

JANUARY 6, 2020

The Annual Reorganization Meeting of the Hope Township Committee convened at 6:00PM at the Hope Township Community Center with the following members present: Committeeman Timothy McDonough, Committeeman-Elect Christopher John Kruk and Committeeman Terry Urfer. Also present was Robin Keggan, Municipal Clerk for Hope Township.

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

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

Mr. Kruk was sworn in to office as a Township Committee member for a three-year term expiring December 31, 2022 by Freeholder James Kern.

APPOINTMENT OF MAYOR FOR 2020/ OATH OF OFFICE

A motion was made by Mr. Urfer, seconded by Mr. Kruk to appoint Timothy C. McDonough as the Mayor for 2020. Mr. McDonough accepted. Committee polled: Urfer-yes; Kruk-yes; McDonough-yes. Oath of Office was administered by Freeholder James Kern with Lacey McDonough DiTondo assisting.

APPOINTMENT OF DEPUTY MAYOR FOR 2020/ OATH OF OFFICE

A motion was made by Mr. McDonough, seconded by Mr. Kruk to appoint Terry Urfer as the Deputy Mayor for 2020. Mr. Urfer accepted, Committee polled: Urfer-yes; Kruk-yes; McDonough-yes. Oath of Office was administered by Freeholder James Kern.

COMMENTS BY FREEHOLDER JAMES KERN

Freeholder Kern thanked the governing body for inviting him to the reorganization. He recognized the families of the elected officials and thanked them for supporting their spouses.

COMMENTS BY JIM PERRY, PRESIDENT, NJLM

Mr. Perry spoke about Mayor McDonough's 30 years of service to the Township of Hope and his dedication to its people. He presented a pin to Mayor McDonough in honor of his 30 years of service.

Mrs. Keggan, Township Clerk then turned the Chair over to Mayor McDonough for the Following appointments:

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 1/2020 to 12/2022

Directors/Liaison for the Year 2020

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

Part-Time DPW: Edwin Fisher

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

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: Kathryn Eger 5/23/2019 to 5/24/2020
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: Charlesl Carro, Esq.
Municipal Public Defender: Hold
Alternate Municipal Court Defender: Scott Wilhelm, Esq; John Calecca, III
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 2020

<u>MEMBER</u>	<u>TERM EXPIRES</u>
Tim McDonough, Mayor, Class I	12/2020
John Koonz, Class II (Mayor's Appointment)	12/2020
Terry Urfer, Committeeman, Class III (Committee's Appt)	12/2020
Donna Maria, Class IV	12/2021
Neil Rosenberg, Vice Chairman, Class IV Member of Subdivision Committee	12/2021
Betsy Peterson, Class IV	12/2020

ENVIRONMENTAL COMMISSION 2020

Mayor's Appointment

Monica Soban, Chairwoman	12/2020
Evan Rupff	12/2021
Annette Morse	12/2020
Betsy Peterson, Planning Board Crossover	12/2020
John Lucas	12/2021
Ellen Benoist	12/2021
Patricia Maertens	12/2020

ALTERNATES 2 Year Term

Alternate #1, Vacant	12/2020
Alternate #2, Vacant	12/2021

Liaison: Terry Urfer

HISTORIC COMMISSION PRESERVATION 2020

Mayor's Appt. w/Consent of Committee

Robert May	12/2021
Emily Brown	12/2020
Joshua Belverio	12/2021
George Decker	12/2020
Kamil Rogowski	12/2020
Frank Pavese	12/2022
Verity Fox	12/2021

ALTERNATES 2 year Term

Alternate #1 Maria McDonough	12/2021
Alternate #2 Vacant	12/2020

Liaison: Tim McDonough

AG ADVISORY BOARD

Richard Goodbody
Robert May
Josh Miller
Donna Marie
Duane Copley

Terry Urfer -Liaison

Meetings: Wednesday - 7:00PM

Sports:

On a motion made by Mr. Urfer, seconded by Mr. Kruk, the following appointments were made. Motion carried and a voice vote was unanimous.

Baseball Sports Director	Brielle Walsh
Soccer Sports Director	Christopher Beatty
Basketball Sports Director	Curt Wilson

Resolutions for 2020

On a motion made by Mr. Urfer, seconded by Mr. Kruk and carried by roll call unanimously, Resolutions 2020-01 through 2020-16 were adopted via consent agenda.

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

RESOLUTION #2020-01

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 2020:

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 6, 2020-6 pm Reorg	July 8, 2020
February 11, 2020	August 12, 2020
March 11, 2020	September 9, 2020
April 8, 2020	October 7, 2020
May 13, 2020	November 11, 2020
June 10, 2020	December 9, 2020

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

January 15, 2020	June 24, 2020 – if necessary
February 26, 2020	September 23, 2020
March 25, 2020	October 21, 2020
April 22, 2020	November 18, 2020
May 27, 2020	December 16, 2020 Year End at 4PM

All business and work meetings will be held at the Hope Municipal Building, 407 Hope-Great Meadows Road, Hope, NJ.

