

Twp. Comm. Work Session
Thursday, March 8, 2018

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

The Franklin Township Committee held a work session at **7:30 P.M., Thursday, March 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 ABSENT Diane Burgess PRESENT Craig Repmann PRESENT

Also present: Joseph Salvador for the Municipal Attorney

Some present in the public: Lt. Tim Snyder, Cameron Keng CFO, Matt Papenfuhs Deputy Chief EMS

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.

Due to the two recent storms, the Municipal Building has had no phone or internet service all week. Therefore, the CFO was unable to prepare bills for payment this evening.

- Adoption of minutes for February 8, 2018 Work Session & Executive Session and February 22, 2018 Regular Meeting & Executive Session.

Moved Burgess Second Koury All present in favor. Motion carried.

Lt. Snyder was called to give his report so he could get home to his family since he, too, has been out of power this week with the storms.

Lt. Snyder reported on February activities of the Police Department which included but is not limited to investigations, arrests, motor vehicle warnings and summonses, accident investigations, radio calls, assists to fire companies and assists to other municipalities. He also reported on the LEAD graduation held at the Franklin Township School for those students completing the program and also included those students from the Crossroads Christian Academy. Lt. Snyder also reported on weather events since last Friday's storm handling many radio calls and calls for disabled vehicles. The Municipal Building has been kept open for those needing water and charging their cell phones. All agreed that communications

could be greatly improved. The Mayor reported on planning to meet with key officials to improve communications. He also reported on having been in contact with JCP&L during the two storms and receiving several phone calls from the governor's office. Matt Papenfuhs suggested using the QFC facebook page to get information out to the residents. The township has been using Nixel to get emergency information out to those who signed up for the alerts. Committee Member Koury also suggested using the newsletter to solicit information from residents for emergency purposes. Will also look to the tax office to see if they could run off a list of senior citizens in the township. Those bringing in their PTR forms may also be used to keep a list. The current senior list includes only those from the senior citizen meeting group.

Department Head/Subcommittee Reports

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

Committee Member Koury asked for an update on the wiring of the Municipal Building for the the staff was instructed not to return to the vendor. Deputy Mayor Burgess said she make a full presentation on the entire IT plan at the next meeting. Mayor Repmann feels the township should bid the whole IT plan out to include the wiring of the building. He questioned why the wiring wasn't done at the time the server was installed. Deputy Mayor Burgess commented on ATON being responsive as a support group which is different from an IT provider. The Mayor would like to have an open bidding process for IT services. Committee Member Koury suggested a contact list of people/numbers be given to all staff for them to call for IT service.

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

Due to the two storms this week and having no internet service, there are no bills for approval this evening.

Cameron Keng, CFO, will prepare a bill list and checks for those payments due before the Committee meets again on March 29, 2018. Cam spoke with the auditors and they advised that as long as three Committee Members come in to sign the bill list to authorize payments he can then cut the checks.

Committee Member Koury suggested a pie chart be prepared which should indicate percentages of taxes to each agency for residents to understand where their tax dollars go. This should also be included on a regular basis in the newsletter and placed on the bulletin board in the Municipal Building. It should also be included in the 2018/2019 tax bills which will go out this June or July.

The auditors have contacted Cam to request some UCC fee information which is a new requirement of the State. This is needed in order for them to complete their audit reports for the township.

Deputy Mayor Burgess would like to discuss "a lesson learned" at the next meeting from the Planet Civic initiative. Personally she believes it accomplished the goal of getting people to sign up and voice their opinion. She said she held off on the February 28 cut off date because the senior citizen meeting had been cancelled. Committee Member Soloway has visited some of the seniors at their homes. Mrs. Burgess asked if the Committee wants her to attend the senior citizen meeting in March or do they want to do the cut-off for voting. She will also contact Marty Campanelli to respond to her email about the

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voting. Committee Member Koury believes the Committee was more upset with Javier Guardo of Planet Civic for overstepping his role in the project. Deputy Mayor Burgess will contact Javier though she believes the ball got dropped with communications from the subcommittee and caused the problem with information given to the media.

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

Matt Papenfuhs, Deputy Chief EMS, addressed the Township Committee reporting on February EMS activities. A copy of the report is attached to these minutes. He also reported on the Fire District elections held on February 17, 2018; budget approved and Albert (Peter) Enea III and George Reichert were re-elected as Fire Commissioners. One of the QFC fire trucks sustained extensive damage from a falling tree and is being repaired and currently out of service and will be for 3 or 4 months. Deputy Mayor Burgess asked where money goes to from fund raisers. Matt said there are separate checking accounts for the fire company side and the EMS side; however, for the QFC BBQ they can take some of the funds and put them in the EMS account. The QFC is facing about \$250,000.00 in improvements: building upkeep to include roof, septic system and the parking lot needing to be addressed. The District is working with Statewide Insurance on the workers' compensation insurance which should decrease their rate since there are eligible to join the joint fund.

