

MINUTES
FRANKLIN TOWNSHIP COMMITTEE
WORK-SESSION/REGULAR MEETING
THURSDAY, MARCH 12, 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
Alan Dilley, DPW Supervisor
Sgt. Kevin Bollaro, Police

Mayor Philip Koury explained how to participate in the Public Commentary sections of the meeting.

Comments from the Public on Agenda Items Only:

No one from the public spoke regarding Agenda Items.

Presentation

1. Annual Easter Egg Hunt – Sgt. Kevin Bollaro – Status of Annual Easter Egg Hunt as Affected by COVID-19 Virus

Sgt. Kevin Bollaro updated the Committee on the status of the Annual Easter Egg Hunt. The Easter Egg Hunt is still scheduled to continue but may be cancelled or postponed as the COVID-19 virus situation evolves. Mayor Koury questioned if supplies had already been purchased and if it was possible to use those supplies later. Committeeman Repmann indicated that the supplies are non-perishable. Deputy Mayor Diane Burgess explained that Governor Phil Murphy had ordered that all gatherings in excess of 250 people be cancelled. Sgt. Bollaro indicated that the Easter Egg Hunt averaged between 100 and 200 people. The Committee decided to wait on making a decision to proceed or cancel the annual Easter Egg Hunt.

Approval of Minutes

Motion to approve the February 27, 2020 minutes Work Session/Regular Meeting and Executive Session: Burgess Second: Donaruma
Roll call: Burgess (Aye) Donaruma (Aye) Homulak (Aye) Koury (Aye) Repmann (Aye)

Payment of Bills

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

Ordinances:

1. Introduction & First Reading of Ordinance 2020-02: Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank.

The Chief Finance Officer explained the need for the ordinance as part of the annual Budget process.

Motion to Introduce: Burgess Second: Repmann

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

2. Introduction & First Reading of Ordinance 2020-03: Ordinance Amending and Supplementing Chapter 220 of the Code of the Township of Franklin to Add New Definitions to the Ordinance and Expand the List of Permitted Uses in the Commercial-N, Commercial-S, and Neighborhood Business Zones.

Mayor Koury explained that this ordinance adjusts the Township Code to support the Master Plan.

Motion to Introduce: Burgess Second: Donaruma

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

3. Introduction & First Reading of Ordinance 2020-04: Ordinance to Amend and Supplement Chapter 176 "Affordable Housing Ordinance" with a New Article V "Affordable Housing Development Fees," to Provide for the Collection of Development Fees in Support of Affordable Housing as Permitted by the New Jersey Fair Housing Act.

The Attorney explained that the ordinance had been previously approved but was deleted in error when amending another section of the ordinance.

Motion to Introduce: Burgess Second: Donaruma

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

The Attorney explained that the public hearings for all three ordinances are scheduled to take place on April 9th.

Resolutions:

1. Resolution 2020-21: Introduction of the CY2020 Municipal Budget

Motion to adopt: Homulak Second: Donaruma

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

Staff Administrative Reports:

Administrative: The Township Clerk updated the Committee on efforts to remediate the mold located in the archive room. She indicated that a company on the State Contract came to the building to evaluate the affected room and returned a quotation for the services needed to remediate.

CFO: The Chief Finance Officer spoke regarding the Budget and explained that the Budget maintains mostly flat costs and provides for the creation of a road repair plan. He further explained that most complaints from residents are regarding roads in a state of disrepair and that this represented a safety issue for residents in the municipality. Mr. Romalho, 18 Spring Hill Road, questioned how the plan would be funded. The Chief Finance Officer indicated that there would be a tax increase. The Committee briefly discussed the value of having a funded road repair plan and what the plan would fund. Alan Dilley, Supervisor of Public Works, further explained the need and benefits of a road repair plan. Mr. Romalho expressed his support of creating and funding a road repair plan.

Board of Health: None.

Old Business: None.

New Business:

1. Discussion Item: Repairs at the Franklin Township Elementary School.

Mayor Koury explained a request from the Franklin Township Elementary School to assist with repairs to their parking lot and other facilities. The Supervisor of Public Works indicated that he had already inspected the needed repairs and that the Department of Public Works could perform the necessary repairs. The Attorney indicated that a Shared Service Agreement would be needed and that she would proceed in putting said agreement together. Mayor Koury explained that the school would save taxpayer money by avoiding the bidding process. No action was taken at this time.

2. Discussion Item: Lease Township Owned Land – Agricultural – Various Properties.

The Attorney and Supervisor of Public Works explained the history of township land available for farming and hunting lease. The Supervisor of Public Works explained a request to change the farmland leasing option from row crops to producing hay. He further indicated that the change would allow for passive recreation on the land by including a trail around the property. The Attorney explained the need for deer population management and that the NJDEP has been considering requiring a deer management plan on township properties. The Supervisor of Public Works indicated that the change in plan would delay the bidding process. Mr. Romalho indicated that Lyme would have to be put down in the intended fields and explained the deer management program of Hillsborough Township. James Witkowski, Board of Education Member, explained the parking arrangements of the hunting club currently leasing township property. The Supervisor of Public Works indicated that he would continue to work on updating the farming and hunting leases with the Attorney.

Committee Member Reports:

Committeeman Craig Repmann reported that the 78-22 Coalition meeting discussed mass transit projects that do not directly affect Franklin Township.

Committeeman Mike Homulak reported on the Fire Department's efforts to coordinate with the Hunterdon County OEM regarding the COVID-19 virus. Mayor Koury indicated that he had been in contact with the Township's OEM regarding the virus.

Committeeman Sebastian Donaruma reported on speeding on township roads. He explained that radar signs are expensive and that permanent signs, which are cheaper than temporary signs, often start to be ignored. He indicated that the Township might want to invest in a temporary sign when the Budget permits such a purchase.

Deputy Mayor Diane Burgess reported that she would make efforts to attend the next Senior Meeting and inform them of free tax preparation options.

Mayor Phil Koury reported that the Land Use Board approved a fitness program facility. Mr. Dilley, the Supervisor of Public Works and Land Use Board Member, indicated that the facility is going into the old mattress store.

Comments from the Public:

James Witkowski, Board of Education Member, spoke regarding the Township's hunting leases and explained that they end in the middle of the hunting season. He went on to explain that the county superintendents had met with the NJDOH and have forwarded instructions to clean schools more than usual and start preparing teachers for online curriculum.

Mayor Koury requested an update on the status of the Township Newsletter. The Township Clerk updated that the articles are currently in the editing stage.

Executive Session:

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

Committee entered Executive Session at 8:16 pm.

Topics discussed:

1. Contractual, Purchase of Real Property – Peach Exchange Historic Property
2. Attorney/Client Privilege – Procedures and Advice for Creating a Resolution of Support
3. Contractual, Municipal Property & Attorney/Client Privilege – QVEMS Lease of 321 Pittstown Road

Committee exited Executive Session at 8:54 pm.

Action by the Committee: None.

Adjournment

Motion to adjourn: Donaruma Second: Homulak

All in favor. Motion carried.

Meeting was adjourned at 8:55 pm.

Prepared by Christine Burke, Township Clerk



Adopted: 03/26/2020