

**JULY 13, 2022**  
**BUSINESS MEETING**

The Business Meeting of the Hope Township Committee convened at 7:00 P.M. at the Hope Township Municipal Building with the following members present: Mayor Timothy McDonough (departed meeting at 7:37 pm due to a family emergency), Deputy Mayor John Kruk and Committeeman Terry Urfer. Also present were Municipal Clerk, Robin Keggan, RMC; Kayleigh Keggan, Court Administrator and several members of the public.

**FLAG SALUTE AND SUNSHINE STATEMENT**

Under the provisions of the "Open Public Meetings Act", adequate notice of this meeting has been provided by publishing notice in the Express Times New Jersey edition and the New Jersey Herald and by posting notices in the Hope Post Office and on the Township Web and Bulletin Boards.

**Roll call: Mr. Urfer- present**

**Mr. Kruk – present**

**Mayor McDonough- present**

**Payment of Bills:** A motion was made by Mr. Urfer; seconded by Mr. Kruk and committee polled as follows: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes to pay the bills totaling \$582,460.15 with exceptions noted as follows: All bills to be paid exceptions being Check No. 14541 Hope Chamber of Commerce - \$30 (tabled for future decision); Check No. 14571 – Warren County Treasurer - \$877.98 (double payment by error/check to be voided). Also of note: Check No. 14546 payable to Mr. Kruk was motioned for payment by Mr. Urfer; seconded by Mayor McDonough – Roll called as follows: Mr. Kruk – abstain; Mr. Urfer -yes; Mayor McDonough – yes. Check No. 14559 payable to Mr. Urfer was motioned for payment as follows – Mr. Kruk – yes; Mr. Urfer – abstain; Mayor McDonough – yes.

**Reports:**

**Tax Collector: Month Ending June 2022 - \$84,762.22 Y-T-D for 2022 \$3,017,071.12**

**Animal Control:** Quarterly report on file in Clerk's office.

**North Warren Municipal Court Financials:** On file in Clerk's office.

**Mayor Tim McDonough:** Gave a brief update for departing stating that the DOT Commissioner has been in touch with the County and answered all of the questions pertaining to the list she received from them. She stated nothing more should be impeding the process at this point. Also briefly discussed the Energy Tax Receipts program with the State of New Jersey and it's financial impact on municipalities.

**Deputy Mayor Christopher John Kruk:** Work is still being done with running lines for internet. Mr. Kruk noted his frustration with the internet service providers as it pertains to certain areas in the municipality and the speed at which they are moving to run lines. The municipality continues to push hard, but we are at the mercy of the providers.

Also noted that Josh Miller did a great job of cleaning up after the storm that came through the night prior to the Township Committee meeting and that the letter to be inserted into the tax bills needs to be buttoned up and given to the tax collector by Thursday.

**Committeeman Urfer:** Mr. Urfer asked for an update on where the municipality is with getting the ACH payment system for taxes up and running. The Clerk responded that all the paperwork is in the process of being signed and once that is done, the company doing the work (Citi-net) should be working to get a link put on the website through MSI. On a motion made by Mr. Urfer; seconded by Mr. Kruk and roll called:

Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough -absent, the payment to the vendor was approved pending a signed voucher being returned to the CFO. The Clerk remembered the cost as being \$1,875.00.

Also noted that the salt shed needs to be dealt with. It is unsafe in his opinion at this juncture. Mr. Kruk made a motion; seconded by Mr. Urfer and roll called as follows: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – absent to have Mr. Kruk speak to Commissioner Kern in more detail regarding our use of the County Salt Shed and leaving our old backhoe there for use loading. He feels this is a win/win for the municipality as it will be more fiscally responsible, environmentally friendly and safer for our employees.

Note that Stop and Weight Limit signs were posted on Shiloh Road and that he has received some complaints regarding the stop signs but that they will remain to see if they help the speeding situation.

**Township Engineer:** Not in attendance.

**Events Coordinator:** Not in attendance.

**DPW:** Not in attendance.

## **ORDINANCES:**

### **Public Session and Adoption**

#### **ORDINANCE NO. 2022-05**

#### **AN ORDINANCE OF THE TOWNSHIP OF HOPE, COUNTY OF WARREN, STATE OF NEW JERSEY, TO AMEND AND SUPPLEMENT SECTION 20-3 ENTITLED “DEFINITIONS,” TO AMEND AND SUPPLEMENT SECTION 20-14.3 ENTITLED “CONDITIONALLY PERMITTED USES,” AND TO DELETE IN ITS ENTIRETY AND REPLACE SECTION 20-22.11 ENTITLED “AUTOMOBILE SERVICE STATIONS” OF THE ZONING ORDINANCES OF THE TOWNSHIP OF HOPE**

**WHEREAS**, the Township Committee of the Township of Hope, County of Warren, State of New Jersey believes that Automobile Service Stations should no longer be considered conditional permitted uses in the Township given the environmental issues posed by such a use; and,

**WHEREAS**, the Township Committee believes that amending the Township Code to include the definition of Automobile Repair Facility is in the Township’s best interest as said use is more keeping with rural nature of the Township; and,

**WHEREAS**, the Township of Hope believes that these amendments will dispel any confusion in connection with the type of use allowed in the Conditionally Permitted Use section of the Township Code.

