

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

The meeting was called to order by Mayor Repmann at 7:30 pm. Mayor Repmann read the OPMA Statement and led the flag salute.

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

Also Present: Katrina Campbell, Municipal Attorney
Cameron Keng, Chief Finance Officer
Capt. Timothy Snyder

Some Others Present: Marc Saluk, Hunterdon County Economic Development Coordinator

Comments from the Public on Agenda Items Only:

Dan Connor, 248 Cherryville Road, questioned the timing of Resolution 2019-61: Resolution Setting the Salaries for Administrative Employees for CY2020, in relation to the CY2020 Budget. The CFO explained.

Presentation – Hunterdon County Office of Economic Development (Marc Saluk) – County Economic Development Initiatives:

Marc Saluk, Hunterdon County Economic Development Coordinator, made a presentation to the Committee regarding the County's economic development initiatives. He explained that interest in Hunterdon County has been increasing and that the most frequently asked questions received by his office pertained to marijuana. He presented the following economic development initiatives to the Committee:

1. 78/22 Coalition: A transportation focus targeting train service, specifically the return of weekend service.
2. Film Commission: The County created a Film Commission to encourage film makers to seek out Hunterdon County. Said efforts include the creation of a website for the utilization of production crews and the creation of a database of homes and businesses willing to be available for filming. Mr. Saluk also indicated that his office is asking for the film ordinances of municipalities within the County and recommended that municipalities create such ordinances if they have not done so already.
3. Hunterdon County Tourism Partnership: The County has created a small tourism committee for the purpose of increasing county-wide tourism.
4. Municipal Grant Program: The Hunterdon County Office of Economic Development offers a grant program for municipalities within the County that have projects consistent with the County's goals. Mr. Saluk provided examples.

5. Highland Council: The Highlands Council has expressed interest in increasing tourism. Their efforts include municipalities that border the Highlands.
6. Milford Park: The County is in the process of creating its first riverside park. Mr. Saluk described the location of the park and some of the initiatives to develop the park.

Upon completion of the presentation, Mr. Saluk provided his contact information and answered the questions of Deputy Mayor Burgess and Committeeman Koury regarding initiatives that specifically affect Franklin Township and local transportation.

Approval of Minutes

Motion to approve the November 14, 2019 minutes Regular Meeting & Executive Session: Burgess

Second: Koury

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

Payment of Bills

Motion to approve the Bills List: Burgess Second: Donaruma

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

Ordinances: None.

Resolutions:

1. Resolution 2019-58: Resolution Requesting Approval to Insert Lines of Appropriation into the 2019 Budget – Various Grants.

Motion to adopt: Burgess Second: Koury

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

2. Resolution 2019-59: Resolution Authorizing Grant Submission – Municipal Alliance for the Prevention of Alcoholism and Drug Abuse – Fiscal Grant Cycle July 2020 – June 2025.

Upon questioning by Committeeman Koury, the CFO and Captain Snyder explained the grant program and how the Township benefits.

Motion to adopt: Homulak Second: Burgess

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

3. Resolution 2019-60: Resolution Adopting the New Jersey Domestic Violence Policy for Public Employees.

Motion to adopt: Burgess Second: Donaruma

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

4. Resolution 2019-61: Resolution Setting the Salaries for Administrative Employees for CY2020

Motion to adopt: Burgess Second: Homulak

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

5. Resolution 2019-62: Tax Sale Redemption of Lienholder – Certificate #19-00001 – Block 26 Lot 17.09.

Deputy Mayor Burgess questioned the results of the online Tax Sale held on December 9th. The CFO responded.

Motion to adopt: Burgess Second: Donaruma

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

Staff Administrative Reports

Police: Captain Snyder reported on the November activities of the Police Department.

CFO: Cameron Keng reported on the Township's first online Tax Sale held on December 9, 2019. He explained the purpose of the tax sale and how the Township benefits. The Attorney clarified the Township's benefits. The CFO also reported on the successful acquisition of a State Department of Transportation (DOT) grant for use with the West Sidney Road Phase III Project. He explained the cost savings of the grant and thanked the Clerk and Director of Public Works for their efforts in acquiring the grant. The CFO updated the Committee on efforts to address the cost of tree trimming services in relation to trees affected by the Emerald Ash Borer. He clarified that said efforts affect only Municipal properties and encouraged the public to address the affected trees on their properties. He further explained the results of a meeting held with JCP&L to remove affected trees on residential property and acknowledged the Director of Public Work's proactive efforts regarding the Emerald Ash Borer.

