

**MINUTES**  
**FRANKLIN TOWNSHIP COMMITTEE**  
**WORK SESSION**  
**THURSDAY, MAY 10, 2018**  
**7:30 P.M.**

The Franklin Township Committee held a work session at **7:30 P.M., Thursday, May 10, 2018** at the Municipal Building. This meeting has been properly noticed according to the Open Public Meetings Act.

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

Roll Call:            Joseph Darocha PRESENT            Philip Koury PRESENT

Susan Soloway ARRIVED 7:40 P.M.            Diane Burgess PRESENT            Craig Repmann PRESENT

Also present:    Katrina L. Campbell, Municipal Attorney

Some others present:    Franklin Township Police Department and family of Officer Kevin Bollaro,  
Cameron Keng

**Comments from the public on agenda items:** None

**POLICE AWARDS**

Lt. Timothy Snyder briefed the Township Committee on the major motor vehicle accident on April 20, 2018 and the aid rendered by police, fire and rescue. Both Officer Kevin Bollaro and Special Officer Erik Eccles administered aid and assisted in extinguishing the car fire. For their efforts Lt. Snyder presented both Officers with awards for their actions and bravery. The Township Committee also thanked the officers.

Officer Bollaro has been instrumental in assisting with the township's Fishing Derby scheduled for Saturday, May 12, 2018 between the hours of 10 a.m. and noon. He gave details on the location and the stocking of the pond. This year's Fishing Derby is being held at Brenner's Pond, 94 Airport Road in Alexandria Township. Various sponsors have contributed many prizes for the event.

**Approval of Minutes**

Motion to approve minutes April 12, 2018 work session & executive session.

Moved Burgess            Second Koury            All in favor. Motion carried.

Motion to approve minutes April 26, 2018 regular meeting & executive session.

Moved Darocha            Second Burgess            All in favor. Motion carried.

**Public Hearings** – None



Motion to **Introduce Bond Ordinance 2018 – 10** Bond Ordinance Providing for the Acquisition of Equipment for the Department of Public Works By and In the Township of Franklin, in the County of Hunterdon, State of New Jersey; Appropriating \$270,945 Therefor and Authorizing the Issuance of \$258,042 Bonds or Notes of the Township to Finance Part of the Cost Thereof. Public Hearing will be held at a meeting regularly scheduled to convene at 7:30 P.M., Thursday, May 24, 2018.

Moved Soloway

Second Burgess

The Municipal Attorney explained that this Bond Ordinance needs to be introduced again since there was a procedural problem with the last introduction and adoption. The Supplemental Debt Statement wasn't filed with the Local Finance Board in a timely manner.

All in favor. Motion carried.

### **Staff/Administrative Reports**

**Police:** Lt. Timothy Snyder gave his monthly report which included but was not limited to arrests, investigations, motor vehicles warnings and summonses, domestic violence, burglary, radio and alarm calls. There was also some discussion about a resident requesting speed limit signs be posted on Wolverton Road. This road connects Locust Grove Road and Old Franklin School Road. The 35 mph speed limit is set by ordinance but there are no signs. This will be taken care of. The resident also requested the electronic speed sign be installed. Lt. Snyder will put in an application to borrow one from HART. At this time of year there is more truck traffic in this area and it was suggested that patrolling the area be stepped up. Lt. Snyder will advise the resident. Use of an unmanned police vehicle was discussed but Lt. Snyder wasn't in favor of this as we've had a vehicle vandalized at one time when used this way. Committee Member Darocha asked about the cost for a message board.....about \$5,000 but not sure there are grant funds available for this. The Mayor commented on an increase in police enforcement and more community involvement. There was also discussion about traffic strips in the roadway (done by the County) along with the timing of the traffic lights at the WalMart intersection Exit 15 and Pittstown Road. There are frequent traffic back-ups on the road and coming out of the WalMart Plaza and the Lieutenant said he would contact the DOT to ask about evaluating the traffic pattern at the traffic lights. Also there are no sensors on the traffic lights for late at night and the timing remains the same. Traffic will only get worse when construction starts to re-do Exit 15 along with realignment of the road by the DOT.

**Finance:** Cameron Keng reported on the following:

- Township is getting 1.45% interest rate secured at Unity Bank
- More on-line banking services with Unity Bank
- Escrow statements will now be accessed on-line
- Closed out dormant escrow accounts
- Contacted applicants for additional escrow to pay outstanding vouchers for professional services
- Suggests updating fee schedule for Land Use Board fees
- Created a schedule to track escrow deposits and invoices

There needs to be better communication between the Finance Department and the Land Use Board regarding the status of escrow so that applicants are not heard until escrow is received prior to

professional services being rendered. The Municipal Attorney will get involved if the township is not successful in getting an applicant to pay the additional escrow and hearing their application. Also someone can be assigned the task to inquire what other townships are charging in the way of fees so that recommendations may be made to change the fee ordinance for Land Use Fees. Cameron will also follow up on grants for solar street lights and other grants that may be available. Deputy Mayor Burgess referred Cameron to ANJEC and Sustainable Jersey for additional grant information. It was recommended that the Township Committee send a letter to the Land Use Board regarding the procedures with escrow.

Cameron Keng also commented on stormwater management plan and keeping in touch with Alan Dilley and Rick Roseberry to identify storm basins. The plan needs to be completed and submitted to the State by the end of the year.

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

### Old Business

**Amendment to Chapter 268 Residential Maintenance:** The attorney has provided everyone with a draft of this ordinance and suggested discussing this matter in executive session.

