

MINUTES
FRANKLIN TOWNSHIP COMMITTEE
WORK-SESSION/REGULAR MEETING
THURSDAY, DECEMBER 09, 2021
7:30 PM

(Location Changed to Online Application: Zoom - <https://us02web.zoom.us/j/84815623118>)

The meeting was called to order by Mayor Koury at 7:31 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 (Lavery, Selvaggi, Ambromitis & Cohen)
Christine Burke, Municipal Clerk
Cameron Keng, Chief Finance Officer/Human Resources Officer
Captain Timothy Snyder, Police Department
George Reichert, Office of Emergency Management
Mike Chabra, Project Manager, New Municipal Building

Comments from the Public on Agenda Items Only:

No one from the public spoke regarding Agenda Items.

Mayor Koury amended the agenda to proceed with the New Business Discussion Item regarding roaming Guinea hens and other domestic animals.

New Business:

1. Discussion Item: Roaming Guinea Hens and other domestic animals.

Marty Campanelli, a resident of Quakertown Road, explained that guinea hens had become a nuisance around her property and were affecting her sheep. She indicated that the Township did not have any ordinances in place to offer immediate relief and that any nuisance complaints would have to go through the court, which would take time while the nuisance animals continued to cause damage. She offered examples of immediate relief ordinances from other municipalities and additional examples of the birds' nuisance behavior, citing road safety and property damage.

Mayor Koury explained his contact with Ms. Campanelli and the Zoning Officer. Upon questioning by Deputy Mayor Burgess, Ms. Campanelli explained that she had directly contacted her neighbor who owns the birds, but the neighbor refused to address the issue. Ms. Campanelli also indicated that she had submitted a complaint through the court. The Township Attorney explained that Hunterdon County did not have a shelter for residents to bring nuisance animals to and advised the Committee of various mechanisms utilized to control nuisance animals such as fines and restrictions on where animals could be allowed. The Township Attorney offered to send a letter to the neighbor but advised that the

situation was really a neighbor dispute. Carolyn Murphy, an animal control officer in Hunterdon County, offered advice regarding State laws utilized to control nuisance animals. Upon Ms. Campanelli's request, Ms. Murphy agreed to send copies of the State Laws to the Township who would forward them to Ms. Campanelli.

Proclamations & Presentations: None.

Approval of Minutes

Motion to approve the November 11, 2021, minutes Work-Session/Regular Meeting & Executive

Session: Repmann

Second: Homulak

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

Payment of Bills

The CFO indicated that the Bills List did not contain any special items.

Motion to approve the Bills List: Repmann Second: Homulak

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

Ordinances:

1. Public Hearing and Final Adoption of Ordinance 2021-12: An Ordinance of the Township of Franklin, in the County of Hunterdon, New Jersey, Providing for Various Capital Improvements and Related Expenses in and for the Township of Franklin and Appropriating \$215,000.

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

No members of the public came forward to speak.

The CFO explained that the ordinance contains the matching grant from the Department of Transportation.

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

Motion to adopt: Donaruma Second: Burgess

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

Resolutions:

2. Resolution 2021-49: Authorizing Execution of Shared Service Agreement for Joint Court Services with the Municipal Court of East Amwell and Delaware Townships
3. Resolution 2021-50: Amending Resolution 2019-59: "Governor's Council on Alcoholism and Drug Abuse Fiscal Grant Cycle July 2020-June 2025, Form 1B"
4. Resolution 2021-51: Authorizing the Use of the Public Rights-Of-Way by Planet Networks, Inc.

Motion to adopt Resolutions 2021-49, 2021-50 and 2021-51 in bulk: Donaruma Second: Burgess

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

1. Resolution 2021-48: Setting the Salaries for Administrative Employees for CY2022.

Deputy Mayor Burgess requested that the Land Use Board Clerk line item be removed from the resolution as that salary is set by the Land Use Board.

