

JUNE 8, 2016

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 the Municipal Clerk, Mary Pat Quinn and the Township Engineer, Ted Rodman, P.E.

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 and the executive session on May 11, 2016 were approved as circulated on a motion made by Beatty, seconded by McDonough. Committee polled: Beatty-yes; Koonz-abstain; McDonough-yes.

The minutes of the work meeting on May 25, 2016 were approved as circulated on a motion made by Koonz, seconded by McDonough. Committee polled: Beatty-abstain; Koonz-yes; McDonough-yes.

The minutes of the special meeting on June 1, 2016 were approved as circulated on a motion made by Beatty, seconded by McDonough. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

RECEIPTS

The receipts were read by Koonz, who noted those amounts over \$100.00. The total receipts during May, 2016 were \$466,858.95.

BILLS

The bill list was read by Beatty, who also noted those amounts over \$100.00. A motion was made by Koonz, seconded by Beatty to authorize the payment of the bills totaling \$460,116.40. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

2016/17 SCHOOL BUDGET PRESENTATION

Michael Slattery, Chief School Administrator of the Hope Township School, and Dawn Huff, School Board Administrator, were present to review the 2016/17 School Budget with the governing body. The Board of Education authorized two capital projects this year: main office renovation and the optimization of the heating system/boiler replacement. There are ten less high school students and one less charter school student this year.

Although State Aid is flat this year, there will be no increase to the current Local Tax Levy primarily due to the reduction in high school tuition and use of Fund Balance and Tuition Reserve Funds. Huff noted that the per pupil cost for high school is \$13,600.00, and the per pupil cost for vo-tech is \$3,800.00.

The Committee thanked Slattery and Huff for coming to the meeting.

REPORTS

Chief Financial Officer

No report submitted.

Zoning Officer

No report submitted.

Warren County Health Department

The following complaints were investigated:

458 Delaware Road – Very bad odor. The complainant was asked to call when the odor is occurring. No calls were received in May.

119 Nightingale Road – Well drilled without a permit. NJDEP ordered that it be sealed and a new well drilled. NJDEP reported that they were told that the well driller planned on filing for a well permit to attempt to use the original well hole. No paperwork has been filed as of this report.

US Gas, Route 521 – A complaint was received concerning overflowing port-a-johns. An inspection was conducted. At that time, the port-o-johns were clean and not overflowing. It was reported that they are serviced weekly. The complainant was advised. File closed.

36 Smith Street – A complaint was received concerning an open cesspool with pipes running toward a road drain. An inspection was attempted but no one was home. A hole was observed dug in the front yard. No septic effluent or odor was detected. Another inspection was conducted. The tenant reported that a septic company had been onsite. Later the owner said that he had hired a contractor to investigate and will have him call the inspector.

Food Establishments: Hope Township Elementary School and US Gas were inspected and received satisfactory ratings.

There was no activity for rabies, kennels, recreational bathing, youth camps, campgrounds, or septic/wells.

Township Engineer

Rodman reported that he sent a letter to NJDOT, Traffic Operations requesting that a stop sign be installed at the intersection of the exit ramp from Route 80 West and County Route 521. McDonough noted that there is a stop sign at the exit ramp off Route 80 West, Howard Boulevard (Route 199).

Riverview Paving will repair the seven catch basins that have cracking cement, and they will replace the missed catch basin at 2 Washington Street. He advised his contact at Riverview that the

Township's new wheelbarrow was damaged by the contractors during the project. The Township asked for reimbursement so that a new one can be purchased.

The Wastewater Management Plan is under advisement. McDonough is working with the NJDEP to find a grant for Hope Township to prepare a plan.

The review of the paperwork for the Leonard septic system is under review by the Township Attorney.

Rodman's office prepared a status report for the salt shed. The matter has been under review since the salt shed was damaged in the winter of 2014. Rodman is awaiting a revised proposal from JWL.

The Clerk advised that the Hope Township Zoning Board of Adjustment provided the governing body and the Planning Board with its 2014 and 2015 annual reports. The Planning Board Attorney will be asked to prepare an ordinance to correct typographical errors in Section 20-3b and Section 2-3 of the Township Zoning Ordinance.

Rodman left the meeting at this time.

Road Department

The public works foreman provides weekly reports which are available for review in the Municipal Clerk's office.

Fire Department

No report submitted.

Blairstown Ambulance Corp

No report submitted.

Tax Assessor

No report submitted.

Tax Collector

May, 2016 Tax Collection:

Current Year Taxes	\$921,574.51	\$2,878,966.04 Y-T-D
Delinquent Taxes:		
Taxes – 2015	.69	41,469.22
Municipal Tax Lien Redemption	.00	34,698.33
Attorney Fees	.00	594.18
Cost of Sale Fees	.00	477.67
Tax Sale Premiums	.00	15,000.00

Bounced Check Fees	.00	\$ 25.00
Interest and Costs	<u>559.37</u>	<u>18,619.11</u>

Total Receipts	\$ 443,021.93	\$2,989,849.55
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Remarks:

Current Year Tax Collection Comparison:

May 2016 to May 2015	-\$ 36,005.72
Year to Date 2016 to Year to Date 2015	+\$133,924.61
May 2016 to May 2014	-\$ 189,145.20
Year to Date 2016 to Year to Date 2014	+\$ 52,315.83

Construction Code Official

The following permits were issued in May, 2016: 11-Building, 4-Plumbing, 8-Electrical, 4-Fire, 2-Certificates for a total income of \$2,771.00.

