

**MINUTES**  
**FRANKLIN TOWNSHIP COMMITTEE**  
**WORK SESSION**  
**THURSDAY, DECEMBER 14, 2017**  
**7:30 P.M.**

The Franklin Township Committee held a work session at **7:30 P.M., Thursday, December 14, 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: Lora Jones, Lt. Timothy Snyder, Matt Papenfuhs, Eric Blew

**Comments from the public on agenda items:** Lora Jones, Open Space Advisory Committee, addressed a number of items on the agenda: Millnar, Foster, Grow-A-Row, Hope Hill and banking County Open Space Trust Funds. Committee Member Diane Burgess asked if there was a cost benefit analysis for the Grow-A-Row proposed purchase. She would like to see an analysis done on proposed development of the site vs. farmland preservation. Approximately 28% of the township is currently preserved and the township is about 1,600 acres shy of their 30% goal. The Master Plan is currently scheduled for review and this is an area that the Land Use Board needs to address. Lora Jones said the land values in Delaware Township are higher than Franklin's because of land preservation. Deputy Mayor commented on no growth in the township and county. The County has expressed their concern about this and looking to see about promoting agri-tourism. Committee Member Soloway commented on having met with someone with the county's economic development and strategic development committee and learned of someone looking for a farm to put in a still with a tasting room. The proposed Grow-A-Row site on Pittstown Road would be a perfect location for such an enterprise. Lora will send all Committee Members a copy of the PIG report being sent in tomorrow to the County.

### **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 Soloway

Second Burgess

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a. Approval of Bills for Payment

Current Fund Expenditures 7 – 01	\$98,888.81
Fair Housing	\$ 1,789.50
Bond & Escrow Account	\$ 750.00
Capital Improvement Fund	\$16,983.58
Driveway Trust	\$ 198.57
Grant Fund	\$ 1,844.04
Land Use Board Escrow	\$ 225.00
Open Space	\$ 250.00
Recreation Commission	\$ 200.00
General Trust	\$ 598.00
 TOTAL	 \$113,727.50

- b. Approval of minutes October 26, 2017 Regular Meeting & Executive Session, November 9, 2017 Work Session & Executive Session
- c. Adoption of [Resolution 2017 – 80](#) Body Armor Grant and [Resolution 2017 – 81](#) Click It or Ticket Grant

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

Motion carried.

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

Lt. Timothy Snyder addressed the police November report which included investigations, arrests, motor vehicle warnings, summonses, radio calls, animal calls, alarms, assists, property checks, service calls. The Police Department is being more aggressive in patrolling the shopping center during the holiday season. Patrols will also be stepped up at Quaker Hill Road to monitor parking.

Matt Papenfuhs, EMS Deputy Chief, provided the Township Committee with his **Report of Activity for November, 2017**. Report includes EMS, Fire and motor vehicle incidents. There was some discussion about mutual aid in general.

### **CELL TOWER BID AWARD**

Motion to award cell tower bid to Cellco Partnership d/b/a Verizon Wireless at an annual rent of \$28,080.00 plus 2% increase per year for years 2 – 5.

Moved Burgess

Second Darocha

The Municipal Attorney will have an ordinance ready for introduction in January for the lease of the land on which the tower will be constructed.

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

Motion carried.

### **Department Head/Subcommittee Reports**

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

Motion to Adopt Resolution 2017 – 83 Transfers.

Moved Burgess Second Soloway

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

Motion carried.

Motion to authorize Committee Member Elect Phil Koury to attend the NJ League of Municipalities Orientation, January 6m, 2018 at a cost of \$130.00.

Moved Burgess Second Soloway

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

Motion carried.

Motion to authorize Committee Member Diane Burgess to attend the NJ League of Municipalities Budgeting for Elected Officials seminar on February 24, 2018 at a cost of \$75.00.

Moved Soloway Second Repmann

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

Motion carried.

Motion to offer employment to Cameron Keng to the position of full-time Chief Finance Officer at an annual salary of \$80,000.00 effective January 2, 2018 for a four (4) year term of office terminating December 31, 2021.

Moved Burgess Second Soloway

The Subcommittee brought the Committee up to date on prospective candidates and the interview with Mr. Keng. Mr. Keng also holds a Qualified Purchasing Agent license and has grant writing experience. He has also completed one of the Tax Collector certification courses and is interested in pursuing his license as a CTC. The Township Committee may consider a shared service with another township in the future for CFO services. Deputy Mayor Darocha asked for figures on the entire benefits package and Committee Member Burgess said she would get this information.

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

Motion carried.

Motion to schedule the Reorganization Meeting of the Township Committee and Board of Health at 7:00 P.M., Thursday, January 4, 2018. Work Session will immediately follow.

Moved Soloway Second Burgess All in favor. Motion carried.

Motion to **Adopt Resolution 2017 – 84** Refund of Homestead Rebate in the amount of \$1,050.00, Block 37 Lot 41.02.

Moved Soloway Second Burgess

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

Motion carried.

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

Nothing further.