Motion to remove the Land Use Board Clerk line item from the resolution: Burgess
Second: Homulak

Motion to adopt as amended: Burgess Second: Homulak
Roll call: Burgess (Aye) Donaruma (Aye) Homulak (Aye) Koury (Aye) Repmann (Aye)

Staff Administrative Reports:

Police: Captain Snyder reported on the November monthly activities of the Police Department, specifying background investigations, other investigations, domestic violence incidents, arrests, motor vehicle warnings, tickets, accidents, radio calls, animal complaints, property checks, and others.

CFO: The CFO reported that the financial year was coming to an end and that he had started to prepare for the annual Audit.

Administrative: The Township Clerk reported that the Clerk's Office was working on closing out the current year and preparing for the new year.

OEM: George Reichert reported that it had been mostly quiet in the Township.

BOE: James Witkowski reported that the school had nothing new to report and that the school was experiencing relatively low cases of COVID-19.

Board of Health: None.

Old Business:

1. Discussion Item: 2022 Municipal Building Annual Holiday Calendar

The Committee accepted the 2022 Municipal Building Annual Holiday Calendar as prepared by the Municipal Clerk. The Municipal Clerk explained that the calendar did not contain any special requests and follows the standard holiday schedule.

2. Cannabis Implementation into the Current Zoning Ordinance.
a. Possible Ordinance Introduction

Mayor Koury explained that the Committee did not wish to rush this topic. The Township Attorney explained Land Use Board procedures regarding ordinance revision, that there was no rush to complete this ordinance and that the topic would be revisited in January.

3. Lot Consolidation and Variance Plan Preparation, Lot 12, Block 36 – 326 Quakertown Road
 - a. Hunterdon Land Trust and other sell-off options

Mayor Koury explained that the lot was unbuildable, and that Hunterdon Land Trust had expressed interest in acquiring it. The Township Attorney explained the location of Hunterdon Land Trust in relation to the lot, advised the Committee on the rules and laws regarding selling undersized lots, and reminded the Committee that the lot was already off the tax rolls. Committeeman Homulak questioned why a neighbor would choose to pay for a property that can't be built upon and would increase their taxes. The Township Attorney explained how the lot would merge with the property already owned by Hunterdon Land Trust and indicated that she would respond to Hunterdon Land Trust by asking how much they were willing to offer for the lot.

4. New Municipal Building (43 Lower Landsdown Road) – Status Update

Committeeman Homulak reported that the Township had hired Mike Chabra as Project Manager and that he had begun seeking an architect. He advised the Committee that the proposals received were more expensive than anticipated. The Project Manager explained difficulties in acquiring proposals, that amounts were higher than anticipated, and that he was leaning towards a lower cost architect. He further explained that he felt the project was behind schedule based upon the Committee's desired deadline. Committeeman Repmann explained that though prices were higher than anticipated, they also seemed correct for the type of project. The Committee discussed options to seek additional proposals and questioned if there was any benefit to postponing the project completion deadline. The Committee, Township Attorney and Project Manager discussed the currently received proposals and the process of selecting and appointing an architect. The Project Manager supplied the Committee with a summary of the proposals but expressed reluctance to discuss specific details until the Committee was ready to proceed. Upon Committeeman Homulak's request to proceed in selecting an architect, the Township Attorney indicated that she would prepare a resolution for the Year-End Meeting. Committeeman Repmann recommended beginning to schedule meetings with the selected architect. The Project Manager advised the Committee that he would next be scheduling meetings with the staff regarding their specific needs. The Township Attorney advised that he should also speak with the Township's insurance company. Upon Committeeman Donaruma's advice to contact the Department of Corrections regarding the police department, Captain Snyder indicated that the Project Manager could direct questions through him.

New Business:

1. Discussion Item: Roaming Guinea Hens and other domestic animals.

Topic was moved to earlier in the meeting.

Committee Member Reports:

Committeeman Donaruma questioned the Township's Ordinances regarding short-term rentals, including the rental of properties for social events. He explained that Alexandria Township had experienced difficulties with a house being rented for a party that resulted in parking cars at a local park and busing to the location. The Township Attorney explained various instances of short-term rentals

and efforts by some municipalities to control large gatherings without stifling family social events such as weddings and family reunions. Upon questioning by the Committee, Captain Snyder indicated that such events had not become a problem in the Township.

