergency.
 - f. Telephone numbers should be provided for both day and evening hours, unless one (1) telephone number provides access to the identified individual during both the day and evening hours.
 - g. The name and address of every holder of a recorded mortgage on the premises.
 - h. If fuel oil is used to heat the building and the landlord furnishes the heat in the building, the name and address of the fuel oil dealer servicing the building and the grade of fuel oil used.
 - i. The address of the Residential Rental Unit, the exact number of all separate units at that address, and the designation for each unit.
 - j. As to each rental unit, a specification of the exact number of sleeping rooms contained in the rental unit. In order to satisfy the requirement of this provision, an owner shall submit a floor plan, which shall become part of the application and which shall be attached to the registration application when filed by the Township Construction and Zoning Department or designee.
 - k. The name, phone number and age of each occupant.
 - l. The number and type of all pets.
 - m. Such other information as may be prescribed by the Township of Franklin.
2. Receipt of regulations. The Owner or the Agent of a Residential Rental Unit shall inform the tenant(s) of the regulations promulgated under this Chapter and the Code and shall provide a copy of the same to each tenant over eighteen (18) years of age. The tenant shall sign a written acknowledgment attesting to the receipt of the same which shall be filed together with the registration application.

G. Registration form; permit; indexing and filing; public inspection.

1. The Township Construction and Zoning Department or designee shall index and file the registration forms. In doing so, the Township Construction and Zoning Department or designee shall follow the mandates of N.J.S.A. 46:8-28.1, as amended and supplemented, so that the filing of the registration form will simultaneously satisfy the registration requirements of N.J.S.A. 46:8-28 to the extent that it applies to the property being registered, and will also satisfy the registration requirements of this Chapter.
2. Upon a determination that the registration application meets the requirements

of § 275-2, the Township Construction and Zoning Department or designee shall provide a permit to the person or entity listed. Each certificate of inspection shall correspond to the rental unit listed on the registration application even if more than one rental unit is contained in the property.

3. The owner shall conspicuously post the certificate of inspection at the rental unit.

H. Registration form; amendments; filing.

1. Every person required to file a registration form pursuant to this Chapter shall file an amended registration form within twenty (20) days after any change in the information required to be included thereon.

I. Periodic inspections.

1. Each rental unit shall be inspected at least once every twelve-month period. The landlord of all buildings containing more than twenty-five (25) Residential Rental Units shall be responsible for conducting annual inspections to confirm compliance with the legal occupancy and building, property maintenance and fire code requirements of the Code to safeguard the health, safety and welfare of all tenants. The landlord shall submit to the Township a certification annually confirming that all rental units located in the building comply with the occupancy, building, property maintenance and fire code requirements of the Code on a form prescribed by Township officials. Nothing contained herein shall preclude the Township of Franklin from conducting inspections of any rental unit located within any building containing more than twenty-five (25) Residential Rental Units in accordance with the provisions of this chapter.
2. Such inspections shall be performed by such person, persons or agency duly authorized and appointed by the Township of Franklin and inspections made by persons or an agency other than the duly authorized and appointed person, persons or agency of the Township of Franklin shall not be used as a valid substitute.
3. Such inspection shall be for the purpose of determining zoning ordinance compliance, and to the extent applicable, to determine if the property complies with the New Jersey State Housing Code, Property Maintenance Code, Uniform Construction Code, International Property Maintenance Code, Housing Code, Building Code and/or Uniform Fire Safety Act. This will include the lead paint certification as required by the State of New Jersey.
4. Each Residential Rental Unit within a multiple dwelling unit shall be inspected, whether or not any individual unit shall be occupied by the Owner.
5. Unsatisfactory inspection. In the event that the inspection(s) of a rental unit does not result in a satisfactory inspection, such property shall not thereafter be registered and the Owner of the property or his Agent shall not lease or rent such property, nor shall any tenant occupy the property, until the necessary corrections have been made, so as to bring the property and rental unit into compliance with the applicable code, and the property is thereafter subsequently inspected and registered. In the event that the property is occupied when such conditions are discovered, all such corrections shall be made within thirty (30) days, and if not made within that time period, the owner shall be deemed in violation of this Chapter, and, every day that the violation continues shall constitute a separate and distinct violation, subject

to the penalty provisions of §178 of this Chapter. The Owner, however, shall be permitted to apply to the Housing Department for an extension of time to make repairs or corrections so as to comply with this Chapter, for good cause shown.

Access for inspections; repairs.

