

JANUARY 5, 2021

The Annual Reorganization Meeting of the Hope Township Committee convened at 4:00PM at the Hope Township Municipal Building via Zoom 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.

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 expiring December 31, 2023 by Douglas Steinhardt, Esq.

Mrs. Keggan accepted nominations for Mayor:

APPOINTMENT OF MAYOR FOR 2021/OATH OF OFFICE

A motion was made by Mr. Urfer, seconded by Mr. Kruk to appoint Timothy C. McDonough as the Mayor for 2021. Mr. McDonough accepted. Committee polled: Kruk-yes; Urfer-yes; McDonough-yes. Oath of Office was administered by Douglas Steinhardt, Esq.

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

APPOINTMENT OF DEPUTY MAYOR FOR 2021/OATH OF OFFICE

A motion was made by Mr. Urfer; Seconded by Mayor McDonough to appoint John Kruk as the Deputy Mayor for 2021. Mr. Kruk accepted, Committee polled: Mr. Kruk – yes; Mr. Urfer -yes; McDonough-yes. Oath of Office was administered by Douglas Steinhardt, Esq.

COMMENTS BY DOUGLAS STEINHARDT, ESQ.

Mr. Steinhardt spoke briefly.

APPOINTMENTS

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

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

Municipal Clerk: Robin L. Keggan, RMC 1/2020 to 12/2022

Affirmative Action Officer: Robin L. Keggan, RMC

Registrar: Robin L. Keggan, CMR 1/2020 to 12/2022

Deputy Clerk: Zondra L. Belstra 1/2021 to 12/2021

Directors/Liaison for the Year 2021

TIMOTHY McDONOUGH
MAYOR

Planning Board
N.J. State Police
Over 55 Club
Historic Preservation Com
Moravian Grange
Personnel Policy
Hope Historical Society

CHRISTOPHER J. KRUK
DEPUTY MAYOR

Sports Director
Hope Board of Education
Hope Volunteer Fire Dept.
Blairstown Ambulance
Animal Control
Local Board of Health
Bd. Of Chosen Freeholders
Help Our Preservation Efforts (H.O.P.E.)

TERRY URFER
COMMITTEEMAN

Board of Adjustment
Environmental Commission
Agriculture Advisory Board
Hope Food Bank/Pantry
Dept. of Public Works
Chamber of Commerce
Mun Court of No Warren at Hope

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: Christopher Kruk

Right to Know Coordinator: Robin Keggan, Zondra Belstra

Recycling Coordinator: Linda Gable

Zoning/Code Enforcement Officer: George Boesze

Driveway Opening Official: George Boesze

Township Engineer: Ted Rodman, PE (Rodman Associates)

Certified Public Works Manager: Ted Rodman, PE (Rodman Associates)

Public Works Foreman: Donald Whitmore

Animal Control Officer/Animal Cruelty Investigator Month-to-Month

Dog Licensing Clerk: Robin Keggan

Sanitary SubCode Official: Warren County Board of Health

Emergency Management Coordinator: Timothy McDonough 1/3/2019 – 12/31/2021

Deputy Emergency Mgt. Coordinator: Donald Whitmore/Lorrie Koonz 1/3/2019 – 12/31/2021

911 Coordinator: Timothy McDonough 1/1/2021 – 12/31/2021

Municipal Alliance Coordinator: Samantha Marotta

Events Coordinator: Brielle Walsh

Assistant to Events Coordinator: Patricia Whitmore

Christmas Craft Market Coordinator: Brielle Walsh

North Warren Municipal Court of Hope

Acting Municipal Court Judge: William G. Mennen, Esq.

Court Administrator: Carol Oleszek - Acting

Deputy Court Administrator: Kayleigh Keggan

Violation Clerks: Dawn Decker, Kayleigh Keggan

Municipal Court Recorder: Kayleigh Keggan

Municipal Court Prosecutor: Richard A. Ralph, Esq.

Alternate Municipal Court Prosecutor:

Municipal Public Defender:

Alternate Municipal Court Defender: Scott Wilhelm, Esq; John Calecca, III; Alex Morgan, Esq.

