

Twp. Comm. Work Session
Thursday, September 8, 2016

MINUTES
FRANKLIN TOWNSHIP COMMITTEE
WORK SESSION
THURSDAY, SEPTEMBER 8, 2016
7:30 P.M.

The Franklin Township Committee held a work session at **7:30 P.M., Thursday, September 8, 2016** at the Municipal Building. This meeting has been properly noticed in accordance with the Open Public Meetings Act.

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

Roll Call: Joseph Darocha PRESENT James Fania PRESENT Craig Repmann PRESENT

Kathryn Blew PRESENT Susan Soloway PRESENT

Also present: Katrina L. Campbell, Municipal Attorney

Some others present: John Nieliwodski, Mike Homulak, Rich Dziminski, Matt Papenfuhs, Tim Snyder

Comments from the public: None

Consent Agenda items for September 22, 2016

- Approval of bill list
- Approval of minutes – August 25, 2016 Regular & Executive Session
- Resolution 2016 – 56 Special Item of Revenue, Drive Sober or Get Pulled Over, \$5,000.00

Department Head/Subcommittee Reports

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

Discussion: Pet Shops: Legislation is being considered to regulate puppy mills. The township will keep an eye on this for further discussion/action.

Discussion: Phone system: Quotes have been received from Comcast and Hunter Technologies (Avaya IP Office Phone System), total purchase price \$12,173.60. Comcast can install a new system and the charges will be less than we are currently paying for phone services alone. Quoted \$634.90 monthly recurring charges. Both phone and internet services are included in the Comcast quote. Current Avaya system is aged and cannot be updated to meet the municipality's current needs.

Motion to authorize entering into an Agreement with Comcast for municipal phone services.

Moved Fania

Second Repmann

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

Motion carried.

Discussion: County Storage: The storage offered to Franklin Township is the same storage area at the County facility for their records. The Indemnification language in the County's proposed agreement is the only item that will need to be changed to satisfy our insurance carrier's concerns and the Municipal Attorney will follow up with the County on this issue.

Discussion: Block 31 Lot 27, Vollers: No action required at this time. Mr. Vollers will meet with the Tax Assessor on this matter.

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

Lt. Timothy Snyder presented his monthly report on police activities. He also reported on firearms training, upcoming school drills, ordering of Narcan to insure availability for all patrol officers. Access to school cameras is working well. Lt. Snyder advised of some new equipment upgrades and costs anticipated for same. Live scan (fingerprint/palm print) will be mandated next year, \$20,000.00 cost anticipated. No state grant is available for this. Ford Motor Credit may be able to look into financing but they will need additional details. There will also be a new test for alcohol at a cost of \$20,000.00. No firm date on this install at this time but the Live Scan will definitely be mandated for 2017.

Motion to Introduce on First Reading [Ordinance 2016 – 09](#) An Ordinance to Amend, Revise and Supplement Chapter 336 "Towing and Storage of Vehicles" of the Township of Franklin, Hunterdon County, New Jersey to Revise the Towing Ordinance. Public Hearing to be scheduled for a meeting to convene at 7:30 P.M., Thursday, October 13, 2016.

Moved Fania

Second Repmann

This ordinance is being revised to meet the statutes and allows for the collection of a fee.

All in favor. Motion carried.

Presentation: Franklin Township Fire District #1 has proposed several ordinances for consideration. Rich Dziminski, Fire Marshall, explained the need for these ordinances: one revises fees for smoke detector and carbon monoxide certificates; another requires rapid entry box and key system (Knox Box) on all commercial and governmental buildings in the township; another ordinance requires a continuously illuminated red light lens for fire department connections; another to establish fees for all permits related to fire prevention to reflect current permit fees as adopted by the New Jersey Division of Fire Safety and outlined in the Uniform Fire Code.

There was some discussion and questions by the Township Committee regarding the costs associated with the Knox Box. This is a \$400.00 cost absorbed by the owner with the owner responsible for the install. All businesses at the WalMart Plaza have the Knox Box installed with some installed sporadically around the township. Emergency access to keys is via a radio signal from the dispatch center to the fire company truck. There are additional businesses throughout the township which will need to install the box. It was suggested that if a business does not install the box they should be required to sign a

waiver indicating the fire company will not be responsible for any damage to a facility due to no emergency access allowed by the business owner.

The ordinance proposed for the red light to allow easy visual notification for any and all township's emergency response.

The Municipal Attorney will prepare a draft ordinance for the Township Committee's consideration at the September 22, 2016 meeting. A draft copy will also be sent to Rich Dziminski for his review. She also recommended educating the business owners on the Knox Box and explaining the process for the fire company's access to the key.

Discussion: Election Day at QFC: The Municipal Clerk reported on a discussion with the Board of Elections on some Election Day issues. The QFC asked how they could get a janitorial fee. The Board said the janitor fee is already built into the rental fee that the fire company gets. The State does however allow a possible \$35 reimbursement and it's calculated on one hour, 6 a.m. – 7 a.m. The hourly rate would also need to be documented upon submitting a voucher to the County. The Board was a little concerned that the township was having a bit of difficulty and would prefer the polling place not be relocated. If the County is forced to use the school as a polling place, they feel it would cost money since they may have to hire an attorney. The rental fee the township receives is \$40 per polling district; therefore; \$120.00 per election. The township has already received the funds for both the primary and general election; \$240.00. These funds are turned over to the fire company and they have been advised that they can submit a voucher for the payment. The Board of Elections also feels they have expended time and effort to upgrade the fire company for handicap accessibility. It's too late to change the location at this time and it would add an additional expense to the Board since they would have to notify every voter in the township regarding a change in polling place. They do not have the funds in their budget at this time to accomplish this.

