

The Special Meeting of the Township Council of the Township of Franklin, County of Somerset, New Jersey, was called to order by the Mayor at 7:08 p.m.

Mayor Levine read the following statement: "In accordance with Section 5 of the Open Public Meetings Act, Chapter 231, Public Law 1975, be advised that adequate notice of this Special Meeting of the Township Council of the Township of Franklin, County of Somerset was made by the posting on the bulletin board at the Municipal Complex and transmitted to the officially designated newspapers, indicating that this Special Meeting would take place at the Franklin Township Municipal Complex at 7:00 p.m. on September 6, 2007. In addition, a copy of this notice is and has been available to the public and is on file in the Office of the Municipal Clerk."

Everyone present participated in the Pledge of Allegiance.

The Township Clerk called the roll.

Present: Ms. Danile, Ms. Eberle, Ms. Francois, Mr. Glicklich, Mr. Levine, Mr. Prasad, Mr. Vassanella (arrived at 7:12 p.m.)

Absent: Deputy Mayor Ritchie, Mr. Sumter

Also present: Kenneth W. Daly, Township Manager and Ann Marie McCarthy, Township Clerk

PUBLIC DISCUSSION

Motion was made by Mr. Prasad and seconded by Mr. Glicklich to open the meeting for public discussion. Said motion carried unanimously upon voice vote.

No one from the public spoke.

There being no comments from the public, a motion was made by Ms. Danile to close the meeting for public discussion. Said motion was seconded by Mr. Glicklich and carried unanimously upon voice vote.

At this time Mr. Glicklich made a motion to allow the Open Space Advisory Committee and the Department of Public Works to continue with specified work on the Galdi Railroad Bed Project. The work specified included placing a chain across the entrance to the access trail to prevent the access of All Terrain Vehicles (ATVs), posting signs noting access hours to the property and the continuation of placing dirt and gravel to fill in large puddles of standing water, which had been requested by local residents. Motion was seconded by Ms. Francois. The motion passed as follows upon call of the roll:

<u>AYES</u>	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Danile	Levine		Eberle	Ritchie
Francois	Prasad			Sumter
Glicklich				Vassanella

Mr. Vassanella arrived at 7:12 p.m.

BUDGET PRESENTATIONS

Mr. Daly suggested that the Budget wrap-up discussions, as well as the continued discussions regarding the Open Space Advisory and Trails Advisory Committees, be moved from the regularly scheduled September 18th meeting to the following meeting on September 25, 2007. He also suggested that the discussion of the Finance Department Budget be moved to September 25, 2007 with an Executive Session towards the beginning of the meeting, after the public discussion, to discuss issues regarding the Finance Department's personnel. Mr. Daly

continued to explain that following these discussions the Township Manager and Auditor could introduce the proposed budget on the regularly scheduled October 9th meeting and follow that with an adoption of the budget on the November 8, 2007 meeting. Finally, Mr. Daly also recommended covering all the other miscellaneous lines of revenue during the budget wrap-up discussion on September 25, 2007.

Mr. Glicklich made a motion to amend the meeting agenda and proceed with placing the suggested items on the September 25, 2007 meeting agenda. Said motion was seconded by Ms. Francois and was carried unanimously by voice vote.

Mr. Glicklich took this time to mention that he may not be available on November 8, 2007. There was also a brief discussion regarding Special Event Permits. Mr. Glicklich asked if there was a way to post a reminder about the 90-day application requirement on the Township cable television channel.

Municipal Court

Damaris Santiago, Court Administrator, presented the Municipal Court Budget.

Mr. Daly stated that Ms. Santiago took over the position of Court Administrator from Ms. Nishimura who retired earlier in the fiscal year.

Ms. Santiago reviewed the following:

- Description of the Court Department responsibilities.
- 90% of the tickets issued are contested.
- DWI court cases resolved in 60 days
- Staff education – 5 years to become certified as Court Administrator

There was a brief question and answer period by Council regarding Court expenses. One line item regarding a \$100 pager for the judge was removed from the budget. Also discussed was the possibility of paying the Prosecutor and Defense Councilor through a Professional Services Agreement as opposed to a paid salary.

Ms. Danile left meeting at 7:45 p.m.