Municipal Court Attendant: Glenn Hawkswell

Alternate Municipal Court Attendants:

Charles Finneran

Dennis Kelley

Michael Novak

Secretary to the Various Boards:

Planning Board: Alfia Schemm

Board of Adjustment: Alfia Schemm

Environmental Commission: Robin Keggan

Historic Preservation Commission: Dawn Decker

HOPE TOWNSHIP PLANNING BOARD 2021

MEMBER

TERM EXPIRES

Tim McDonough, Mayor, Class I

12/2021

John Koonz, Class II (Mayor's Appointment)

12/2021

Terry Urfer, Committeeman, Class III (Committee's Appt)

12/2021

Betsy Peterson, Class IV

12/2021

Brad Bartow, Class IV

12/2021

Member of Subdivision Committee

Donna Marie, Class IV

12/2023

Member of Subdivision Committee/ Environmental Commission Liaison

Steve Larena, Class IV

Chairman

12/2022

Chris Maier, Class IV 12/2022
Alternate Farmland President Sub-Committee

Robert May, Class IV 12/2022

ALTERNATES 2 year term

Tom Toohey, Alternate #1 12/2021

Matthew Koski, Alternate #2 12/2022

***** Note - Class I, II, III are 1 year Appointments

***** Note - Class IV are a Mayor's Appointment

Liaison: Tim McDonough

HOPE TOWNSHIP BOARD OF ADJUSTMENT 2021

COMMITTEE APPOINTMENT - 4 year term

<u>MEMBER</u>	<u>TERM EXPIRES</u>
Shawn Patton	12/2022
Gary Green	12/2021
Tom Gabel	12/2021
Gil Hankins	12/2021
Brian Kathenes	12/2022
Steve Larena	12/2022
Carol D'Ottavio	12/2022

ALTERNATES 2 year term

Alternate #1 Christopher Smith 12/2021

Alternate #2 Vacant 12/2022

Liaison: Terry Urfer

ENVIRONMENTAL COMMISSION 2021

Mayor's Appointment

Monica Sobon, Chairwoman	12/2023
Evan Rupff	12/2021
Vacant	12/2023
Donna Marie, Planning Board Crossover	12/2023
John Lucas	12/2021
Ellen Benoist	12/2021
Patricia Maertens	12/2023
<u>ALTERNATES</u> 2 Year Term	
Alternate #1, Vacant	12/2022
Alternate #2, Vacant	12/2021

Liaison: Terry Urfer

HISTORIC COMMISSION PRESERVATION 2021

Mayor's Appt. w/Consent of Committee – 4 Year

Robert May	12/2021
Emily Brown	12/2024
Joshua Belverio	12/2021
Lisa Iulo	12/2024
Kamil Rogowski	12/2024
Maria McDonough	12/2022
Verity Fox	12/2021
<u>ALTERNATES</u> 2 year Term	
Alternate #1 Frank DiSalvo	12/2021
Alternate #2 Vacant	12/2022

Liaison: Tim McDonough

AG ADVISORY BOARD

Richard Goodbody	12/2023
Robert May	12/2021
Josh Miller	12/2022
Donna Marie	12/2023
Duane Copley	12/2021

Terry Urfer -Liaison

Meetings: Wednesday - 7:00PM

Resolutions for 2021

On a motion made by Mr. Urfer, seconded by Mr. Kruk and carried, Resolutions 2021-01 through 2021-15 were adopted. All in favor.

**TOWNSHIP OF HOPE, COUNTY OF WARREN, STATE OF NEW JERSEY
RESOLUTION #2021-01**

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 2021:

Business meetings will be held on the second Wednesday of each month beginning at **7:00 P.M.** (unless otherwise noted) at the Hope Municipal Building, County Route 611, Hope, NJ. *

January 5, 2021 Reorg at 4 pm	
January 13, 2021	July 14, 2021
February 10, 2021	August 11, 2021
March 10, 2021	September 8, 2021
April 14, 2021	October 13, 2021
May 12, 2021	November 10, 2021
June 9, 2021	December 8, 2021

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. *

January 27, 2021	June 23, 2021 – if necessary
February 24, 2021	September 22, 2021
March 24, 2021	October 27, 2021
April 28, 2021	November 17, 2021- if necessary
May 26, 2021	December 22, 2021 Year End

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

**RESOLUTION #2021-02
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, 2021 through to and including December 31, 2021 (one-year appointment).

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

RESOLUTION 2021-03

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.

**HOPE TOWNSHIP, WARREN COUNTY, STATE OF NEW JERSEY
RESOLUTION AUTHORIZING ASSESSOR AND MUNICIPAL ATTORNEY
TO FILE TAX APPEALS**

RESOLUTION 2021-04

A Resolution Authorizing the Tax Assessor, Township Attorney and/or Special Tax Counsel to Execute Stipulations, Correct Assessments in Tax Court, File added, Omitted, Omitted/Added Assessments, Roll-Back Tax Complaints and Tax Appeals.

