

FEBRUARY 10, 2016

A special meeting of the Hope Township Committee convened at 5:00 P.M. at the Hope Township Municipal Building with the following members present: Mayor Timothy McDonough, Deputy Mayor George Beatty, and Committeeman John Koonz. Also present were Municipal Clerk Mary Pat Quinn and Chief Financial Officer Kathleen Reinalda.

Under the provisions of the "Open Public Meetings Act", adequate notice of the meeting had been provided by publishing notice in The Express Times and by posting notice in the Hope Post Office and on the Township bulletin boards all on February 7, 2016.

#### Prepare 2016 Local Municipal Budget

Reinalda reviewed the balances in the Recreation Trust Fund Account and the Celebration of Public Events Trust Fund Account with the governing body. She explained that according to the instruction of the governing body and permission from the N.J. Division of Local Government Services, the Christmas Craft Market Trust Fund Account was changed to the Celebration of Public Events Trust Fund Account two years ago.

All of the revenue generated from the Christmas Craft Market, including the door admission and the money received from the crafters, continues to be deposited in this account. All of the expenses of the Christmas Market, including the Coordinator's salary are charged to the account. In addition, because there was a surplus in the account two years ago, the expenses for the annual family picnic, the Halloween Party, Christmas Tree lighting, the fishing derby, annual youth recognition, and the appreciation dinner are all charged to this account.

Reinalda expressed concern that the revenue taken in for the Christmas Craft Market this year will not support all of the expenses that are charged to the account. There was a discussion about how this situation can be improved. Preliminarily, \$30,000.00 was inserted in to the general operating budget in "Celebration of Public Events". Reinalda was asked to provide the governing body with detail on what was spent for each event in CY 2015.

The budget worksheet prepared by the Municipal Auditor was reviewed. In anticipation of hiring additional help for the Department of Public Works, the salary and wage line item was preliminarily increased by \$75,000.00. Beatty recommended that new full-time employees should receive health insurance for themselves; however, they would be required to pay the additional premium for family coverage if that applies. The Township is no longer using an outside contractor for cleaning services at the Community Center, Moravian Grange Hall and the Municipal Building. A paid employee will receive \$13.00 per hour with a maximum set at twenty hours per week. A new line item, Public Buildings and Grounds, Salaries and Wages was established in the budget.

The budget request from the Public Works Department was reviewed and discussed.

The meeting was adjourned at 6:10 P.M. on a motion made by Koonz, seconded by Beatty. The motion was carried.

The monthly business meeting of the Hope Township Committee convened at 7:00 P.M. at the Hope Township Municipal Building with the following members present: Mayor Timothy McDonough, Deputy Mayor George Beatty, and Committeeman John Koonz. Also present were Municipal Clerk Mary Pat Quinn and Township Engineer Ted Rodman.

Under the provisions of the "Open Public Meetings Act", adequate notice of the meeting had been provided by publishing notice in The Express Times and The Star Gazette and by posting notices in the Hope Post Office and on the Township bulletin boards all on January 11, 2016 and January 15, 2016.

#### APPROVAL OF MINUTES

The minutes of the business meeting on January 13, 2016 and the executive session on January 13, 2016 were approved as circulated on a motion made by Koonz, seconded by Beatty. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

#### RECEIPTS

The receipts list was referred to by Koonz. The total receipts during January 2016 were \$55,413.46; the tax collection report was unavailable at the time of the meeting.

#### BILLS

The bill list was referred to by Beatty. A motion was made by Koonz, seconded by Beatty to approve the payment of the bills totaling \$803,568.96. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

#### TOWNSHIP ENGINEER'S REPORT

Rodman reported that the closeout paperwork for the Smith Street and Green Street overlayment project is nearly complete. He needs the Mayor to sign the State voucher for the final payment and the confirmation of expenses certification signed by the CFO.

A pre-construction meeting will be planned with Riverview Paving, Inc. for the catch basin repair/replacement project.

The salt shed repair/replacement project is still under advisement.

Rodman's office assisted with the FEMA application for a generator for the DPW garage.

Rodman left the meeting at this time.

#### PROCLAMATION – FUTURE FARMERS OF AMERICA WEEK, FEBRUARY 20-27, 2016

Melissa Stromm, the Belvidere H.S. FFA Reporter, was present to request that the Mayor authorize a proclamation for FFA Week, which is February 20 to 27, 2016. She discussed the activities of the club, such as: Trees for Troops, Annual Toy Drive, Thanksgiving Food Drive. She also writes a column for The Warren Reporter.

