

JANUARY 4, 2023

The Annual Reorganization Meeting of the Hope Township Committee convened at 6:00PM at the Thomas Planer Building, Hope Township with the following members present: Committeeman Timothy McDonough, Committeeman Terry Urfer and Committeeman-elect John Kruk. Also present were Robin Keggan, Municipal Clerk for Hope Township; Zondra Belstra, Deputy Clerk; Donald Whitmore, DPW Foreman; Patricia Whitmore, CCM Assistant Director.

The Municipal Clerk called the meeting to order at 6 PM.

Under the provisions of the "Open Public Meetings Act", adequate notice of the meeting had been provided by publishing notice in The New Jersey Herald and by posting notices in the Hope Post Office and on the Township bulletin boards.

OATH OF OFFICE – RE-ELECTED COMMITTEEMAN C. JOHN KRUK

Mr. Kruk was sworn into office as a Township Committee member for a three-year term beginning January 1, 2023 and expiring December 31, 2025 by Lori Ciesla, Warren County Commissioner.

Mrs. Keggan accepted nominations for Mayor:

APPOINTMENT OF MAYOR FOR 2023/OATH OF OFFICE

A motion was made by Mr. Urfer, seconded by Mr. Kruk to appoint Timothy C. McDonough as the Mayor for 2023. Mr. McDonough accepted. Committee polled: Kruk-yes; Urfer-yes; McDonough-yes. Oath of Office was administered by Lori Ciesla, Warren County Commissioner.

Mrs. Keggan, Township Clerk then turned the Chair over to Mayor McDonough.

APPOINTMENT OF DEPUTY MAYOR FOR 2023/OATH OF OFFICE

A motion was made by Mr. Kruk; Seconded by Mayor McDonough to appoint Terry Urfer as the Deputy Mayor for 2023. Mr. Urfer accepted. Committee polled: Mr. Kruk – yes; Mr. Urfer -yes; McDonough-yes. Oath of Office was administered by Lori Ciesla, Warren County Commissioner.

A moment of remembrance was observed for the Stroud family on the tragic loss of one of their children.

APPOINTMENTS

On a motion made by Mr. Kruk, seconded by Mr. Urfer and carried the following appointments were made. Roll Call vote followed: Mr. Kruk – Yes Mr. Urfer – Yes Mayor McDonough – Yes

Township Attorney: Michael Selvaggi, Esq. (Lavery, Selvaggi, Abromitis and Cohen, LLC)

Township Planner: Heyer, Gruel & Associates

Municipal Clerk/Registrar (Re-appointment): Robin L. Keggan, RMC 1/01/2023 to 12/31/2025

Deputy Clerk: Zondra L. Belstra 1/01/2023 to 12/31/2023

Affirmative Action Officer: Robin L. Keggan, RMC

Deputy Registrar: Zondra L. Belstra, Deputy CMR 1/2023 to 12/2023

Liaisons for the Year 2023

Planning Board

Zoning Board of Adjustment

Timothy C. McDonough

Terry Urfer

Environmental Commission	Terry Urfer
Sports Directors	John Kruk
Agricultural Advisory Board	Terry Urfer
Hope Board of Education	John Kruk
Hope Volunteer Fire Department	John Kruk
Blairstown Ambulance Corp	John Kruk
N.J. State Police	Timothy C. McDonough
Over 55 Club	Timothy C. McDonough
Help Our Preservation Effort (H.O.P.E.)	John Kruk
Hope Historical Society	John Kruk
Historic Preservation Commission	Timothy C. McDonough
Moravian Grange	Terry Urfer
Hope Food Bank/Pantry	Terry Urfer
Municipal Court of North Warren at Hope	Timothy C. McDonough
Department of Public Works	Terry Urfer
Animal Control	Terry Urfer
Warren County Board of Chosen Freeholders	John Kruk
Local Board of Health	John Kruk
Personnel Policy	John Kruk