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

The Committee commented on the great job done by the DPW during the two storms this week in responding to calls and plowing the roads. Alan Dilley, Supervisor, also took care of replacing the incorrect road signs at Quaker Hill Drive and Woodland Road. The DPW employees worked very long hours taking care of the roads only to go home to their houses that may or may not have had power in addition to having to plow their own driveways.

REMINDER: Public hearings will be held on Thursday, March 29, 2018 on Ordinance 2018 – 03 and Ordinance 2018 – 04 for replacement of DPW equipment.

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

Deputy Mayor Burgess reported on the Environmental Commission applying for grants in the amounts of \$10,000.00 and \$2,000.00 for possible work on restoring Rogers Pond. A resolution is needed for the grant application having been made.

Motion to **Adopt Resolution 2018 – 16** Resolution of Support from Local Governing Body Authorizing the Sustainable Jersey Grant Application.

Moved Koury

Second Burgess

All present in favor. Motion carried.

Matt Papenfuhs asked what the funds would be used for and Deputy Mayor Burgess responded it would be for the initial assessment of the pond and maybe some engineering work for a study so we can begin remediation. The QFC had at one time used the pond as a source of water. He thought the pond was dedicated sometime during 1977 or 1978. The staff is trying to locate the deed for when it was donated to the township.

Motion to Introduce on **First Reading Ordinance 2018 – 05** Ordinance Amending the Land Use Ordinance of the Township of Franklin to Address the Requirements of the Fair Housing Act and the Uniform Housing Affordability Controls (UHAC) Regarding Compliance with the Township's Affordable Housing Obligations. Public Hearing to be held at a previously noticed meeting to convene at 7:30 P.M., Thursday, March 29, 2018.

Moved Burgess Second Koury All present in favor. Motion carried.

Motion to Introduce on **First Reading Ordinance 2018 – 06** Ordinance Amending Chapter 220 to Establish a New Mixed-Use Development Overlay Zone and to Set Forth Standards and Criteria Applicable Thereto. Public Hearing to be held at a previously noticed meeting to convene at 7:30 P.M., Thursday, March 29, 2018

Moved Burgess Second Koury All present in favor. Motion carried.

Motion to Introduce on **First Reading Ordinance 2018 – 07** Ordinance Amending Chapter 220 to Establish a New MF Multi-Family Housing District and to Set Forth the Standards and Criteria Applicable Thereto. Public Hearing to be held at a previously noticed meeting to convene at 7:30 P.M., Thursday, March 29, 2018.

Moved Burgess Second Koury All present in favor. Motion carried.

Motion to Introduce on **First Reading Ordinance 2018 – 08** Ordinance Amending Chapter 176 “Affordable Housing Ordinance” with a New Article V “Affordable Housing Development Fees” to Provide for the Collection of Development Fees in Support of Affordable Housing as Permitted by the New Jersey Fair Housing Act. Public Hearing to be held at a previously noticed meeting to convene at 7:30 P.M., Thursday, March 29, 2018.

Moved Burgess Second Koury All present in favor. Motion carried.

Motion to **Adopt Resolution 2018 – 17** Appoint Cameron Keng to serve in the position of Municipal Housing Liaison.

Moved Burgess Second Koury All present in favor. Motion carried.

Motion to **Adopt Resolution 2018 – 18** Appoint Cameron Keng to serve in the position of Administrative Agent.

Moved Burgess Second Koury All present in favor. Motion carried.

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

The Mayor reported on Recreation activities: basketball playoffs ended Tuesday after a successful season and they are currently trying to work out a date and place for the annual fishing derby with assistance from Patrolman Kevin Bollaro. Spring Break for the Franklin Township School has been shortened by a day due to school closings for storms/snow/ice. The Easter Egg Hunt will be held on Sunday, March 25 at the Elks. For safety of the public, the DPW will use road millings to fill in potholes in the Elks driveway.

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Motion to authorize the Department of Public Works to do repairs to driveway potholes at the Elks in order to insure safety of the public for the township sponsored Easter Egg Hunt. An Indemnification and Save Harmless Agreement will be needed to be executed by the Elks.

Moved Burgess

Second Koury

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

Motion carried.

BOARD OF HEALTH – No applications at this time.

Comments from the public: Matt Papenfuhs commented on trails in the township. There was some discussion regarding whether or not the County could take over the Capoolong Trail from the State in order for them to maintain it.

Comments from the Committee, non-agenda items and any other business: Committee Member Koury said he spoke to Catherine Innella and asked her to get information for the proper authorities to contact to discuss Rogers Pond.

EXECUTIVE SESSION

Motion to adopt a resolution to enter executive session at 9:00 P.M. for discussion of matters pertaining to personnel.

Moved Koury

Second Burgess

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

Motion carried.

RETURN TO OPEN SESSION

Motion to return to open session at 9:45 P.M. to adjourn.

Moved Burgess

Second Koury

All present in favor. Motion carried.

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ADJOURNMENT

Motion to adjourn at 9:45 P.M.

Moved Burgess

Second Koury

All present in favor. Motion carried.

Respectfully submitted,



Ursula V. Stryker, RMC
Municipal Clerk

DATE OF ADOPTION: 3-29-2018