Administrative: The Township Clerk updated the Committee on efforts to remediate mold affecting Township records in the Municipal Building. She also explained a delay in requesting permission from the State Division of Revenue and Enterprise Services (DORES) – Records Management Services (RMS) to destroy records no longer needed to be kept by the Township. She explained that she had taken the State exam for Qualified Purchasing Agent certification on December 11, 2019 and that the results of the exam would not be available until February. She extended an invitation to join the scheduled Employee and Volunteer Holiday Luncheon to be held on December 17, 2019 between 12pm and 3pm.

Board of Health: None.

Old Business: None.

New Business:

1. Discussion Item: 2020 Census – Complete Count Committee.

The CFO explained that the efforts taken to ensure a complete count for the 2020 Census is mostly handled by the State with assistance from the Tax Assessor. Deputy Mayor Burgess explained that the County has resources regarding the Census and offered to reach out to them for more information.

2. Approval of Aidan Fernandez, member of the Quakertown Fire Company, to participate in the Tuition Waiver Program.

Committeeman Homulak explained the benefits of the Tuition Waiver Program available to members of the Fire Company and that the Township co-signs the application along with the Fire Company. Approval to sign the waiver was unanimously agreed upon by the Committee with no formal vote required.

3. Proposal for Professional Services – West Sidney Road – Section III.

The acquisition of a DOT grant for the Improvements to West Sidney Road – Section III had been addressed in the CFO report. The CFO explained the involvement of the Township’s Engineer regarding the project.

Motion to approve Maser Consulting, Township Engineer, to proceed with their proposal regarding professional services for the improvements of West Sidney Road – Section III: Burgess

Second: Donaruma

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

Committee Member Reports:

Committeeman Mike Homulak explained that those who may need cold weather shelter can contact the Franklin Township Office of Emergency Management for assistance.

Mayor Craig Repmann reported that Recreational Basketball had begun at the school and that they were looking for score keepers.

Comments from the Public:

Dan Connor, 248 Cherryville Road, questioned the location of the records affected by mold in the Municipal Building. The Committee explained. Mr. Connor recommended removing the records.

Christina Faragalla, 205 Sidney Road, expressed her appreciation for Mr. Saluk's presentation on the County's economic development initiatives and commented on how a cell tower would affect aesthetics in Franklin Township.

Mr. Anderson questioned what could be done regarding safety concerns involving the intersection of Hogback Road and Sidney Road. Captain Snyder explained the history of the intersection. The Attorney explained that Sidney Road is a county road and the County would need to be contacted for input and approval on any efforts to address the intersection.

Carol Luftus, 7 Doe Run, questioned the Township's vision statement and if the vision statement would need to be changed in respect to the county's economic development efforts. The Attorney explained the purpose of the Master Plan as the Township's vision statement and how the Master Plan is changed and updated by the Land Use Board. The Committee indicated their intention to place the Master Plan on the website. Ms. Luftus questioned the citizen composition of the Land Use Board. The Attorney explained the composition of the Land Use Board and offered the use of Citizen Volunteer Forms for interested residents.

Richard Ramalho, 18 Spring Hill Road, questioned the Township's change of Engineer. The Attorney explained the efforts of the Land Use Board to solicit proposals for professionals, including LUB Engineer, and that the Township still utilized Maser Consulting as Municipal Engineer. The Attorney further explained that changes inside Maser Consulting resulted in a new designee that works out of Maser Consulting's Clinton office.

Executive Session

Motion to enter executive session: Donaruma Second: Koury
All in favor. Motion carried.

Committee entered Executive Session at 8:48 pm.

Topics discussed:

1. Contractual, Personnel & Attorney/Client Privilege – Grievance from Police Department
2. Attorney/Client Privilege & Potential Litigation – LUB Matter
3. Contractual, Municipal Property & Attorney/Client Privilege – QVEM Lease of 321 Pittstown Road
4. Personnel – Part-Time Employee Salaries

Committee exited Executive Session at 9:53 pm.

Action by the Committee:

Motion to authorize Township Attorney to proceed regarding Police Department Grievance, Potential Litigation and QVEMS Lease as discussed in Executive Session: Koury Second: Burgess

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

Adjournment

Motion to adjourn: Donaruma Second: Burgess

All in favor. Motion carried.

Meeting was adjourned at 9:54 pm.

Prepared by Christine Burke, Township Clerk



Adopted: 12/30/2019