

Twp. Comm. Work Sess.
Thursday, February 8, 2018

MINUTES
FRANKLIN TOWNSHIP COMMITTEE
WORK SESSION
THURSDAY, FEBRUARY 8, 2018
7:30 P.M.

The Franklin Township Committee held a work session at **7:30 P.M., Thursday, February 8, 2018** at the Municipal Building. This meeting has been properly noticed in accordance with the Open Public Meetings Act.

Mayor Craig Repmann called the meeting to order and led the flag salute.

Roll Call: Joseph Darocha ABSENT Philip Koury PRESENT

Susan Soloway PRESENT Diane Burgess PRESENT Craig Repmann PRESENT

Also present: Katrina L. Campbell, Municipal Attorney

Some others present: Lt. Tim Snyder, Matt Papenfuhs

Mayor Repmann noted a letter of thanks received from the Faders, residents, for the helpful and courteous service provided by Jean Bahlman and Rich Dziminski in processing their paperwork for the Records Clearance Certificate. He also complimented the Department of Public Works for their services over the years he resided in the township.

Comments from the public: 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.

- Approval of Bills Presented for Payment

Moved Burgess	Second Koury
Current Fund Expenditures 7 – 01	\$1,887.23
Current Fund Expenditures 8 – 01	\$70,580.88
Recycling Trust R - 19	\$369.66
Grant Fund G-02	\$580.26
Fair Housing A -20	\$1,276.00
TOTAL	\$74,694.03

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Roll Call Vote: Darocha ABSENT Koury AYE Soloway AYE Burgess AYE Repmann AYE

Motion carried.

Minutes of January 25, 2018 were discussed for some corrections to be made. Committee Member Soloway asked that a correction be made to page 4 regarding property taxes to include that signs were posted at her request. Also, page 5, discussion about Beneduce Vineyards, include that Committee Member Soloway reported on having met with Mark Saluk, Economic Development Director of Hunterdon County to discuss agri-tourism. Minutes should also clarify discussion about Planet Civic indicating there were pros and cons as well as suggesting a possible softer initial initiative.

Motion to adopt minutes of January 25, 2018 Regular Meeting & Executive Session.

Moved Burgess

Second Koury

Roll Call Vote: Darocha ABSENT Koury AYE Soloway AYE Burgess AYE Repmann AYE

Motion carried.

PUBLIC HEARING

ORDINANCE 2018 – 01

**AN ORDINANCE OF THE TOWNSHIP OF FRANKLIN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY
AUTHORIZING THE LEASE OF CERTAIN PROPERTY OWNED BY THE TOWNSHIP AND NOT REQUIRED FOR
PUBLIC PURPOSES AND MORE COMMONLY KNOWN AS A PORTION OF BLOCK 16 LOT 40**

Motion to open the public hearing on Ordinance 2018 – 01.

Moved Soloway

Second Burgess

All present in favor. Motion carried.

Comments from the public: None

Motion to close the public hearing on Ordinance 2018 – 01.

Moved Burgess

Second Koury

All present in favor. Motion carried.

Motion to Adopt Ordinance 2018 – 01.

Moved Soloway

Second Burgess

Comments/Discussion by the Committee: The applicant for the cell tower will need to go before the Land Use Board. The township will also receive income from Verizon. The township has also been requested to approve coming on site for drilling and they have been advised to give three day notice to

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the township and they must also provide the township with their signed copy of the lease agreement. Underground utilities will also need to be marked out before drilling occurs.

Roll Call Vote: Darocha ABSENT Koury AYE Soloway AYE Burgess AYE Repmann AYE

Motion carried.

DEPARTMENT HEAD/SUBCOMMITTEE REPORTS

- **Administration, HR/Benefits: Koury/Darocha**

Committee Member Koury met with Cameron Keng about some administration budget matters.

Motion to authorize the Mayor and/or Deputy Mayor to sign the Lease Agreement made between the Township of Franklin and Cellco Partnership d/b/a Verizon Wireless.

Moved Burgess

Second Soloway

Roll Call Vote: Darocha ABSENT Koury AYE Soloway AYE Burgess AYE Repmann AYE

Motion carried.

Discussion, Holiday Schedule: The office will close at 2:00 P.M. Wednesday, the day before Thanksgiving. Christmas Eve this year is on a Monday and the Clerk asked if the three Administrative staff members could take either a personal or vacation day. If not, she offered a schedule to be worked out for someone to cover. Cameron Keng offered to come in that day to cover for the three staff members and the office will close at 2:00 P.M. that day, Monday, December 24, 2018. Should Cameron also decide to take the day off, he should notify the Committee.

- **Finance, Insurance, IT: Repmann/Burgess**

Cameron Keng addressed the Township Committee on the capital portion of the budget. He commented on the need to replace some of the DPW equipment. He suggested a 5 year replacement plan be followed from this point forward. Once funds are in place, a capital ordinance can be introduced to replace a piece of equipment. The backhoe will be replaced and the old one traded in. There was also discussion about police vehicles and the need for replacement of the Charger.

