

MARCH 9, 2016

A special meeting of the Hope Township Committee convened at 6:00 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 Mary Pat Quinn, Municipal Clerk; Kathleen Reinalda, Chief Financial Officer and Municipal Clerk of White Township; Anthony Ardito, Municipal Auditor; James Perry, Hardwick Township Mayor; William Mennen, Esq., Acting Municipal Court Judge; and Kathryn Eger, Acting Municipal Court Administrator.

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 notices in the Hope Post Office and on the Township bulletin boards all on March 3, 2016.

DISCUSS 2016 MUNICIPAL COURT BUDGET

Ardito prepared a final report of the court's financial activity for CY 2015, which was reviewed and discussed. The ticket counts for each member municipality during 2014 and 2015 were provided by Eger. Mennen asked the governing body to continue budgeting for the additional court attendant as this has enabled the attendants to process defendants more efficiently prior to court sessions. Due to a change in State policy, the court is required to provide telephonic interpreting services to non-English speaking individuals who are doing business with the court either in the office or during court; therefore, this cost is likely to increase.

Mennen's proposed budget for 2016 was reviewed and discussed again. The total budget request was \$155,531.50, of which \$101,922.50 would be for salaries and \$53,609.00 would be for other expenses. The governing body took the matter under advisement.

The special meeting was adjourned at 7:00 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 Mary Pat Quinn, Municipal Clerk; Kathleen Reinalda, Chief Financial Officer; Anthony Ardito, Municipal Auditor; and Ted Rodman, P.E., Township Engineer.

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.

PUBLIC

Lisa Lulo, an owner of Hope Junction Antiques, would like to see a brown "Historic Hope" sign posted on either Interstate Route 80 or in the area of the interchange. She thought that it would bring more people to the Hope businesses. McDonough will look in to the matter and get back to her.

Robert Van Wettering, a member of the Blirstown Rotary Club, was present to ask the governing body to consider budgeting money toward the annual July 4th fireworks display in Blirstown Township. The cost is \$10,000.00, and the Rotary is asking each neighboring municipality to consider a \$750.00 contribution. The governing body took the request under advisement.

TOWNSHIP ENGINEER'S REPORT

Rodman advised that there is grant money available for the preparation of Wastewater Management Plans; however, the grants are available only to counties. McDonough will check to see if these are "pass through" grants.

A pre-construction meeting for the catch basin repair/replacement project is scheduled at Rodman's office on March 15 at 1:00 P.M. Beatty will attend. The Public Works Foreman was notified of the meeting. He will be responsible to inspect the contractor's work.

Rodman left the meeting at this time.

PREPARE 2016 LOCAL MUNICIPAL BUDGET

The governing body continued to prepare the 2016 Local Municipal Budget. The Local Farmland Preservation Trust Tax will be restored to two cents (it was half a cent last year). Employees will receive a one and a half percent increase. The Building Inspector will receive an additional \$500.00 per year, and the Christmas Craft Market/Events Coordinator will receive an additional \$1,500.00. The Township Engineer's contract was also increased by \$500.00 for the year.

McDonough and Ardito will discuss with the Local Finance Board the possibility of using \$26,500.00 from the unused capital budget projects as general revenue. Assuming this is permitted, the municipal tax will be flat this year. The budget will be introduced at the April 13 business meeting.

Ardito and Reinalda left the meeting at this time.

APPROVAL OF MINUTES

The minutes of the work meeting on January 27, 2016, the budget meeting on February 10, 2016, the business meeting on February 10, 2016, and the executive session on February 10, 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 during February, 2016 were noted by Koonz. The total receipts during February, 2016 were \$343,341.03.

BILLS

The bill list was noted by Beatty. A motion was made by Koonz, seconded by Beatty to authorize the payment of the bills totaling \$341,682.89. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

REPORTS

Chief Financial Officer

The governing body is working with a Temporary Budget through April 1, 2016.

Zoning Officer

No report submitted.

Warren County Health Department

The following complaints were investigated:

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 February.

