

MINUTES
FRANKLIN TOWNSHIP COMMITTEE
WORK-SESSION/REGULAR MEETING
THURSDAY, NOVEMBER 12, 2020
7:30 PM

(Location Changed to Online Application: Zoom - <https://us02web.zoom.us/j/88129969129>)

The meeting was called to order by Mayor Koury at 7:32 pm. Mayor Koury read the OPMA Statement and led the flag salute.

Roll Call: Mayor Philip Koury (present) Deputy Mayor Diane Burgess (present)
Sebastian Donaruma (present) Mike Homulak (absent)
Craig Repmann (present)

Also present: Katrina L. Campbell, Municipal Attorney
Christine Burke, Municipal Clerk
Cameron Keng, Chief Finance Officer
Captain Timothy Snyder, Police Department
George Reichert, Office of Emergency Management

Comments from the Public on Agenda Items Only:

No one from the public spoke regarding Agenda Items.

Presentation: None.

Approval of Minutes

Motion to approve the October 22, 2020 minutes Work Session/Regular Meeting: Donaruma

Second: Burgess

Roll call: Burgess (Aye) Donaruma (Aye) Homulak (Absent) Koury (Aye) Repmann (Aye)

Payment of Bills

Motion to approve the amended Bills List: Burgess Second: Donaruma

Roll call: Burgess (Aye) Donaruma (Aye) Homulak (Absent) Koury (Aye) Repmann (Aye)

Ordinances:

1. Public Hearing & Final Adoption of Ordinance 2020-11: An Ordinance of the Township of Franklin, County of Hunterdon, State of New Jersey Amending Various Chapters of the Code of the Township of Franklin to Revise Construction Code Fees and the Escrow Fee for a C Variance.

Motion to open Public Hearing: Burgess Second: Repmann All in favor. Motion carried.

No one from the Public came forward to speak.

Motion to close Public Hearing: Burgess Second: Repmann All in favor. Motion carried.

Motion to adopt: Donaruma Second: Repmann

Roll call: Burgess (Aye) Donaruma (Aye) Homulak (Absent) Koury (Aye) Repmann (Aye)

2. Public Hearing & Final Adoption of Ordinance 2020-12: Ordinance of the Township of Franklin, County of Hunterdon, State of New Jersey, Revising Chapter 220 of the Code of the Township of Franklin to Amend the Official Zoning Map and Rezone the Area Known As Cherryville to Village Business Zone and Expand the Neighborhood Business Zone; and Permit Solar Panels in Certain Instances.

Motion to open Public Hearing: Donaruma Second: Repmann All in favor. Motion carried.

The Township Attorney explained the Ordinance's connection to the reexamination of the Township's Master Plan.

George Reichert, Office of Emergency Management, entered the meeting at 7:37 pm.

No one from the Public came forward to speak.

Motion to close Public Hearing: Donaruma Second: Repmann All in favor. Motion carried.

Motion to adopt: Burgess Second: Donaruma

Roll call: Burgess (Aye) Donaruma (Aye) Homulak (Absent) Koury (Aye) Repmann (Aye)

Resolutions:

1. Resolution 2020-52: Resolution Appointing Risk Management Consultant for Statewide Insurance Fund

Motion to adopt: Burgess Second: Donaruma

Roll call: Burgess (Aye) Donaruma (Aye) Homulak (Absent) Koury (Aye) Repmann (Aye)

2. Resolution 2020-53: Resolution Appointing Fund Commissioner for Statewide Insurance Fund

Motion to adopt: Donaruma Second: Repmann

Roll call: Burgess (Aye) Donaruma (Aye) Homulak (Absent) Koury (Aye) Repmann (Aye)

3. Resolution 2020-56: Resolution Requesting Approval of Items of Revenue and Appropriation – NJSA 40A;4-87 – Various Grants

Motion to adopt: Donaruma Second: Repmann

Roll call: Burgess (Aye) Donaruma (Aye) Homulak (Absent) Koury (Aye) Repmann (Aye)

Staff Administrative Reports:

CFO: The CFO reported that year-end reconciliations had begun in preparation of the coming Audit. He also reported that that the 4th quarter tax collection rate had exceeded the 95% expectation and the

Township would not be seeking temporary relief. He reported that COVID-19 relief grants had been applied for and the Township is awaiting response from the State. The Municipal Attorney confirmed the approved amount of the County COVID-19 relief grant. The CFO explained the administrative policy and procedures for the utilization of vacation time during the pandemic upon questioning by Deputy Mayor Burgess. Deputy Mayor Burgess also requested that the CFO follow-up on the bi-weekly staff reports and monthly report for the Construction Department to ensure that the entire Committee receives them.

John Bencoter, 171 Old Franklin School Road, questioned if the tax collection rate was determined by the amount of money received or by household payment. The CFO explained how the tax collection rate is established. Mr. Bencoter further questioned how the COVID-19 Pandemic was affecting homeowners in Franklin Township. The CFO explained that the focus of the Tax Collection Department on the amount of taxes received was used to determine if the Township needed to take additional responsive steps and that the higher than expected collection rate indicated that Franklin Township was doing well. Upon further questioning by Mr. Bencoter, there was a brief discussion on how to utilize the tax collection rate to determine the social and economic impact of the COVID-19 Pandemic on the residents of Franklin Township.