Collector

Carol Langone, Collector presented the Collector Budget.

Mr. Daly gave a brief introduction stating that the Office of Tax Collection has a difficult job and does remarkably well.

Ms. Langone reviewed the following:

- Enforcement – bill collection, tax sales.
- 98.57% collection rate.
- Personnel – 4 full-time, 1 part-time staff.
- Operating Expense Budget - \$23,709 – reduced from last year.
- Eliminated overtime
- Legal advertisement – moved to Clerk's budget
- Reduced rest of budget by \$368.

There was a brief question and answer period by Council regarding Tax Collector expenses. It was commented that plans are still being discussed for online tax payments.

Community Development/Planning/Zoning

Vince Lupo, Community Development Director presented the budgets for Community Development, Planning and Zoning.

Mr. Daly provided a brief history of the Community Development Department, emphasizing the changes that have occurred in customer relations in the past seven years. He mentioned the process of weekly meetings to assist businesses and large projects in preventing problems before they occur. He also mentioned the inclusion of four (4) Permit Expediter positions in the department. Mr. Daly stated that each of these have been instated to streamline the application process. Mr. Daly went on to praise Mr. Lupo for his customer relations policies and expressed that Mr. Lupo goes out of his way to accommodate residents while still enforcing township, county, state and national laws.

Mr. Lupo reviewed the budgets from the following departments: Code Enforcement; Planning and Zoning Boards and Zoning Enforcements. Mr. Lupo invited Mark Healey, Planner, to further discuss the budget from the Planning Board. A brief question and answer period followed amongst members of Council. Council expressed specific interest in the streamlining process for inspections and permits in the Code Enforcement department.

Ms. Danile returned at 8:10 p.m.

Health

Walter Galonowsky, Health Director presented the Health Department Budget.

- Reviewed Health Department mission statement to ensure environmental and individual health for the residents of Franklin Township.
- Inspections – 636 food establishment, 1118 apartment & re-occupancy, over 2000 public health and nuisance investigations.
- Safe water for Franklin Park – in cooperation with New Jersey Department of Environmental Protection.
- Communicable disease investigations.
- Public Health investigations – Taco Bell *e-coli* outbreak, April nor-easter flood.
- Emergency Interlocal Disaster Aid to Bound Brook.
- Public health preparedness plans; Pandemic Preparedness Plan, Hand washing & Respiratory Etiquette Campaign, Behavioral Risk Factor Study, Senior Health Screenings, etc.
- Influenza Vaccines.

There was a brief question and answer period by Council regarding the Health Department budget. One line item needed to be corrected, a new mini-van for Community Resources, was mistakenly placed under the Health Department's Capital Budget. Ms. Michele' Samarya-Timm, Health Department, was invited to add her input in regards to the Health Budget.

Township Clerk/Elections

Ann Marie McCarthy, Township Clerk presented the budget for the Township Clerk's Office.

Ms. McCarthy reviewed the following:

- Legal Advertising – Clerk's Office is now responsible for all legal advertisement for all departments.
- Elections – employee overtime, Somerset National Guard Armory.
- Records – inventory, Records Retention Program.

There was a brief question and answer period in which Ms. McCarthy clarified the afore-mentioned items.

Ms. Danile stated that she would like to keep the tax levy *increase to 4%* and expressed concern about raising the overall Budget by 19%. She *stated* that it should be possible to reduce the tax levy by \$1.5 million *by reducing costs by \$1 million and by increasing estimated revenue by \$500,000. She continued to state that it should be possible to remove \$1 million out of a \$60 million budget.* Mr. Daly stated that he would require further input from the Council to determine where and how that sort of money should be cut from the budget. Mr. Prasad suggested getting a second opinion from a third party expert in regard to where cuts could be made in the budget. Ms. Danile, Mr. Vassanella and Ms. Eberle disagreed with the suggestion to seek outside help, citing that Mr. Daly and the Township staff are the most informed as to the Township's needs and an outside party is unnecessary.

ADJOURNMENT

Upon a motion made by Ms. François, seconded by Mr. Glicklich and unanimously approved, meeting was adjourned at 10:02 p.m.

Respectfully submitted,

Ann Marie McCarthy
Township Clerk