1185 Hope-Bridgeville Road – Horse manure not being removed from the property which is in a flood plain. An inspection was attempted, but no one was home. Both backyards were under water. A manure odor was detected. Concern over the welfare of the horse due to the water was relayed to the municipal ACO. He reported that the SPCA was investigating. A reinspection is scheduled.

518 Delaware Road – Warren County Communications requested a response to a leaking oil tank at a barn fire. Upon arrival, booms were placed to prevent the oil from reaching a nearby stream. The 1,000 gallon oil tank appeared to have emptied. NJDEP was notified. File closed.

Swayze Mill Park, Swayze Mill Road – A hydraulic fluid spill was reported. Upon response it was determined that most of the spill had been contained in a bucket. The contaminated soil was to be scrapped up and removed from the site. A reinspection was conducted. The area of concern was found to be adequately mitigated. NJDEP was notified. No further action was needed.

427 Hope-Blairstown Road – A complaint was received concerning junk and garbage littering the driveway. An inspection was conducted. The complaint was found to be valid. A message was left. Later it was reported that the property had been cleaned up. A reinspection was conducted. All the garbage was gone. File closed.

Food Establishments: Country Liquor Store and Hope Tree Dunkin Donuts were inspected and received satisfactory ratings.

No activity for rabies, kennels, recreational bathing, youth camps, or campgrounds.

Septics/Wells: One well application was approved. One revision to a previously approved well application was approved.

Road Department

The DPW Foreman submits weekly reports, which are available for review in the Clerk's office.

Fire Department

No report submitted.

Blairstown Ambulance Corp

No report submitted.

Tax Assessor

No report submitted.

Tax Collector

January, 2016 Tax Collection:

Current year taxes	\$266,136.96
Delinquent taxes:	
Taxes – 2015	9,466.70
Municipal tax lien redemption	34,698.33
Attorney fees	594.18
Cost of sale fees	172.79
Interest and costs	<u>15,654.00</u>
Total receipts	\$326,722.96

Remarks:

Current Year Tax Collection Comparison:

January 2016 to January 2015	-\$54,861.47
Year to Date 2016 to Year to Date 2015	-\$54,861.47
January 2016 to January 2014	-\$24,252.07
Year to Date 2016 to Year to Date 2014	-\$24,252.07

February, 2016 Tax Collection:

Current year taxes	\$1,185,693.45	\$1,451,830.41 Y-T-D
Delinquent taxes:		
Taxes -2015	27,238.40	36,705.10
Municipal tax lien redemption	.00	34,698.33
Attorney fees	.00	594.18
Cost of sale fees	304.88	477.67
Tax sale premiums	15,000.00	15,000.00
Bounced check fees	25.00	25.00
Interest and costs	<u>1,209.55</u>	<u>16,863.55</u>
Total receipts	\$1,229,471.28	\$1,556,194.24

Remarks:

Current year tax collection comparison:

February 2016 to February 2015	+\$126,411.66
Year to Date 2016 to Year to Date 2015	+\$ 71,550.19
February 2016 to February 2014	+\$113,945.58
Year to Date 2016 to Year to Date 2014	+\$ 89,693.51

February 4, 2016 Tax Sale Results:

14 properties originally advertised for \$50,906.07.
2 properties sold to outside buyers for \$7,808.49. 1 @ 18% & 1 @ \$15,000 premium .
2 properties struck off to the Township for \$8,093.17.

Construction Code Official

The following permits were issued during February, 2016: 2-Plumbing, 3-Fire for a total income of \$355.00.

Mayor McDonough

Nothing to report.

Deputy Mayor Beatty

Nothing to report.

Committeeman Koonz

Nothing to report.

Use of Facilities Request – Hope Township School

Rob Caputo on behalf of the Hope Township School, submitted a Use of Facility Request for the Annual Car Show to be held on October 16, 2016 from 11:00 to 3:00 P.M. at Swayze Mill Park. The request was approved on a motion made by Koonz, seconded by Beatty. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

CORRESPONDENCE

The following communications were received during the month:

1. Sustainable Jersey. Re: Instructions on recertifying Sustainable Jersey designation. A copy was given to the Hope Environmental Commission.
2. N.J. Dept. of Environmental Protection, Division of Water Quality, Municipal Finance and Construction Element to Hope Conference Center. Re: Treatment Works Approval.