Cameron Keng also reported on the auditors having been here and are working on the Annual Financial Statement. P.M. Consultants, our consultants, provided a lot of help. Payroll company change is moving forward with a start date of February 16th for first payroll processing. The consultants and Cameron have been able to get some of the tax collection information for the auditors.

The Committee will hold off on putting out a request for banking proposals until Cameron has an opportunity to contact Unity Bank which is currently handling all our accounts.

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Motion to **Adopt Resolution 2018 – 14** Governing Body Certification of Compliance with the United States Equal Employment Opportunity Commission and Authorize Signing the Group Affidavit Form for Municipalities and Counties.

Moved Burgess

Second Soloway

Roll Call Vote: Darocha ABSENT Koury AYE Soloway Aye Burgess AYE Repmann AYE

Motion carried.

Discussion, Workers Compensation Insurance Quakertown Fire Company: Deputy Mayor Burgess reported that she spoke with Caroline Conboy, our insurance agent, and Charles Patkochis of the QFC and he will be following up with Caroline on insurance coverage/costs. Since the fire district is a taxing entity they are qualified to be in the joint insurance fund and this may save them money. EMTs only of the fire company are covered by the township. A list of those EMTs has been provided to the township and forwarded to our insurance company.

- **Public Safety (PD, Fire, EMS, OEM, Court, Health): Darocha/Koury**

REMINDER: Public Hearing Ordinance 2018 – 02 Fire Safety Fees, scheduled for Thursday, February 22, 2018

Lt. Timothy Snyder addressed the Committee with his monthly report for January which included but is not limited to arrests, motor vehicle warnings, summonses, investigations, etc. He commented on a truck accident due to icy road conditions yesterday. There were two calls for run-aways at the group home along with parking complaints. The Division of Children and Family Services have already been made aware of the incidents at the group home and are already involved in investigations. We are not aware of the status of any of their investigations. It appears more adequate staffing is needed and some of the residents may have a need to be placed in a more secure facility. All calls and complaints made to the Police Department are being documented.

Matt Papenfuhs, Deputy Chief of Emergency Services, reported on December, 2017 and January, 2018 activities. The reports are included in these minutes. Matt also reported on having met with the CFO to discuss finances for EMS services of the fire department. Dagon Emerson was awarded EMS Provider of the Year. Devin Strange is the EMS President, John Nieliwodski is Vice President.

- **Department of Public Works: Burgess/Repmann**

Alan Dilley had a meeting with Rick Roseberry, Municipal Engineer, about storm water. Cameron Keng reported on the budget for the Master Plan, \$10,000.00 and \$8,000.00-\$10,000.00 for the drainage plan. The cost for drainage may be reduced since Alan will try to locate some of the facilities. At the meeting, alternate septic systems were discussed and the need to track them.

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

Committee Member Soloway reported on the Land Use Board scheduled to meet on February 14th for reorganization and a COAH presentation by our Planner, Darlene Green. She also reported on the Zoning Officer following up on a vacant property issue.

Motion to authorize the Mayor and/or Deputy Mayor to sign the Professional Agreement for Planning Services Between the Township of Franklin and Maser Consulting, P.A., for Year 2018.

Moved Burgess

Second Soloway

Roll Call Vote: Darocha ABSENT Koury AYE Soloway AYE Burgess AYE Repmann AYE

Motion carried.

Motion to **Adopt Resolution 2018 – 15** Opposition to Proposed Beekeeping Regulations.

Moved Burgess

Second Soloway

All present in favor. Motion carried.

- **Community, Business, School, Recreation, Seniors: Soloway/Repmann**

Sue Larson, Senior Citizen Coordinator, has been notified of the free tax preparation program. The Mayor reported on the Franklin Township School receiving applications for the Superintendent position. Dr. Davis, current Acting Superintendent, has submitted his application for consideration. Salary: approximately \$130,000.00 annual. Thirteen have signed up for the incoming kindergarten class. Total enrollment is at 289. The Mayor will assist with keeping scoring records at the February 24 basketball game.

BOARD OF HEALTH – No applications at this time.

Comments from the public: Matt Papenfuhs commented on the need for maintenance of the Pittstown to Landsdown Road trail. The County has been made aware of the need for maintenance. The Committee will look into a previous grant which the township had for this trail. Matt would also like to work with Cameron Keng on any grant applications they may be eligible for.

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EXECUTIVE SESSION

Motion to adopt a resolution to enter executive session for discussion of matters pertaining to two matters for litigation and one contractual matter. No action is anticipated to be taken upon return to open session.

Moved Soloway

second Burgess

Roll Call Vote: Darocha ABSENT Koury AYE Soloway AYE Burgess AYE Repmann AYE

Motion carried.

RETURN TO OPEN SESSION

Motion to return to open session at 9:35 P.M. for adjournment.

Moved Burgess

Second Soloway

All present in favor. Motion carried.

ADJOURNMENT

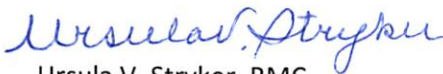
Motion to adjourn.

Moved Burgess

Second Soloway

All present in favor. Motion carried.

Respectfully submitted,



Ursula V. Stryker, RMC
Municipal Clerk

DATE OF ADOPTION: _____

3-8-18