

DECEMBER 16, 2013

The monthly business meeting of the Hope Township Committee convened 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 by posting notices in the Hope Post Office and on the Township bulletin boards all on December 14, 2013.

#### APPROVAL OF MINUTES

The minutes of the business meeting on November 13, 2013 and the special meeting on November 25, 2013 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 read by Beatty, who noted those amounts over \$100.00. The total receipts during November, 2013 were \$1,121,849.02.

#### BILLS

The bill list was read by Koonz, who also noted those amounts over \$100.00. A motion was made by Koonz, seconded by Beatty to approve the bills totaling \$342,590.83. A voucher in the amount of \$4,933.50 to Kunzman Construction, LLC. was tabled pending Township Attorney review of a warranty for the roof on the Distillery and the adjoining shed. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

#### REPORTS

##### Chief Financial Officer

A report of the available balances in the line item appropriations was submitted by the Chief Financial Officer.

##### Zoning Officer

No report submitted.

##### Warren County Health Department

Complaints:

416 Main Street – Garbage on the lawn and in the storage shed at the bank-owned property. A reinspection was conducted. The garbage was still onsite. A reinspection is scheduled.

15 Silver Hill Avenue – Septic overflowing in the rear of the property. A reinspection is scheduled.

Exit 12, Route 80 W – Warren County Communications requested a response to a vehicle accident involving a diesel tank. Upon response, the driver reported that approximately 50-70 gallons of fuel had leaked. The fire company had placed absorbent material on the spill. The leak was temporarily plugged on the tank and then the remainder of the fuel was pumped out before the rig was towed from the scene. The truck was transporting yogurt, but it was determined that the refrigeration had not been affected by the accident. No further action was needed. File closed.

Food Establishment – No activity.

Rabies – No activity.

Kennels – No activity.

Childcare Centers – No activity.

Recreational Bathing – No activity.

Youth Camps – No activity.

Campgrounds – No activity.

Septics/Wells – One septic repair application was approved.

#### Township Engineer

Rodman reported that more time is needed to complete the Moravian Distillery Rehabilitation Project due to product review by the NJDOT and adverse weather conditions. A motion was made by Koonz, seconded by Beatty to approve the following Change Order #9. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

RESOLUTION OF THE HOPE TOWNSHIP COMMITTEE  
TO AUTHORIZE A CHANGE ORDER FOR THE MORAVIAN  
DISTILLERY REHABILITATION PROJECT  
[HOPE DISTILLERY CONSTRUCTION: FEDERAL #STP-0376(101), STATE #7529301]

WHEREAS, a Change Order #9 has been submitted for the extension of time for project completion by April 30, 2014;

WHEREAS, the Township Committee agrees with its professionals that the above extension is necessary for the integrity of the "Project";

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hope in the County of Warren, New Jersey that the Mayor and the Township Engineer are authorized and directed to execute Change Order #9 and forward same to the NJDOT, District Office for review and approval.

The paving is complete on Shiloh Road; however, there are funds remaining in the grant to install some guiderail, which the NJDOT is recommending. The work cannot be done during the winter months. The Morris County Cooperative Pricing Council will be using a new vendor after January 1, 2014.

Rodman spoke with the new Warren County Engineer, William Gleba, regarding the Township's interest in making Millbrook Road one way in the northerly direction. During the conversation, Gleba asked if the Township was still interested in swapping Foundry Road for Millbrook Road. The governing body confirmed that they are still interested in following through with that concept. Rodman will follow up with Gleba on the matter.

Road Department

The Public Works Foreman submits weekly reports which are on file in the Clerk's office.

Fire Department

No report submitted.

Blairstown Ambulance Corp

No report submitted.

Tax Assessor

No report submitted.

Tax Collector

November, 2013:

Current Year Taxes	\$1,093,435.42	\$5,658,798.19 Y-T-D
Delinquent Taxes:		
Taxes-2012	0.38	53,091.37
Taxes-2011	0.00	250.00
Prepaid 2014 Taxes	3,753.98	19,324.38
Outside Tax Sale Cert Redemption	.00	6,392.28
Tax Sale Premiums	.00	9,500.00
Interest and Costs	460.19	10,102.44
Total Receipts	<u>\$1,097,649.97</u>	<u>\$ 5,757,458.66</u>

Remarks:

Current Year Tax Collection Comparison:

November 2013 to November 2012	-\$ 94,454.59
Year to Date 2013 to Year to Date 2012	+\$223,828.55
November 2013 to November 2011	+\$286,758.99
Year to Date 2013 to Year to Date 2011	+\$160,769.13

Y-T-D Collection %'s	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004
	97.01	96.62	97.05	96.62	97.44	95.38	94.89	95.75	96.39	96.98

Construction Code Official

The following permits were issued during November, 2013: 5-Building, 7-Plumbing, 10-Electrical, 7-Fire, and 1-Certificate for a total income of \$3,118.00.

Mayor McDonough

Nothing to report.

Deputy Mayor Beatty

Nothing to report.

Committeeman Koonz

Koonz reported that the Millbrook Water Company is preparing to hook up their electrical service in the basement of the Moravian Distillery. They will contribute one-third of the cost (\$6,000.00) that was incurred by Hope Township to provide underground conduit from the exterior service board to the building. To accommodate the water company, the Township will accept \$1,000.00 and then a payment plan to be determined. The Clerk was directed to have the Township Attorney prepare an agreement between the parties.

Koonz met with the Municipal Court Judge to continue the discussion of a budget encompassing Hope, Hardwick, Liberty, Blairstown and White. The Judge believes that he can work on a lower number; a meeting between Koonz and the Judge will take place sometime next week.