The following Proclamation was made by McDonough:

WHEREAS, FFA and agricultural education provide a strong foundation for the youth of American and the future of the food, fiber and natural resources systems; and

WHEREAS, FFA promotes premier leadership, personal growth and career success among its members; and

WHEREAS, agricultural education and FFA ensure a steady supply of young professionals to meet the growing needs in the science, business and technology of agriculture; and

WHEREAS, the FFA motto – “learning to do, doing to learn, earning to live, living to serve” – gives direction of purpose to these students who take an active role in succeeding in agricultural education; and

WHEREAS, FFA promotes citizenship, volunteerism, patriotism and cooperation.

THEREFORE, I do hereby designate the week of February 20-27, 2016 as FFA Week.

#### USE OF FACILITY REQUEST FROM HOPE PTA – WESTBROOKE PARK

Samantha Marotta, Vice-President of the Hope Township School PTA, was present to discuss the PTA’s request for use of Westbrooke Park on June 4, 2016 (rain date June 5, 2016) from 12:00 Noon to 8:30 P.M. The PTA plans to host a school carnival from 4:30 to 7:30 P.M. for Hope Township children. There will be homemade carnival games, an obstacle course, inflatable attractions, a dunk tank, and food. They anticipate 150 to 200 people. They have requested use of the concession stand and the ballfield. The request was approved on a motion made by Koonz, seconded by Beatty. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

#### REPORTS

##### Chief Financial Officer

The governing body is working with a temporary budget for the first three months of the year.

##### Zoning Officer

No report submitted.

##### Warren County Health Department

##### Complaints:

458 Delaware Road – Bread used for feed attracting rats and birds. Complainant affected is to call when the nuisance is occurring. No calls were received in January.

1189 Hope-Bridgeville Road – A complaint was received concerning horse manure not being removed from the property which is in a flood plain. Upon investigation it was determined that the miniature pony and manure from the property had been moved to 1185 Hope-Bridgeville Road. File closed.

1185 Hope-Bridgeville Road – A complaint was received concerning horse manure not being removed from the property which is in a flood plain. This complaint is currently under investigation.

Food Establishment:

Hope Tree Dunkin Donuts was inspected and received a satisfactory rating.

There was no activity for rabies, kennels, childcare centers, recreational bathing, youth camps, or campgrounds.

Septics/Wells:

One septic alternation application was approved. One septic alteration was installed. One well was installed.

#### Road Department

Weekly reports are submitted by the DPW Foreman, and they are available for review in the Clerk's office during normal business hours.

#### Fire Department

No report submitted.

#### Blairstown Ambulance Corp

No report submitted.

#### Tax Assessor

No report submitted.

#### Tax Collector

No report submitted.

#### Construction Code Official

The following permits were issued: 1-Building, 3-Plumbing, 9-Electrical, 3-Fire for a total income of \$733.00.

### Community Policing Officer

A State Trooper from the Hope Barracks was present to ask if the Township Committee or the residents had any concerns. He thanked the Township for plowing their parking lot during the blizzard.

Koonz asked the Trooper to assist the Township in urging the NJDOT to make the off ramp by Tramontin Motorcycles a full stop. The yield sign is ineffective. This area of Route 521 has become dangerous since motorists exiting Route 80 often disregard the yield sign. The trooper will do a report and send it to the NJDOT.

### Use of Township Facilities – Silver Lake Property Owners Association

The Silver Lake Property Owners Association requested the use of the Moravian Grange Hall for a meeting on April 30, 2016 from 4:30 to 9:00 P.M. Pizza will be served, and there will be a video for children. The expected attendance is 20 to 40 people. They will need tables and chairs. The use was approved on a motion made by Koonz, seconded by Beatty. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

### Mayor McDonough

Nothing to report.

### Deputy Mayor Beatty

Nothing to report.

### Committeeman Koonz

Nothing to report.

### CORRESPONDENCE

The following communications were received during the month:

1. Michael P. Meliti, Esq., attorney for SECATV to N.J. Office of CATV. Re: Renewal of CATV Franchise for Hope, Hardwick, Knowlton and Frelinghuysen. Acknowledge receipt and approval of Hope Township Ordinance #15-08.
2. Kim Guadagno, Lt. Governor/Secretary of State. Re: 2016 Campaign Contribution Notice.
3. Municipal Court of North Warren at Hope. Re: December, 2015 Municipal Court Disbursements. A copy was given to the Chief Financial Officer.
4. Betsy Peterson, a resident of Hope Township. Re: Letter of resignation from the Hope Environmental Commission. A copy was given to the Commission.
5. Cathie LaBar, a resident of Hope Township. Re: Concern about Christmas Craft Market signs not collected after the event.

