

FEBRUARY 22, 2023
BUDGET WORK MEETING

The Work 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, Committeeman Christopher John Kruk, and Deputy Mayor Terry Urfer. Also present were Municipal Clerk, Robin Keggan, RMC; Deputy Clerk, Zondra Belsta; Brielle Whitore, Public Events Coordinator; Donald Whitmore, DPW Foreman; Kathleen Reinalda, CFO.

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 New Jersey Herald and Express Times New Jersey Edition and by posting notices in the Hope Post Office and on the Township Web and Bulletin Boards.

Roll call: Mr. Urfer- present

Mr. Kruk – present

Mayor McDonough- present

EXECUTIVE SESSION:

A motion was made by Mr. Kruk, seconded by Mr. Urfer and carried to adopt the Resolution to go into Closed Session at 3:10 PM.

RESOLUTION

WHEREAS, Section 8 of the Open Pubic 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. Potential Litigation
 - B. 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: 3:10 PM

Present: Committeeman Kruk, Deputy Mayor Urfer, Mayor McDonough. George Boesze, Zoning Official was present for the potential litigation portion of the session.

Also Present: Robin Keggan, Municipal Clerk

Time Out: 4:05 PM

A motion made by Mayor McDonough, seconded by Committeeman Kruk and carried to return to regular session. No Official Actions were taken but the public was apprised that potential litigation and personnel matters were discussed.

Reports:

Environmental Commission: Mrs. Sobon requested the closure of Walnut/Cedar Streets during the Green Fair this year to allow for pedestrians to access vendors; requested tables from the Township and the HVFD (Mr. Kruk will get back to her in a week or so on this) and inquired about an LED message announcement board for the municipality.

2023 Budget Work:

Ms. Reinalda commented that the 2022 Reserve Budget was \$1300 over budget and that she will need to back that amount out and charge it to the 2023 budget. She stated that in order to raise more revenue there are two options: find another way to raise new revenue or don't spend what is in the budget.

Several budget items were discussed as follows: Line Items:

HPC – remaining at \$950

PAIC Insurance - \$58,600

Zoning Board of Adjustment - \$1500

Tax Collector – add \$500 to his line item

Zoning Board and Planning Board Secretary – reduce each salary line by \$2,000

Environmental Commission - \$1960

Tax Assessor – leave line item the same

DPW - \$111,000

Zoning Official – \$300

Capital Improvement - \$75,000 (with \$40,000 earmarked over the next 3 years for a roadside mower)

Creative Team - \$3300 earmarked

The Township Committee on a motion made by Mr. Kruk and seconded by Mr. Urfer to encumber the remaining ARPA monies for the following projects: Up to \$10,000 for Ridgeway Avenue drainage work; up to \$20,000 for Foundry Road repairs and the remainder of the ARPA monies (approximately \$20,000) for tar and chip of municipal roadways. The motion also stated that these are all subject to Mr. Urfer approving the specs. By roll call vote: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes, this motion was passed.

Mr. Urfer also mentioned the salt shed will begin being repaired as soon as the cell tower's electric is done and Mr. Whitmore can obtain the block needed. A meeting with the DCA official will be forthcoming regarding this as well. Mr. Whitmore will work with Ms. Reinalda regarding PO numbers for all the deliveries of block he will receive as the supplier can only bring so many per truck load.

Ms. Keggan reminded the Committee that they will need to put in line items for special counsel and a professional services Resolution needs to be put in place per the CFO. Also, the open space tax, salaries and the cybersecurity updates required by PAIC insurance need to be put into the budget in the next budget meeting in order to button up the budget.

Kostenbader Road will be the next road the municipality applies for a DOT grant for (2024).

An enclosed trailer will be order to the new zero-turn mower being purchased by the municipality. Mr. Whitmore will acquire pricing and specs in order for a capital ordinance to be done.

Ms. Reinalda questioned Tier A compliance with the DEP. Mayor McDonough gave an update that there is a current lawsuit being put together by Bethlehem Township (Hunterdon County) suing the DEP that many municipalities will be joining onto.

Ordinances: Introduction/First Reading

**ORDINANCE 2023-02
CALENDAR YEAR 2023**

AN ORDINANCE OF THE TOWNSHIP OF HOPE PROVIDING FOR THE APPROPRIATION OF \$11,254.32 FOR 'JOHN DEERE Z930M ZTRAK' FROM THE GENERAL CAPITAL – CAPITAL IMPROVEMENT FUND

BE IT ORDAINED by the Township Committee of the Township of Hope, County of Warren, State of New Jersey, as follows:

1. The sum of **\$11,254.32** shall be appropriated for the following item from the Capital Improvements Budget for the year 2023:

JOHN DEERE Z930M ZTRAK LAWN MOWER

2. The sum of \$11,254.32 is available in the Capital Improvement Fund
3. The appropriation herewith does not authorize any debt of the Township of Hope.
4. This Ordinance shall take effect immediately on final passage and publication as provided by law.

Motion: Mr. Kruk
Second: Mr. Urfer

Roll Call:

Committeeman Kruk: yes Committeeman Urfer: yes Mayor McDonough: yes

NOTICE

NOTICE IS HEREBY GIVEN that the foregoing Ordinance was introduced for first reading at a regular meeting of the Township Committee of the Township of Hope held on February 22, 2023 and ordered published in accordance with the law. Said Ordinance will be considered for final reading and adoption at a meeting of the Township Committee to be held on March 22, 2023 at 4:00P.M., or as soon thereafter as the Township Committee may hear this Ordinance at the Municipal Building, 407 Hope-Great Meadows Road, Hope, New Jersey, at which time all persons interested may appear for or against the passage of said Ordinance.

New Business:

Highlands Council Agreement: Mr. Urfer suggested that the clerk send the agreement received to the township attorney for his approval before the committee signs off to accept the \$5,000 grant. She will do so and upon his approval, Mr. Urfer motioned to accept the grant with Mr. Kruk seconding. By a roll call vote: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes this motion was passed. The grant will also be submitted to the CFO and auditor for record keeping purposes.

Public Participation:

Ms. Shaw inquired as to who is covered under the municipality's liability insurance coverage.

Seeing there was no other business for tonight, this meeting of the Hope Township Committee was adjourned at 5:39 p.m. on a motion made by Mr. Kruk; seconded by Mr. Urfer. Motion carried.

Robin L. Keggan, RMC
Municipal Clerk