

MINUTES
FRANKLIN TOWNSHIP COMMITTEE
WORK SESSION/AGENDA MEETING
THURSDAY, June 13, 2019
7:30 PM

The meeting was called to order by Mayor Craig Repmann at 7:32 pm. Mayor Repmann led the flag salute.

Roll Call: Mayor Craig Repmann (present) Deputy Mayor Diane Burgess (arrived at 7:37 PM)
Mike Homulak (present) Sebastian Donaruma (present) Phil Koury (present)

Also Present: Katrina L. Campbell (Municipal Attorney), Cameron Keng (Chief Finance Officer)
Alan Dilley (Director of Public Works)

Some Others Present: Richard Lewandowsky, Rich Tree Service, Salvatore R. Cassaro, NJ State Forester
Heidi A. Wohlleb, Auditor (Nisivoccia, LLP), Caitlin Jannucci, Auditor (Nisivoccia LLP)
Mike Chabra, Open Space Coordinator

Comments from the Public on Agenda Items Only: None

Presentation on the Emerald Ash Borer and Its Impact on the Community:

Alan Dilley, Director of Public Works, Richard Lewandowsky, Rich Tree Service, and Salvatore R. Cassaro, New Jersey State Forester, made a presentation on Emerald Ash Borer infestation and its impact on the community. Dilley requested that a mailer be sent to inform the public. Grant funding options and additional methods of educating the public were also discussed.

Motion to affect a mailer to inform the public of the dangers of the Emerald Ash Borer: Burgess.
Second: Donaruma. All in favor. Motion carried.

Presentation on Open Space/Farmland Preservation:

Mike Chabra, Open Space Coordinator, updated the Committee on the status of preservation approval of the Hunterdon County Agricultural Development Committee for the Stryker Farm, 452 Cherryville Road (Block 30, Lot 13) and the Long Farm, 456 Pittstown Road (Block 39, Lots 1, 1.10 and 5.01).

Approval of Minutes

Motion to approve the May 23, 2019 minutes Regular Meeting & Executive Session: Donaruma
Second: Burgess
Roll call: Repmann (Aye) Burgess (Aye) Homulak (Aye) Donaruma (Aye) Koury (Aye)

Payment of Bills

Motion to approve the Bills List: Burgess Second: Homulak
Roll call: Repmann (Aye) Burgess (Aye) Homulak (Aye) Donaruma (Aye) Koury (Aye)

2019 Municipal Budget:

1. Resolution 2019-32: Budget – Authorize to Read CY2019 by Title Only

Motion to adopt: Koury Second: Homulak

Roll call: Repmann (Aye) Burgess (Aye) Homulak (Aye) Donaruma (Aye) Koury (Aye)

Motion to open Public Hearing: Donaruma Second: Koury All in favor. Motion carried.

Comments from the Public on 2019 Municipal Budget:

Heidi A. Wohlleb, Auditor, and Cameron Keng, Chief Finance Officer, explained the 2019 Municipal Budget. The Committee asked clarification and recommendation questions.

Motion to close Public Hearing: Burgess Second: Donaruma All in favor. Motion carried.

2. Resolution 2019-33: Adopt CY2019 Budget.

Motion to adopt: Burgess Second: Koury

Roll call: Repmann (Aye) Burgess (Aye) Homulak (Aye) Donaruma (Aye) Koury (Aye)

Resolutions

3. Resolution 2019-34: Resolution Approving 2019-2020 Liquor License Renewal – Rima Enterprise, LLC d/b/a Clinton Wine & Spirits, Inc.

Motion to adopt: Burgess Second: Donaruma

Roll call: Repmann (Aye) Burgess (Aye) Homulak (Aye) Donaruma (Aye) Koury (Aye)

4. Resolution 2019-35: Resolution Approving 2019-2020 Liquor License Renewal – Quakertown Recreation Club, Inc.

Motion to adopt: Burgess Second: Donaruma

Roll call: Repmann (Aye) Burgess (Aye) Homulak (Aye) Donaruma (Aye) Koury (Aye)

5. Resolution 2019-36: Resolution Approving 2019-2020 Liquor License Renewal – Clinton BPOE Elks Lodge Number 2434

Motion to adopt: Koury Second: Donaruma

Roll call: Repmann (Abstain) Burgess (Aye) Homulak (Aye) Donaruma (Aye) Koury (Aye)

6. Resolution 2019-37: Resolution in Support of Path to Progress Recommendations made by New Jersey Economic and Fiscal Policy Workgroup.

Katrina Campbell, Municipal Attorney, advised that the report was large and that the Committee may wish to seek further detail before taking action on this resolution.

Motion to Table: Repmann Second: Burgess All in favor. Motion carried.

7. Resolution 2019-38: Refund Tax Overpayment

Chief Finance Officer explained the purpose of the refund upon the request of the Committee.

Motion to adopt: Burgess Second: Donaruma

Roll call: Repmann (Aye) Burgess (Aye) Homulak (Aye) Donaruma (Aye) Koury (Aye)

8. Resolution 2019-39: Resolution to Increase Salaries for Administrative Employees.

Motion to adopt: Burgess Second: Donaruma

Roll call: Repmann (Aye) Burgess (Aye) Homulak (Aye) Donaruma (Aye) Koury (Aye)

Staff Administrative Reports

Police: None

CFO: Cameron Keng, Chief Finance Officer, spoke regarding the acquisition and installation of new computers for the Municipal Building and how it affects the long term plan of the Township. Diane Burgess questioned a need for new wiring in the Municipal Building.

Administrative: Christine Burke, Township Clerk, spoke regarding creating a plan to re-organize and update procedures in the Clerk's Office.

Board of Health: None

Old Business: None

New Business: None

Committee Member Reports:

Diane Burgess reported on a cooperative purchasing agreement for municipal electricity. Phil Koury sought information regarding energy audit grants available for the Fire Department.

A discussion occurred regarding residents seeking information on the status of applications before the Land Use Board. It was recommended that applicants direct their questions to the LUB secretary and liaison.

Phil Koury updated the Committee on the progress of updating the Master Plan.

Craig Repmann reported that the Elks Charity Event, Music Fest, was scheduled to take place over the weekend and the last day of school is the following Thursday.

Craig Repmann and Phil Koury reported on the status of a pie chart to explain municipal taxes to the public. A discussion ensued on how to present the pie chart and what specific information should be prominently displayed.

Comments from the Public:

Mike Chabra questioned the tax billing process and if a resident receives one if they pay their taxes through a mortgage company. It was explained that everyone gets a tax bill but those paying through mortgage companies would receive one that says "For Advice Only".

Executive Session

Motion to enter executive session: Burgess Second: Homulak
All in favor. Motion carried.

Committee entered Executive Session at 9:03 pm.

Topics discussed:

1. Contractual – Cell Tower on Municipal Building Property
2. Contractual – Land Use Board Invoices
3. Personnel/Contractual – Police Contract
4. Property – Municipal Tennis Courts

Committee exited Executive Session at 9:45 pm.

Action by the Committee: None

Adjournment

Motion to adjourn: Burgess Second: Donaruma All in favor. Motion carried.

Meeting was adjourned at 9:46 pm.

Prepared by Christine Burke, Township Clerk



Adopted: 06/27/2019