

MINUTES
FRANKLIN TOWNSHIP COMMITTEE
WORK-SESSION/REGULAR MEETING
THURSDAY, FEBRUARY 27, 2020
7:30 PM

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

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

Also present: Katrina L. Campbell, Municipal Attorney
Christine Burke, Municipal Clerk
Cameron Keng, Chief Finance Officer
Adam T. Wisniewski, P.E., representing the Township Engineer (Maser Consulting P.A.)

Mayor Philip Koury explained how to participate in the Public Commentary sections of the meeting. He further explained that a Board of Health meeting would also take place during the meeting.

Comments from the Public on Agenda Items Only:

No one from the public spoke regarding Agenda Items.

Presentation

1. First Energy Group – Stan Prater – Status Updates on Tree Trimming Progress and Lower Kingtown Road Utility Disruption

Stan Prater, First Energy Group, introduced himself and explained efforts taken in cooperation with the Department of Public Works, to remove hazard trees from along Township roads. He further explained a reduction in tree removal efforts at the end of 2019 based upon a loss of funds. Committeeman Repmann expressed his appreciation for Mr. Prater's efforts. Mr. Prater explained multiple extended outages that had taken place on Lower Kingtown Road. He indicated that many trees had been removed and additional aggressive trimming would take place towards the end of the year. He also explained that engineers had located problems with fuses upon Lower Kingtown Road and will be re-coordinating the fuses. A brief period of questioning by the Committee followed.

Approval of Minutes

Motion to approve the February 13, 2020 minutes Work Session/Regular Meeting and Executive

Session: Burgess Second: Repmann

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

Payment of Bills

Motion to approve the Bills List: Burgess Second: Donaruma

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

Deputy Mayor Burgess requested that the CFO continue efforts to transfer the Township's personal Adobe software package into a professional one. Mayor Koury explained the need for the software package.

Ordinances:

1. Introduction & First Reading of Ordinance 2020-01: Amend Chapter 88, "Salaries & Compensation" to Add Qualified Purchasing Agent

Committeeman Repmann explained that the salaries and compensations reflected in the Ordinance are maximums and do not indicate each employee's actual salary. The Attorney further explained that an annual resolution sets the exact salary for each municipal employee.

Motion to Introduce: Burgess Second: Donaruma

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

Resolutions:

1. Resolution 2020-20: Tax Sale Redemption of Lienholder – Certificate #18-00001 – LIGHT PROPERTIES LLC – 552 Pittstown Road – Block 41 Lot 1 Q0216

Motion to adopt: Burgess Second: Donaruma

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

Staff Administrative Reports:

CFO: The Chief Finance Officer spoke regarding the Budget and explained how past taxing practices resulted in creating a focus on Capital Improvements in the CY2020 Budget. He further explained that the Capital Improvement section of the Budget is utilized to fund the improvement and maintenance of Township roads. A member of the public questioned the CFO on road repair practices. The CFO, Engineer and Committee responded.

Administrative: The Township Clerk updated the Committee on the status of gathering and compiling articles for the Township Newsletter. She also updated the Committee on efforts to remediate the mold located in the archive room.

Board of Health:

The Work-Session/Regular Meeting of the Township Committee was called to recess at 8:07 pm to convene a Board of Health Meeting.

The Regular Meeting of the Township Committee was reconvened at 8:19 pm.

Old Business:

1. Driveway Applications

Mayor Koury updated the Engineer on new Driveway Application procedures and explained the Township's correspondence requirements. Committeeman Repmann indicated that only positive feedback had been received regarding the change in Municipal Engineer.

2. Melick's Bridge

Mayor Koury explained that residents were still contacting the Township and the County regarding the Melick's Bridge. The Township Engineer explained that Hunterdon County would not take any responsibility for water runoff issues affecting the road in the vicinity of the bridge. He further explained that the area surrounding the bridge is environmentally sensitive and would require DEP permits to address the issue. Mayor Koury and the Engineer explained that they have also been in contact with Clinton Township since the bridge also affects that municipality. The Attorney advised that residents should direct their complaints to the County Engineering Office as the Township can't legally do anything at this point. The Committee also recommended directing complaints to the County Freeholders. The Township Engineer explained that a case can be made to the DEP that the ponding and icing on the roadway is a safety issue.

The Municipal Engineer left the meeting at 8:27 pm.

New Business:

1. Proclamation: 2020 Building Safety Month

Mayor Koury explained the request for the Proclamation and proclaimed that May 2020 is Building Safety Month.

Committee Member Reports:

Committeewoman Diane Burgess reported on efforts to obtain recertification with the Sustainable Jersey Program.

Committeeman Craig Repmann reported that the Easter Egg Hunt would be conducted at the Clinton Elks on April 5th.

Mayor Phil Koury reported that Jen Fisher agreed to be Franklin Township's representative for the Watershed Restoration Plan.

Comments from the Public:

Suzanne S. Figler, 214 Sidney Road, requested an update on the Bond required for the Monopole scheduled to be erected on the Municipal Building property. The Mayor confirmed with the Municipal Clerk that no additional information had been received on the Bond. Ms. Figler questioned what a

Qualified Purchasing Agent does and who was appointed. The Attorney explained what a Qualified Purchasing Agent does, the benefits the municipality receives for having one, and that the Township Clerk was appointed as the Qualified Purchasing Agent.

Executive Session:

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

Committee entered Executive Session at 8:31 pm.

Topics discussed:

1. Contractual – Request for Quotations (RFQ): Update to Township Website – Proposal Review
2. Attorney/Client Privilege – Procedures and Advice for Creating a Resolution of Support

Committee exited Executive Session at 8:59 pm.

Action by the Committee:

1. Accept proposal of ProudCity Standard Plan with the Meetings Module to update the Township Website.

Motion to accept: Burgess Second: Donaruma

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

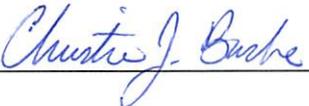
Adjournment

Motion to adjourn: Burgess Second: Repmann

All in favor. Motion carried.

Meeting was adjourned at 9:00 pm.

Prepared by Christine Burke, Township Clerk



Adopted: 03/12/2020