

**MINUTES**  
**FRANKLIN TOWNSHIP COMMITTEE**  
**WORK SESSION**  
**THURSDAY, MAY 11, 2017**  
**7:30 P.M.**

The Franklin Township Committee held a work session at **7:30 P.M., Thursday, May 11, 2017** at the Municipal Building. This meeting has been properly noticed in accordance with the Open Public Meetings Act.

Mayor Kathryn Blew called the meeting to order and led the flag salute.

Roll Call: Diane Burgess PRESENT Craig Repmann PRESENT Susan Soloway PRESENT  
Joseph Darocha PRESENT Kathryn Blew PRESENT

Also present: Katrina L. Campbell, Municipal Attorney

Some others present: Lt. Timothy Snyder, Lora Jones, Matt Papenfuhs

**Comments from the public:** Lora Jones address the Township Committee on an **open space** issue. She is requesting that the Committee send a letter to the CADB and the SADC approving inclusion of the Haskell property, Block 24 Lot 27 in the Agriculture Development Area (ADA). Also, she is seeking letters of support for the Haskell and Michisk (Block 43 Lot 22 and Block 44 Lot 5) for Municipal PIG program (Haskell) and County PIG program (Michisk).

**Consent Agenda**

All matters listed under the Consent Agenda are considered to be routine by the Township Committee and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired that item will be removed from the Consent Agenda and will be considered separately.

Moved Burgess Second Soloway

Approval of Bills for Payment

Current Fund Expenditures	\$ 225.75
Current Fund Expenditures	\$37,815.97
Fair Housing	\$ 29.00
Driveway Trust	\$ 191.50
Dog Regulation Account	\$ 518.00
TOTAL	\$38,780.22

Approval of Minutes April 27, 2017 Regular Meeting & Executive Session

Roll Call Vote: Burgess AYE Repmann AYE Soloway AYE Darocha AYE Blew AYE

Motion carried.

Stan Prater, JCP&L representative, introduced himself to the Township Committee and wanted to be sure everyone is receiving his emails regarding power outages and service. The Municipal Clerk will send Mr. Prater some emails to add to his notification list. He also reported that tree trimming will begin sometime mid-July to August and the contractors will be in with the required notifications.

- [Public Safety \(PD, Fire, EMS, OEM, Court, Health\): Darocha & Blew](#)

No Raffle Application has been submitted as of this date.

Lt. Tim Snyder addressed the Township Committee regarding his monthly report including but not limited to: summonses, investigations, arrests, motor vehicle warnings. One hundred and five summons attributed to the distracted driving grant. He also reported on classes attended by two of the officers: Officer Richards – heavy truck enforcement and Sgt. Oliveira – State Police internal affairs. Interviews for Class 2 officers were conducted and final interviews were conducted with Deputy Mayor Darocha. Recommendations: offer employment as a Class 2 special officer to Steven Beam and sponsor Erik Eccles at the Essex County Police Academy. The Township Committee discussed the possibility of paying for Mr. Eccles to attend the academy at a cost of \$2,100.00. It was noted that the employment ad indicated applicants would need to pay their own way. However, the Committee is hiring one applicant who has already gone through the academy at no cost to the township and in a short period of time the \$2,100 investment will provide the township with 2 certified officers. The municipal attorney suggested the Committee have an agreement regarding paying for the academy and terms under which it would need to be reimbursed to the township. As special officers, they would only come in on an as-needed basis. Since the academy starts on June 1, a decision on the funding needs to be made relatively soon in order for Mr. Eccles to enroll.

Motion to hire Steven Beam, fully certified, as a Class 2 Officer, for the Franklin Township Police Department at \$20.00 per hour.

Moved Darocha Second Burgess

Roll Call Vote: Burgess AYE Repmann AYE Soloway AYE Darocha AYE Blew AYE

Motion carried.

Motion to sponsor Erik Eccles to attend the Essex County Police Academy for Class 2 training at a cost of \$2,100.00 to be disbursed from the Police Department budget. Mr. Eccles shall be obligated to work for Franklin Township for one (1) year from the date of graduation. Should Mr. Eccles not successfully complete the academy program for Class 2 certification he shall reimburse the township for all costs associated with said training .

