

JANUARY 4, 2024 – REORGANIZATION MEETING

The Annual Reorganization Meeting of the Hope Township Committee convened at 5:00PM at the Thomas Planer Building, Hope Township with the following members present: Committeeman Timothy McDonough, Committeeman-elect Terry Urfer and Committeeman 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. Commissioner Lori Ciesla was also in attendance.

The Municipal Clerk called the meeting to order at 5 PM.

Pledge of Allegiance

National Anthem – sung by Kaleidoscope Productions cast

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 TERRY URFER

Mr. Urfer was sworn into office as a Township Committee member for a three-year term beginning January 1, 2024 and expiring December 31, 2026 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. Kruk, seconded by Mr. Ufer 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.

Mayor McDonough thanked Mrs. Ciesla for all of her hard work, along with the other Commissioners, in helping to get the weight limit restrictions in place for CR 519/521. Mrs. Ciesla thanked him for his efforts and playing a pivotal role in helping to get the truck traffic efforts to fruition.

APPOINTMENT OF DEPUTY MAYOR FOR 2023/OATH OF OFFICE

A motion was made by Mr. Urfer; Seconded by Mayor McDonough to appoint C. John Kruk as the Deputy Mayor for 2024. Mr. Kruk 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 many members of the community who are facing difficulties at this time.

APPOINTMENTS

On a motion made by Mr. Urfer, seconded by Mr. Kruk 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 1/01/2024 to 12/31/2024

Affirmative Action Officer: Robin L. Keggan, RMC
Deputy Registrar: Zondra L. Belstra, Deputy CMR 1/2024 to 12/2024

Liaisons for the Year 2024

Planning Board	Timothy C. McDonough
Zoning Board of Adjustment	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 (1/01/2024-12/31/2024)

Deputy Emergency Mgt. Coordinator: Lorrie Koonz (1/1/2024-12/31/2024)

911 Coordinator: Timothy McDonough

Municipal Alliance Coordinator: TBD
Events Coordinator: Patti Whitmore
Assistant to Events Coordinator:
Christmas Craft Market Coordinator: Patti Whitmore

North Warren Municipal Court of Hope

Municipal Court Judge: Charles Carro, Esq. (exp. 12/31/26)
Court Administrator: Kayleigh R. Keggan (Acting) (exp. 3/24/2024)
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: Robin Keggan
Board of Adjustment: N/A
Environmental Commission: Robin Keggan
Historic Preservation Commission: Robin Keggan

Board Appointments

Planning Board:

Class I Mayor Timothy McDonough (exp. 12/24)
Class II John Koonz (exp. 12/24)
Class III Terry Urfer (exp. 12/24)
Donna Marie (Crossover Liaison – EC) (exp. 12/26)
Matt Koski Alternate #1 (exp. 12/25)

Environmental Commission: Mayor’s Appointment (3 year terms; exception of PB crossover)

Phyllis Strohmeier (exp. 12/26)
Monica Sobon (exp. 12/26)
Margo Biblin (exp. 12/26)
Donna Marie (Crossover liaison to PB) (exp. 12/26)

Historic Preservation Commission: Mayor’s Appointment with Consent of the Committee

Emily Brown (exp.12/27)
Melissa Debiak (exp. 12/27)
Kamil Belverio (exp. 12/27)
Frank DiSalvo – Alt. 2 (exp. 12/25)

Ag Advisory Board

Richard Goodbody (exp. 12/26)
Donna Marie (exp. 12/26)

RESOLUTIONS (2024-01 – 2024-16 – CONSENT AGENDA)

**TOWNSHIP OF HOPE, COUNTY OF WARREN, STATE OF NEW JERSEY
RESOLUTION #2024-01**

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 2024:

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, 2024 Reorganization**	July 10, 2024
February 7, 2024*	August 14, 2024
March 13, 2024	September 11, 2024
April 10, 2024	October 9, 2024
May 8, 2024	November 13, 2024
June 12, 2024	December 11, 2024

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

January 24, 2024	September 25, 2024
February 21, 2024*	October 23, 2024
March 27, 2024	December 30, 2024 Year End*
April 24, 2024	
May 22, 2024	

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.**

Motion: Mr. Urfer Second: Mr. Kruk All in favor by voice vote.