6. Lacey McDonough DiTondo, a resident of Hope Township. Re: Letter of resignation from the Hope Historic Preservation Commission. A copy was given to the Commission.
7. Jersey Central Power and Light. Re: Verified petition of JCP & L seeking review and approval of its deferred balances relating to, and an adjustment of, the Rider RRC-RGGI Recovery Charge of its filed tariff.
8. Warren County Dept. of Land Preservation. Re: Warren County Preservation Day at Ramseyburg Homestead. A copy was given to the Hope Historic Preservation Commission, the Hope Environmental Commission and the Hope Agriculture Advisory Board.
9. Warren County Planning Department. Re: Notice of public hearing on February 24, 2016 regarding the proposed revision to the Warren County Development Review Regulations. A copy was send to the Planning Board/Zoning Board of Adjustment Secretary.

#### APPOINTMENTS

A motion was made by Koonz, seconded by Beatty to move Emily Brown to a full member on the Historic Preservation Commission (replacing Lacey McDonough-DiTondo); term expires 12/31/17. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

There are two vacancies on the Agriculture Advisory Committee. Alternate #1 and #2 on the Historic Preservation Commission are also vacant.

#### OLD BUSINESS

##### Status of Sanitary Landfill

McDonough reported that he met with the NJDEP about the landfill. NJDEP will be providing recommendations about what the Township should be doing about the site.

##### Status of Purchase Development Rights on Almeida (former Scorp) Farm

Koonz advised that The Land Conservancy of New Jersey is working on this matter.

#### NEW BUSINESS

##### Resolution #16-17, Amusement Games Licenses for Land of Make Believe

The following Resolution was adopted on a motion made by Koonz, seconded by Beatty. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

RESOLUTION #16-17

WHEREAS, Christopher Maier, t/a Land of Make Believe has filed applications for the following arcade and amusement games licenses:

Arcade, Cert. #2000  
Gobble-Up Game, Cert. #1016  
Basketball, Cert. #1003  
Dog Pounder, Cert. #4044  
Duck Pond, Cert. #3001  
Top-Glo Game, Cert. #4023  
Stop and Go, Cert. #5001

WHEREAS, the foregoing applications are complete and in conformance with the provisions of Chapter 21 of the Revised General Ordinances of the Township of Hope.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Hope, County of Warren, New Jersey that the foregoing applications be approved and that the appropriate licenses be issued by the Legalized Games of Chance Control Commission in the N.J. Department of Law and Public Safety, Division of Consumer Affairs.

Resolution #16-18, Professional Service for Township Engineer

The following Resolution was adopted on a motion made by Koonz, seconded by Beatty. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

RESOLUTION #16-18

A RESOLUTION AUTHORIZING THE AWARD OF A  
NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES  
FROM NORTON B. "TED" RODMAN, P.E. OF RODMAN ASSOCIATES

WHEREAS, the Township of Hope has a need to acquire professional services from Norton B. "Ted" Rodman, P.E. of Rodman Associates with offices at 19 Main Street, Blairstown, NJ 07825 as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the Township of Hope has determined and certified in writing that the value of the acquisition will not exceed \$19,800.00; and

WHEREAS, the anticipated term of this contract is twelve (12) months; and

WHEREAS, Norton B. "Ted" Rodman, P.E. of Rodman Associates has submitted a proposal dated January 1, 2016 indicating they he provide the professional services for the amount of \$19,800.00; and

WHEREAS, Norton B. "Ted" Rodman, P.E. of Rodman Associates has completed and submitted a Business Entity Disclosure Certification which certifies that Norton B. "Ted" Rodman, P.E. has not made any reportable contributions to a political or candidate committee in the Township of Hope in the

previous one year, and that the contract will prohibit Norton B. "Ted" Rodman, P.E. from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer of the Township of Hope has provided certification of the availability of funds in accordance with N.J.A.C. 5:30-5.4.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Hope authorizes the Mayor, Timothy C. McDonough to enter into a contract with Norton B. "Ted" Rodman as described herein; and

BE IT FURTHER RESOLVED, that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution;

BE IT FURTHER RESOLVED that Norton B. "Ted" Rodman, P.E. agrees to incorporate into this contract the mandatory language of subsection 3.4(a) of the Regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the contractor or subcontractor agrees to comply with the terms, provisions and obligations of said subsection 3.4 (a) provided that said subsection shall be applied subject to the terms of subsection 3.4 (d) of said Regulations; and

WHEREAS, the parties to this contract agree to incorporate into this contract the mandatory language of section 5.3 of the Regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127 as amended and supplemented from time to time and the contractor or subcontractor agrees to comply with the terms, provisions and obligations of said section 5.3.