Moved Darocha Second Repmann

Roll Call Vote: Burgess AYE Repmann AYE Soloway AYE Darocha AYE Blew AYE

Motion carried.

Deputy Mayor Darocha suggested that Lt. Snyder arrange to have both Steven Beam and Erik Eccles attend the next meeting at which time Steven Beam will be sworn in.

Lt. Snyder also presented the Township Committee with a resolution of support for the Click It or Ticket grant. This resolution just came in late this afternoon to the Police Department and, therefore, was not on the agenda.

Motion to [Adopt Resolution 2017 – 38](#) Supporting the Click It or Ticket Mobilization of May 22 – June 4, 2017.

Moved Soloway

Second Repmann

Roll Call Vote: Burgess AYE Repmann AYE Soloway AYE Darocha AYE Blew AYE

Motion carried.

**QFC Snow Plow Agreement:** This matter for contract negotiations will be discussed in executive session along with other matters pertaining to litigation and personnel.

Diane Burgess will attend the Fire Chief's Association meeting on May 31.

- **Department of Public Works: Repmann & Darocha**

Alan Dille, Supervisor DPW, addressed the Township Committee on the matter of trees. While there is some concern about the **Emerald Ash Borer**, there are no ordinances or policies relating to hazardous **trees in the right of way**. The ash borer could destroy all the ash trees in New Jersey. There are ash trees and oak, a lot of which are dead, along our right of way. If a resident calls about a hazardous tree, what is our procedure? It was suggested other municipalities be contacted for their ordinance and/or policy. Most of the trees the DPW has dealt with lately have been those in close proximity to wires. JCP&L would have to drop a tree to below the wire but you're still left with the tree. The municipal attorney addressed another way to limit the township's exposure and that would be to have a forestry plan in place. Diane Burgess will look into a grant she believes we could apply for this purpose. The Committee also discussed Spanner providing the County services as their Forester and Diane Burgess will look into this to see if Franklin Township could also use his services as the township's Forester.

**Drug and Alcohol Testing:** The township needs to reactivate the agreement with Ambassador Services in order to have them do the scheduling for random drug and alcohol testing. Ms. Campbell will call Caroline Conboy, our Risk Manager, to discuss this.

- **Land Use (Land Use Board, Open Space, Planning, Zoning, Construction, Environmental):  
Burgess & Soloway**

Motion to support an amendment to the Agriculture Development Area (ADA) by both the SADC and CADB request for expansion of the ADA for property in the Township of Franklin known as Block 24 Lot 27.

Moved Burgess Second Soloway All in favor. Motion carried.

The Township Committee will consider at the May 25<sup>th</sup> meeting the Open Space request to participate in a Municipal PIG, Haskell property Block 24 Lot 27, and a County PIG, Michisk property Block 43 Lot 22 and Block 44 Lot 5.

- **Finance, Administration, Insurance, HR/Benefits: Soloway & Burgess**

**Verizon:** Deputy Mayor Joe Darocha will meet with Diane Enright at the Municipal Building to discuss the proposal for placing a cell tower on municipal property (Municipal Building). The Municipal Clerk will contact Ms. Enright for a mutually agreeable date and time.

**Reminders:** Public Hearing on the Municipal Budget, May 25  
Public Hearing on Ordinance 2017 – 02 Environmental Commission, May 25  
Public Hearing on Ordinance 2017 – 04 Mandatory Direct Deposit, May 25

The Tax Collector position needs to be discussed in executive session.

The reverse auction was held today, May 11, 2017 for electric energy services. The two (2) year agreement the municipality has with EMEX needs to be renewed.

Motion to **Adopt Resolution 2017 – 37** and authorize the Mayor to sign the EMEX Energy Agreement for the period August 17, 2017 thru August 19, 2019.

Moved Darocha Second Soloway

Roll Call Vote: Burgess AYE Repmann AYE Soloway AYE Darocha AYE Blew AYE

Motion carried.