RESOLUTION #2024-02
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, 2024 through to and including December 31, 2024 (one-year appointment).

Motion: Mr. Urfer Second: Mr. Kruk All in favor by voice vote

**HOPE TOWNSHIP, WARREN COUNTY, STATE OF NEW JERSEY
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 2024-03**

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.

Motion: Mr. Urfer Second: Mr. Kruk All in favor by voice vote

**TOWNSHIP OF HOPE, WARREN COUNTY, NEW JERSEY
RESOLUTION MEMORIALIZING PUBLIC AGENCY COMPLIANCE OFFICER
DESIGNATION
RESOLUTION 2024-04**

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.

Timothy C. McDonough
Mayor, Township of Hope

Motion: Mr. Urfer Second: Mr. Kruk All in favor by voice vote

TOWNSHIP OF HOPE, WARREN COUNTY, NEW JERSEY
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 2024-05

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.

Motion: Mr. Urfer Second: Mr. Kruk All in favor by voice vote

**HOPE TOWNSHIP, WARREN COUNTY, NEW JERSEY
RESOLUTION SETTING FORTH CASH MANAGEMENT PLAN
RESOLUTION 2024-06**

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.

Date: January 4, 2023

Motion: Mr. Urfer Second: Mr. Kruk All in favor by voice vote

**HOPE TOWNSHIP, WARREN COUNTY, NEW JERSEY
RESOLUTION AUTHORIZING RETURNED CHECK FEE
RESOLUTION 2024-07**

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.

Motion: Mr. Urfer Second: Mr. Kruk All in favor by voice vote

**HOPE TOWNSHIP, WARREN COUNTY, NEW JERSEY
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 2024-08**

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.

Motion: Mr. Urfer Second: Mr. Kruk All in favor by voice vote

**HOPE TOWNSHIP, WARREN COUNTY, STATE OF NEW JERSEY
RESOLUTION AUTHORIZING FUND DRIVES
RESOLUTION 2024-09**

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 2024.

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

Motion: Mr. Urfer Second: Mr. Kruk All in favor by voice vote

**HOPE TOWNSHIP, COUNTY OF WARREN, STATE OF NEW JERSEY
APPOINT BLAIRSTOWN AMBULANCE CORP AND NORTH WARREN EMERGENCY
MEDICAL SERVICES AS THE PRIMARY AMBULANCE SERVICES FOR CY 2024
RESOLUTION 2024-10**

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 2024.

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.

Motion: Mr. Urfer Second: Mr. Kruk All in favor by voice vote

HOPE TOWNSHIP, WARREN COUNTY, STATE OF NEW JERSEY

RECYCLING TONNAGE GRANT

RESOLUTION 2024-11

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.

Motion: Mr. Urfer Second: Mr. Kruk All in favor by voice vote

HOPE TOWNSHIP, WARREN COUNTY, NEW JERSEY
RESOLUTION 2024-12
RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND
OPEN CONTRACT FOR PROFESSIONAL SERVICES-MUNICIPAL
AUDITOR

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 \$30,526 (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, by 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 and in behalf of the Township of Hope for the year 2024; 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.

**HOPE TOWNSHIP, WARREN COUNTY, STATE OF NEW JERSEY
APPOINTMENT OF MUNICIPAL ATTORNEY
RESOLUTION #2024-13**

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.

Motion: Mr. Urfer Second: Mr. Kruk All in favor by voice vote

**HOPE TOWNSHIP, WARREN COUNTY, STATE OF NEW JERSEY
APPOINTMENT OF MUNICIPAL PLANNING CONSULTANTS
RESOLUTION #2024-14**

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 Heyer, Gruel & Associates of 236 Broad Street, Red Bank, NJ 07701, is hereby appointed as the Municipal Planner for the year 2024.