Tax Collector: Stephen J. Lance, CTC, Tenured

Tax Search Officer: Stephen J. Lance

Deputy Tax Collector: Karen Lance

Chief Financial Officer/Treasurer: Kathleen Reinalda, CFO, Tenured

Qualified Purchasing Agent: Kathleen Reinalda, QPA

Auditor/Accountant: Anthony Ardito, Ardito and Company

Tax Assessor: Richard Motyka, CTA, Tenured

Secretary to the Local Board of Health: Robin L. Keggan, RMC

Chairman to the Local Board of Health: John Kruk

Right to Know Coordinator: Robin L. Keggan, Zondra L. Belstra

Recycling Coordinator: Linda Gable

Zoning/Code Enforcement Officer: George Boesze

Driveway Opening Official: George Boesze

Township Engineer: French & Parrello (3-year appointment through 12/31/24)

Certified Public Works Manager: Donald Whitmore

Public Works Foreman: Donald Whitmore

Animal Control Officer/Humane Law Enforcement Officer (HLEO): Alan DeCarolis

Back-Up Animal Control Officer: Terry Urfer

Dog Licensing Clerk: Robin L. Keggan

Emergency Management Coordinator: Timothy McDonough (1/01/2022-12/31/2024) – 3 year term

Deputy Emergency Mgt. Coordinator: Donald Whitmore (1/01/2023-12/31/2023)

Deputy Emergency Mgt. Coordinator: Lorrie Koonz (1/1/2023-12/31/2023)

911 Coordinator: Timothy McDonough

Municipal Alliance Coordinator: Mary Bermingham

Events Coordinator: Brielle Walsh

Assistant to Events Coordinator: Patricia Whitmore

Christmas Craft Market Coordinator: Brielle Walsh

North Warren Municipal Court of Hope

Municipal Court Judge: Charles Carro, Esq. (exp. 12/31/23)

Court Administrator: Kayleigh R. Keggan (Acting) (exp. 3/24/2023)

Interim Deputy Court Administrator: Carol Olyszek
Violation Clerks: Kayleigh R. Keggan
Municipal Court Recorder: Kayleigh R. Keggan
Municipal Court Prosecutor: Richard A. Ralph, Esq.
Alternate Municipal Court Prosecutor: John J. Caleca, III
Municipal Public Defender: Scott Wilhelm, Esq.
Alternate Municipal Public Defender: Doreen L. Neggia, Esq.

Secretaries to the Various Boards:

Planning Board: TBD
Board of Adjustment: TBD
Environmental Commission: Robin Keggan
Historic Preservation Commission: Robin Keggan

Board Appointments

Planning Board:
Class I Mayor Timothy McDonough (exp. 12/23)
Class II John Koonz (exp. 12/23)
Class III Terry Urfer (exp. 12/23)
Steve Larena (exp. 12/26)
Chris Maier (Alt. Farmland Pres Sub) (exp. 12/26)
Robert May (exp. 12/26)
Alternate #2 Vacant (exp. 12/24)

Board of Adjustment: (Committee Appointment) (4 year terms)
Shawn Patton (exp. 12/26)
Brian Kathenes (exp. 12/26)
Steve Larena (exp. 12/26)
Carol D'Ottavio (exp. 12/26)
Alternate #2 – vacant (exp. 12/24)

Environmental Commission: Mayor's Appointment (3 year terms; exception of PB crossover)
Phyllis Strohmeier – filling Maerten's term (exp. 12/23)
Raymond Ayers Alt #1 – (exp. 12/24)

Historic Preservation Commission: Mayor's Appointment with Consent of the Committee
Maria McDonough (exp. 12/26)
Alternate #2 – vacant (exp. 12/24)

Ag Advisory Board
Josh Miller (exp. 12/25)

RESOLUTIONS

**TOWNSHIP OF HOPE, COUNTY OF WARREN, STATE OF NEW JERSEY
RESOLUTION #2023-01**

BE IT RESOLVED, by the Mayor and Township Committee of the Township of Hope, County of Warren, New Jersey that the following meeting calendar be adopted for the year 2023:

Business meetings will be held on the second Wednesday of each month beginning at **6:00 P.M.** (unless otherwise noted) at the Hope Municipal Building, County Route 611, Hope, NJ.

January 4, 2023 Reorganization**	July 12, 2023
February 8, 2023	August 9, 2023
March 8, 2023	September 13, 2023
April 12, 2023	October 11, 2023
May 10, 2023	November 9, 2023*
June 14, 2023	December 13, 2023

Work meetings will be held on the fourth Wednesday of each month beginning at **4:00 P.M.** (unless otherwise noted) at the Hope Municipal Building, County Route 611, Hope, NJ. These meetings are subject to cancellation based upon lack of agenda.

