

MINUTES
FRANKLIN TOWNSHIP COMMITTEE
WORK-SESSION/REGULAR MEETING
THURSDAY, DECEMBER 10, 2020
7:30 PM

(Location Changed to Online Application: Zoom - <https://us02web.zoom.us/j/82083644290>)

The meeting was called to order by Mayor Koury at 7:30 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 (present)
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 November 12, 2020 minutes Work Session/Regular Meeting and Executive Session: Burgess Second: Donaruma

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

Payment of Bills

Motion to approve the Bills List: Burgess Second: Donaruma

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

Ordinances: None.

Resolutions:

1. Resolution 2020-57: Resolution Setting the Salaries for Administrative Employees for CY2021

Motion to adopt: Donaruma Second: Burgess

Deputy Mayor Burgess questioned if the salary increases were discussed by the Finance Subcommittee. The CFO explained the resolution and the history of administrative staff salary increases. He indicated that the resolution represents a 2% salary increase that would be budgeted for in CY2021. Upon further

questioning for details the Committee made a motion to table the resolution until additional information could be provided.

Motion to Table: Burgess Second: Repmann All in favor. Motion carried.

2. Resolution 2020-58: Amending Resolution 2019-59: "Governor's Council on Alcoholism and Drug Abuse Fiscal Grant Cycle July 2020-June 2025, Form 1B"

The Municipal Clerk explained that the requested amendment was to an action taken by the Committee the prior year and was a result of the COVID-19 pandemic.

Motion to adopt: Donaruma Second: Burgess

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

3. Resolution 2020-59: Authorize the Release of Performance Bond – Conti Solar, LLC/Quakertown Solar Farm, LLC – 967 Croton Road, Pittstown, NJ – Block 49, Lot 15 – Remaining Amount

Upon questioning by Mayor Koury, the Township Clerk explained that the release was for the remaining amount of the bond and the resolution did not release any escrow money.

Motion to adopt: Burgess Second: Homulak

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

4. Resolution 2020-60: Contract Award – Hunterdon County Cooperative Pricing System for Snow and Ice Control Materials – Morton Salt, Inc. (Rock Salt) – 2020/2021 Season

Upon questioning by Mayor Koury, the Township Clerk explained that the request for purchase authorization had been provided by the Department of Public Works Supervisor.

Motion to adopt: Repmann Second: Donaruma

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

5. Resolution 2020-61: Appointment – Municipal Court Judge – Judge Edward R. Martin – 3 Year Term

Motion to adopt: Donaruma Second: Burgess

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

Upon the conclusion of the roll call, the CFO provided the additional requested information regarding Resolution 2020-57: Resolution Setting the Salaries for Administrative Employees for CY2021.

Motion to adopt Resolution 2020-57: Resolution Setting the Salaries for Administrative Employees for CY2021: Repmann Second: Donaruma

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

Staff Administrative Reports:

CFO: The CFO reported that year-end reconciliations were continuing in preparation of the coming Audit. He updated the Committee on the status of the COVID-19 relief grants that had been applied for.

Administrative: The Township Clerk reported that November had been a quiet month for the Clerk's Office and that year-end and year-beginning procedures continued. She further reported on her attendance at the New Jersey League of Municipalities Annual Conference and the status of acquiring continuing education credits for her Registered Municipal Clerk, Qualified Purchasing Agent and Registrar of Vital Statistics certifications. She indicated that the Township Newsletter had been mailed and that additional copies were available in the Municipal Building. She further indicated that she was in the process of creating the Proclamations that had been requested by the Mayor and those that had been delayed due to the COVID-19 pandemic. Upon questioning by Mayor Koury, the Township Clerk explained that the Land Use Board Clerk's attendance of Land Use Board Clerk classes had been delayed due to the COVID-19 pandemic.

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 compared the activities of the Police Department to prior years, explaining that there had been a significant rise in domestic violence, call volume was the same, and motor vehicle warnings were reduced.

Board of Health: None.

Old Business: None.

New Business:

1. 2021 Re-Organization Meeting and Annual Meeting Schedule
 - a. Resolution 2020-62: Resolution to Adopt the Town Committee 2021 Annual Meeting Schedule

The Township Clerk presented the proposed Town Committee 2021 Annual Meeting Schedule. The Committee briefly discussed the proposed schedule.

Motion to adopt the Town Committee 2021 Annual Meeting Schedule: Burgess Second: Homulak
Roll call: Burgess (Aye) Donaruma (Aye) Homulak (Aye) Koury (Aye) Repmann (Aye)

Committee Member Reports:

Deputy Mayor Diane Burgess reported on her attendance at the New Jersey League of Municipalities Annual Conference. She further reported that COVID-19 cases in Franklin Township had doubled in the past three weeks and provided additional statistics for Hunterdon County. She explained where residents could acquire COVID-19 tests.

Upon questioning by Committeeman Sebastian Donaruma, Deputy Mayor Burgess indicated that there was no benefit to printing seminars from the New Jersey League of Municipalities unless credits were needed for certification renewals.

Committeeman Mike Homulak reported that the Quakertown Fire Company would be holding Santa Runs but social distancing would be maintained due to the COVID-19 pandemic. He further reported that the Fire Company's new ladder truck was in service and that the Fire Company was in the process of training in its use. He indicated that the Fire Company had a new slate of officers and a member of the company would come in for a year-end re-cap of the company's activities.

Mayor Philip Koury reported on the Land Use Board's final meeting of the year, indicating that it had been held seamlessly and explained that all bills and escrows had been paid. He expressed his approval of the Land Use Board's efforts during the year. He further reported that he had been receiving monthly reports from the Department Heads but that some reports would need to be adjusted to provide additional needed information. Deputy Mayor Burgess requested that all Department Head reports be forwarded to the entire Committee.

Comments from the Public:

Richard Ramalho, 18 Spring Hill Road, indicated that the Township would be receiving an invoice from Maser Consulting for work done for him that he had not provided any Escrow for. He further indicated that he would be dropping off a check at the Township Municipal Building to provide payment for that work. He expressed his approval of the new Township Engineers.

Mayor Koury offered George Reichert, Office of Emergency Management, an opportunity to speak. Mr. Reichert indicated that he did not have anything to report.

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, the Township Clerk, and the Township Attorney. 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: Donaruma Second: Repmann
All in favor. Motion carried.

Committee entered Executive Session at 8:12 pm.

Topics discussed:

1. Attorney/Client Privilege – Possible Land Acquisition
2. Attorney/Client Privilege & Contractual – Emergency Medical Services Funding

Committee exited Executive Session at 9:31 pm.

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

Action by the Committee:

Motion to authorize Township Attorney to send a letter as discussed in executive session: Donaruma

Second: Repmann

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

Adjournment

Motion to adjourn: Donaruma Second: Burgess

All in favor. Motion carried.

Meeting was adjourned at 9:33 pm.

Prepared by Christine Burke, Township Clerk



Adopted: 12/29/2020