1 Twp. Comm. Regular Mtg. Thursday, July 28, 2016

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MINUTES FRANKLIN TOWNSHIP COMMITTEE **REGULAR MEETING** THURSDAY, JULY 28, 2016 7:30 P.M.

The Franklin Township Committee held a regular meeting at 7:30 P.M., Thursday, July 28, 2016 at the Municipal Building. This meeting has been properly noticed in accordance with the Open Pubic Meetings Act.

Mayor Susan Soloway called the meeting to order and led the flag salute.

| Roll Call: | Joseph Darocha PRESENT | James Fania ABSENT | Craig Repmann PRESENT |
|------------|------------------------|----------------------|-----------------------|
| | Kathryn Blew PRESENT | Susan Soloway PRESEN | IT |

Also present: Katrina L. Campbell, Municipal Attorney C. Richard Roseberry, Municipal Engineer

Some others present: Diane Laudenbach, Sgt. John Oliveira, Officer Craig Santoro, John Nieliwodski

Comments from the public on agenda items: None

Consent Agenda

All matters listed under the Consent Agenda are considered to be routine by the Township Committee and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired that item will be removed from the Consent Agenda and will be considered separately.

The Mayor asked that the minutes be removed from the Consent Agenda in order for additional time to review. This item will be on the August 25 agenda. The Deputy Mayor asked that Check #101807 in the amount of \$1,716.50 payable to Susan Blew for escrow refund be considered separately.

Moved Darocha

Second Blew

a. Approval of bills for payment

| Current Fund Expenditures | \$ | 233.97 |
|---------------------------|----|-----------|
| Current Fund Expenditures | | 15,334.71 |
| Fair Housing | \$ | 3,456.00 |
| Bond & Escrow Account | \$ | 1,125.00 |
| Capital Improvement Fund | \$ | 1,071.54 |
| Driveway Trust | \$ | 4,319.25 |
| Grant Fund | \$ | 752.71 |
| Open Space | \$ | 250.00 |
| Recreation Commission | \$ | 87.00 |
| General Trust | \$ | 2,860.00 |

2 Twp. Comm. Regular Mtg. Thursday, July 28, 2016

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TOTAL

\$929,490.18

- Adoption of Resolution 2016-45 Item of Revenue \$2,500.00 Wal Mart Grant
- c. Adoption of Resolution 2016 48 Tax Refund Block 29 Lot 33.05

Roll Call Vote: Darocha AYE Fania ABSENT Repmann AYE Blew Aye Soloway AYE Motion carried.

Motion to discuss and authorize Check #101807 payable to Susan Blew in the amount of \$1,716.50.

Moved Blew

Second Repmann

The Committee discussed a problem with the former Land Use Board Clerk having co-mingled funds for both a septic waiver and driveway escrow account for two separate applicants in the Blew family which now results in all the remaining funds being returned to one applicant, Susan Blew. There was some concern expressed about the possibility of other accounts not accurately reflecting proper balances for some individuals.

Roll Call Vote: Darocha AYE Fania ABSENT Repmann AYE Blew Aye Soloway AYE Motion carried.

Department Head/Subcommittee Reports

Finance, Administration, Insurance, HR/Benefits: Blew & Soloway .

Motion to Adopt Resolution 2016 - 46 Acceptance of Audit and Group Affidavit Form.

Moved Blew

Second Repmann

Roll Call Vote: Darocha AYE Fania ABSENT Repmann AYE Blew Aye Soloway AYE Motion carried.

Motion to accept Corrective Action Plan as submitted by the CFO.

Moved Blew

Second Repmann

Roll Call Vote: Darocha AYE Fania ABSENT Repmann AYE Blew Aye Soloway AYE Motion carried.

At this time the Township Committee presented Officer Craig Santoro with the Exceptional Service Award for his thorough investigation in a matter regarding theft and identify theft at Verizon. This investigation also led other Police Departments in other Counties to bring charges against the same individual. Officer Santoro thanked the Committee and his fellow officers for all their support.

3

2.

Twp. Comm. Regular Mtg.