BE IT FURTHER RESOLVED that the Municipal Clerk is directed to publish notice of this action in the legal section of The Star Gazette.

Resolution #16-19, Professional Service for Township Attorney

The following Resolution was adopted on a motion made by Koonz, seconded by Beatty. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

RESOLUTION #16-19

A RESOLUTION AUTHORIZING THE AWARD OF A  
NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES  
FROM MICHAEL SELVAGGI, ESQ. OF  
LAVERY, SELVAGGI, ABROMITIS AND COHEN, P.C.

WHEREAS, the Township of Hope has a need to acquire professional services from Michael S. Selvaggi, Esq. of Lavery, Selvaggi, Abromitis and Cohen, P.C. with offices at 1500 Route 517, Suite 300, Hackettstown, NJ 07840 as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the Township of Hope has determined and certified in writing that the value of the acquisition will not exceed \$13,000.00 for general legal services; and



WHEREAS, the anticipated term of this contract is twelve (12) months; and

WHEREAS, Michael S. Selvaggi, Esq. of Lavery, Selvaggi, Abromitis and Cohen, P.C. has submitted a proposal dated January 1, 2016 indicating he will provide the professional services for the amount of \$12,000.00; and

WHEREAS, Michael S. Selvaggi, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that Michael S. Selvaggi, Esq. of Lavery, Selvaggi, Abromitis and Cohen, P.C. has not made any reportable contributions to a political or candidate committee in the Township of Hope in the previous one year, and that the contract will prohibit Michael Selvaggi, Esq. from making any reportable contributions through the term of the contract; and

WHEREAS, the Chief Financial Officer of the Township of Hope has provided certification of the availability of funds in accordance with N.J.A.C. 5:30-5.4.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Hope authorizes the Mayor, Timothy C. McDonough to enter into a contract with Michael S. Selvaggi, Esq. as described herein; and

BE IT FURTHER RESOLVED, that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution;

BE IT FURTHER RESOLVED that Michael S. Selvaggi, Esq. agrees to incorporate into this contract the mandatory language of subsection 3.4(a) of the Regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the contractor or subcontractor agrees to comply with the terms, provisions and obligations of said subsection 3.4 (a) provided that said subsection shall be applied subject to the terms of subsection 3.4 (d) of said Regulations; and

WHEREAS, the parties to this contract agree to incorporate into this contract the mandatory language of section 5.3 of the Regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127 as amended and supplemented from time to time and the contractor or subcontractor agrees to comply with the terms, provisions and obligations of said section 5.3.

BE IT FURTHER RESOLVED that the Municipal Clerk is directed to publish notice of this action in the legal section of The Star Gazette.

Resolution #16-20, Professional Service for Appraisal Services – Malon Family Farm

The following Resolution was adopted on a motion made by Koonz, seconded by Beatty. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

RESOLUTION #16-20

A RESOLUTION AUTHORIZING THE AWARD OF PROFESSIONAL SERVICES CONTRACTS FOR THE PREPARATION OF TWO APPRAISALS TO SADC STANDARDS OF PROPERTY KNOWN AS BLOCK 1100, LOT 1900 IN THE TOWNSHIP OF HOPE

WHEREAS, there exists a need for appraisal services to be rendered to the Township of Hope in the possible acquisition of a Farmland Easement on certain real property located within the Township of Hope; and

WHEREAS, funds are available for this purpose; and

WHEREAS, the appraisals must be completed in accordance with the specifications of the State Agriculture Development Committee; and

WHEREAS, The Township wishes to retain the services of Norman J. Goldberg Inc., in accordance with its proposal letter dated January 21, 2016 and Joshua D. Mackoff, LLC, in accordance with its proposal letter dated January 21, 2016, and;

