

## JANUARY 5, 2022

The Annual Reorganization Meeting of the Hope Township Committee convened at 6:00PM at the Hope Township Municipal Building with the following members present: Committeeman-Elect Timothy McDonough, Committeeman 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 TIMOTHY MCDONOUGH

Mr. McDonough was sworn into office as a Township Committee member for a three-year term expiring December 31, 2024 by Lori Ciesla, Warren County Commissioner.

Mrs. Keggan accepted nominations for Mayor:

### APPOINTMENT OF MAYOR FOR 2022/OATH OF OFFICE

A motion was made by Mr. Urfer, seconded by Mr. Kruk to appoint Timothy C. McDonough as the Mayor for 2022. 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 2022/OATH OF OFFICE

A motion was made by Mr. Urfer; Seconded by Mayor McDonough to appoint John Kruk as the Deputy Mayor for 2022. Mr. Kruk accepted, Committee polled: Mr. Kruk – yes; Mr. Urfer -yes; McDonough-yes. Oath of Office was administered by Lori Ciesla, Warren County Commissioner.

### COMMENTS BY LORI CIESLA

Ms. Ciesla spoke briefly about the importance of working together and her love of Hope Township.

### 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 1/2022 to 12/2022

**Directors/Liaison for the Year 2022**

**TIMOTHY McDONOUGH**  
**URFER**

**MAYOR**  
**COMMITTEEMAN**

**Planning Board**  
**N.J. State Police**  
**Commission**  
**Over 55 Club**  
**Board**  
**Historic Preservation Com**  
**Bank/Pantry**  
**Moravian Grange**  
**Personnel Policy**  
**Commerce**  
**Hope Historical Society**  
**at Hope**

**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**

**Board of Adjustment**  
**Environmental**  
  
**Agriculture Advisory**  
  
**Hope Food**  
  
**Dept. of Public Works**  
**Chamber of**  
  
**Mun Court of No Warren**

**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:** French & Parrello (3 year appointment ending 12/31/2024)

**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 1/1/2022 – 12/31/2025  
**Deputy Emergency Mgt. Coordinator:** Donald Whitmore/Lorrie Koonz 1/1/2022 – 12/31/2025  
**911 Coordinator:** Timothy McDonough 1/1/2022 – 12/31/2025

**Municipal Alliance Coordinator:** Mary Bermingham

**Events Coordinator:** BrielleWalsh

**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:** Kayleigh Keggan (Acting)

**Deputy Court Administrator:** Carol Oleszek

**Violation Clerks:** Dawn Decker, Kayleigh Keggan

**Municipal Court Recorder:** Kayleigh Keggan

**Municipal Court Prosecutor:** Richard A. Ralph, Esq.

**Alternate Municipal Court Prosecutor:** John J. Caleca, III

**Municipal Public Defender:** Scott Wilhelm, Esq.

**Alternate Municipal Court Defender:** Doreen Neggia, Esq. ; Alex Morgan, Esq.

**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 Board Reappointments:**

Planning Board:

Class I	Mayor Timothy McDonough (exp. 12/22)
Class II	John Koonz (exp. 12/22)
Class III	Terry Urfer (exp. 12/22)
Brad Bartow	(exp. 12/25)
Betsy Peterson	(exp. 12/25)
Matthew Koski	(Alt. #1 exp. 12/23)

Zoning Board:

Gary Green (exp. 12/25)  
Tom Gabel (exp. 12/25)  
Alt. #1 – Vacant (exp. 12/23)  
Alt. #2 – Vacant (exp. 12/22)

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

Lori Ostrzyzek (moving up to fill Evan Rupff’s seat) (exp. 12/24)  
John Lucas (exp. 12/24)  
Ellen Benoit (exp. 12/24)  
Sarah Hare (Alt. #2 – exp. 12/23)

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

Robert May (exp. 12/25)  
Joshua Belvario (exp. 12/25)  
Verity Fox (exp. 12/25)  
Frank DiSalvo (exp. 12/23)

Ag Advisory

Robert May (exp. 12/24)  
Duane Copely (exp. 12/24)

**RESOLUTIONS 2022 BY CONSENT AGENDA**

**TOWNSHIP OF HOPE, COUNTY OF WARREN, STATE OF NEW JERSEY  
RESOLUTION #2022-01**

**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 2022:

**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, 2022 Reorg at 6:00 pm	
January 12, 2022	July 13, 2022
February 9, 2022	August 10, 2022
March 9, 2022	September 14, 2022
April 13, 2022	October 12, 2022
May 11, 2022	November 10, 2022*
June 15, 2022*	December 14, 2022

**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 26, 2022	June 22, 2022 – if necessary
February 23, 2022	September 28, 2022
March 23, 2022	October 26, 2022
April 27, 2022	December 28, 2022 Year End
May 25, 2022	

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.

**\*Please note: These dates are NOT on 2<sup>nd</sup> or 4<sup>th</sup> Wednesdays.**

**RESOLUTION #2022-02  
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, 2022 through to and including December 31, 2022 (one-year appointment).

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

**RESOLUTION 2022-03**

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 2022-04**

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 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.

**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 2022-05**

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 2022-06**

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 2022-07**

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 2022-08  
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, 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 2022.

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 2022-09**

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 2022-10**

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 2022.

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 2022**

**RESOLUTION 2022-11**

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 2022.

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 2022-12**

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 2022-13**

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 \$28,496.00 (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 2022; 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 #2022-14**

**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 2022.

**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 #2022-15**

**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 2022.

**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  
APPOINTMENT OF TOWNSHIP ENGINEER (THREE-YEAR TERM)  
RESOLUTION NO. 2022-17**

**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 the firm of French & Parrello, 43A Newburgh Road, Hackettstown, NJ 07840 is hereby appointed as the Township Engineer for the years 1/1/2022-12/31/2024 (three-year appointment).

**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.

**RESOLUTION BY MOTION AND ROLL CALL**

**HOPE TOWNSHIP, WARREN COUNTY, NEW JERSEY  
RESOLUTION ADOPTING TEMPORARY BUDGET  
2022-16**

**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 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:           \$ 1,585,966.00; 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:           \$416,316.08

**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 \$416,316.08 for the General

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

Motioned to accept: Mr. Urfer.           Seconded: Mr. Kruk

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

## **ORDINANCES – INTRODUCTION/FIRST READING BY TITLE ONLY**

### **CALENDAR YEAR 2022 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14) ORDINANCE NO. 2022-01**

**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 2022 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 \$ 10,456.40 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 2022 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 \$36,597.40, and that the CY 2022 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 5, 2022 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 9, 2022 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, 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 2022-01 was introduced and approved on first reading.

Roll Called: Mr. Kruk – yes                      Mr. Urfer – yes                      Mayor McDonough - yes

Before adjourning, Mayor McDonough recapped highlights of what some Hope Township students accomplished during the 2021 year in light of the pandemic. Hope Township students won the Battle of the Minds for Warren County; held a toy drive and Student Government did a roadside cleanup to name a few.

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 we were still able to pull off many events. Mr. Urfer spoke about the fact that the municipality is working to implement online tax payments this year.

The meeting was adjourned at 6:22 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