Mayor McDonough

Nothing to report.

Deputy Mayor Beatty

Beatty reported that there will be a coach's meeting next week, and he will get input from the coaches on their season. He will ask them to make recommendations for the proposed recreation policies and procedures manual.

CORRESPONDENCE

The following communications were received during the month:

1. N.J. State League of Municipalities. Re: April, 2016 Legislative Bulletin.
2. N.J. Transit Corporation. Re: FY 2016 Federal Program.
3. Municipal Court of North Warren at Hope. Re: April, 2016 Municipal Court Disbursements. A copy of this information has been given to the Chief Financial Officer.
4. N.J. Highlands Water Protection and Planning Council. Re: Availability of the Highlands Open Space Partnership Program.
5. Jay Hill, a resident of Hope Township. Re: Notice of a public hearing before the Hope Township Zoning Board of Adjustment on June 2, 2016 at 7:30 P.M. to erect a pole building for dry storage on 111 Swayze Mill Road.

6. N.J. Department of Environmental Protection, Division of Land Use Regulation. Re: Flood Hazard Area Applicability Determination for Herman Rohsler, Block 1200 Lot 2300. A Flood Hazard Area Individual or General Permit is not required. A copy was given to the Zoning Officer.
7. Pohatcong Township. Re: Resolution opposing a motor fuel tax increase.

OLD BUSINESS

Status of Sanitary Landfill

No change in status.

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

The Land Conservancy of New Jersey obtained three quotations for the appraisal of the Almeida Farm in preparation of the purchase of the development rights by the Township of Hope: Landmark I Appraisal, LLC. - \$1,775.00; Robert F. Heffernan Associates - \$1,875.00; and Joshua D. Mackoff, LLC. - \$2,950.00.

A motion was made by Koonz, seconded by Beatty to adopt the following Resolution:

RESOLUTION #16-42

A RESOLUTION AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT FOR THE PREPARATION OF AN APPRAISAL TO SADC STANDARDS OF PROPERTY KNOWN AS BLOCK 700, LOT 500 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 Landmark I Appraisal, LLC in accordance with its proposal letter dated June 6, 2016, and;

WHEREAS, the Committee wishes to award a contract in an amount not to exceed \$1,775.00 for Landmark I Appraisal, 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 Landmark I Appraisal, LLC, to perform the appraisal report on the above-referenced property in accordance with SADC standards, for an amount not to exceed \$1,775.00.
2. 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.

Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

Status of Recreation Program Policies and Procedures Manual

No change in status – under advisement.

Status of Zoning Officer's Recommendation – Zoning Permit Fee Schedule

The Clerk will check with the Planning Board Secretary about the status of this matter.

Public Hearing/ Adoption of Ordinance #16-04, 2016 Salary Ordinance

The public hearing was opened on a motion made by Koonz, seconded by Beatty. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

ORDINANCE #16-04

AN ORDINANCE FIXING AND DETERMINING THE SALARIES, WAGES OR COMPENSATION TO BE PAID AND BENEFITS TO BE PROVIDED TO THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF HOPE, COUNTY OF WARREN, NEW JERSEY FOR THE CALENDAR YEAR 2016

There were no questions or comments from the public. The public hearing was closed on a motion made by Koonz, seconded by Beatty. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

Ordinance #16-04 was adopted on a motion made by Koonz, seconded by Beatty. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

Ordinance #16-05, Establish Energy & Natural Gas Aggregation Program—Tabled

A motion was made by Koonz, seconded by Beatty to table Ordinance #16-05 until better information can be provided to more residents. Since only three residents attended the informational meeting on June 1, 2016, the governing body would like a flyer to go out in the tax bills to let residents know about the proposed program. Committee polled: Beatty-yes; Koonz-yes; McDonough-abstain.

NEW BUSINESS

Introduce Ordinance #16-06, Amend 2016 Salary Ordinance

The following Ordinance was introduced and passed first reading on a motion made by Koonz, seconded by Beatty. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

ORDINANCE #16-06

AN ORDINANCE AMENDING AN ORDINANCE FIXING AND DETERMINING THE SALARIES, WAGES OR COMPENSATION TO BE PAID AND BENEFITS TO BE PROVIDED TO THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF HOPE, COUNTY OF WARREN, NEW JERSEY FOR THE CALENDAR YEAR 2016

WHEREAS, the Hope Township Committee adopted the 2016 Salary Ordinance on June 1, 2016 after a public hearing; and

WHEREAS, further consideration was required for the positions of Municipal Court Judge and Laborer – Summer Help;

NOW, BE IT ORDAINED by the Township Committee of the Township of Hope in the County of Warren, New Jersey that the following salaries shall be established and retroactive to June 1, 2016:

AA. Municipal Court Judge	\$27,500.00
GG. Laborer	
Level I	\$18.03/ hour
Level II (Summer Help)	\$12.50/ hour

Resolution #16-36, Renew Club License for Hope Volunteer Fire Department

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

RESOLUTION #16-36

WHEREAS, the Hope Township Volunteer Fire Department Social Club holds a Club License #2111-31-005-001; and

WHEREAS, the Hope Township Volunteer Fire Department has filed an application to renew said license for the 2016/17 license term; and

WHEREAS, the application, fees and N.J. Division of Taxation Clearance Certificate has been filed with the Municipal Clerk.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Hope in the County of Warren and State of New Jersey that the Club License be renewed for the Hope Township Volunteer Fire Department for the 2016/17 license term.