January 25, 2023 – 6 P.M.	September 27, 2023
February 22, 2023	October 25, 2023
March 22, 2023	December 27, 2023 Year End
April 26, 2023	
May 24, 2023	

Formal action may be taken at both business and work meetings. Executive sessions may be called by the governing body when appropriate at both business and work meetings.

The Official Newspaper of Hope Township is the New Jersey Herald. Additional newspaper is the Express Times, Warren County Edition (printed on Thursdays). Depositories for Hope Township of the First Hope Bank, Hope NJ Branch and Valley National Bank, White Township Branch.

***Please note: These dates are NOT on 2nd or 4th Wednesdays.**

**** Being held at the Thomas Planer building.**

RESOLUTION #2023-02
APPOINTMENT OF DEPUTY MUNICIPAL CLERK/DEPUTY
REGISTRAR OF VITAL STATISTICS

WHEREAS, Hope Township is in need of a Deputy Municipal Clerk on a part-time; and,

WHEREAS, the Hope Township Committee recognizes that the position of Deputy Municipal Clerk is an essential one to the Township in order to handle overflow duties and assist the Township residents on a day-to-day basis; and,

WHEREAS, the Deputy Municipal Clerk shall also be appointed as the Deputy Registrar of Vital Statistics in order to be of assistance to the general public in the Municipal Clerk's absence. This term runs concurrent with the Deputy Municipal Clerk's appointment term.

NOW, THEREFORE, BE IT RESOLVED, by the Committee of the Township of Hope, County of Warren, State of New Jersey, that the Committee is in agreement that Zondra L. Belstra be and is hereby appointed as Deputy Municipal Clerk and Deputy Registrar of Vital Statistics; and,

BE IT FURTHER RESOLVED, that the appointment period for both Deputy Municipal Clerk and Deputy Registrar of Vital Statistics shall run from January 1, 2023 through to and including December 31, 2023 (one-year appointment).

**RESOLUTION MEMORIALIZING PUBLIC AGENCY COMPLIANCE OFFICER
DESIGNATION
RESOLUTION 2023-03**

WHEREAS, the Township of Hope, County of Warren, State of New Jersey is required to designate a Public Agency Compliance Officer (P.A.C.O.),

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hope that Robin L. Keggan is hereby designated as the Public Agency Compliance Officer for the Township of Hope.

**A RESOLUTION AUTHORIZING THE TAX ASSESSOR, TOWNSHIP ATTORNEY, AND/OR
TAX COUNSEL TO EXECUTE STIPULATIONS, CORRECT ASSESSMENTS IN TAX COURT,
FILE ADDED, OMITTED, OMITTED/ADDED ASSESSMENTS, ROLL-BACK TAX
COMPLAINTS AND TAX APPEALS
RESOLUTION 2023-04**

WHEREAS, the Township Committee of the Township of Hope, County of Warren, State of New Jersey has been informed that in certain instances, the Township Attorney and/or Special Tax Counsel may be required to execute, stipulate and make corrections or adjustments resulting from Tax Appeal complaints filed against the Municipality. The Township attorney and/or Special Counsel will need further approval to file omitted assessments and farmland roll-back complaints, all in the mane of the Township of Hope, and

WHEREAS, the Tax Assessor of Hope Township has requested the Township Committee authorize him to file corrections of such errors with the Warren County Board of Taxation,

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Hope Township that the Tax Assessor of Hope Township be and is hereby authorized to file Roll-Back complaints, corrective appeals and stipulations with the Warren County Board of Taxation concerning those properties wherein errors were made; and

A copy of this Resolution shall be forwarded to the Tax Assessor and Warren County Board of Taxation.

**AUTHORIZING IMPOSITION OF ADDITIONAL PENALTIES FOR TAX DELINQUENCIES IN EXCESS
OF \$10,000.00 (TEN THOUSAND DOLLARS) AND SETTING GRACE PERIOD FOR PAYMENT OF
TAXES AND INTEREST RATES FOR DELINQUENT TAXES
RESOLUTION 2023-05**

WHEREAS, certain laws were enacted by the State of New Jersey which contain provisions setting the amount of the interest rate or penalties capable of being charged by the Township of Hope on account of delinquent taxes as well as the amount required to redeem tax sale certificates; and,

