

MINUTES  
FRANKLIN TOWNSHIP COMMITTEE/BOARD OF HEALTH  
RE-ORGANIZATION & REGULAR MEETING  
THURSDAY, JANUARY 4, 2024  
7:30 PM

**Franklin Township Municipal Building, 202 Sidney Road, Pittstown, NJ 08867**

The meeting was called to order by the Township Clerk at 7:30 pm. The Township Clerk read the Open Public Meetings Act (OPMA) Statement and led the flag salute.

**Oath of Office: Newly Elected and Re-Elected Committee Members:**

County Commissioner Susan Soloway administered the oath of office to newly elected Committee Member, Alexa Tarby, in the presence of family, friends, and other members of the Township Committee.

**Roll Call:** Sebastian Donaruma (present) Michael Homulak (present)  
Craig Repmann (present) Deanna Seiple (absent) Alexa Tarby (present)

**Also present:** Igor Bykov, Attorney (Lavery, Selvaggi, Abromitis & Cohen)  
Christine Burke, Municipal Clerk  
Susan Soloway, County Commissioner  
Philip Koury, former Mayor/Committeeman

**Nominations and Appointment of Mayor for Year 2024:**

The Municipal Clerk called for nominations for the office of Mayor.

**Motion to nominate Michael Homulak as Mayor for Year 2024:** Repmann            Second: Donaruma  
No additional nominations were made.

**Roll call:** Donaruma (Aye) Homulak (Aye) Repmann (Aye) Seiple (Absent) Tarby (Aye)

Mayor Homulak now presides.

**Nominations and Appointment of Deputy Mayor for Year 2024:**

Mayor Homulak called for nominations for the office of Deputy Mayor.

**Motion to nominate Sebastian Donaruma as Deputy Mayor for Year 2024:** Repmann            Second: Tarby  
No additional nominations were made.

**Roll call:** Donaruma (Aye) Homulak (Aye) Repmann (Aye) Seiple (Absent) Tarby (Aye)

The Township Attorney administered the oath of office to Mayor Michael Homulak and Deputy Mayor Sebastian Donaruma.

Mayor Homulak explained how the evening's agenda would proceed.

**Comments from the Public on Agenda Items Only:**

No one from the public spoke regarding Agenda Items.

**Resolutions:**

Mayor Homulak requested to adopt the annual re-organization resolutions in bulk except for Resolutions 2024-05 and 2024-06.

1. Resolution 2024-01: Resolution to Designate Official Newspapers for Legal Notices
2. Resolution 2024-02: Resolution to Designate the Depositories for Municipal Funds
3. Resolution 2024-03: Resolution to Designate Signatures on Municipal Checks
4. Resolution 2024-04: Resolution Authorizing the Award of Contract for Various Professional Services

and

6. Resolution 2024-07: Resolution to Fix the Interest Rate Charged for Non-Payment of Taxes or Assessments Subject to Any Abatement or Discount for the Late Payment of Taxes
7. Resolution 2024-08: Resolution Authorizing the Tax Collector to Cancel Refunds and/or Delinquencies of Less Than \$10.00
8. Resolution 2024-09: Resolution Authorizing the Municipal Attorney, Tax Attorney and/or the Tax Assessor to File Tax Appeals with the Hunterdon County Board of Taxation Concerning Those Properties Wherein Errors were Made.
9. Resolution 2024-10: Resolution Requiring Claimant Certifications on Certain Types of Transactions
10. Resolution 2024-11: Resolution Appointing Public Agency Compliance Officer (PACO)
11. Resolution 2024-12: Resolution Adopting CY2023 Temporary Budget
12. Resolution 2024-13: Green Team Advisory Committee
13. Resolution 2024-14: Sustainable Land Use Pledge (Re-Affirmation)

Motion to adopt Resolutions 2024-01 through 2024-04 and 2024-07 through 2024-14: Donaruma  
Second: Repmann

Roll call: Donaruma (Aye) Homulak (Aye) Repmann (Aye) Seiple (Absent) Tarby (Aye)

5. Resolution 2024-05: Resolution Appointing Various Municipal Positions
6. Resolution 2024-06: Resolution Appointing Various Municipal Positions – Boards and Commissions

Mayor Homulak thanked the Township Clerk for assisting in organizing the annual appointments and read the subcommittee appointments as listed on Resolution 2024-05. Mayor Homulak explained that he wished to continue with the re-appointment of Christopher Vallat as Office of Emergency Management (OEM) Coordinator, would appoint Ken Mandoli as the Deputy Emergency Management Coordinator to the currently listed deputy position, and include George Reichert and Chief Timothy Snyder as additional deputies.