Committee Member Soloway reported that ratables in the township have been declining. Loss in ratables is \$1.3 million dollars. She also has detailed information on the Tax Assessor's having done re-assessments on numerous homes in the vicinity of **Legacy Treatment Services on Quaker Hill Road**. The residents did not file tax appeals but came in to talk to Ms. Mastro about the group home.

Motion to appoint Jeffrey S. Ward to the position of Tax Assessor effective May 30, 2017 and terminating June 30, 2021. Annual salary for year 2017 shall be \$22,500.00 to be pro-rated.

Moved Soloway Second Burgess

Roll Call Vote: Burgess AYE Repmann AYE Soloway AYE Darocha AYE Blew AYE

Motion carried.

Motion to authorize an expenditure in an amount not to exceed \$250.00 for employee Mary Mastro retirement party at the Municipal Building, Tuesday evening, May 23.

Moved Soloway

Second Burgess

Roll Call Vote: Burgess AYE Repmann AYE Soloway AYE Darocha AYE Blew AYE

Motion carried.

- **Community, Business, School, Recreation, Seniors: Repmann & Blew**

Committee Member Diane Burgess will attend the Board of Education meeting on May 22, 2017 at the Franklin Township School.

The Committee discussed a possible intern for the summer to assist with some clerical duties. Previous applications can be reviewed and Committee Member Soloway will review some of her sources for prospects. Committee believes a high school student would work out best for us.

**Fire District Tax:** The tax payment to the fire district was late due to the CFO having resigned and the office waiting for Unity Bank to authorize another employee to have access to accounts to handle transfer of funds. The fire district called the State to file a complaint regarding the late payment and our Interim CFO, John Barrett, discussed the matter with an official in Trenton.

The Committee discussed an article for a future **newsletter that would show the distribution of taxes collected**. The municipality collects all the tax monies for all authorities and is then responsible for disbursing the funds to the county, school, fire district, etc. There is pending legislation to change this so municipalities would not have to act as the collection agency.

Department **monthly reports** submitted are included in these official minutes.

**Financial Disclosure Statements** have been sent to all appropriate officials to be filed with Local Government Services. Goal is for 100% filing this year.

The **annual fishing derby** was held this past Sunday. 25 kids attended, no fish were caught. Prizes included tackle boxes and fishing poles. The Quakertown Gun Club provided hot dogs, hamburgers and cold drinks. QFC had emergency personnel and an ambulance on stand-by.

**Well Testing:** Kits will be available at the Municipal Building Monday, May 15 through Friday, May 19.

Twp. Comm. Work Session  
Thursday, May 11, 2017

Committee Member Soloway reported that she and the Municipal Clerk attended the **senior citizen** luncheon yesterday to celebrate Older Americans Month. Attendance is dwindling and Ms. Soloway will write an article for the next newsletter to encourage participation.

**Comments from the public:** Matt Papenfuhs would still like to discuss budgets with the Committee. The township's CFO is reviewing the financials submitted by the emergency squad to be sure it complies with the township's requirement.

### EXECUTIVE SESSION

Motion to adopt a resolution to enter executive session at 9:10 p.m. for discussion of matters pertaining to personnel, DenHollander litigation, and snow plow contract negotiations.

Moved Soloway

Second Burgess

Roll Call Vote: Burgess AYE

Repmann (out of room at time of vote)

Soloway AYE

Darocha AYE

Blew AYE

Motion carried.

(Deputy Mayor Darocha left executive session at 10:30 p.m. due to a conflict of interest with DenHollander matter)

### RETURN TO OPEN SESSION

Motion to return to open session at 10:37 p.m. for adjournment.

Moved Burgess

Second Soloway

All present in favor. Motion carried.

### ADJOURNMENT

Motion to adjourn at 10:39 p.m.

Moved Burgess

Second Soloway

All present in favor. Motion carried.

Respectfully submitted,

Ursula V. Stryker, RMC  
Municipal Clerk

**DATE OF ADOPTION:** \_\_\_\_\_