WHEREAS, N.J.S.A. 54:4-67 defines a tax delinquency as follows: "Delinquency means the sum of all taxes and municipal charges due on any given parcel of property covering any number of quarters or years. The governing body may also fix a penalty to be charged to a taxpayer with a delinquency prior to the end of a calendar year. The penalty so fixed shall not exceed six (6%) percent of the amount of the delinquency;" and,

WHEREAS, N.J.S.A. 54:5-61 sets the amount to be charged on account of a tax sale certificate as follows: "When the taxes, interest and costs so exceed the sum of \$5,000.00 (five thousand dollars), such additional sum shall be equal to four (4%) percent of such amount paid; and when that sum shall exceed the sum of \$10,000.00 (ten thousand dollars), such additional sum shall be equal to six (6%) percent of such amount paid. This section shall also apply to all existing certificates held by municipalities on the effective date of this act;" and,

WHEREAS, in order for the aforesaid additional penalty of six (6%) percent of the amount of the delinquency in excess of \$10,000.00 (ten thousand dollars) to be effective, the Township is required to enact this enabling Resolution.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Hope on this 4th of January 2023 that the intent and purpose of the aforesaid two statutes are hereby implemented and effective immediately, a penalty of six (6%) percent of any tax delinquency incurred prior to the end of the calendar year; and

BE IT FURTHER RESOLVED that a grace period of ten (10) days for non-payment of taxes as per R.S. 54:4-67 is declared.

BE IT FURTHER RESOLVED that the Township of Hope hereby charges such additional six (6%) percent penalty on all existing tax sale certificates held by the Township where said sum exceeds \$10,000.00 (ten thousand dollars), which penalty shall be applied to all certificates presently held by the Township as well as those which may be subsequently acquired by it as a result of future tax sales.

BE IT FURTHER RESOLVED that the rate of interest to be charged by the Township of Hope for the non-payment of taxes or assessments on or before the date that the same shall become delinquent, according to NJSA 54:4-67 in such case made and provided, be and is hereby fixed at the rate of eight (8%) percent per annum on the first \$1,500.00 (fifteen hundred dollars) of delinquency and eighteen (18%) percent per annum on any amount in excess, said interest to be charged upon the whole or any portion of any taxes or any payment to installment thereof remaining delinquent; provided that no interest as aforesaid shall be charged if the payment of any installment is made within ten days after the due date upon which the same shall become payable.

RESOLUTION SETTING FORTH CASH MANAGEMENT PLAN RESOLUTION 2023-06

WHEREAS, P.L. 1983, chapter 8, Local fiscal Affairs Law, N.J.S. 40A:5-2 was amended to require that each municipality designate a Cash Management Plan for the deposit of local unit's monies.

BE IT RESOLVED that the following Cash Management Plan be adopted by the Township of Hope:

A. Designation of Official Depositories:

1. The following financial institutions are designated official depositories:

First Hope Bank and Valley National Bank, White Township.

Any other banking institutions with offices in Warren County

under the direction of the Chief Financial Officer.

2. Designated Official Depositories are required to submit to the Chief Financial Officer of the Township of Hope, a copy of the State of New Jersey, Department of Banking, Governmental Unit Deposit Protection Act notification of eligibility which must be filed semi-annually in the Department of Banking as of June 30 and December 31 each year.

3. Designated Official Depositories are required to submit to the Chief Financial Officer a copy of the institution's "Annual Report" on an annual basis.

B. Deposit of Funds

All funds shall be deposited within forty-eight (48) hours of receipt in accordance with State statute.

1. Operating funds shall be deposited into an interest bearing account to maximize interest earnings.

2. Trust funds may be deposited into interest bearing accounts. Non-interest bearing accounts should be regularly monitored for availability of funds for investment except where either State, Federal laws or local ordinance prohibit the earning of interest on such funds.

C. Designation of Allowable Investment Instruments:

The Township may permit deposits and investments in such depositories as permitted in Section 4 of P.L. 1970 Chapter 236 (C17:9-44).

D. Definition of Acceptable Collateral and Protection of Township Assets.

1. All designated depositories must conform to all applicable State statutes concerning depositories of public funds.

2. All depositories shall obtain the highest amount possible F.D.I.C. and/or F.S.L.I.C. coverage of all Township assets (Demand and Certificate of Deposit).

