

MINUTES  
FRANKLIN TOWNSHIP COMMITTEE  
YEAR END MEETING  
THURSDAY, DECEMBER 29, 2020  
9:00 AM

(Location: Online Application: Zoom - <https://us02web.zoom.us/j/85733930812>)

The meeting was called to order by Mayor Koury at 9:02 am. 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  
Alan Dilley, Department of Public Works Supervisor  
Captain Timothy Snyder, Police Department

Comments from the Public on Agenda Items Only:

No one from the public spoke regarding Agenda Items.

Commendations:

1. Commendatory Resolution 2020-63: Clinton Elks Lodge 2434 For Their Support and Kindness to the Township of Franklin
2. Commendatory Resolution 2020-64: Lora Jones and Rural Awareness, Inc. For Their Efforts to Coordinate the Historical Treasures Road Rallye Tour in Celebration of Franklin Township's Dodrans-Bicentennial Anniversary
3. Commendatory Resolution 2020-65: The Honorable August Wilhelm Knispel For His Service and Life-Long Dedication to the Township of Franklin – November 28, 1927 to March 25, 2020
4. Commendatory Resolution 2020-66: Frank and Karen Wardzinski of Bravo! Group Services For Their Generous Donation to the Franklin Township Police Department and the Quakertown Fire Company

Motion to approve Commendatory Resolutions 2020-63 through 2020-66: Donaruma

Second: Repmann

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

Upon request by Committeeman Repmann, Mayor Koury agreed to have the approved Commendatory Resolutions printed on certificate paper for the recipients to display. The Municipal Clerk indicated that the printed size of the Commendatory Resolutions would require an additional purchase of appropriately sized certificate paper and cause a delay in distribution.

Approval of Minutes

Motion to approve the December 10, 2020 minutes Work Session/Regular Meeting and Executive

Session: Repmann Second: Donaruma

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

Payment of Bills

Motion to approve the Bills List: Homulak Second: Burgess

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

Ordinances: None.

Resolutions:

5. Resolution 2020-67: Proclamation/Resolution Supporting the *Drive Sober or Get Pulled Over 2020 Year End Holiday Crackdown*

Captain Snyder explained the need for the resolution in response to a grant application submission.

Motion to adopt: Donaruma Second: Homulak

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

6. Resolution 2020-68: Refund Tax Overpayment – Disabled Veteran – 12 Nixon Farm Road – Block 36, Lot 15.07

The CFO explained that the homeowner had completed the application process for a 100% Disabled Veteran Tax Exemption with the Tax Assessor. The Municipal Attorney further explained that a 100% Disabled Veteran does not pay property taxes.

Motion to adopt: Burgess Second: Donaruma

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

7. Resolution 2020-69: Resolution Requesting Approval of Items of Revenue and Appropriation – NJS 40A:4-87 – County CARES Grant

The CFO explained the State requirement for the resolution and that the delay in presenting the resolution was based upon the late receipt of the grant payment from the County.

Motion to adopt: Homulak Second: Repmann

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

8. Resolution 2020-70: CY2020 Budget Appropriation Transfer

The CFO explained that the resolution was part of the year end housekeeping of the Township's CY2020 Budget. He further explained the details of each line-item transfer.

Motion to adopt: Donaruma Second: Homulak

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

Staff Administrative Reports:

**DPW:** Alan Dilley, Department of Public Works Supervisor, was invited to speak regarding the status of the Department of Public Works but was unavailable to make comments. Committeeman Repmann explained that Mr. Dilley was experiencing technical difficulties maintaining audio connection to the meeting.

**Police:** Captain Snyder commended the efforts of Patrolman Kevin Richards in utilizing his training in NARCAN to save the life of an individual that needed assistance in the Hampton Inn parking lot. Said efforts have resulted in the second life saved by the patrolman this year.

**CFO:** The CFO reported on the year end procedures of the Finance Department and indicated that the Township's processes were improving. He further reported upon the preparations of the CY2021 Budget.

**Administrative:** The Township Clerk reported that the Clerk's Office continued year-end and Re-Organization preparations.

Board of Health: None.

Old Business: None.

New Business: None.

Committee Member Reports:

Deputy Mayor Diane Burgess reported that COVID-19 cases in Franklin Township had increased significantly since November but appeared to be slowing down. She further reported that the approved vaccine had been received at the medical center and would be distributed to medical personnel first. The Deputy Mayor and Township Attorney indicated that the vaccine being distributed was developed by Moderna.

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, the DPW Supervisor, Captain Snyder, 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: Homulak Second: Burgess  
All in favor. Motion carried.

Committee entered Executive Session at 9:19 am.

**Topics discussed:**

1. Attorney/Client Privilege – Possible Land Acquisition
2. Attorney/Client Privilege & Contractual – Lease of Township Property – Quakertown Volunteer Emergency Medical Services (QVEMS)

Committee exited Executive Session at 10:47 am.

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

**Action by the Committee:**

Motion to proceed with actions discussed in executive session: Homulak Second: Burgess  
Roll call: Burgess (Aye) Donaruma (Aye) Homulak (Aye) Koury (Aye) Repmann (Aye)

**Adjournment:**

All parties left the meeting, and the meeting was adjourned at 10:49 am.

Prepared by Christine Burke, Township Clerk

  
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Adopted: 01/07/2021