3. Warren County Parks Foundation. Re: Outreach event on April 30, 2016 from 1:00 P.M. to 3:00 P.M. at Warren County Library Headquarters Meeting Room. A copy was given to the Hope Environmental Commission, the Agriculture Advisory Board and the Hope Township Sports Directors.
4. Betsy Peterson, a resident of Hope. Re: Letter rescinding her letter of resignation as a member of the Hope Environmental Commission.
5. Municipal Court of North Warren at Hope. Re: January, 2016 Municipal Court Disbursements. A copy was given to the Chief Financial Officer.
6. Walter Horzepa, a resident of Hope. Re: Letter regarding concerns about a large tarp on his neighbor's (Peter Jonnson) property. The complaint was referred to the Hope Township Zoning Officer.
7. Warren County Mosquito Control Commission. Re: Annual information packet regarding the adult mosquito control program. A copy was given to the Hope Environmental Commission.
8. Warren County Planning Department. Re: New cut-off dates for submission to County Planning Board. The Planning Board/ Zoning Board of Adjustment secretary also received this information.

APPOINTMENTS

The following vacancies were noted: two vacancies on the Hope Agriculture Advisory Committee and Alternate #1 & #2 on the Historic Preservation Commission.

OLD BUSINESS

Status of Sanitary Landfill

McDonough is waiting for feedback from the NJDEP.

Status Purchase Development Rights on Almeida (former Scorp) Farm

The Township Attorney is reviewing the specifications for appraisal services.

NEW BUSINESS

Resolution #16-23, Professional Service – Municipal Public Defender

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

RESOLUTION #16-23

A RESOLUTION AUTHORIZING THE AWARD OF A
NON-FAIR AND OPEN CONTRACT FOR PROFESSIONAL SERVICES
FROM KENNETH KRAUSE, ESQ.

WHEREAS, the Township of Hope has a need to acquire professional services from Kenneth Krause, Esq. with offices at P.O. Box 366 (339 High Street), Hope, NJ 07844 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, Kenneth Krause, Esq. has submitted a proposal dated January 1, 2016 indicating he will provide the professional services for the amount of \$300.00 per court appearance; and

WHEREAS, Kenneth Krause, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that Kenneth Krause, Esq. 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 Kenneth Krause, 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 Kenneth Krause, 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 Kenneth Krause, 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 #16-24, Authorize 2015 Recycling Tonnage Grant Application

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

RESOLUTION #16-24

RESOLUTION AUTHORIZING AN APPLICATION FOR THE
2015 RECYCLING TONNAGE GRANT

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 1987, c. 102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection has promulgated recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for such tonnage grants will memorialize the commitment of this municipality to recycling and to indicate the assent of Hope Township Committee to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hope that Hope Township hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Linda Gabel to ensure that the application is properly filed; and

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

Resolution #16-25, Transfer Reserve Appropriations

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

RESOLUTION #16-25

RESERVE TRANSFER RESOLUTION

BE IT RESOLVED by the Township Committee of the Township of Hope, County of Warren, State of New Jersey, that there are insufficient funds to meet the demands necessary for the 2015 Reserve Balances in General Administration O/E, Planning Board O/E, Buildings & Grounds O/E, and Telephone O/E.

WHEREAS, the following accounts have sufficient excess funds to meet such demands: Fuel Oil.

BE IT RESOLVED that in accordance with the provisions of R.S. 40A:4-59 the Chief Financial Officer is hereby authorized to make the following transfers:

To:

General Administration O/E	\$ 204.67
Planning Board O/E	125.15
Buildings & Grounds O/E	793.11
Telephone O/E	<u>125.49</u>
	\$1,248.42

From:

Fuel Oil	\$1,248.42
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PUBLIC

Mark Machacek, a resident of Hope, asked the governing body if there is any update on A-302. There was a discussion about the status of the Gross Receipts Franchise Tax.

The meeting was adjourned at 8:45 P.M. on a motion made by Koonz, seconded by Beatty. The motion was carried.

Respectfully submitted:

Mary Pat Quinn, Municipal Clerk