John Nieliwodski commented on his email to the Municipal Clerk confirming the availability of the fire company for the general election. The comment regarding the janitor fee was to inquire if there was the availability of additional funds from the Board of Elections so they could serve the community better in having someone at the fire company to make sure the heat is working. That was the reason for the request. The fire company had also requested the presence of one police officer on Election Day for public safety in keeping orderly traffic in the parking lot. Lt. Snyder said he can have the officer working the day shift make stops at various times in the morning and afternoon. The Board of Elections has also strongly encouraged a visible police presence at the polling location this year in the event of any type of incident. Matt Papenfuhs also commented on the concern for the public should there be a fire call during the time voters are either entering or leaving the location. The Committee recommended close communications between the fire company and the police with Dispatch on calls for Franklin Township and/or Mutual Aid calls.

Discussion: "Meet the Committee": Arrangements are underway for the second "Meet the Committee" evening. Date selected will be Tuesday, October 4 at 7:30 P.M. at the Municipal Building. Mayor Soloway and Committee Member Fania will attend.

Reminder: Bids will be taken September 22, 2016 for the Durango with possible award at that night's regular meeting.

3. Department of Public Works: Repmann & Fania

Committee Member Repmann informed the Township Committee that Alan Dilley has made arrangements with the Municipal Engineer to walk the property on Spring Hill Road with the Bezpas regarding the drainage issues brought to the township's attention. The walk may have been scheduled for today.

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

There were no recent meetings of the Land Use Board. Approval was given for a home occupation at one of the meetings conducted.

Discussion: No Parking on Municipal Roads: Parking on Quaker Hill Drive doesn't seem to be an issue any longer; however, the matter will be revisited if needed at a later date.

Matt Papenfuhs commented on problems encountered with vehicles parking on municipal roads during the bridge reconstruction on Pittstown/Lower Kingtown Roads. Lt. Snyder said during the snow season, they will have vehicles removed if they interfere with maintenance of the roads.

Motion to **Adopt Resolution 2016 – 57** Waiver of All Fees for Faust Family, Block 25 Lot 3.03.

Moved Darocha

Second Fania

The Faust Family suffered the loss of their home in a fire and is in the process of rebuilding.

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

Motion carried.

Motion to Introduce on First Reading Ordinance 2016 – 10 An Ordinance to Amend, Revise and Supplement Chapter 157 "Construction Records Clearance" of the Township of Franklin, County of Hunterdon, New Jersey to Create a Construction Records Clearance Requirement for the Sale of Residential Property. Public Hearing scheduled for a meeting to convene at 7:30 P.M., Thursday, October 13, 2016.

Moved Repmann

Second Darocha

Committee Member Fania suggested reducing the fee which is at \$150.00 as per this ordinance. No change is being made at this time. This issue may be revisited if there appears to be a problem with the fee as it is.

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

Motion carried.

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

Motion to approve Raffles Application #104 PTA Franklin Township School pending receipt of paperwork by Friday, September 9, 2016.

Moved Repmann

Second Darocha

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

Motion carried.

Committee Member Repmann reported on the **Fall Festival** to be held at the school on Saturday, September 24. The Franklin Township Recreation Committee and the Quakertown Recreation Club are sponsors for this event. Several organizations will participate and funding and/or donating materials will be appreciated.

Motion to authorize \$200.00 for the purchase of food for the **Fall Festival**.

Moved Fania

Second Blew

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

Motion carried.

BOARD OF HEALTH – There are no applications before the Board of Health.

Comments from the public: John Nieliwodski reminded everyone of the upcoming chicken and ribs fund raiser to be held at the WalMart Plaza between the hours of 11 a.m. and 3 p.m. on Sunday, September 11 and Oktoberfest will be held on October 1. The fire company will also celebrate its 65th anniversary since reorganization as the Quakertown Fire Company. QFC representatives John Nieliwodski and Matt Papenfuhs were asked to discuss the difference between the fire company and a fire district. The fire district is responsible for providing fire services to the community and they are independent from the township in that they have their own budget which is voted on by the public. The fire district funds the operations of the Quakertown Fire Company to provide the services. The fire district is also responsible for negotiating with other townships for their fire protection services. The fire district operates like a school board in that they have a tax item on the tax bill. Matt Papenfuhs also said that any monies from the sale of the current engine would not be spent on frivolous items. It will be reinvested back into the fire company for a new truck or other equipment needed.

Comments from the Committee, non-agenda items and any other business: There was a brief discussion regarding reconfiguring the Construction Office and the Tax Office to allow more efficient operation by staff occupying those 2 separate spaces at the current time. Space may be opened up to create only one office. The only concern was for the confidentiality of those residents coming in on Tuesday night to see the Tax Assessor who will be sharing the same office space.

EXECUTIVE SESSION

Motion to adopt a resolution to enter executive session at 9:15 P.M. for discussion of matters pertaining to personnel and COAH litigation. Formal action may be taken upon return to open session.

Moved Fania Second Blew

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

Motion carried.

RETURN TO OPEN SESSION

Motion to return to open session at 10:17 P.M.

Moved

Motion to authorize an additional payment in the amount of \$2,000.00 towards the municipal consortium and an additional \$5,000.00 to the Vicinage 13 Group in the COAH litigation matter.

Moved Repmann Second Blew

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

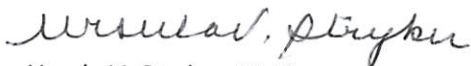
Motion carried.

ADJOURNMENT

Motion to adjourn at 10:20 P.M.

Moved Fania Second Darocha All in favor. Motion carried.

Respectfully submitted,



Ursula V. Stryker, RMC
Municipal Clerk

DATE OF ADOPTION: 10-27-2016