WHEREAS, the Committee wishes to award a contract in an amount not to exceed \$1,925 for Norman J. Goldberg Inc., and a second contract in an amount not to exceed \$1,950 for Joshua D. Mackoff, LLC, and the Chief Financial Officer has certified that funds are available for this purpose;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Hope in the County of Warren and State of New Jersey as follows:

1. The Township of Hope hereby awards and authorizes Norman J. Goldberg Inc. to perform the appraisal report on the above-referenced property in accordance with SADC standards, for an amount not to exceed \$1,925.
2. The Township of Hope hereby awards and authorizes Joshua D. Mackoff, LLC to perform the appraisal report on the above-referenced property in accordance with SADC standards, for an amount not to exceed \$1,950.
3. The Township Clerk is hereby authorized and directed to publish a copy of this resolution in the Township's official newspaper and to provide a copy of this resolution to the Chief Financial Officer and The Land Conservancy of New Jersey.

Review Aerial Mosquito Control information from Warren County Mosquito Extermination Comm.

A letter dated January 29, 2016 from Jennifer Gruener, Superintendent of the Warren County Mosquito Extermination Commission, was reviewed and discussed. A motion was made by Koonz, seconded by Beatty to authorize the Mayor to execute the Aerial Mosquito Control application on behalf of Hope Township. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

Hope PTA Raffle Applications, #RA-232 & #RA-233

A motion was made by Koonz, seconded by Beatty to authorize #RA-232 for an off-premises 50/50 raffle to be conducted by the Hope PTA on April 29, 2016 from 6:00 to 9:00 P.M. at the Buck Hill Brewery and Restaurant in Blairstown, NJ. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

A motion was made by Koonz, seconded by Beatty to authorize #RA-233 for an off-premises 50/50 raffle to be conducted by the Hope PTA on June 4, 2016 from 4:30 to 8:00 P.M. at Westbrooke Park next to the Hope Township School. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

#### PUBLIC

During the public portion of the meeting, the Township Committee discussed its intent to update the Hope Township Recreation Sports Programs Policies and Procedures Manual, which was developed by the former Hope Recreation Commission on February 15, 2006. Doug Tighe, a resident of Hope, asked how the policy will work. Beatty answered that a subcommittee will be formed to include him and the three sports directors. They will collectively review issues and make decisions together.

Koonz added that the suggested order of progression is to have the parents resolve potential issues between themselves while setting a good example. If this does not work, then the parent(s) are to discuss the issue with the respective coach. The coach, if there is no resolution, will bring the matter to the director for that sport. The director will ultimately bring the matter to the Township Committee if he/she cannot resolve it. He asked that people conduct themselves in a civilized manner, and that from time to time, people may have to agree to disagree.

Dan McGovern, a resident of Hope, expressed concern about children from outside the Township having more playing time than children in Hope. Kim Tighe, a resident of Hope and the Hope Baseball/Softball Director, and Robin Keggan, a resident of Hope and the Hope Basketball Director, addressed that concern by explaining the leagues' policies.

After the Township Committee updates the policy and procedures manual, it will be given to the three sports directors for their input. Beatty added that he will be attending the baseball/softball coaches meeting before the season starts.

There was a brief recess on a motion made by Beatty, seconded by Koonz. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

The recess was concluded on a motion made by Koonz, seconded by Beatty. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

#### EXECUTIVE SESSION, RE: PENDING LITIGATION & PERSONNEL MATTERS

The following Resolution was adopted on a motion made by Koonz, seconded by Beatty. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

#### EXECUTIVE SESSION

WHEREAS, N.J.S.A. 10:4-12 allows for a public body to go into closed session during a public meeting; and

WHEREAS, the Township Committee of the Township of Hope has deemed it necessary to go into closed session to discuss certain matters which are exempted from the public,

WHEREAS, the regular meeting of this Committee will reconvene.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Hope will go into closed session for the following reason as outlined in N.J.S.A. 10:4-12: Pending litigation and personnel.

The executive session was concluded on a motion made by Koonz, seconded by Beatty. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

The next budget meeting will be Wednesday, February 24, 2016 at 6:00 P.M. The Township Committee will conduct interviews for Superintendent of Roads and Public Buildings and Grounds on Wednesday, February 24, 2016 at 7:00 P.M.

The meeting was adjourned at 8:30 P.M. on a motion made by Koonz, seconded by Beatty. The motion was carried.

Respectfully submitted:

Mary Pat Quinn  
Municipal Clerk