3. Collateral will be required for all deposits and investments of the Township, except for those in the State Cash Management Fund, collateral must have a market value of not less than 100% of all deposits and investments.

E. Reporting Procedures

The Chief Financial Officer shall prepare for the Township Committee the following investment reports:

1. Monthly reporting: A listing of all investments as part of the Chief Financial Officer's monthly report.

2. The Chief Financial Officer shall prepare a schedule of outstanding investments for the independent auditors as of December 31 each year and at other times as required by the auditors.

F. Maximum Maturity Policy:

Investments shall be limited to a maturity not to exceed one year on all operating funds unless a longer maturity is permitted within provisions of regulations promulgated by either the Federal or State governments.

G. Investment Procedures:

Bids for Certificates of Deposit will be solicited of all designated depositories only if the amount is \$100,000.00 or greater.

Telephone bids will be solicited of designated depositories by the Chief Financial Officer or his designated staff member.

The depository shall specify the principal amount of the investment bid on interest rate and number of days used to calculate the interest to be paid upon maturity.

Interest paid shall be from the date the bid was awarded to the day of maturity.

All bidders may request the results of the bid after the bid is formally awarded.

A check or wire transfer of funds will be made available to the winning bidder the same business day the bid is awarded.

Each quotation shall be documented to record the date and time of quote, the parties in the discussion, the instrument(s), maturities and rates. A bid form of the Township may be used.

H. Controls:

When possible, the internal controls should provide for a separation of the investment placement functions and the accounting activity. Controls must be designed for telephone orders, wire transfers and securities, safekeeping, only specifically designated personnel of the Department of Finance shall be allowed to conduct this part of the transactions and all activity should be subject to immediate written confirmation of the designated depository. The Chief Financial Officer shall review each day's activity.

I. Bonding:

The following officials shall be covered by surety bonds, said surety bonds to be examined by the independent auditor to insure their proper execution:

Chief Financial Officer and Tax Collector

In addition, staff members of the Department of Finance not covered by a public employee's Faithful Performance Bond in the minimum of \$10,000.00.

J. Compliance:

The Cash Management Plan of the Township of Hope shall be subject to the annual audit conducted pursuant to N.J.S.A. 40a:5-4.

**RESOLUTION AUTHORIZING RETURNED CHECK FEE
RESOLUTION 2023-07**

WHEREAS, from time-to-time checks received in payment for real property taxes or other Township charges are returned by the banks as unpayable;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Hope Township, Warren County, New Jersey that Hope Township will charge twenty-five (\$25.00) dollars for any check payable to Hope Township that is returned for non-payment.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Tax Collector and Chief Financial Officer.

**RESOLUTION TO APPOINT A MUNICIPAL ALLIANCE COORDINATOR
RESOLUTION 2023-08**

WHEREAS, there is a need in Hope Township for a Municipal Alliance Coordinator for the 2023 Grant Cycle; and

WHEREAS, Mary Bermingham has been working in this 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, State of New Jersey that Mary Bermingham is hereby appointed as the Hope Township Municipal Alliance Coordinator for the calendar year 2023.

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

**RESOLUTION OF THE TOWNSHIP OF HOPE, COUNTY OF WARREN, STATE OF NEW
JERSEY, APPOINTING A MUNICIPAL HOUSING LIAISON AS REQUIRED BY NEW JERSEY
ADMINISTRATON CODE SECTION 5:94-7 ET SEQ.
RESOLUTION 2023-09**

WHEREAS, the governing body of Hope Township petitioned the Council on Affordable Housing (COAH) for substantive certification of its Housing Element and Fair Share Plan in 2007; and,

WHEREAS, Hope Township's Fair Share Plan promotes an affordable housing program pursuant to the Fair Housing Act (N.J.S.A. 52:27D-301, et seq.) and COAH's Third Round Substantive Rules (N.J.A.C. 5:94-1, et seq.); and,

WHEREAS, pursuant to N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et seq., Hope Township is required to appoint a Municipal Housing Liaison for the administration of Hope Township's affordable housing program to enforce the requirements of N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et seq.; and,

WHEREAS, Hope Township has amended Chapter 20-28 entitled "Fair Share Plan" to provide for the appointment of a Municipal Housing Liaison to administer Hope Township's affordable housing program.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of Hope Township in the County of Warren, and the State of New Jersey that Robin L. Keggan is hereby appointed by the Governing Body of Hope Township as the Municipal Housing Liaison for the administration of the affordable housing program, pursuant to and in accordance with Chapter 20-28 of Hope Township's Affordable Housing Code.