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.

Motion: Mr. Urfer Second: Mr. Kruk All in favor by voice vote

**TOWNSHIP OF HOPE, WARREN COUNTY, NEW JERSEY
RESOLUTION 2024-15
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 2024 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).

Motion: Mr. Urfer Second: Mr. Kruk All in favor by voice vote

**HOPE TOWNSHIP, COUNTY OF WARREN, STATE OF NEW JERSEY
RESOLUTION 2024-16
RESOLUTION TO APPOINT A MUNICIPAL ALLIANCE COORDINATOR**

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 T/B/D is hereby appointed as the Hope Township Municipal Alliance Coordinator for the calendar year 2024.

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

Motion: Mr. Urfer Second: Mr. Kruk All in favor by voice vote

ROLL CALL RESOLUTION

**HOPE TOWNSHIP, WARREN COUNTY, NEW JERSEY
RESOLUTION ADOPTING TEMPORARY BUDGET
2024-17**

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 2023 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: \$1,476,145.00; and,

WHEREAS, 26.25% of the total appropriations in the 2023 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: \$ 387,488.07

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 \$387,488.07 for the General Fund and that a certified copy of this resolution be transmitted to the Chief Financial Officer for recordkeeping.

Motion: Mr. Urfer Second: Mr. Kruk

Roll Call: Mr. Kruk – yes Mr. Urfer: Yes Mayor McDonough – yes

ORDINANCES: INTRODUCTION AND FIRST READING BY TITLE ONLY

**CALENDAR YEAR 2024
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO
ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)
ORDINANCE NO. 2024-01**

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 2024 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 \$11,207.06 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 2024 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 **\$39,224.71**, and that the CY 2024 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, 2024 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 7, 2024 passage of said Ordinance.

Motion to Introduce for First Reading: Mr. Urfer

Second: Mr. Kruk

Roll Call Vote: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough - yes

PUBLIC SESSION:

Mr. Charlie Iulo thanked the Committee for all their efforts and hard work pertaining to the truck traffic issue and noted that he is willing to help in any way possible if necessary.

Mayor McDonough thanked Mrs. Ritchie for her successful Kaleidoscope Productions program and taking part in the reorganization meeting which is scheduled ahead of the Hope Township School's BOE reorganization on the same evening. Also noted that the US Gas Station had their grand re-opening this afternoon and diesel and off-road diesel are now available for residents. There is signage in place stating no tractor trailers may fuel up there (they are low flow pumps anyway). The off-road diesel is helpful for farmers as they pay no sales tax on that product.

Mr. Urfer noted that at the HVFD meeting the prior evening he mentioned cooking for the Appreciation Dinner and that they would be more than happy to do so. This will be brought up at an upcoming Committee meeting for discussion. Also requested that the diesel hook up at the municipal building for the HVFD be put into place asap. Noted that the gas station is interested in perhaps installing an electric vehicle charging station.

Mr. Kruk thanked the community for the outpouring of support for the Van Grouw family. An Italian Buffet Fundraising Dinner will be held at the HVFD on January 20, 2024. Also thanked the residents for their decorum when it comes to social media as towns in the surrounding area are having trouble with arguments breaking out on social media between residents and elected officials, etc. It is his hope that this continues in Hope Township. Made a motion to rescind the Ordinance for hunting at Swayze Mill Park on two of three dates (January 13, 20 and 27 – two of these dates will be chosen based upon the best weather). Mr. Urfer seconded that and all in favor by voice vote. Licensed hunters only will be allowed to participate and the gates will be locked early those mornings for roughly 1 ½ hours.

The meeting was adjourned at 5:31 P.M. on a motion made by Mr. Urfer, seconded by Mr. Kruk. The motion was carried and a voice vote was unanimous.

Respectfully submitted,

Robin L. Keggan, RMC, Municipal Clerk