

MINUTES  
FRANKLIN TOWNSHIP COMMITTEE  
WORK SESSION/REGULAR MEETING  
THURSDAY, September 12, 2019  
7:30 PM

The meeting was called to order by Mayor Craig Repmann at 7:30 pm. Mayor Repmann led the flag salute.

Roll Call: Mayor Craig Repmann (present) Deputy Mayor Diane Burgess (present)  
Mike Homulak (present) Sebastian Donaruma (absent) Phil Koury (absent)

Also Present: Katrina L. Campbell (Municipal Attorney)  
Cameron Keng (Chief Finance Officer)  
Roger Soltys (Chairman of the Land Use Board)

Comments from the Public on Agenda Items Only:

No one from the public spoke regarding Agenda Items. Mayor Craig Repmann altered the meeting agenda to open comments from the public on general topics.

Comments from the Public:

Katy Blew, 266 Oak Grove Road, spoke regarding safety concerns in relation to alterations of school bus stop locations on Oak Grove Road. Mayor Craig Repmann requested that an email be sent to the Township requesting that the Police Department investigate the safety concerns.

Suzanne S. Figler, 214 Sidney Road, expressed concerns regarding the cell service monopole being built on the Municipal Building property. The Mayor and Attorney explained that a need for service had been identified in the area. They further explained the procedure that the Township had followed to approve the monopole.

Approval of Minutes

Motion to approve the July 11, 2019 minutes Regular Meeting: Burgess

Second: Repmann

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

Motion to approve the August 8, 2019 minutes Work Session/Regular Meeting: Burgess

Second: Homulak

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

Payment of Bills

Motion to approve the Bills List: Burgess Second: Homulak

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

**Ordinances:**

1. Introduction and First Reading of Ordinance 2019-07: Ordinance of the Township of Franklin, County of Hunterdon, State of New Jersey Amending Chapter 182 "Fees", to Create Section 28 "Tax Collector Fees", of the Code of the Township of Franklin to Authorize the Tax Collector to Charge Fees for Tax Sale Notices.

The Municipal Attorney explained the ordinance.

Motion to introduce: Burgess Second: Homulak

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

**Resolutions:**

1. Resolution 2019-48: Farmland Preservation Program – DuBrow Farm – Block 42, Lot 1.01.

Motion to adopt: Burgess Second: Homulak

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

2. Resolution 2019-49: Resolution Recognizing September as Clean Communities Month and Designating September 28, 2019 as Franklin Township Clean Community Day.

Motion to adopt: Burgess Second: Homulak

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

3. Resolution 2019-50: Authorize Electronic Tax Sale.

The Chief Finance Officer explained the benefits from altering from a traditional to an electronic sale of municipal tax liens. The Municipal Attorney further explained the benefits and provided examples.

Motion to adopt: Burgess Second: Homulak

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

4. Resolution 2019-51: Tax Overpayment – Authorize Refund for Duplicate Payment.

Motion to adopt: Burgess Second: Homulak

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

**Staff Administrative Reports**

**Police:** Mayor Craig Repmann explained that Lt. Snyder was engaged with the events of "Back to School Night".

**Administrative:** The Township Clerk updated the Committee on the continuing efforts to update the Clerk's Office and noted progress made in records retention.

**CFO:** The Chief Finance Office followed up on document retention efforts and updated the Committee on the Municipal Building IT upgrades. He specified the Edmunds software upgrade as an effort to address concerns and recommendations specified by the Municipal Auditor.

**Old Business:** None

**New Business:**

1. Discussion Item – Procedure for payment of Land Use Board Invoices.

Discussion regarding the procedure for payment of Land Use Board invoices was removed as a discussion item in Public Session to a discussion item in the Executive Session.

**Committee Member Reports:**

Committeeman Mike Homulak spoke regarding Octoberfest, scheduled for October 5, 2019.

Deputy Mayor Diane Burgess spoke regarding a document shredding day open to residents on October 19, 2019, at the Department of Public Works.

Mayor Craig Repmann and the Chief Finance Officer explained assistance received by the Township School from the Department of Public Works. The Mayor also spoke regarding the Township Clean-up day held on September 7, 2019 and the upcoming Community Day, scheduled for September 28, 2019.

**Board of Health:** None.

**Executive Session**

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

Committee entered Executive Session at 8:11 pm.

Topics discussed:

1. Contractual – Personnel – Land Use Board Invoices & Procedures
2. Contractual – Affordable Housing RFP – Block 5, Lots 2 & 3
3. Contractual – Personnel – Police Department Captain Position
4. Contractual – EMS District Changes
5. Contractual/Attorney-Client Privilege – Update on Marijuana License Application submitted to the State of New Jersey by Turning Leaf Centers, LLC
6. Safety of Public Property – Mold Located in Municipal Building

Committee exited Executive Session at 10:07 pm.

Action by the Committee:

Motion to promote of Lt. Timothy Snyder to the Rank of Captain: Burgess      Second: Homulak

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

Adjournment

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

Meeting was adjourned at 10:07 pm.

Prepared by Christine Burke, Township Clerk

  
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Adopted: 09/26/2019