**RESOLUTION AUTHORIZING FUND DRIVES
RESOLUTION 2023-10**

WHEREAS, the Hope Volunteer Fire Department and the Blairstown Ambulance Corp are the agencies that provide the residents of Hope Township with fire protection and emergency services; and,

WHEREAS, both agencies need to conduct fund raisers from time to time in order to maintain the integrity and level of these vital services; and,

WHEREAS, Hope Township passed Ordinance No. 2021-09, providing a copy to the Warren County Planning Department and the Warren County Commissioners, allowing for the fund drives to take place county roads, namely on CR 521.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Hope in the County of Warren, New Jersey that the Hope Volunteer Fire Department and the Blairstown Ambulance Corps are authorized to conduct fund drives on any roadway within the Township of Hope during the calendar year 2023.

BE IT FURTHER RESOLVED that the Municipal Clerk is hereby directed to provide a certified copy of this resolution to these agencies.

**APPOINT BLAIRSTOWN AMBULANCE CORP AND NORTH WARREN EMERGENCY
MEDICAL SERVICES AS THE PRIMARY AMBULANCE SERVICES FOR CY 2023
RESOLUTION 2023-11**

WHEREAS, the Township of Hope requires emergency services from time to time; and,

WHEREAS, the Blairstown Ambulance Corp and North Warren Emergency Medical Services can effectively and efficiently provide emergency services for the Township of Hope.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Hope in the County of Warren, New Jersey, that the Blairstown Ambulance Corp and North Warren Emergency Medical Services are hereby appointed as the primary ambulance services for Hope Township for calendar year 2023.

BE IT FURTHER RESOLVED that the Municipal Clerk is hereby directed to provide a certified copy of this action to the Office of the Blairstown Ambulance Corp and North Warren Emergency Medical Services.

RECYCLING TONNAGE GRANT RESOLUTION 2023-12

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 grant to develop new municipal recycling programs and to continue and 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 recycle 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 endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designate 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 AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
PROFESSIONAL SERVICES-MUNICIPAL AUDITOR
RESOLUTION 2023-13**

WHEREAS, the Township of Hope has a need to acquire a municipal Auditor as a non-fair and open contract pursuant to provisions of *N.J.S.A. 19:44A-20.5*; and,

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

WHEREAS, the anticipated term of this contract is one year; and,

WHEREAS, ARDITO & CO., LLC has submitted a proposal, indicating they will provide the auditor services for the anticipated fee of \$29,493.00 (including court); and,

WHEREAS, ARDITO & CO., LLC has completed and submitted a Business Entity Disclosure Certification which certified that ARDITO & CO., LLC 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 ARDITO & CO., LLC from making any reportable contributions through the term of the contract; and,

WHEREAS, the required certificate for the availability of funds has been filed by the Chief Financial Officer providing that legally appropriated balances are available to cover the amount of the contract as required by N.J.A.C. 5:30-14.5 and that fees for the aforementioned auditing and non-auditing services shall be made available by appropriate inclusion in either an annual municipal budget which includes current, revenue sharing and utility provisions, by budget amendments for Federal program spending or by inclusion in an appropriate bond ordinance.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Hope, authorizes the Mayor and Clerk of the Township of Hope to enter into a contract with ARDITO AND CO., LLC, as described herein, as auditors on behalf of the Township of Hope for the year 2023; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and Determination of Value be placed on file with this resolution; and,

BE IT FURTHER RESOLVED that a notice of this action shall be printed once in a legally designated publication.

Political Contribution Disclosure. This contract has been awarded to Ardito & Co., LLC based on the merits and abilities of Ardito & Co., LLC to provide the goods and services as described herein. This contract was not awarded through a “fair and open” process pursuant to N.J.S.A. 19:44A-20.4 et seq. As such, the undersigned does hereby attest that Ardito & Co., LLC, its subsidiaries, assigns or principals controlling in excess of 10% of the company has neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16 in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c.19. affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party committee in the municipality if a member of that political party is serving in an elective public office of that municipality when the contract is awarded, or to any candidate committee of any person serving in an elective public office of the municipality when the contract is awarded.