1. The inspection officers are hereby authorized to make inspections to determine the condition of Residential Rental Units, in order that they may promote the purposes of this Chapter to safeguard the health, safety and welfare of the occupants of Residential Rental Units and of the general public. For the purposes of making such inspections, the inspecting officers are hereby authorized to enter, examine and survey Residential Rental Units at all reasonable times. The Owner or occupant of every Residential Rental Unit shall give the inspecting officer free access to the Residential Rental Unit at all reasonable times, for the purpose of such inspections, examinations and surveys.
2. Every occupant shall give the Owner of the Residential Rental Unit access to any part of such Residential Rental Unit at all reasonable times for the purpose of making such repairs or alterations, as are necessary, to effect compliance with the provisions of this Chapter or any lawful order issued pursuant thereto.
3. Complaints. Within ten (10) days of receipt of a complaint alleging a reported violation of this Chapter, an inspecting officer shall conduct an inspection as hereinbefore provided.

K. Prohibitions on occupancy.

1. No person shall hereafter occupy any Residential Rental Unit, nor shall the owner permit occupancy of any Residential Rental Unit within the Township of Franklin which is not registered in accordance with this Chapter.

L. Inspection and Re-Inspection Fees.

1. At the time of the filing of the registration application the Owner or agent of the Owner must pay an inspection fee as follows:
 - a. Efficiency unit (no bedrooms): \$100.00 per year
 - b. One (1) bedroom unit: \$125.00 per year
 - c. Two (2) bedroom unit: \$150.00 per year
 - d. Three (3) or more bedroom unit: \$175.00 per year
2. The Owner shall be entitled to up to one (1) re-inspection of the Residential Rental Unit if deemed necessary pursuant to § by the Township.
3. In the event that a second or subsequent re-inspections of a Residential Rental Unit is deemed to be necessary pursuant to § 178, the Owner or agent of the Owner *must* pay a re-inspection fee of \$50.00 per inspection.
4. If the owner of the property is a senior citizen who resides in a unit of the property and rents out the remaining unit and would otherwise qualify under the State of New Jersey property tax deduction under N.J.S.A. 54:4- 8.41, there shall be no inspection or re-inspection fee.
5. If any registration or re-inspection fee is not paid within thirty (30) days of its due date, a late fee surcharge of \$60.00 will be assessed.

M. Providing registration form to occupants and tenants.

1. Every Owner shall provide each occupant or tenant occupying a Residential Rental Unit with a copy of the filed registration form required by this Chapter. This particular provision shall not apply to any hotel, motel or guesthouse registered with the State of New Jersey, pursuant to the Hotel and Multiple Dwelling Act, as defined in N.J.S.A. 55:13 A-3. This provision may be complied with by posting a copy of the registration certificate in a conspicuous place within the Residential Rental Unit(s).

N. Maximum number of occupants; posting.

1. The maximum number of occupants shall be posted in each Residential Rental Unit. It shall be unlawful for any person, including the Owner, agent, tenant or registered tenant, to allow a greater number of persons than the posted maximum number of occupants based on the available sleeping rooms and square footage to sleep in or occupy overnight the Residential Rental Unit. Any person violating this provision shall be subject to the penalty provisions of § 178 of this Chapter.
2. Only those occupants whose names are on file with the Township of Franklin, as required in this Chapter, may reside in the registered premises. It shall be unlawful for any other person to reside in said premises, and any Owner, agent, tenant or registered tenant allowing a nonregistered party to reside in said premises shall be in violation of this section and shall be subject to the penalty provisions of § 178 of this Chapter.

O. Taxes and other municipal charges; payment precondition for registration.

1. No Residential Rental Unit may be registered unless all municipal taxes, water and sewer charges and any other municipal assessments are paid on a current basis.

P. Other Residential Rental Unit standards.

1. All dwelling units shall be maintained in accordance with the Code.

Q. Occupant(s) standards.

1. Occupants. Only those occupants whose names are on file with the Township Construction and Zoning Department, as provided in this article, may reside in the registered premises. It shall be unlawful for any other person to reside in said premises, and this provision may be enforced against the landlord, tenant or other person residing in said premises.
2. Nuisance prohibited. No Residential Rental Unit shall be conducted in a manner which shall result in any unreasonable disturbance or disruption to the surrounding properties and property owners or of the public in general, such that it shall constitute a nuisance, as defined in the ordinances of the Township of Franklin.
3. Compliance with other laws. The maintenance of all Residential Rental Units and the conduct engaged in upon the premises by occupants and their guests shall at all times be in full compliance with all applicable ordinances and regulations of the Township of Franklin, the Code, and with all applicable state and federal laws. Any lease for the rental of a Residential Rental Unit shall contain language which subject the lease to this Chapter and the Code.
4. Penalties. Any landlord, tenant or other person violating the provisions of this *section* shall be subject to the penalty provisions of § 178 of this Chapter.