Mayor Homulak further indicated that he wished to appoint Frederick Roll, Department of Public Works (DPW) Supervisor, to the Class II position of the Land Use Board (LUB) and Philip Koury to the vacant, unexpired Class IV position of the Land Use Board (LUB).

Motion to adopt Resolutions 2024-05 and 2024-06 as amended by Mayor Homulak: Donaruma

Second: Tarby

Roll call: Donaruma (Aye) Homulak (Aye) Repmann (Aye) Seiple (Absent) Tarby (Aye)

Comments from Mayor and Committee:

Mayor Homulak thanked the Township Committee for the opportunity to lead the committee, thanked the Township Clerk for her assistance with the re-organization, and welcomed Alexa Tarby to the Township Committee. He further expressed his approval for the return of the Township Committee meetings to the Municipal Building and thanked the Franklin Township School for allowing the Township Committee to hold their meetings at the school the prior year. He explained that it was difficult to hear in the room provided at the school. He further explained that he anticipated moving the meetings to the New Municipal Building by the end of the year. He thanked former Mayor Philip Koury for his service to the Township.

Deputy Mayor Donaruma echoed Mayor Homulak's comments and welcomed Alexa Tarby to the Township Committee.

Committeewoman Tarby expressed her appreciation for the opportunity to serve with the Township Committee and indicated that she was looking forward to serving the Township.

Committeeman Repmann echoed Mayor Homulak's comments and thanked the Township Clerk for her efforts.

Adjournment:

Motion to adjourn the Reorganization Meeting at 7:46 pm to convene the Re-Organization Meeting of the Board of Health: Repmann Second: Donaruma All in favor. Motion carried.

Board of Health:

The meeting was called to order by Chairman Homulak at 7:46 pm. Chairman Homulak read the Open Public Meetings Act (OPMA) Statement.

Roll Call: Sebastian Donaruma (present) Michael Homulak (present)  
Craig Repmann (present) Deanna Seiple (absent) Alexa Tarby (present)

Also present: Igor Bykov, Attorney (Lavery, Selvaggi, Abromitis & Cohen)  
Christine Burke, Municipal Clerk  
Susan Soloway, County Commissioner  
Philip Koury, former Mayor/Committeeman

Mayor Homulak explained that the Township Committee is also the Board of Health.

Resolutions:

1. BOH Resolution 2024-01: Annual Meeting Notice

Motion to adopt: Donaruma      Second: Repmann

Roll call: Donaruma (Aye)   Homulak (Aye)   Repmann (Aye)   Seiple (Absent)   Tarby (Aye)

Approval of Minutes: None.

Public Hearings: None.

Action by the Committee – if necessary: None.

Adjournment:

Motion to adjourn the Board of Health Meeting: Repmann                      Second: Donaruma

All in Favor. Motion carried.

The Board of Health Meeting was adjourned at 7:47 pm.

Motion to convene the Township Committee Work-Session/Regular Meeting: Repmann   Second: Donaruma  
All in Favor. Motion carried.

Work-Session/Regular:

The meeting was called to order by Mayor Homulak at 7:47 pm. Mayor Homulak read the Open Public Meetings Act (OPMA) Statement.

Roll Call:            Sebastian Donaruma (present)   Michael Homulak (present)  
                         Craig Repmann (present)   Deanna Seiple (absent)   Alexa Tarby (present)

Also present:    Igor Bykov, Attorney (Lavery, Selvaggi, Abromitis & Cohen)  
                         Christine Burke, Municipal Clerk  
                         Susan Soloway, County Commissioner  
                         Philip Koury, former Mayor/Committeeman

Proclamations & Presentations: None.

Approval of Minutes:

The Township Committee tabled the approval of the December 28, 2023, Executive Session Minutes due to lack of quorum for approval. Committeeman Repmann explained that he was not present at the December 28<sup>th</sup> Executive Session.

Motion to approve the December 28, 2023, Year End Meeting minutes: Repmann

Second: Donaruma

Roll call: Donaruma (Aye)   Homulak (Aye)   Repmann (Aye)   Seiple (Absent)   Tarby (Abstain)

Payment of Bills: None.

