

MINUTES
FRANKLIN TOWNSHIP COMMITTEE
WORK SESSION
THURSDAY, NOVEMBER 9, 2017
7:30 P.M.

The Franklin Township Committee held a work session at **7:30 P.M., Thursday, November 9, 2017** at the Municipal Building. This meeting has been properly noticed in accordance with the Open Public Meetings Act.

Mayor Kathryn Blew called the meeting to order and led the flag salute.

Roll Call: Diane Burgess PRESENT Craig Repmann PRESENT

Susan Soloway PRESENT Joseph Darocha PRESENT Kathryn Blew PRESENT

Also present: Katrina L. Campbell, Municipal Attorney

Some others present: Phil Koury, Matt Papenfuhs

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.

Motion to Adopt all items listed under the Consent Agenda.

Moved Repmann

Second Burgess

a. Approval of Bills for Payment

Current Fund Expenditures 7-01	\$50,502.05
Capital Improvement Fund	\$88,256.69
Total	\$138,758.74
Current Fund Expenditures 7-01	\$ 1,195.80
Driveway Trust	\$ 160.00
Total	\$ 1,355.80
GRAND TOTAL	\$140,114.54

- b. Minutes of October 26, 2017 Regular & Executive - **tabled**
- c. Adoption of Resolution 2017 – 78 Transfers

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

Motion carried.

BID OPENING: Cell Tower. This matter needs to be discussed in executive session prior to any action being taken.

Guest Speaker Javier Guardo, Planet Civic: Mr. Guardo made a presentation to the Township Committee on this online platform for civic engagement where elected officials and township residents can collectively and constructively set the priorities for their townships. Service would be only accessible to Franklin Township residents. Mr. Guardo commented on the different modules and provided written information regarding this service and it is being made a part of these official minutes. Platform options: only Committee would be able to post proposals/comments and residents can only vote for or against; or Committee would post proposals and residents can vote and post non-anonymous comments; or Committee can post proposals and residents would be able to vote and post "citizen initiatives" and non-anonymous comments. Planet Civic would verify those residents signing up for the service. Verification is for individual resident and not all those in a household. Annual fee to the township for this platform: \$499.00,

Department Head/Subcommittee Reports

- **Finance, Administration, Insurance, HR/Benefits: Soloway & Burgess**

Reminder: November 30, 2017 meeting will be advertised should it be necessary for the Committee to meet again this month.

Discussion possible salary resolution: The Township Committee will discuss this in executive session.

Motion to award the 2018 Animal Control Contract to Animal Control Solution at an annual cost of \$6,000.00.

Moved Soloway

Second Burgess

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

Motion carried.

Committee Member Soloway commented on the re-wiring of the building for IT updating. Alan Dilley thought he'd be able to do the work but now believes his department is not equipped to do the work in a timely and efficient manner. We will now be reaching out to other vendors for quotes. Also, the Barracuda backup has been installed and all the wiring supplies have been received along with 2 laptops for the Police Department and 2 desktops as replacements.

- **Public Safety (PD, Fire, EMS, OEM, Court, Health): Darocha & Blew**

An ordinance amending fire safety fees will be tabled to 2018 for first reading and introduction.

Motion to authorize the Mayor and/or Deputy Mayor to sign the form to support the Hunterdon County Educational Services Commission processing expenditures for all five municipal alliance consortiums thus removing this responsibility from the individual municipalities.

Moved Burgess

Second Soloway

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

Motion carried.

Matt Papenfuhs, Deputy Chief of EMS, provided Township Committee with his July and August, 2017 reports and highlighted some of the incidents and events of the fire company. He also reported on the fire company now bottling and selling their barbeque sauce. It's available at Cervenka's and in a couple of other areas right now. Dagone Emerson is receiving the Statewide EMS responder award tomorrow night in Atlantic City. This for his actions at the scene of a fatal accident on Pittstown Road.

- **Department of Public Works: Repmann & Darocha**

The Township Committee discussed replacing locks in the Police Department. Looking into keypad for three doors but it may prove to be too costly (\$500 - \$600 per lock). Matt Papenfuhs asked the status of his request to purchase fuel through the township's DPW location for the EMS vehicles. Deputy Mayor Darocha asked Matt to provide a report to the Committee on the cost savings and the amount of fuel they anticipate purchasing.

- **Land Use (Land Use Board, Open Space, Planning, Zoning, Construction, Environmental): Burgess & Soloway**

Motion to Adopt Resolution 2017 – 75 Authorization for Mayor and/or Deputy Mayor to sign the Treatment Works Approval, TWA WQM-003.

Moved Soloway

Second Burgess

This is for the DEP, Touch of Class Cleaners at the WalMart Plaza. The Municipal Engineer has also reviewed and had no objections to signing the form.

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

Motion carried.

There was some discussion by the Committee about the number of Land Use Board meetings having been cancelled this year. Meetings were cancelled for various reasons: no quorum, no activity, applicants not prepared. The Land Use Board can discuss their annual meeting schedule at their 2018

reorganization meeting. The Municipal Clerk also reminded the Committee of a bill received for an applicant where the escrow fees were waived.

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

Committee Member Repmann reported on basketball starting next month. He also said he was approached by the Chairman about giving a Recreation Committee member a gift upon leaving. There was some discussion about how long-term volunteers were recognized in the past; a resolution of appreciation. There was concern about setting precedent by providing gifts to volunteers. It was suggested that criteria be established if a monetary gift is to be given to a volunteer.

Motion to provide a gift in an amount not to exceed \$50.00 to be given to a Board or Committee volunteer that leaves office after providing 10 years of service. An award would be given only upon the recommendation of the Chairman of any Board or Committee.

Moved Burgess

Second Repmann

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

Motion carried.

The Township Committee discussed hosting a Holiday Party for the employees and volunteers. There was some discussion about spending public funds for this purpose and maybe being more appropriate to hold the party in the township and turning the funds over to another municipal entity. The Municipal Clerk was asked to make arrangements.

Phil Koury, Committee Member Elect, commented on this matter and said that in today's environment, much is being taken away from employees and a holiday party/gathering is a nice way to say thank you and recognize the people who work for you.

Motion for the Township Committee to host a Holiday Party for the township employees and volunteers at a cost not to exceed \$4,000.00. Guests/spouses would be responsible for their own cost of the dinner.

Moved Darocha

Second Burgess

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

Motion carried.

BOARD OF HEALTH – No need for a meeting this evening.

Comments from the public: None

Comments from the Committee, non-agenda items and any other business before the Committee:
None

EXECUTIVE SESSION

Motion to adopt a resolution to enter executive session at 9:22 P.M. for discussion of matters pertaining to personnel and salaries and contract negotiations regarding the cell tower bid.

Moved Soloway

Second Burgess

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

Motion carried.

RETURN TO OPEN SESSION

Motion to return to open session at 9:55 P.M.

Moved Soloway

Second Burgess

All in favor. Motion carried.

Motion to establish 2017 salaries for Administrative staff at a 2% increase and establishing the Registrar salary at \$5,000.00 as per municipal ordinance. All other salaries to be tabled at this time.

Moved Burgess

Second Soloway

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

Motion carried.

ADJOURNMENT

Motion to adjourn at 10:00 P.M.

Moved Repmann

Second Burgess

All in favor. Motion carried.

Respectfully submitted,



Ursula V. Stryker, RMC
Municipal Clerk

DATE OF ADOPTION:

12-14-2017