R. Revocation of Residential Rental Unit permit; procedure.

1. Grounds. In addition to any other penalty prescribed herein, an owner may be subject to revocation or suspension of the rental permit issued pursuant to § 275 upon the happening of one or more of the following, after a hearing before the Township Administrator, as set forth below:
 - a. Conviction of a violation of this article in the Municipal Court or any other court of competent jurisdiction.
 - b. Continuously renting the unit or units to a tenant or tenants who are convicted of a violation of the Noise Ordinance.
 - c. Continuously permitting the rental unit to be occupied by more than the maximum number of occupants as defined in this article.
 - d. Maintaining the rental unit or units or the property in which the rental unit is part in a dangerous condition likely to result in injury to a person or property.
 - e. Refusal to designate a resident agent for acceptance of service of process or service of a notice of violation of the Code where the Owner is not a resident of the county.
 - f. Allowing the rental unit to be occupied in a manner which constitutes a public nuisance to the surrounding properties and property owners.
 - g. Refusal to comply with a notice of violation and an emergency order of the public officer to correct a violation of the Code involving public health or safety violations.
 - h. Refusal to take all reasonable and necessary steps to evict a tenant who has been found guilty of three (3) or more violations of the New Jersey Criminal Statute within a twelve (12) month period.
 - i. Where the owner or resident agent fails to comply with an order to correct a violation of the property maintenance code entered by the Municipal Court or any other court of competent jurisdiction.
 - j. Failure to pay the inspection, re-inspection and/or registration fees, including any late fees.
 - k. Failure to notify the Township that there has been a change in occupancy.
 - l. Three (3) or more violations or convictions of a violation under the New Jersey State Housing Code.
 - m. Continuous violations or conviction of a violation under the Uniform Fire Safety Act, N.J.A.C. 52:27D-192 et seq.
 - n. Conviction under Chapter 66 of the City's Code, entitled "Property Maintenance."
 - o. Three (3) or more violations or conviction of a violation under the Uniform Construction Code, N.J.A.C. 52:27D-119 et seq.
 - p. Three (3) or more violations or convictions of a violation under the Code.
 - q. Three (3) or more violations or convictions of a violation under the New Jersey Building Code.

- r. Continuously renting the unit or units to a tenant or tenants who are convicted of local ordinance violations, disorderly persons' offenses or other crimes.

Procedures; written complaint; notice; hearing; appeal.

- a. Notice. Whenever the Chairman of Fire and Police Departments, Chairman of Housing Committee, Chief of Police, Fire Chief, Construction Code Official, Housing Inspector, Zoning Enforcement Officers or any other person or office authorized to file a notice determines that there has been a violation of this section, he or she shall serve a written notice of the violation of the owner or agent at their last known address, which written notice shall include a *statement* of the reason or reasons why it is being issued and what action, if any, the owner or agent must make to abate the violation. Said notice shall also state that the violation(s) must be corrected within ten (10) days and if not, that the certificate of occupancy for the subject property may be revoked after a hearing before the Township Administrator.
- b. Written complaint. If a violation is not corrected within ten (10) days of the service of the notice thereof, the individual issuing the written notice shall file a written complaint with the Township Construction and Zoning Department or designee and with the owner or agent by certified and regular mail or by personal service at the address indicated on the registration form. If service cannot be effected, the complaint shall be posted in a conspicuous place on the building affected by the complaint and published once in the official newspaper of the City. The complaint shall be specific and shall be sufficient to apprise the landlord, owner and/or agent of the charges, so as to permit said individuals to present a defense. The individuals) filing the complaint may do so on the basis of information and belief and need not rely on personal information. Upon the filing of such written complaint, the Township Construction and Zoning Department or designee shall immediately inform the Township Committee, and a date for a hearing shall be scheduled, which shall not be sooner than ten (10), nor more than thirty (30) days thereafter, unless the landlord, owner and/or agent requests a waiver of the thirty-day requirement and the Township Committee authorized said waiver. The Township Construction and Zoning Department or designee shall forward a copy of the complaint and a notice, as to the date of the hearing, to the landlord, owner or agent, if any, at the address at which the written complaint was served.
- c. Hearing. The hearing required by this section shall be held before the Township Administrator, unless, in its discretion, the Township Committee determines that the matter should be heard by a Hearing Officer, who shall be appointed by the Township Committee. If the matter is referred to a Hearing Officer, such officer shall transmit his findings of fact and conclusions of law to the Township Committee within thirty (30) days of the conclusion of the hearing. The Township Committee shall then review the matter and accept, reject or modify the recommendations of the Hearing Officer based on the record before such Hearing Officer. In the event that the matter is not referred to a Hearing Officer and is heard by the Township Administrator, then the Township Committee shall render a decision within thirty (30)