CORRESPONDENCE

The following communications were received during the month:

1. Municipal Court of North Warren at Hope. Re: October, 2013 Municipal Court Disbursements. A copy was given to the Chief Financial Officer.
2. Service Electric Broadband Cable to N.J. Board of Public Utilities. Re: Tariff changes.

3. Help Our Preservation Effort. Re: Delivery of hand-decorated wreaths.
4. Warren County Health Department to Irene Kotinsky (The Cottage). Re: Approval of application for a proposed food establishment at 2 Walnut Street. A copy was given to the Zoning Officer and the Construction Code Official.

#### APPOINTMENTS

The following vacancies were noted:

- A. Environmental Commission - Vacancy: Alternate #2, term expires 12/31/13.
- B. Zoning Board of Adjustment – Vacancies: Full member, term expires 12/31/14 and Alternate #2, term expires 12/31/14.
- C. Planning Board – Vacancies: Class II, term expires 12/31/13; Alternate #2, term expires 12/31/13.
- D. Historic Preservation Commission: Vacancy: Alternate #2, term expires 12/31/14.
- E. Agriculture Advisory Board – Three vacancies, terms expire 12/31/13.

#### OLD BUSINESS

##### Ordinance #13-04, Revise Regulations for Business Directional Signs

A motion was made by Koonz, seconded by Beatty to table the discussion of the subject ordinance to the business meeting of February 12, 2014. It has come to the attention of the governing body that the businesses of Hope would like an opportunity to provide recommendations regarding the Ordinance. The governing body directed the Clerk to send a letter to the Hope Area Chamber of Commerce, Hope Historic Preservation Commission, Hope Historical Society, and H.O.P.E. to request their input by February 1, 2014. No more than two members of each organization shall serve on the “ad hoc” committee, and the names of the individuals that will be participating should be provided to the Clerk. The groups should coordinate their meeting among themselves.

It was noted that the Hope Historic Preservation Commission did discuss the Ordinance, and their recommendations were outlined in a memo dated December 10, 2013. Nancy Treible, a resident and member of the Hope Historical Society, was present at the meeting and asked for a copy of the memo.

##### Ordinance #13-05, Establish Municipal Alliance Committee

A motion was made by Koonz, seconded by Beatty to open the hearing to the public for the following Ordinance. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

## ORDINANCE #13-05

AN ORDINANCE OF THE TOWNSHIP OF HOPE, COUNTY OF WARREN, STATE OF NEW JERSEY, TO AMEND, REVISE AND REPLACE CHAPTER 2, "ADMINISTRATION" OF THE CODE OF HOPE TOWNSHIP TO ADD SECTION 19 ENTITLED "MUNICIPAL ALLIANCE COMMITTEE AGAINST DRUG AND ALCOHOL ABUSE"

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 #13-05 was adopted on a motion made by Koonz, seconded by Beatty. Committee polled: Beatty-yes; Koonz-yes; McDonough-yes.

### Speed Limits on Township Roads; Request for Speed Limit on Shiloh Road

Rodman reported that the speed limit that is posted on State Park Road, which bisects with Shiloh Road, is unofficial. Hope Township will coordinate an appropriate speed limit for Shiloh Road with Frelinghuysen.

### Discuss Cable Television Franchise Renewal

No change in status.

### Status of Water Supply at Hope Community Center

Koonz reported that the owner of the well advised that he will be drilling a new well. The Township Committee will only contribute one-third of that cost if there is a usage fee applied to the three users thereafter. The terms will be in the form of a contract between the parties.

### Status of Request from PEG Bandwidth

No change in status.

### Discuss Non-Domesticated Pets on small lots

This matter was tabled until after the first of next year.

## NEW BUSINESS

### Review Revised RFP for Cellular Telephone Tower on Township property

The proposed instruction to bidders for the cell tower and the proposed revised lease was reviewed by the governing body. The Clerk was instructed to advise the Township Attorney that the information is acceptable to the Township Committee, he may proceed with the matter.

Resolution #13-46, Authorize 6-mo. Extension for 2013 Municipal Alliance Grant

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

RESOLUTION #13-46

GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE  
RESOLUTION AUTHORIZING A REQUEST FOR A  
FISCAL GRANT EXTENSION JANUARY 1, 2014 TO JUNE 30, 2014

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, the Township Committee of the Township of Hope, County of Warren, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore, has an established Municipal Alliance Committee; and

WHEREAS, the Township of Hope was approved for a Municipal Alliance grant for the January 1, 2013 through December 31, 2013 grant term; and

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse has extended the 2013 grant term until June 30, 2014, in order to transition the grant to a fiscal year rather than calendar year cycle; and

WHEREAS, funding has been made available to the Hope Township Municipal Alliance in the amount of 50% of its approved 2013 grant total for the six-month extension period of January 1, 2014 to June 30, 2014, contingent upon meeting the 25% Cash Match and 75% In-Kind Match grant requirement for the extension funding.

NOW, THEREFORE, BE IT RESOLVED that the Hope Township Committee does hereby authorize the submission of the grant extension for the Hope Township Municipal Alliance grant in the amount of:

DEDR	\$5,138.00
Cash Match	\$1,541.00
In-Kind	\$3,853.00

The Hope Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

PUBLIC

There were no questions or comments from the public.

EXECUTIVE SESSION, RE: PERSONNEL

The following Resolution was adopted on a motion made by Beatty, seconded by Koonz.  
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: Any matter involving the employment, appointment, termination of employment, disciplinary action unless individual in right requests a public meeting.

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

The meeting was adjourned at 7:15 P.M. on a motion made by Koonz, seconded by Beatty. The motion was carried.

Respectfully submitted:

Mary Pat Quinn  
Municipal Clerk