

MINUTES
FRANKLIN TOWNSHIP COMMITTEE
WORK-SESSION/REGULAR MEETING
THURSDAY, JUNE 11, 2020
7:30 PM

(Location Changed to Online Application: Zoom - <https://us02web.zoom.us/j/84419574439>)

The meeting was called to order by Mayor Koury at 7:31 pm. Mayor Koury read the OPMA Statement and led the flag salute.

Roll Call: Mayor Philip Koury (present) Deputy Mayor Diane Burgess (arrived 7:34 pm.)
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

Comments from the Public on Agenda Items Only:

No one from the public spoke regarding Agenda Items.

Presentation: None.

Approval of Minutes

Motion to approve the May 21, 2020 minutes Work Session/Regular Meeting: Homulak

Second: Donaruma

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

Payment of Bills

Motion to approve the Bills List: Donaruma Second: Repmann

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

Mayor Koury reminded the Committee to sign the acknowledgement sheet for the current and previous Bills List. Committeeman Homulak questioned a reimbursement to Officer Richards for office supplies. The CFO explained that ordering from the Township's vendor would not have provided the supplies quickly enough for the Police Department's needs, resulting in Officer Richards making an emergency purchase of color ink for the Police Department printer.

Ordinances: None.

Resolutions:

1. Resolution 2020-30: Authorizing the Tax Collector to Process Third Quarter "Estimated" Tax Bills, Due August 1, 2020.

The CFO explained that delays in adopting the State Budget had resulted in every municipality in the State to utilize an Estimated Tax Bill for the Third Quarter and that once the State Budget was adopted another official tax bill would have to be sent out. Deputy Mayor Burgess requested that a letter of explanation be sent with the Estimated Tax Bill and expressed concerns over banks' response to an Estimated Tax Bill. The Township Attorney explained that Estimated Tax Bills were not unknown to banking institutions as many other government entities that had not completed their budgets have had to utilize this process. The CFO explained that Franklin Township's schools had completed their budgets and that notices of explanation were already planned to be included with the Tax Bill along with notices regarding the 2020 Census and the July 7th Primary Election.

Motion to adopt: Burgess Second: Homulak

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

2. Resolution 2020-31: Authorize State Contract Purchase – Polygon US Corporation – Emergency Recovery Services of Township Documents Damaged by Mold – Amount Not to Exceed \$10,598.40.

Upon questioning by Deputy Mayor Burgess, the Township Clerk explained that the resolution was for the work already completed by the vendor and was not an additional amount. The Township Clerk went on to update the Committee on the status of the mold remediation efforts.

Motion to adopt: Donaruma Second: Burgess

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

Staff Administrative Reports:

Police: None.

CFO: The CFO reported that the 2nd Quarter Tax collection went well and that 98.24% of the amount due had been collected. He explained that while he did not anticipate that there would be a problem with the 3rd Quarter Tax collection, he was prepared to utilize Tax Anticipation Notes, a form of short-term loan, should it become necessary. He went on to explain the process for the utilization of Tax Anticipation Notes. Mayor Koury pointed out the common sentiment that it was unfair for the Governor to allow for delay of payments to municipalities but not include a delay for municipalities to make payments.

Administrative: The Township Clerk reported on the staff's efforts to catch up on and close out projects now that they report to the Municipal Building for their regular work hours. She also reported on her attendance at various webinars for Continuing Education Units in support of her various licenses. She explained that the Municipal Building remains closed to the public except by appointment to ensure adherence to social distancing guidelines. Upon questioning by Mayor Koury regarding sanitization procedures, she explained that she had little contact with any public that had arrived and would have to question staff for further details.

Board of Health: None.

Old Business: None.

New Business:

1. Approval of KeyTech Laboratories for the post construction Core Sampling and Testing of West Sidney Road as required by the NJDOT Local Aid Grant.

The Township Clerk and CFO explained that the service was necessary to meet the NJDOT Local Aid Grant requirements.

Motion to approve: Burgess Second: Donaruma

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

2. Pop-up Drive-in Movies

Committeeman Repmann explained that the Recreation Committee had developed a Pop-up Drive-in Movie event with the cooperation of the Clinton Elks Lodge. Said event would include a 40x22 screen that broadcasted sound via an FM transmitter and would be held on the Elks property and follow all social distancing guidelines. He further explained that the event could be paid for out of the Recreation Committee Budget as several events had already been cancelled for the year. Deputy Mayor Burgess and Mayor Koury expressed their support. Mayor Koury questioned public outreach efforts and if the Township would require approval from their insurance provider. The CFO confirmed that the Police Department would also be included for public safety.

Motion to approve a Pop-up Drive-in Movie to take place on the Clinton Elks Lodge #2434 property on July 18, 2020 or appropriate rain date: Repmann Second: Burgess

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

Note: Committee Member Reports began to take place before completion of the roll call.

Committee Member Reports:

Deputy Mayor Diane Burgess reported on various phone call meetings between the County and Mayors of Hunterdon. She explained that outdoor dining was scheduled to begin and questioned if any requests had been made to the Township for extending restaurant premises. The Township Clerk stated that her office had not received any. The Township Attorney explained that the Premises Extension Permit was filed with the NJ Division of Alcoholic Beverage Control (ABC) and would be received directly by the State. The CFO explained that the only restaurant that could possibly benefit from the permit would be Duke's. Mayor Koury indicated that he was against the additional \$75.00 fee associated with the permit. Deputy Mayor Burgess went on to report that Franklin Township had remained steady in their number of COVID-19 cases for a week to ten days.

Committeeman Craig Repmann reported on the efforts of the 78/22 Coalition and efforts to increase telecommunication and cable options in the Township.

Committeeman Mike Homulak reported on the Fire Company's Barbeque Fundraiser. He indicated that it would take place on the following Saturday and recommended preordering from the Fire Company.

Note: Committeeman Homulak reminded the Committee to complete the roll call on the Pop-up Drive-in Movie event.

Committeeman Sebastian Donaruma reported that Captain Snyder had submitted a monthly report on the activities of the Police Department and indicated that the Township had been quiet even with the current social unrest. He further noted that the Police Department had been dealing with COVID-19 social distancing related events.

Mayor Philip Koury reported that the Land Use Board had held a public hearing on an application and that it had gone well. He thanked the Board Chair, the Board Team, and the Committee for their efforts. He further reported with Deputy Mayor Burgess that County COVID-19 update calls would be scaled back due to their currently repetitive nature. He questioned what statistics the Governor was using for the re-opening process.

Comments from the Public:

Mayor Koury began procedures to adjourn the meeting until a member of the public spoke and indicated that they had been having difficulty un-muting themselves.

George Faragalla, 205 Sidney Road, questioned the status of the cellular monopole scheduled to be erected on the Municipal Building property. The Township Attorney indicated that the Committee could not discuss the matter as it was still in litigation.

Executive Session: None.

Action by the Committee: None.

Mayor Koury confirmed with the Township Clerk that the next Town Committee meeting will be held on June 25, 2020 and would continue to be held online.

Adjournment

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

Meeting was adjourned at 8:07 pm.

Prepared by Christine Burke, Township Clerk



Adopted: 06/25/2020