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 name 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.

**TOWNSHIP OF HOPE, COUNTY OF WARREN, STATE OF NEW JERSEY
RESOLUTION SETTING GRACE PERIOD FOR PAYMENT OF TAXES
AND INTEREST RATE FOR LATE TAXES**

RESOLUTION 2021-05

BE IT RESOLVED that a grace period of ten (10) days for non-payment of taxes as per R.S. 54:4-67 is declared and that interest of 8% per annum on the first \$1,500.00 of delinquency and 18% on sums in excess of \$1,500.00 shall be charged, except that no interest shall be charged if payment of any installments is made within ten (10) days after the date upon which the same shall be payable.

BE IT FURTHER RESOLVED that pursuant to N.J.S.A. 54:4-67, there is hereby assessed a penalty to be charged to taxpayers whose accounts with the Township of Hope are delinquent and are in excess of the sum of \$10,000.00, a sum equal to 6% of the amount of the delinquency in the payment of taxes if such taxpayer shall fail to make payment in full of the delinquency amount prior to the end of the calendar year in which such taxes shall have accrued and been assessed.

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

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

RESOLUTION 2021-06

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 Fulton Bank

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.

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

RESOLUTION 2021-07

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.

**HOPE TOWNSHIP, COUNTY OF WARREN, STATE OF NEW JERSEY
RESOLUTION 2021-08**

RESOLUTION TO APPOINT A MUNICIPAL ALLIANCE COORDINATOR

WHEREAS, there is a need in Hope Township for a Municipal Alliance Coordinator for the 2021 Grant Cycle; and

WHEREAS, Samantha Marotta, a resident of Hope Township 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 Samantha Marotta is hereby appointed as the Hope Township Municipal Alliance Coordinator for the calendar year 2021.

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

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 2021-09

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.

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

RESOLUTION 2021-10

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.

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 2020.

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

**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 2021**

RESOLUTION 2021-11

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 2021.

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.

HOPE TOWNSHIP, WARREN COUNTY, STATE OF NEW JERSEY

RECYCLING TONNAGE GRANT

RESOLUTION 2021-12

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.

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

RESOLUTION 2021-13

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 \$27,666 (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 2021; 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 #2021-14

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 2021.

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.

**HOPE TOWNSHIP, WARREN COUNTY, STATE OF NEW JERSEY
APPOINTMENT OF MUNICIPAL PLANNING CONSULTANTS**

RESOLUTION #2021-15

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 2021.

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.

HOPE TOWNSHIP, WARREN COUNTY, NEW JERSEY

RESOLUTION ADOPTING TEMPORARY BUDGET

2021-16

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 2021 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 2020 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: \$1,267,351.58

AND;

WHEREAS, 26.25% of the total appropriations in the 2020 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: \$332,679.79

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

Motion made by Mr. Urfer; seconded by Mr. Kruk. Roll Call: Mr. Urfer – yes; Mr. Kruk – yes; Mayor McDonough – yes.

ORDINANCE: INTRODUCTION AND FIRST READING

CALENDAR YEAR 2021

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

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

ORDINANCE NO. 2021-01

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 **1.0%** 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 2021 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 2.5% increase in the budget for said year, amounting to \$ 24,175.15 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 2021 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 \$33,845.21, and that the CY 2021 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.

Motion: Committeeman Urfer

Second: Committeeman Kruk

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 reorganization meeting of the Township Committee of the Township of Hope held on January 5, 2021 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 10, 2021 at 7:00P.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 and/or electronically via Zoom due to the COVID-19 pandemic, at which time all persons interested may appear for or against the passage of said Ordinance.

On a motion made by Mr. Urfer, seconded by Mr. Kruk and carried the following Ordinance 2020-01 was introduced and approved on first reading.

Before adjourning, Mayor McDonough recapped highlights of what Hope Township accomplished during the 2020 year in light of the pandemic. We were able to purchase a new (used) fire engine; secure a grant for the updating of the Community Center and introduce a budget that included no tax increase to our residents. Jackie Espinoza was introduced and the Mayor thanked her for all of her services to Hope Township, especially in light of filling in for Stan Prater while he is out due to surgery.

Mr. Kruk spoke about the sense of community that Hope Township embodies even when we are unable to gather in person and the fact that he is looking forward to getting back to normalcy this year with some of our annual events. He also introduced Commission Lori Ciesla, the newest member elected to the Warren County Freeholders (now Commissioners) office. She is Hope Township's liaison.

The meeting was adjourned at 4:40 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