days of the conclusion of the hearing. Following the hearing, a decision shall be rendered dismissing the complaint, revoking or suspending the rental permit or determining that the rental permit shall not be renewed or reissued for one or more subsequent calendar years.

- d. An audio recording shall be made of the hearing. All witnesses shall be sworn prior *to* testifying. The strict rules of evidence shall not apply, and the evidential rules and burden of proof shall be that which generally controls administrative hearings.
 - e. The Township Solicitor, his designee or appointed special counsel shall appear and prosecute on behalf of the complainant in all hearings conducted pursuant to this section.
 - f. Cost of an appointed outside hearing officer if needed costs shall be split equally between the complainant and defendant in the proceedings. Any additional costs for transcripts, evidence reproduction by complainant shall also be split equally between the parties.
 - g. Appeals. If a rental permit is revoked, suspended or the City Committee determines that the rental permit shall not be renewed or reissued for one or more subsequent years, the landlord, owner and/or agent may appeal said decision to the New Jersey Superior Court-Law Division in Gloucester County in accordance with the New Jersey Court Rules.
3. Defenses. It shall be a defense to any proceeding for the revocation, suspension or other disciplinary action involving a rental permit by demonstrating that the owner has taken appropriate action and has made a good faith effort to abate the conditions or circumstances giving rise to the revocation proceeding, including but not limited to the institution of legal action against the tenant(s), occupant(s) or guests for recovery of the premises, eviction of the tenant(s) or otherwise.
 4. Assessment of Fees. If, after the hearing there is a finding in favor of the Township, the governing body or the hearing officer shall enter an order against the Owner requiring the payment of litigation costs, separate and in addition to those listed above as follows:
 - a. \$250 for the first offense; \$500 for a second or subsequent offense;
 - b. \$750 for legal services; and
 - c. Actual costs (including, but not limited to, expert witness fees, search fees, and publication fees).
- S. Severability. If any section, subsection, paragraph, sentence or other part of this ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance but shall be confined in its effect to the section, subsection, paragraph, sentence or other part of this ordinance directly involved in the controversy in which said judgment shall have been rendered and all other provisions of this ordinance shall remain in full force and effect.
 - T. When effective. The ordinance shall take effect immediately upon final adoption and publication in the manner prescribed by law.
 - U. Violations and penalties.

It shall be unlawful for any person to rent or occupy a premise in violation of these regulations.

1. **Maximum Penalty.** Any person who violates any provision of this article shall, upon conviction in the Municipal Court of the Township of Franklin, or such other court having jurisdiction, be liable to a fine not exceeding \$2,000 per offense, imprisonment, for a term not exceeding ninety (90) days, community service not exceeding ninety (90) days, or any combination thereof, at the discretion of the Municipal Court Judge.
2. **Ongoing Violation(s).** Each day that a violation continues after a notice of violation and order for compliance has been served on the person responsible, and the time for compliance has expired, shall be deemed a separate and distinct violation, subject to the penalty provisions of this Chapter.

ATTEST:

TOWNSHIP OF FRANKLIN

Barbara Freijomil, Clerk

John Bruno, Mayor

CERTIFICATION

I, Barbara Freijomil, Clerk of the Township of Franklin, County of Gloucester, do here certify that the foregoing Ordinance was introduced at the Regular Meeting of the Township of Franklin held on November 28, 2023 and thereafter duly advertised in the legal newspaper of the Township at least seven (7) days prior to it being considered for final passage and adoption at a subsequent meeting to be held on December 12, 2023 at which time any person interested therein will be given an opportunity to be heard.

Barbara Freijomil, Municipal Clerk

Introduced November 28, 2023

Name	Motion	Second	Yes	No	Abstain	Absent
Doyle						
Flaim						
Keen						
Marsh						
Bruno						

Adopted December 12, 2023

Name	Motion	Second	Yes	No	Abstain	Absent
Doyle						
Flaim						
Keen						
Marsh						
Bruno						