Exhibit “A” (Mandatory Affirmative Action Language), Exhibit “B” (Employee Information Report), Exhibit “C” (Business Registration Certificate), Exhibit “D” (Business Entity Disclosure Certification), Exhibit “E” (Political Contributions Disclosure Certification), and Exhibit F (Insurance) are attached to and made a part of this contract.

APPOINTMENT OF MUNICIPAL ATTORNEY RESOLUTION #2023-14

WHEREAS, the Township of Hope in the County of Warren, State of New Jersey, requires that a Resolution authorizing the award of contract for Professional Services without bid be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hope that Michael S. Selvaggi, Esq. of the Law Firm of Lavery, Selvaggi, Abromitis & Cohen, 1001 Route 517, Hackettstown, New Jersey 07840 is hereby appointed as the Municipal Attorney for the year 2023.

BE IT FURTHER RESOLVED that this appointment is awarded without competitive bidding as a Professional Service under the provisions of the Local Public Contract Law; and,

BE IT ALSO RESOLVED that the Township Committee of the Township of Hope is hereby authorized to execute this Resolution and advertise the same according to law.

**APPOINTMENT OF MUNICIPAL PLANNING CONSULTANTS
RESOLUTION #2023-15**

WHEREAS, the Township of Hope in the County of Warren, State of New Jersey, requires that a Resolution authorizing the award of contract for Professional Services without bid be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hope that Heyer, Gruel & Associates of 236 Broad Street, Red Bank, NJ 07701, is hereby appointed as the Municipal Planner for the year 2023.

BE IT FURTHER RESOLVED that this appointment is awarded without competitive bidding as a Professional Service under the provisions of the Local Public Contract Law; and,

BE IT ALSO RESOLVED that the Township Committee of the Township of Hope is hereby authorized to execute this Resolution and advertise the same according to law.

**CONFIRMING THE RE-APPOINTMENT OF ROBIN L. KEGGAN
TO THE POSITIONS OF MUNICIPAL CLERK AND
REGISTRAR OF VITAL STATISTICS
RESOLUTION #2023-16**

WHEREAS, pursuant to N.J.S.A. 40A:9-133a., in every municipality there shall be a Municipal Clerk appointed for a three-year term by the governing body of the municipality; and,

WHEREAS, pursuant to N.J.S.A. 26:8-11c., the governing body of each registration district shall also appoint a Local Registrar; and,

WHEREAS, pursuant to N.J.S.A. 26:8-13, if the Local Registrar is the Municipal Clerk, the term of office as Local Registrar shall be concurrent with the term of Office of Municipal Clerk; and,

WHEREAS, there exists a need for the re-appointment of a Municipal Clerk and a Local Registrar for the Township of Hope, County of Warren, State of New Jersey, as mandated by the statutory law described herein, for the purpose of providing the Township with the duties, tasks and services proscribed at N.J.S.A. 40A:9-133e(1)-(7) and 26:8-25.

WHEREAS, this re-appointment has occurred within sixty (60) days of the expiration of the initial three-year term, that term commencing on January 6, 2020.

NOW, THEREFORE, BE IT RESOLVED, by the Committee of the Township of Hope, County of Warren, State of New Jersey, that Robin L. Keggan be and is hereby re-appointed as Municipal Clerk and Registrar of Vital Statistics for the three-year concurrent terms commencing January 1, 2023.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that Robin L. Keggan is and has upon this re-appointment attained tenure pursuant to N.J.S.A. 40A:9-133 et seq.

**RESOLUTION 2023-17
CANCELING CERTAIN PROPERTY TAX BALANCES**

WHEREAS, pursuant to NJSA 40A:5-17.1 promulgated by the State of New Jersey, the governing body of a municipality may adopt a resolution authorizing a municipal employee chosen by the governing body to process, without further action on the part of the governing body, the cancellation of any property tax refund, delinquency, or the charges and fees imposed by the municipality of less than \$10.00 (ten dollars):

NOW, THEREFORE BE IT RESOLVED on this 1st day of January 2023 by the Township Committee of the Township of Hope that the Tax Collector is hereby authorized and empowered, pursuant to NJSA 40A:5-17.1, to cancel and remove from the tax duplicate record, all unpaid or overpaid property taxes of less than \$5.00 (five dollars).