**Joint Township Committee/Land Use Board meeting:** This meeting will be held at the Township Committee's work session scheduled for Thursday, July 12, 2018. An agenda will be prepared by the Township Committee for matters to be discussed with the Land Use Board. Some matters for discussion will be the re-examination of the Master Plan, escrow procedure, COAH matters, escrow fees.

### **Membership Participation in a Cooperative Pricing System**

Motion to **Adopt Resolution 2018 – 28** Resolution Authorizing the Township of Franklin to Enter into a Cooperative Pricing Agreement between the Township of Franklin and the Educational Services Commission of New Jersey Cooperative Pricing System.

Moved Soloway

Second Koury

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

Motion carried.

### New Business

**Open Space:** The Township Committee will conduct a public hearing on the Open Space tax at the regular meeting scheduled for 7:30 P.M., Thursday, May 24, 2018. The Municipal Clerk will properly notice.

**M&Rs:** The Municipal Engineer has provided the Township Committee with the bid results for 2018 Maintenance and Repair Materials along with his recommendation of award.

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Motion to accept the 2018 Maintenance and Repair Materials bids as recommended by the Municipal Engineer.

Moved Darocha

Second Koury

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

Motion carried.

**Municipal Building Hours:** There was discussion by the Committee regarding summer hours for the full-time staff. Committee Member Koury said he called several municipalities and many follow close to Franklin's schedule Monday through Friday. He also commented on the building being open two nights a week for some of the part-time officials. He suggested posting a notice for anyone coming to the building when it is not open to call in order that special accommodations may be made. Deputy Mayor Burgess commented on being on a summer schedule for several years – this is the 5<sup>th</sup> year. The Municipal Clerk commented on not much traffic in the building when it opens at 7:30 a.m. in the summer. She also commented on the staff not leaving the building for lunch and being available for the residents during that time of break. The staff also provides other services to the residents for the part-time officials and felt there were more positives in the way services are provided. There is also a lock box outside for residents to drop off taxes and other paperwork. The Mayor is suggesting possibly extending one of the days in order to accommodate residents in the later part of the day or early evening. Committee Member Soloway commented on the summer schedule being only for a few months and didn't see it as a problem for the residents with the office closing at 11:30 a.m. on Fridays. She thought this would be a good question to put to the residents via Planet Civic. Committee Members Koury and Soloway commented on cell phone and/ or emails making it easier to access the staff. This along with the building being open 2 nights per week. The staff has also made special arrangements to meet with residents at pre-arranged more convenient times.....evenings and/or Saturdays. Deputy Mayor Burgess felt the summer hours were offered as a courtesy to the staff and it gave the residents the extra time to do township business in the early part of the morning with the building opening at 7:30 a.m. The Mayor wouldn't argue against a courtesy to the staff but felt later hours would benefit the residents more. Deputy Mayor Burgess commented on coming to the building on Tuesday nights to sell well test kits and hardly anyone shows up.

At this time everyone seemed agreeable to keeping the schedule the same for summer hours. It was also suggested that this matter be discussed early in the year to make any change in the work schedule. The Municipal Attorney advised not to make special arrangements regarding office hours for individual employees.

### Committee Member Reports

Deputy Mayor Burgess commented on attending the Sustainable Jersey event and accepting the township's grant. We received \$5,000.00 at this time and will receive the balance of \$5,000.00 upon completion of the project. The grant funds will be used for Rogers Pond. She will be meeting with Alan Dilley to see what information he may have on the pond. The Clerk will review 1997 minutes when Rogers Pond may have been discussed so we can have some further information.

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Mayor Repmann reminded everyone of Community Day to be held the 3<sup>rd</sup> week in September. He is trying to get some corporate sponsorship for the event. He also commented on having attended the budget hearing at the Franklin Township School. School Board Member James Witkowski was in attendance at this meeting. The Franklin Township School budget was adopted, no staff changes, no adding or deleting staff, several staff members may be retiring. The Business Administrator has been speaking with Alan Dilley for his assistance in putting together specifications for hiring in-house janitorial services. The Fishing Derby is scheduled for Saturday, May 12<sup>th</sup>.

### Payment of Bills

Motion to authorize payment of bills as presented.

Moved Soloway

Second Burgess

Current Fund Expenditures 7 – 01	\$ 4,152.00
Current Fund Expenditures 8 – 01	\$1,060,672.96
Current Fund Expenditures 8 – 01	\$ 1,361.50
Land Use Board Escrow	\$ 3,264.98
Open Space	\$ 6,100.00
Dog Regulation Account	\$ 1,007.50
Grant Fund	\$ 815.72
<b>TOTAL</b>	<b>\$1,077,374.66</b>

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

Motion carried.

### Public Comment

James Witkowski, School Board Member, had a general question about Land Use Board applications.

### Executive Session

Motion to adopt a resolution to enter executive session at 9:20 P.M. for discussion of matters pertaining to attorney-client privilege regarding proposed ordinance for property maintenance and COAH.

Moved Soloway

Second Burgess

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

Motion carried.

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**Return to Open Session**

Motion to return to open session at 10:00 P.M. for adjournment.

Moved Burgess                      Second Soloway                      All in favor. Motion carried.

**Adjournment**

Motion to adjourn.

Moved Burgess                      Second Soloway                      All in favor. Motion carried.

Respectfully submitted,



Ursula V. Stryker, RMC  
Municipal Clerk

**DATE OF ADOPTION:** 5-24-2018