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 Star Gazette. 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 #2020-02
APPOINTMENT OF MUNICIPAL CLERK/REGISTRAR OF VITAL STATISTICS

WHEREAS, Hope Township is in need of a Municipal Clerk on a full-time basis and a vacancy currently exists due to the retirement of the Municipal Clerk effective December 31, 2019; and,

WHEREAS, the Hope Township Committee recognizes that the position of Municipal Clerk is governed by N.J.S.A.40A:9-133, et seq. and that it is an essential local government position.

WHEREAS, N.J.S.A. 26:8-11 dictates that in a municipality with a population of less than 5,000, that the Municipal Clerk must be appointed as Registrar of Vital Statistics. This term runs concurrent with the 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 Robin L. Keggan be and is hereby appointed as Municipal Clerk and Registrar of Vital Statistics; and,

BE IT FURTHER RESOLVED, that the appointment period for both Municipal Clerk and Registrar of Vital Statistics shall run from January 1, 2020 through to and including December 31, 2022 (three-year appointment).

RESOLUTION #2020-03
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 basis and a vacancy currently exists due to the appointment of the current Deputy Clerk to the position of Municipal Clerk effective December 31, 2019; 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.

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, 2020 through to and including December 31, 2020 (one-year appointment).

**TOWNSHIP OF HOPE
WARREN COUNTY, NEW JERSEY
RESOLUTION 2020-04**

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.

**TOWNSHIP OF HOPE
WARREN COUNTY, NEW JERSEY
RESOLUTION 2020-05**

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
WARREN COUNTY, NEW JERSEY
RESOLUTION 2020-06**

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.

RESOLUTION 2020-07

Cash Management Plan

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.

RESOLUTION 2020-08

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

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

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

**RESOLUTION 2020-09
RESOLUTION TO APPOINT A MUNICIPAL ALLIANCE COORDINATOR**

WHEREAS, there is a need in Hope Township for a Municipal Alliance Coordinator for the 2020 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 2020.

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

RESOLUTION 2020-10

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.

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

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

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

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

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

RESOLUTION 2020-11

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.

RESOLUTION 2020-12
APPOINT BLAIRSTOWN AMBULANCE CORP AND NORTH WARREN EMERGENCY
MEDICAL SERVICES AS THE PRIMARY AMBULANCE SERVICES FOR CY 2020

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 2020;

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.

RESOLUTION 2020-13

Resolution Authorizing an Application for the 2019 Recycling Tonnage Grant

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.

**TOWNSHIP OF HOPE
COUNTY OF WARREN, STATE OF NEW JERSEY
RESOLUTION 2020-14
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., LLP has submitted a proposal, indicating they will provide the auditor services for the anticipated fee of \$26,860 (including Court); and,

WHEREAS, ARDITO & CO., LLP has completed and submitted a Business Entity Disclosure Certification which certified that ARDITO & CO., LLP 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., LLP 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., LLP as described herein as auditors on and in behalf of the Township of Hope for the year 2020; 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., LLP based on the merits and abilities of Ardito & Co., LLP 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., LLP, 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 Disclosures).

**RESOLUTION #2020-15
APPOINTMENT OF TOWNSHIP ENGINEER**

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 Norton “Ted” B. Rodman, P.E., P.O. Box 647, Blairstown, New Jersey 07840 is hereby appointed as the Township Engineer for a three-year term commencing January 1, 2020 and ending December 31, 2022.

BE IF FURTHER RESOLVED that the Township Committee of the Township of Hope in the County of Warren, State of New Jersey, also herewith appoints Norton “Ted” B. Rodman as their Certified Public Works Manager until such time as the Township DPW Foreman has taken and passed the State Exam and earned his Certification to be the CPWM.

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 #2020-16
APPOINTMENT OF MUNICIPAL ATTORNEY**

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 2020.

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 2020-17
TEMPORARY BUDGET**

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 2020 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 2019 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: \$1,201,610.00

AND;

WHEREAS, 26.25% of the total appropriations in the 2019 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: \$315,422.63

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 \$315,422.63 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 FIRST READING

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.

**2020-01 CALENDAR YEAR 2020
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO
ESTABLISH A CAP BANK 2020-01
(N.J.S.A. 40A: 4-45.14)**

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 20 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 of the Township of Hope hereby determines that a 1.0% increase in the budget for said year, amounting to \$9,343.54 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 of the Township of Hope 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 2019 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 \$32,702.39, and that the CY 2019 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 3, 2019 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 13, 2019 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.

Motion made by Mr. Kruk; seconded by Mr. Urfer. All in favor.

Recognition of Hope Township Youth: The Township Committee handed out awards to those students who have achieved outstanding recognition in sports and school whether Elementary or High School.

The meeting was adjourned at 6:24 P.M. on a motion made by Mr. Kruk, seconded by Mr. Urfer. The motion was carried and a voice vote was unanimous.

Respectfully submitted,

Robin L. Keggan, RMC, Municipal Clerk