Resolutions 2023-01 through 2023-17 under the Consent Agenda were passed on a motion by Mr. Kruk, seconded by Mr. Urfer and all in favor.

**RESOLUTION ADOPTING TEMPORARY BUDGET
2023-18**

WHEREAS, Title 40A:4-19 known as the Local Budget Law, provides that where any contracts, commitments or payments are to be made prior to the final adoption of the 2023 budget, temporary appropriations be made for the purposes and amounts required in the manner and time therein provided, and;

WHEREAS, the total appropriations in the 2022 budget, less appropriations made for the Capital Improvement Fund, Debt Service, Relief for the Poor (Public Assistance) and Deferred Charges are as follows:

General Fund: \$1,806,936.76 ; and,

WHEREAS, 26.25% of the total appropriations in the 2022 budget, less the appropriations made for Capital Improvement Fund, Debt Service, Relief for the Poor (Public Assistance), and Deferred Charges are as follows:

General Fund: \$ 474,320.90

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hope, County of Warren that the temporary appropriations be made in the amount of \$474,320.90 for the General Fund and that a certified copy of this resolution be transmitted to the Chief Financial Officer for recordkeeping.

Resolution No. 2023-18 was passed on a Motion by Mt. Kruk, seconded by Mr. Urfer and roll called as follows: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes.

ORDINANCES:

Ordinance No. 2023-01 – Introduction and First Reading

CALENDAR YEAR 2023

ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK

(N.J.S.A. 40A: 4-45.14)

ORDINANCE NO. 2023-01

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to **2.5%** unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Township Committee of the Township of Hope in the County of Warren finds it advisable and necessary to increase its CY 2023 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Township Committee hereby determines that a **1.0%** increase in the budget for said year, amounting to **\$10,822.37** in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Hope, in the County of Warren, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2023 budget year, the final appropriations of the Township of Hope shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to **\$37,878.30**, and that the CY 2023 municipal budget for the Township of Hope be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

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 January 4, 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 February 8, 2023 at 6:00P.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.

On a motion made by Mr. Kruk, seconded by Mr. Urfer and carried the following Ordinance 2023-01 was introduced and approved on first reading.

Roll Called: Mr. Kruk – yes

Mr. Urfer – yes

Mayor McDonough - yes

A Proclamation was read by Mr. Kruk in honor of Jaelyn Barkley for accomplishments in Belvidere High School and at the NCAA level of competition in cross country. January 4, 2023 was proclaimed “Jaelyn Barkley Day”.

Mr. Urfer recognized Mr. Whitmore for passing his Certified Public Work Manager test, and he was so appointed at this meeting.

Mr. Kruk noted that a prior request for using the Community Center is buttoning up details in order to be able to (hopefully) begin using the building by January 18. Proper insurance was put in place as noted by the municipal clerk. A fee of \$25 per class will be paid to the municipality, to be paid monthly. Dates and times to be determined once those are submitted and checked against the Community Center calendar. Mr. Urfer motioned to accept this update; Mr. Kruk seconded and all in favor. A new agreement will be put into place for anyone using the Township buildings relating to the condition in which the building is left upon completion of the event being held. Patti Whitmore will work with the Clerk to put this together.

Mr. Kruk also briefly spoke about the Stigma Free signage that will be placed in two locations in town and the importance of inclusion for everyone. He would like to have a joint effort recognition day with surrounding municipalities in reference to mental health/suicide awareness and will update the Committee when something is in the works. Mrs. Koonz was present and presented the confetti that she collected at the Township Picnic in 2022 to the Committee as that was a Stigma Free exercise to show inclusion and to serve as a visual reminder to the residents.

Before adjourning, Mayor McDonough, Mayor McDonough reiterated his thanks to Tina Ritchie, as did the other Committeemen, in her efforts with the stage production of Annie. He thanked her for bringing some of the performers to the Reorganization to sing the National Anthem. Mr. Kruk thanked her for her efforts in bringing the arts back to Hope. Mr. Urfer thanked her for her stamina in the face of Covid to keep the production rolling as soon as she was able to, since it was approved to be held in the Thomas Planer building back in 2019.

The meeting was adjourned at 6:28 P.M. on a motion made by Mr. Kruk, seconded by Mr. Urfer. The motion was carried and a voice vote was unanimous.

Respectfully submitted,

Robin L. Keggan, RMC, Municipal Clerk