Ordinances: None.

Resolutions:

Mayor Homulak requested to adopt Resolutions 2024-15, 2024-17 and 2024-18 in bulk.

1. Resolution 2024-15: Resolution Re-Appointing Tax Collector  
and
3. Resolution 2024-17: Statewide Insurance Fund (SIF) – Resolution to Join (Renew) the Fund – 2024-2027.
4. Resolution 2024-18: Tax Sale Redemption of Lienholder – Certificate #21-00009 – Block 49, Lot 31 – Route 12.

Motion to adopt Resolutions 2024-15, 2024-17 and 2024-18: Repmann

Second: Tarby

Roll call: Donaruma (Aye) Homulak (Aye) Repmann (Aye) Seiple (Absent) Tarby (Aye)

2. Resolution 2024-16: A Resolution of the Township of Franklin, County of Hunterdon, State of New Jersey, Authorizing the Hunting Lease of Certain Property Owned by the Township and Not Required for Public Purposes, Pursuant to N.J.S.A. 40A:12-14 Et Seq.
  - a. Block 5, Lots 2 & 3 (approximately 11 acres), more commonly known as the municipal property behind the Cracker Barrel.

Mayor Homulak explained that the resolution authorizes the Township to accept bids for a hunting lease on the Township property behind the Cracker Barrel restaurant. The Township Committee briefly discussed the inclusion of a minimum bid amount and retained the minimum bid amount of \$500. The Township Committee further discussed how the hunting lease would be affected by the contract with the affordable housing developer, Ingerman, for the same property. Topics discussed included the length of the lease contract, the ability to cancel the lease contract with a thirty-day notice and a prorated refund, and a brief status update on Ingerman's progress toward getting water and sewer approval for the affordable housing development project. Mayor Homulak explained that the bids would be received by 10:00 AM on January 25<sup>th</sup> with an award date of February 8<sup>th</sup>. Upon questioning by Committeewoman Tarby, the Township Committee and Township Attorney explained that the bid notice would be published in the newspaper and placed on the Township website. It was also explained that the bidding documents would also be published on the Township website and available in the Clerk's Office.

Motion to adopt Resolution 2024-16: Donaruma

Second: Repmann

Roll call: Donaruma (Aye) Homulak (Aye) Repmann (Aye) Seiple (Absent) Tarby (Aye)

Old Business: None.

New Business: None.

**Committee Member Reports:**

Mayor Homulak indicated that he did not have anything to report other than his efforts to address the appointments.

Deputy Mayor Donaruma reported that the Police Department had not received any additional burglary reports and that he had requested that Chief Snyder submit information that could be email blasted to Township subscribers and posted on the Township website.

Committeeman Repmann provided a brief update on the progress of the New Municipal Building Renovations Project, specifying the status of the Heating, Ventilation and Air Conditioning (HVAC) system and that construction permits had been issued. He further reported on the Township's affordable housing project behind the Cracker Barrel Restaurant, indicating that the Township Attorney and Ingerman had submitted a letter to the Town of Clinton for water service to the site. Upon questioning by the Township Attorney, he indicated that there was no new information on the status of the New Municipal Building generator. Deputy Mayor Donaruma explained that the acquisition and installation of the generator would not hold up work progress on the site.

**Comments from the Public:**

Bruce Tarby, 115 Old Franklin School Road, questioned if the hunting lease was only open to residents of the Township or if anyone could submit a bid. The Township Committee indicated that the bid was open to everyone. The Township Attorney explained that restricting bidders would be a violation of the bidding process.

Suzanne Sollner-Figler, 214 Sidney Road, questioned if the Township's tennis courts could be repaired based on rising interest in pickleball and questions she had received from younger people. Mayor Homulak and Deputy Mayor Donaruma explained that the cost of repairs was prohibitive, citing over \$100,000 to fully repair the tennis courts and over \$40,000 to \$50,000 to repair them without the fence. County Commissioner Susan Soloway commented that the County would soon be offering grant opportunities to municipalities for recreation projects.

**Executive Session: None.**

**Action by the Committee: None.**

Adjournment:

Motion to adjourn: Repmann Second: Donaruma

All in favor. Motion carried.

Meeting was adjourned at 8:02 pm.

Prepared by Christine Burke, Township Clerk

  
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Adopted: 01/25/2024