Resolution #16-37, Renew Liquor License for Country Liquor Store – tabled

Resolution #16-37 was tabled until a Tax Clearance Certificate is filed with the Municipal Clerk.

Resolution #16-38, Renew Liquor License for Chotee, Inc.,t/a The Inn at Millrace Pond – tabled

Resolution #16-38 was tabled until a Tax Clearance Certificate is filed with the Municipal Clerk.

Resolution #16-39, Hope Volunteer Fire Department Funding for CY 2016

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

RESOLUTION #16-39

WHEREAS, it has been customary for the Hope Township Committee to adopt a resolution specifying the use of Township contributions made to the Hope Volunteer Fire Department for its use in providing fire protection to the residents of Hope Township; and

WHEREAS, the Hope Township Committee has budgeted funds in the amount of \$22,950.00 for the total contribution to the Fire Department during 2016;

NOW, THEREFORE, BE IT RESOLVED that the following distribution of those funds is hereby designated:

\$ 5,000.00 – 2016 Donation
\$ 5,000.00 – Truck Fund Donation
\$12,950.00 – Matching Funds (Hope Township will match non-governmental contributions up to \$12,950.00)

BE IT FURTHER RESOLVED that the Treasurer of the Hope Volunteer Fire Department shall submit vouchers on a timely basis accompanied by an affidavit listing the name, address and amount of each contribution of \$25.00 or more; amounts of smaller contributions should be listed on said affidavit by fund raising category.

BE IT RESOLVED that the Clerk be directed to provide a copy of this Resolution to the Hope Volunteer Fire Department.

Resolution #16-40, Appoint Samantha Marotta as Municipal Alliance Coordinator

A motion was made by Beatty, seconded by McDonough to adopt the following Resolution. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

RESOLUTION #16-40

RESOLUTION TO APPOINT A MUNICIPAL ALLIANCE COORDINATOR

WHEREAS, Mary Pat Quinn, the Hope Township Municipal Alliance Coordinator, will not seek reappointment to this position for the 2016/17 grant cycle; and

WHEREAS, Samantha Marotta, a resident of Hope Township, has expressed her interest in the position and is familiar with the scope of work required for the Municipal Alliance Grant;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hope, County of Warren, New Jersey, that Samantha Marotta is hereby appointed as the Hope Township Municipal Alliance Grant Coordinator for calendar year 2016.

BE IT FURTHER RESOLVED, that compensation for this position is funded by the terms of the Municipal Alliance Grant.

Resolution #16-41, Appoint Roger J. Skoog, Esq. as Alternate Municipal Court Prosecutor

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

RESOLUTION #16-41

RESOLUTION APPOINTING AN ALTERNATE MUNICIPAL COURT PROSECUTOR

WHEREAS, Richard Ralph, Esq. is the Municipal Court Prosecutor of the Municipal Court of North Warren at Hope, the Hardwick Township Municipal Court and the White Township Municipal Court; and

WHEREAS, an Alternate Municipal Court Prosecutor is required from time to time due to Mr. Ralph's absence;

WHEREAS, Roger J. Skoog, Esq. with offices at 128 Belvidere Avenue, Washington, NJ 07882, is qualified and available to serve in Mr. Ralph's absence;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hope in the County of Warren, New Jersey that Roger J. Skoog, Esq. is hereby appointed as the Alternate Municipal Court Prosecutor for 2016 at a rate of \$452.00 per court session.

Discuss Proposed Duties, Salary, Benefits, Certification Requirements for Superintendent of Roads

The governing body is considering a new position, Superintendent of Roads and Public Buildings and Grounds. A brief discussion ensued regarding a salary range, health insurance allowance and course work required to obtain a Certified Public Works Foreman designation. No decision was reached. The

Clerk was directed to ask the Chief Financial Officer to examine the budget to ascertain if a new full time position can be funded along with the requisite benefits.

A work meeting will be scheduled for June 22, 2016 at 6:00 P.M. to discuss personnel and to act on the outstanding liquor license renewals.

PUBLIC

There were no questions or comments from the public.

EXECUTIVE SESSION, PERSONNEL & CONTRACT NEGOTIATION

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: Personnel and Contract Negotiation.

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

Preservation of Malon Family Farm

After the executive session, a motion was made by Koonz, seconded by Beatty to authorize The Land Conservancy of New Jersey to make an offer to the Malon Family based on the June 1, 2016 recommendation of the Hope Agriculture Advisory Board. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

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

