

Twp. Comm. Work Sess.  
Thursday, October 11, 2018

**MINUTES  
FRANKLIN TOWNSHIP COMMITTEE  
WORK SESSION  
THURSDAY, OCTOBER 11, 2018  
7:30 P.M.**

The Franklin Township Committee held a work session at **7:30 P.M., Thursday, October 11, 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 PRESENT Philip Koury ARRIVED 8:00 P.M.

Susan Soloway PRESENT Diane Burgess PRESENT Craig Repmann PRESENT

Also present: Richard Wenner, as Municipal Attorney

Some others present: Lt. Timothy Snyder, Alan Dilley, Jean Bahlman, Cameron Keng, Matt Papenfuhs, Joanne Coe, Board of Health applicant Kevin Brown and engineer Jim Hill

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

While awaiting the arrival of Member Koury, the Committee will hear Joanne Coe regarding her request for the Township Committee to provide a resolution in support of her application to the Land Use Board for an Elder Cottage Housing Opportunity (ECHO) unit.

Joanne Coe addressed the Township Committee on her seeking approval to place an ECHO unit on her property for her elderly uncle. She believes she has met all the conditions required and has made an application to the Land Use Board. At this time she is seeking support from the Township Committee as required by ordinance. This is required in order for the Land Use Board to hear her application. Since the township’s ordinance doesn’t allow accessory structures to be converted to a second residential dwelling, the ECHO unit will be a trailer. Joanne suggested the Land Use Board make the process for making an application be made more simple and easier. She also spoke to the County and made some suggestions for them to improve the process.

Motion to **Adopt Resolution 2018 – 66** to affirm the Township Committee’s support for the application to the Land Use Board by Matt Coe and Joanne Tuchrello-Coe for approval to place an ECHO housing unit on her property located at 70 Sidney School Road, Block 20 Lot 2.07.

Moved Soloway

Second Burgess

Roll Call Vote: Darocha AYE Koury ABSENT AT VOTE Soloway AYE

Burgess AYE Repmann AYE

Motion carried.

**Approval of Minutes**

Motion to adopt minutes of September 27, 2018 Regular Meeting & Executive Session.

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

**Payment of Bills**

Motion to authorize payment of bills as presented by the Chief Finance Officer.

Moved Burgess	Second Soloway
Current Fund Expenditures 8-01	\$63,490.08
Grant Fund	\$ 1,762.78
Land Use Board Escrow	\$ 2,230.00
Driveway Trust	\$ 1,511.75
Reserve for Affordable Housing	\$ 834.50
 TOTAL	 \$69,829.11

Roll Call Vote: Darocha AYE            Koury ABSENT AT VOTE            Soloway AYE

Burgess AYE            Repmann AYE

Motion carried.

**Discussion of Bill Payment Policy:** The cutoff date for the CFO to process bills for payment will be the Tuesday before the meeting date. This will allow time to prepare the bill list for the Committee to review.

**BID OPENING AND AWARD FOR SURPLUS EQUIPMENT/VEHICLES**

The Municipal Clerk received four (4) sealed timely bids. Mr. Wenner opened the bids and publicly read the results.

Marczaks, Inc.	\$ 651.00	-	1990 Ford F-800
	\$5,675.00	-	1997 Ford 6640
	\$ 355.00	-	2010 Dodge Charger
	\$ 355.00	-	2012 Chevy Caprice
Liberty Motors, Inc.	\$ 888.99	-	1990 Ford F-800
	\$3,331.99	-	1997 Ford 6640
	\$ 913.99	-	2010 Dodge Charger
	\$1,648.99	-	2012 Chevy Caprice





Twp. Comm. Work Sess.  
Thursday, October 11, 2018

Cameron Keng, CFO, reported on several matters. He is working on completing the inventory list. He will also prepare a resolution for the October 25<sup>th</sup> meeting requiring claimant signatures under certain circumstances. This resolution can then be reviewed again at the beginning of 2019 and re-adopted with or without changes. He will track hours for part-time employees in order to comply with the Paid Sick Leave law which takes effect October 29<sup>th</sup>. A policy will need to be adopted for this purpose. For every 30 hours worked, one hour of paid sick time is earned up to a maximum of 40 hours in a year. Employers also have the option of front loading those 40 hours at the beginning of the year. Contract negotiations are underway and Cam has provided some numbers to the Committee.

Matt Papenfuhs, EMS Deputy Chief, provided all Committee Members with copies of the EMS August and September, 2018 activity reports and highlighted some matters. Copies are being made as part of these official minutes. He reported on the QFC receiving notice from the US Fire Administration of a \$205,000.00 grant to replace 32 self-contained breathing apparatus (SCBA).

### **Old Business**

Deputy Mayor Burgess needs to discuss the organizational chart with Katrina Campbell, Municipal Attorney.

### **New Business**

The CFO was asked to get the information to the Municipal Clerk for a possible salary resolution at the next meeting.

### **Committee Member Reports**

Committee Member Sue Soloway said she did not attend last night's Land Use Board meeting and there is no report at this time.

Deputy Mayor Burgess reported that she and Committee Member Soloway interviewed seven candidates for the position of Tax Collector and will discuss this further in executive session.

Committee Member Koury reported on speaking with Lt. Snyder about the purchase of vehicles and suggested exploring purchasing in bulk with other municipalities. While we are members of a co-op we do not go in with other municipalities for purchasing items. He would like to discuss some Administrative matters in executive session as they relate to policies.

Mayor Repmann reported on the Franklin Township School Board meeting where strategic planning was discussed. Dr. Davis has also submitted his resignation letter effective June, 2019. An executive search for a Superintendent will begin.

Trunk or Treat is scheduled for Friday, October 26<sup>th</sup>.

The Municipal Clerk reported on a delay in the ad to be placed in the Hunterdon County Democrat for two police officers. The ad will appear in the October 18 and October 25.