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

Motion to **Adopt Resolution 2017 – 85** Recycling Tonnage Grant.

Moved Burgess Second Soloway

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

Motion carried.

**Emerald Ash Borer:** Committee Member Soloway attended a County meeting on this topic. It is anticipated that In 10 years the township could see devastation of its ash trees. The Municipal Attorney has reached out to the municipal insurance agent for recommendations and sample ordinances for forestry services. Cranford has one that our attorney will review. The township must have a forestry management plan in order to apply for grants. It was suggested we reach out to the County to see if we could share services for a Certified Forester. The NJDEP website also has a list of certified individuals. Mr. Spanner in the township is also a Certified Forester. The Municipal Attorney commented on the individuals making up a committee for forestry management and training required. CEUs would also be required of anyone core trained. The attorney will send a link to the Committee for the details on this matter.

The DPW has ordered salt in settlement of the Mid American claim of the Morris County Cooperative. The recycling notice is posted on the website and Committee Member Diane Burgess spoke to the Tax Collector and Tax Assessor to provide a new list of residents in order to complete the mailing of the

notice. Ms. Burgess will also request a voter registration list to review for township renters. The women's restroom toilet has been repaired.

Motion to schedule the year end meeting at 9:00 A.M., Thursday, December 28, 2017 at the Municipal Building.

Moved Soloway    Second Burgess    All in favor. Motion carried.

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

Motion to **Adopt Resolution 2017 – 79** Agreement to Cost Share on the Purchase of Unimproved Real Property for the Purpose of Open Space Preservation and Natural Resource Conservation., Millner Farm, Block 50 Lots 5 & 6.

Moved Burgess    Second Repmann

This project is for using Green Acres funding which had originally been for the Alfieri property. The State would have reclaimed the money but allowed the township to use it for another project. Most of the farm is in Delaware Township.

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

Motion carried.

**Foster Farm:** This farm was approved by the township some time ago and is ready to close. There is now a final calculation due to a change in the exception area.

Motion to authorize the Mayor and/or Deputy Mayor to sign the revised grant agreement for the Foster Farm, Block 28 Lot 24.

Moved Soloway    Second Burgess

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

Motion carried.

Motion to **Adopt Resolution 2017 – 86** Authorizing the Payment of Soft Costs Associated with Preservation of Hope Hill Farm.

Moved Repmann    Second Soloway

The Municipal Attorney explained the soft costs are for a federally approved appraiser and survey costs. The County and the State will reimburse the township for these costs. The township previously adopted a resolution indicating they supported this preservation but would not be cost sharing in easement purchase.

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

Motion carried.

Motion to **Adopt Resolution 2017 – 82** Bank County Open Space Trust Funds.

Moved Burgess Second Soloway

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

Motion carried.

**Grow-A-Row:** This property was discussed earlier and Lora Jones asked if she should move forward with preservation. Some members are uncertain because of possible interest in agri-tourism and this being a prime spot for such an enterprise. They also cited a need for ratables in the township. The Committee also commented on the change in economics and no growth in the county or township. Millenials are staying in cities and that's where the growth and development are occurring. Kindergarten class is at only 10 students enrolled and student population has generally declined at the Franklin Township School. Deputy Mayor Darocha also questioned why we would consider using public funds for the purchase by Grow-A-Row. There is no water or sewer service at the location either. There was discussion about an exception area should the parcel be preserved and the township should let the County know the size of an exception area they would like should applicant appear before the Ag Board.

Committee Member Diane Burgess displayed the **Sustainable New Jersey** plaque with another tag for the recertification and bronze award to the township.

Committee Member Susan Soloway commented on the Land Use Board planning to focus on speakers at their work session meetings in 2018 and holding more regular meetings. They will be re-examining the Master Plan and reviewing stormwater/detention basin regulations as part of the review.

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

Committee Member Craig Repmann reported on the Recreation Committee basketball being in full session. A game is scheduled for Saturday, 10 a.m. to 2 p.m. for players in 3<sup>rd</sup> through 8<sup>th</sup> grades. Mr. Repmann is also trying to organize a food drive at Shop Rite with several groups - PTA, Boy Scouts, Police Department. Looking at conducting something in January, 2018.

Comments from the public: None

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

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### EXECUTIVE SESSION

Motion to adopt a resolution to enter executive session at approximately 9:15 P.M. for discussion of matters pertaining to potential litigation, Township Committee and matters of attorney-client privilege regarding emails. No action is anticipated upon return to open session.

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 10:03 P.M.

Moved Burgess Second Repmann All in favor. Motion carried.

The Township Committee discussed quotes received for the **wiring of the building for IT** changes in 2018. The DPW does not feel they have the skill to run the wires.

The Township Committee would also like to see a **tree lighting ceremony** at the Municipal Building in 2018.

### ADJOURNMENT

Motion to adjourn.

Moved Repmann Second Burgess All in favor. Motion carried.

Respectfully submitted,



Ursula V. Stryker, RMC  
Municipal Clerk

**DATE OF ADOPTION:** 12-28-2017