Thursday, July 28, 2016

Sgt. John Oliveira was present at the meeting and reported on monthly activities. There was discussion about the comparison report provided and discussion regarding analyzing crime trends in the township for better and efficient utilization of police services.

Committee Member Darocha asked Sgt. Oliveira to prepare a list of all township equipment provided to each officer.

The Municipal Clerk provided the Mayor with copies of job descriptions for municipal employees. The Mayor would like to review these in order to have further discussion regarding 2016 salaries.

Motion to Adopt Resolution 2016 – 42 Renewing Membership in the Morris County Cooperative Pricing Council for Period of October 1, 2016 through September 30, 2021.

Moved Repmann

Second Blew

Roll Call Vote: Darocha AYE Fania ABSENT Repmann AYE Blew AYE Soloway AYE Motion carried.

Public Safety (PD, Fire, EMS, OEM, Court, Health): Darocha & Fania

The Township Committee discussed the municipality including the EMTs of the Quakertown Fire Company on their workers comp policy. The EMTs were eliminated at one time and then somehow put back on for coverage by the municipality. The township needs to get the names of those covered. Insurance policy needs to be reviewed more closely to monitor this. Someone will review the salary survey and then contact the insurance company.

RECESS

Motion to recess the Township Committee meeting in order to convene the Board of Health.

Moved Darocha Second Blew All present in favor. Motion carried.

RETURN TO REGULAR TOWNSHIP COMMITTEE MEETING

Motion to return to the regular Township Committee meeting at 8:40 p.m.

Moved Darocha Second Repmann All present in favor. Motion carried.

Towing Operators: Committee Member Darocha suggested putting a bid out for one tow operator for the Township of Franklin. The Municipal Attorney will look into this and make a recommendation to the Committee. She also said we may want more than one to have backup.

QFC Ordinances: The Fire Marshall submitted four (4) ordinances for the Township Committee to review and consider for introduction and adoption. The Committee would like the Municipal Clerk to contact the Fire Marshall and request that he attend the August 25 meeting to discuss this matter.

4

Twp. Comm. Regular Mtg. Thursday, July 28, 2016

• Department of Public Works: Repmann & Fania

Motion to Adopt Resolution 2016 - 49 Salary Increase Alan Dilley, DPW, Supervisor

Moved Repmann

Second Blew

Roll Call Vote: Darocha AYE Fania ABSENT Repmann AYE Blew AYE Soloway AYE Motion carried.

Mason Dump Truck Ford F550: The Township Committee discussed the resolution for possible lease/purchase of a dump truck for the DPW through the Morris County Cooperative Pricing Council. Diane Laudenbach was also present for clarification on some financial matters associated with the resolution. The resolution was amended regarding appropriate funding available. There is a payment option plan: 4 or 5 payments at 5.453%.

There was also some discussion and question on a refund received on the police vehicle since we overborrowed. There was some discussion regarding equipment not installed but part of the CFO's itemized list. The CFO said the funds will go back to the leasing company as part of our payments to reduce the interest owed. The Committee asked if the funds should just go back to the police department account.

A resolution will be adopted this evening authorizing the Mason Dump truck lease and indicating that the township has the appropriate funds to procure the vehicle in 2016.

Motion to Adopt Resolution 2016 – 47 Authorizing the Purchase of a 2017 F550 Dump Body Truck.

| Moved Repmann | Second Darocha | |
|--|--|----------|
| Roll Call Vote: Darocha AYE Motion carried. | Fania ABSENT Repmann AYE Blew AYE Solo | oway AYE |

Committee Member Darocha said the issue with the refunded money Ford sent back the money since they were supposed to pay the individual vendors but did not have a list of vendors. Therefore, the money should go back into the police budget for equipment not installed. Lt. Snyder will work with Diane to straighten this out.

• Land Use (Land Use Board, Open Space, Planning, Zoning, Construction, Environmental): Soloway & Darocha

The Township Committee will discuss various fees at the August 25 meeting to consider any amendments to the fee schedule.