Deputy Mayor Burgess updated the Committee on the status of the Sustainable Jersey Recertification application, indicating that the Township was ten points away from acquiring recertification and was granted an extension until Friday to provide missing documentation. She indicated that the Township's Natural Resource Inventory needed to be updated and had requested that the Township Clerk and CFO seek quotes so that grants could be sought. She updated the Committee on the status of the COVID-19 pandemic, indicating that cases and hospitalizations were increasing. She reported on the availability of grants for the installation of electric vehicle charging stations and the results of her attendance at the NJLM Annual Conference.

Committeeman Homulak reported on the results of the Quakertown Fire Company elections and briefly mentioned the roster of officers. He reported that the Emergency Services and Fire Company had recently been called to a serious motor vehicle accident, indicating that it was a difficult situation and requested that the responders be kept in everyone's thoughts and prayers.

Committeeman Repmann indicated that he did not have anything additional to report but that he had comments for the Executive Session.

Mayor Koury reported that Lora Jones had provided an update on the status of compiling the new book, "Franklin as We Were" and shared a screen capture of the cover. He indicated that the book was not yet complete, and that Lora Jones had requested that the cost be included in the 2022 Budget. The CFO explained how best to proceed and that the budgeting cost could go into the next year. Mayor Koury reported that the Land Use Board would not meet again until the new year.

Mayor Koury provided a status update on the County's efforts to repair the bridges on Sidney Road and Landsdown Road. He indicated that the Sidney Road Bridge should be completed by Christmas or Year End and that the repairs were being conducted by a third-party contractor. He further indicated that the Landsdown Road Bridge repairs were delayed due to a backorder on steel, that work shall commence once the steel is in stock, and that the County would be conducting the repairs. He explained that the winter season would not delay repairs unless there was extreme weather.

Comments from the Public:

James Witkowski, Board of Education, advised the Committee of the importance of the involvement of an architect in the New Municipal Building Project.

Executive Session:

The Township Attorney explained the need to enter Executive Session, that action could be taken, and that all attendees of the meeting could wait in the Zoom application's Waiting Room except for the Committee, the CFO/Human Resources Officer, 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: Repmann Second: Burgess
All in favor. Motion carried.

Committee entered Executive Session at 9:07 pm.

Topics discussed:

1. Contractual & Attorney/Client Privilege – Quakertown Volunteer Emergency Medical Services (QVEMS) Lease
2. Contractual – Professional Services
 - a. Township Attorney
 - b. Township Planner, Auditor and Bond Counsel
 - c. Animal Control
3. Personnel – Administrative

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

Committee exited Executive Session at 10:20 pm.

Motion to exit executive session and resume regular meeting: Donaruma
Second: Homulak All in favor. Motion carried.

The Township Attorney explained the topics discussed in Executive Session and that minutes would become available once the need for confidentiality was no longer required.

Action by the Committee:

Motion to reappoint all Professionals: Donaruma Second: Burgess
Roll call: Burgess (Aye) Donaruma (Aye) Homulak (Aye) Koury (Aye) Repmann (Aye)

Motion to extend the offer to the candidate as discussed in Executive Session for the amount discussed in Executive Session: Homulak Second: Donaruma
Roll call: Burgess (Aye) Donaruma (Aye) Homulak (Aye) Koury (Aye) Repmann (Aye)

Adjournment:

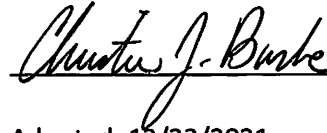
Mayor Koury reminded those present that the Township's Year-End Meeting would take place on December 23rd, 2021 at 9:00 AM online via the Zoom application.

Motion to adjourn: Repmann Second: Unrecorded

All in favor. Motion carried.

Meeting was adjourned at 10:22 pm.

Prepared by Christine Burke, Township Clerk



Adopted: 12/23/2021