

MINUTES
FRANKLIN TOWNSHIP COMMITTEE
WORK-SESSION/REGULAR MEETING
THURSDAY, AUGUST 13, 2020
7:30 PM

(Location Changed to Online Application: Zoom - <https://us02web.zoom.us/j/85334570705>)

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 (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
Captain Timothy Snyder, Police Department
Lora Jones, Township Historian

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 July 9, 2020 minutes Work Session/Regular Meeting: Donaruma

Second: Homulak

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

Ordinances:

1. Introduction & First Reading of Ordinance 2020-07: An Ordinance of the Township of Franklin, in the County of Hunterdon, New Jersey, Providing for Various Capital Improvements and Related Expenses in and for the Township of Franklin and Appropriating \$465,000.
 - a. Public Hearing and Final Adoption scheduled for September 10, 2020.

Upon questioning by Committeeman Homulak, the CFO explained the maintenance of Capital Improvements and that the ordinance had been created for transparency regarding items already accounted for in the Budget. He further explained that the Department of Public Works had already provided a list of included projects.

Motion to Introduce: Homulak Second: Donaruma

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

2. Introduction & First Reading of Ordinance 2020-08: Ordinance of the Township of Franklin, County of Hunterdon, State of New Jersey Accepting a Roadway Known as Quaker Ridge Court in the Wellington Ridge Subdivision.
 - a. Public Hearing and Final Adoption scheduled for September 10, 2020.

The Township Attorney explained the history of the Brinkerhoff development. She further explained how she had been working with the Township Engineer to ensure that the development complied with NJDEP regulations and that the road was now ready to be turned over to the Township as a public road. Deputy Mayor Burgess questioned the status of the performance bond associated with the project. The Township Attorney explained the history of the performance bond documentation and that the project was now in compliance.

Motion to Introduce: Burgess Second: Donaruma

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

Resolutions:

1. Resolution 2020-41: Certification of CY2019 Audit

Motion to adopt: Burgess Second: Homulak

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

2. Resolution 2020-42: Accept and Approve Corrective Action Plan for CY2019 Audit

Motion to adopt: Homulak Second: Donaruma

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

3. Resolution 2020-43: Authorizing an Increase in the Bid Threshold

The Township Clerk explained that the resolution allows the Township to take advantage of reduced bidding restrictions due to her appointment as the Township's Qualified Purchasing Agent.

Motion to adopt: Homulak Second: Donaruma

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

4. Resolution 2020-44: Refund Tax Overpayment – 2nd Quarter Taxes – 7 Nixon Farm Road, Block 36, Lot 15.04

The CFO explained the circumstances that lead to the need of a refund. The CFO and Attorney explained that New Jersey law requires all payments made to the Township must be deposited within 48 hours.

Motion to adopt: Homulak Second: Repmann

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

New Business:

1. Franklin Township Dodransbicentennial (175th Anniversary)
 - a. Car Rally/Scavenger Hunt

Mayor Philip Koury thanked Lora Jones, the Township Historian, for her efforts in assisting the Township in purchasing the antique pedestal and its companion pedestal that are on display in the lobby of the Municipal Building. Ms. Jones explained the artifact, a colonial-made millstone, that has been on display on top of the pedestal already in the Municipal Building. She further explained that Dan Campanelli, a local watercolor artist, as the source of the pedestals. The Township Attorney displayed examples of Mr. Campanelli's artwork.

Ms. Jones proceeded to explain the car rally and scavenger hunt events planned to celebrate the 175th Anniversary of the Township. She proceeded to coordinate with the Committee regarding dates, access to Township resources and assistance from the Township Committee and staff. After a brief discussion, the event was scheduled for Saturday, October 17th, at the Clinton Elks and would lead into another scheduled drive-in movie night. A brief discussion followed regarding notifications and public safety.

Staff Administrative Reports:

Police: Captain Snyder reported on the recent activities of the Police Department, specifying arrests, motor vehicle warnings, tickets, accidents, and others. He acknowledged the receipt of a brochure regarding speed signs and indicated that he would investigate that matter once he had addressed the allocation of ammunition.

CFO: The CFO reported on the rate of tax collection for the 3rd quarter. He indicated that the rate was currently at 93.55% of total collections and that the rate was expected to increase as stragglers came in. He further indicated that Franklin Township had not done poorly considering the COVID-19 pandemic concerns. He stated that the tax bill was an estimated tax bill for this quarter, but the traditional tax bill would be mailed for the next quarter.

Administrative: The Township Clerk reported that the mold remediation of the Township's archival documents had been completed and that the documents had been returned to the Township Municipal Building. She further reported on the updated Township website and indicated that the Census 2020 page had been completely restored under the Community link. She then went on to report the current rate of Census response for Hunterdon County and for Franklin Township. She indicated that Census materials had been placed in front of the Municipal Building to encourage the completion of Census questionnaires.

Board of Health: None.

Old Business: None.

Committee Member Reports:

Committeeman Mike Homulak reported on the Fire Company's efforts to assist with Tropical Storm Isaias and that they were working on their mid-year update. He indicated that the Fire Company had cancelled their Octoberfest event due to COVID-19 concerns. He further indicated that the Fire Company had scheduled another Barbeque event on the coming Sunday. A recommendation was made to place an announcement on the website.

Deputy Mayor Diane Burgess reported on the status of the COVID-19 pandemic in the Township and in Hunterdon County, indicating that both remain stable despite a spiked increase in the state.

Committeeman Craig Repmann reported that Movie Night had been covered in the discussion of the 175th Anniversary celebration. He thanked the Mayor for his efforts to maintain contact with JCP&L during the power outage caused by Tropical Storm Isaias and briefly detailed the number of residents affected and how long it had taken the power company to restore power. He further indicated that residents who retained phone and internet services through Century Link remained without those services. He stated that the 78/22 Coalition was making a push for improved cable and phone services in the area. A brief discussion regarding phone and internet services for rural areas followed. Mayor Koury explained his efforts to bring the matter to the attention of the Governor and Assembly, citing that even rural children have a right to a good education and their parents still need to work remotely.

Mayor Philip Koury reported on the first in-person meeting of the Land Use Board since the beginning of the COVID-19 pandemic. He indicated that the meeting could not be held online due to the contentious nature of the hearing and that it went well despite the difficulties of hearing through the required masks and necessary social distancing. He went on to report on his efforts to maintain communication with JCP&L after Tropical Storm Isaias. Committeeman Homulak requested that a JCP&L representative come to a meeting to discuss how to improve communication both in timeliness and accuracy. Mayor Koury indicated that he had supplied dates to the Township's JCP&L representative.

Comments from the Public:

John Benscoter was asked if he would like to make any comments. Mr. Benscoter declined.

Executive Session:

The Township Attorney explained the need to enter Executive Session, that no action could be taken and that all attendees of the meeting were excused except for the Committee, the Township Clerk, and the Township Attorney. Upon confirmation of the absence of all but the required attendees, the Township Clerk stopped audio-visual recording of the meeting.

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

Committee entered Executive Session at 8:27 pm.

Topics discussed:

1. Contractual – Request to Lease
2. Personnel – Personnel Matters

Committee exited Executive Session at 9:10 pm.

Action by the Committee: None.

Adjournment

Motion to adjourn: Burgess Second: Homulak

All in favor. Motion carried.

Meeting was adjourned at 9:10 pm.

Prepared by Christine Burke, Township Clerk



Adopted: 09/10/2020