The **records clearance certificate (CRC)** for the Construction Office was also discussed. Currently there is no ordinance for this procedure and/or fee. As per the municipality's codebook, a Continuing Certificate of Occupancy (CCO) is still on the books. As part of the CRC procedure, the office reviews the block and lot file to see that there are no open permits. A fee of \$150.00 is required at the time the CRC is applied for. The Municipal Attorney will draft an ordinance for the Committee's review for the

5

Twp. Comm. Regular Mtg. Thursday, July 28, 2016 next meeting. The CFO checked her records for fees collected and determined the number of CRCs processed each year is about 43.

The Municipal Clerk will order various fee booklets from the League of Municipalities. Sample ordinances will also be included. The fee for the booklets is \$100.00.

The Committee discussed a letter received from the property owner of **Block 31 Lot 27** regarding the assessment of back taxes, fines and fees. Property owner would like to pay the back taxes but asked if anything can be done to waive the interest and penalty. The Municipal Attorney will look into this and work with the Tax Collector to determine what portion of the money owed is for taxes and what portion is for interest/penalty. There is a municipal lien on this property which has never been redeemed. Taxes have not been paid on this property since 1997.

Deputy Mayor Kathryn Blew left the meeting at 9:15 P.M.

DEP Conversion: The Township is under contract to purchase a portion of land from the Faith Chapel Wesleyan Church, Hamden Road. The township received money from the Transco for a wetlands exchange. We need DEP approval to do the land swap. They are reviewing the application and want a preliminary assessment review. Funds for this would come from the open space account.

Motion to authorize a Preliminary Assessment for property known as Block 8 Lot 1.02 Lower Landsdown/Hamden Road at the request of the DEP in an amount not to exceed \$5,000.00.

Moved Darocha

Second Repmann

Roll Call Vote: Darocha AYE Fania ABSENT Repmann AYE Blew ABSENT Soloway AYE Motion carried.

John Nieliwodski, QFC President, said he will get the names of the EMTs to the township since we are currently paying for them in our workers compensation policy. Mr. Nieliwodski said they are serving Franklin Township residents and he believes it is standard in some other towns to cover the EMTs for workers compensation and pick up the insurance cost There seems to be some confusion regarding our paying for some individuals and not having the names of those individuals for the insurance company since they do not have the names should a claim need to be filed.

Community, Business, School, Recreation, Seniors: Repmann & Blew

No report.

EXECUTIVE SESSION

Motion to adopt a resolution to enter executive session for the purpose of discussing matters pertaining to personnel, litigation, contract negotiations, possible land acquisition and matters of attorney-client privilege.

Moved Repmann

Second Darocha

6 Twp. Comm. Regular Mtg. Thursday, July 28, 2016

Roll Call Vote: Darocha AYE Fania ABSENT Repmann AYE Blew ABSENT Soloway AYE

Motion carried.

RETURN TO OPEN SESSION

Motion to return to open session at 10:20 p.m.

Moved Repmann Second Darocha All present in favor. Motion carried.

The Township Committee discussed the grand opening held at St. Luke's Urgent Care facility which recently opened up at the WalMart Plaza. Mayor Janice Kovach of the Town of Clinton was invited to participate in the official ribbon cutting ceremony and no Franklin Township officials were notified or invited by either St. Luke's nor did any official of the Town of Clinton notify Franklin Township. While the facility is located at the "Clinton" WalMart Plaza, the physical location of the shops and facility are located in the Township of Franklin for all approval/permitting procedures. Clinton is their mailing address only. The Committee discussed the possibility of sending a letter to the Town of Clinton expressing their desire to be invited to any official ceremonies of this type in the future.

The Mayor reported that some people in the community have suggested re-naming Franklin Township "Franklin Hills". This would need to be done by a referendum on the ballot.

The senior citizens will have their picnic at the Quakertown Fire Company at 5:00 p.m., August 10. All Township Committee have been invited to attend.

Committee Member Darocha reported on discussions being held regarding possible regionalizing emergency medical services. He will have further information after a meeting scheduled for August 15.

ADJOURNMENT

Motion to adjourn at 10:50 p.m.

Moved Repmann

Second Darocha

All present in favor. Motion carried.

Respectfully submitted,

wisular Strugher

Ursula V. Stryker, RMC **Municipal Clerk**

DATE OF ADOPTION: 8-25-16