

**DECEMBER 28, 2022
YEAR-END MEETING**

The Business Meeting of the Hope Township Committee convened at 3:00 P.M. at the Hope Township Municipal Building with the following members present: Mayor Timothy McDonough, Deputy Mayor John Kruk and Committeeman Terry Urfer. Also present were Municipal Clerk, Robin Keggan, RMC, Donald Whitmore, DPW Foreman and Zondra Belstra, Deputy Clerk.

Roll call: Mr. Urfer- present Mr. Kruk – present Mayor McDonough- present

FLAG SALUTE AND SUNSHINE STATEMENT

Under the provisions of the “Open Public Meetings Act”, adequate notice of this meeting has been provided by publishing notice in the Express Times New Jersey edition and the New Jersey Herald and by posting notices in the Hope Post Office and on the Township Web and Bulletin Boards.

EXECUTIVE SESSION:

A motion was made by Mr. Urfer, seconded by Mr. Kruk and carried to adopt the Resolution to go into Closed Session at 3:01 PM.

RESOLUTION

WHEREAS, Section 8 of the Open Public Meeting Act, Chapter 231, P. L. 1975 permits the exclusion of the public from a meeting under certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

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 public shall be excluded from that portion of this meeting
2. The general nature of the subject matter to be discussed is as follows:
 - A. Personnel Matters

As nearly as can be ascertained, the matter or matters to be discussed at this time will be disclosed to the public when such matters are resolved.

Time In: 2:01 PM

Present: Deputy Mayor Kruk, Committeeman Urfer, Mayor McDonough; Robin Keggan, Municipal Clerk.

Personnel Matters

Time Out: 3:22 PM on a motion made by Committeeman Urfer; Seconded by Deputy Mayor Kruk. All in favor.

Motion made at 3:22 PM to re-open to the public on a motion made by Mr. Urfer; seconded by Mr. Kruk – all in favor. No official action was taken

Payment of Bills: A motion was made by Mr. Urfer; seconded by Mr. Kruk and committee polled as follows: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes to pay the bills totaling \$365,593.52.

Reports:

Environmental Commission: Ms. Sobon discussed applying for a CHHP grant (\$2500) and will work with Mr. Urfer on this. This will allow the municipality to purchase recording equipment (visual). Also discussed a program sponsored by the State for the 8th Annual Youth Fishing Challenge that may be able to work in unison with the Swayze Mill Fishing Derby. Will be looked into further.

Mayor Tim McDonough: Gave an update regarding the Broad Class “C” alcohol license that is being discussed and may be put into place by the State. Mr. Urfer motioned and Mr. Kruk seconded, all in favor, to have Mayor McDonough write a letter on behalf of the municipality in support of this.

Deputy Mayor Christopher John Kruk: Quick discussion took place with the clerk regarding the need for updating cyber-security measures for the municipality in order to keep our insurance rates through PAIC as low as possible. He will be the liaison for this and working with the Clerk, our insurance carrier and our IT personnel.

Committeeman Urfer: Mr. Urfer spoke briefly about working with Ms. Sobon on the recycling at the municipal building, they will get together to work on that. Also discussed a capital budget needing to be worked on in time for 2023 budget sessions for the municipally-owned buildings and the DPW yard. Dock at Swayze needs to be stored for the winter. Mr. Kruk, Mr. Urfer and Mr. Whitmore will work together to store it at the DPW yard for the winter until another plan can be put into place for next year. Also discussed the need for a job description to be worked up for the Public Events Coordinator.

Township Engineer: Not in attendance.

DPW: Mr. Whitmore briefly updated the Committee on ongoing work. Main focus of his work was the snow/ice storm since our last meeting. Started on a site plan for the DPW yard/salt shed.

Resolutions:

RESOLUTION 2022-50

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 2022 balances in the Current Fund Budget. Includes General Administration O/E, Revenue Administration (Tax Collector) O/E, Maintenance of Parks O/E, Electricity O/E, Fuel Oil O/E, Gasoline Mayor & Council S&W; Employee Group Insurance; Road Maintenance S&W; Social Security and Municipal Court S&W.

WHEREAS, the following accounts have sufficient excess funds to meet such demands: Recreation O/E; General Administration S&W and Road Maintenance O/E.

BE IT RESOLVED, that in accordance with the provisions of R.S. 40A:4-58 the Chief Financial Officer is hereby authorized to make the following transfers:

TO:	General Administration O/E	4,000.00
	Revenue Administration (Tax Collector) O/E	2,000.00
	Maintenance of Parks O/E	7,000.00
	Electricity O/E	1,000.00
	Fuel Oil O/E	2,000.00
	Gasoline	13,000.00
	Mayor & Council S&W	300.00

Employee Group Insurance	4,800.00
Road Maintenance S&W	1,900.00
Social Security	850.00
Municipal Court S&W	<u>2,100.00</u>
	\$38,950.00

FROM: Recreation O/E	12,000.00
Road Maintenance O/E	17,000.00
General Admin S&W	350.00
Road Maintenance O/E	<u>9,600.00</u>
	\$38,950.00

Motion to approve made by Mr. Urfer; seconded by Mr. Kruk and roll called as follows: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes.

Unfinished Business:

The municipality is currently interviewing for a Planning and Zoning Board Secretary. One interview was held already.

No Stigma Signs – The committee approved on a motion by Mr. Urfer; seconded by Mr. Kruk and roll called as follows: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes to order 12 x 18 No Stigma signs which will be placed by Dogwood Road and in front of the municipal building. No Stigma simply means that we show general respect to everyone, regardless of disability, race, etc.

New Business:

The Committee approved a letter to be sent to Mr. Rodman alerting him that Mr. Whitmore has passed his CPWM certification test and will be appointed as CPWM in January, as well as wishing him well on his well deserved retirement.

The Committee also approved, on a motion made by Mr. Urfer; seconded by Mayor McDonough and all in favor, to start Business meetings at 6pm beginning January 25, 2023 for the year. Work sessions (if necessary) will begin at 4 p.m.

Minutes: None.

Public Participation:

Ann Rhinesmith thanked Mr. Whitmore for installing motion detection lights at the Distillery.

Margo Biblin updated the Committee on a project she is working on with Lori Ciesla, WC Commissioner, regarding broadband mapping and accessibility.

Jutta Jensen requested that some electrical work (upgrades) be done at the Grange.

Seeing there was no other business for tonight, this meeting of the Hope Township Committee was adjourned at 4:13 p.m. on a motion made by Mr. Urfer; seconded by Mr. Kruk. Motion carried.

Robin L. Keggan, RMC
Municipal Clerk