Administrative: The Township Clerk reported that the Clerk's Office continued to work on year-end procedures. She further reported that the General Election conducted the prior week had proceeded without incident in Franklin Township and that the County had placed the unofficial election results on their website. She indicated that all results were deemed unofficial until stated otherwise by the County Clerk. She reminded those present that the New Jersey League of Municipalities Annual Conference would be conducted virtually the following week and offered to assist those who had yet to register for the event.

Police: Captain Snyder reported on the monthly activities of the Police Department, specifying background investigations, arrests, motor vehicle warnings, tickets, accidents, radio calls, animal complaints, property checks, and others. Upon questioning by Mayor Koury, Captain Snyder explained the Police Department's involvement in Animal Complaints, specifying loose dogs and livestock, and deer struck by motor vehicles. Mr. Bencoter thanked the Police Department for their assistance in freeing a fawn that had gotten stuck in his fence.

Board of Health: None.

Old Business:

Committeeman Sebastian Donaruma indicated that he had followed up on a letter sent from the State to the Quakertown Volunteer EMS indicating that they were not in compliance with reporting requirements. He explained that Quakertown Volunteer EMS had indicated that they had no incidents to report, were in compliance, and had reached out to the State regarding the letter. He further explained that all Quakertown Volunteer EMS paperwork was appropriately filed through Kingwood EMS.

Mayor Philip Koury thanked Committeemen Craig Repmann and Mike Homulak, the Recreation Committee and Clean Communities, for their efforts in ensuring the success of the Township's Movie Night and described the merits of the event. He further indicated the success of the Township's Dodransbicentennial Road Rallye event and proceeded to thank Lora Jones, the Township Attorney and Rural Awareness for their efforts. He went on to indicate that a Toys for Tots holiday drive was being planned for the Municipal Building. He thanked the municipal staff in their efforts to supply food for the election board workers on Election Day.

Mayor Koury and Deputy Mayor Burgess updated the Committee on the status of the COVID-19 Pandemic in Hunterdon County. Mayor Koury explained the status of patients in the Hunterdon Medical Center and provided contact information for the Hunterdon Medical Center Hotline. Deputy Mayor Burgess explained where residents can go for COVID-19 testing and the recent increase in cases.

New Business: None.

Committee Member Reports:

Committeeman Sebastian Donaruma reported that his employer was having him host a virtual booth at the New Jersey League of Municipalities Annual Conference the following week.

Committeeman Craig Repmann thanked the Elks for allowing the use of their field for the Road Rallye and Movie Night and described the events as successful. Deputy Mayor Burgess responded to his question regarding the turn-around time for COVID-19 testing by explaining the options at various facilities.

Deputy Mayor Diane Burgess reported that Governor Murphy had signed a plastic reduction bill into law and explained that the bill's requirements would be phased in over time.

The Township Attorney advised the Committee of the Governor's executive order to allow Municipalities and Counties to shutter non-essential businesses by 8:00 pm and explained the limitations of the executive order. She indicated that the option was not likely to be widely used in Hunterdon and Warren Counties as they were not COVID-19 hotspots.

George Reichert, Office of Emergency Management, explained that his office had also submitted for COVID-19 reimbursement grants.

Mayor Philip Koury reported on the Land Use Board meeting, indicating that it had been held seamlessly and explained that the board would hold one more meeting in December. He requested that the Township Clerk and Township Attorney prepare proclamations to thank Frank and Karen Wardzinski of Bravo! Group Services for their generous donation of two disinfectant sprayers to the Police Department and thank the Elks for their contribution to the Road Rallye and movie night.

Comments from the Public:

No members from the public came forward to speak.

Executive Session:

The Township Attorney explained the need to enter Executive Session, that action could potentially be taken upon return to open session, and that all attendees of the meeting could wait in the Zoom application's Waiting Room except for the Committee, the CFO in his capacity as Human Resources Officer, Captain Snyder as a subject employee, the Township Clerk, and the Township Attorney. Upon questioning by Mr. Benscoter, the Township Attorney explained how to locate information regarding any actions taken by the Town Committee upon return to open session. Upon confirmation of the absence of all but the required attendees, the Township Clerk stopped audio-visual recording of the meeting.

Motion to enter executive session: Repmann Second: Donaruma
All in favor. Motion carried.

Committee entered Executive Session at 8:13 pm.

Topics discussed:

1. Personnel/Contractual – Police Officer-In-Charge Contract – Captain Timothy Snyder
2. Litigation & Attorney/Client Privilege – Settlement Agreement - *Faragella, et al. v. Franklin Township, et al.*, Docket No. HNT-131-20
3. Personnel – Part-Time Floater
4. Contractual/Personnel – Police Department – Offer to Merge with Town of Clinton

Committee exited Executive Session at 8:52 pm.

The Township Clerk resumed audio-visual recording of the meeting.

Action by the Committee:

1. Resolution 2020-54: Authorize Employment Agreement – Officer-In-Charge – Captain Timothy Snyder

Motion to adopt: Donaruma Second: Burgess

Roll call: Burgess (Aye) Donaruma (Aye) Homulak (Absent) Koury (Aye) Repmann (Aye)

2. Resolution 2020-55: Authorize Settlement Agreement - *Faragella, et al. v. Franklin Township, et al.*, Docket No. HNT-131-20

Motion to adopt: Donaruma Second: Burgess

Roll call: Burgess (Aye) Donaruma (Aye) Homulak (Absent) Koury (Aye) Repmann (Aye)

Adjournment

Motion to adjourn: Repmann Second: Burgess

All in favor. Motion carried.

Meeting was adjourned at 8:55 pm.

Prepared by Christine Burke, Township Clerk



Adopted: 12/10/2020