**NOW, THEREFORE, BE IT ORDAINED** by the Township Committee of the Township of Hope, County of Warren, State of New Jersey, that the Hope Township Zone Ordinance, Sections 20-3 and 20-14.3 be amended and supplemented, and Section 20-22.11 be removed in its entirety and replaced as follows:

### **Section 1:**

Automobile Service Station and the accompanying definition thereto is hereby removed and replaced as follows:

§ 20-3 – Definitions.

**Automobile Service Station**

~~Shall mean a building or place of business where gasoline, oil and grease, batteries, tires and automobile accessories are supplied and dispensed directly to the motor vehicle trade, at retail, and where minor repair service is rendered. Leasing of trailers, trucks or autos shall not be a use of an automobile service station.~~

**Automobile Repair Facility**

Shall mean a building or place of business where motor oil and associated automotive fluids, batteries, tires, towing and vehicle recovery, and automobile repair services are rendered, at retail. Dispensing of gasoline and other fuels is not permitted. Accordingly, electric vehicle charging stations could be located at such an establishment.

**Section 2:**

Section 20-14.3(d) is hereby removed and replaced as follows:

§ 20-14.3 – Conditionally Permitted Uses

- ~~(d). — Automobile Service Stations~~
- (d). Automobile Repair Facilities.

**Section 3:**

Section 20-22.11 is deleted in its entirety and is replaced as follows:

§ 20-22.11 – Automobile Repair Facilities.

Automobile repair facilities shall meet the following minimum requirements:

- a. Minimum tract size: 60,000 square feet.
- b. Minimum frontage on public streets or road: two hundred fifty (250') feet.
- c. There shall be no revolving signs or revolving lights used on the premises. Not more than three “A” frame signs three (3') feet wide by five (5') feet high advertising services or products may be used on the site.
- d. An evergreen planting five (5') feet deep to form a visual screen shall be provided within a depth of twenty (20') feet between any automobile repair facility and abutting residential property or district.
- e. No disabled vehicles or wrecks shall be maintained on unscreened premises in the open.

**Section 4:**

Severability. The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section, or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

**Section 5:**

Repealer. Any ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed as to their inconsistencies only.

**Section 6:**

Effective Date. This Ordinance shall take effect upon final passage and publication

Opened to the public on a motion made by Mr. Urfer; seconded by Mr. Kruk – all in favor.  
No members of the public made comment.

Closed to the public on a motion made by Mr. Urfer; seconded by Mr. Kruk – all in favor.

Motion made to adopt Ordinance No. 2022-05 by Mr. Urfer; seconded Mr. Kruk and roll called as follows: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough -absent for vote.

**2022-06**

**AN ORDINANCE FIXING THE SALARIES, WAGES OR  
COMPENSATION TO BE PAID TO THE  
OFFICIALS, APPOINTEES AND EMPLOYEES OF THE TOWNSHIP OF HOPE,  
COUNTY OF WARREN, NEW JERSEY FOR THE CALENDAR YEAR 2022**

**BE IT ORDAINED**, by the Mayor and Township Committee of the Township of Hope, County of Warren, New Jersey as follows:

**SECTION 1.** That the Salary Range of the elected officials, appointees and employees of the Township of Hope, in the County of Warren and State of New Jersey, shall be as follows:

<b>ADMINISTRATION</b>	<b>AMOUNT</b>	<b>PER</b>	<b>PAYABLE</b>
Mayor	2,500 – 5,000	Annum	Monthly
Township Committee Person (not Mayor)	2,000 – 4,500	Annum	Monthly
Municipal Clerk/Registrar	47,000 - \$85,000	Annum	Bi-weekly
Deputy Clerk/Deputy Registrar	15.00 – 27.00	Hour	Bi-weekly
Temporary Clerical Assistant	13.00 – 20.00	Hour	Bi-weekly
Dog Licensing Clerk	500 – 1000	Annum	One time per year

**FINANCE**

CMFO/Treasurer	13,333 – 35,0000	Annum	Monthly
Treasurer	4,500 – 7,500	Annum	Monthly
Qualified Purchasing Agent	1 – 2,000	Annum	Monthly
Tax Assessor	15,000 – 30,000	Annum	Monthly
Tax Search Officer	3,000 – 9,000	Annum	Monthly
Tax Collector	20,000 – 40,000	Annum	Monthly
Deputy Tax Collector	2,000 – 7,000	Annum	Monthly

**LAND USE**

Planning Board Secretary	10,000 – 20,000	Annum	Monthly
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	100 – 200	per meeting	Monthly
Zoning Board of Adjustment Secretary	4,000 – 10,000	Annum	Monthly
	100 – 200	per meeting	Monthly
Code Enforcement Officer	7,500 – 15,000	Annum	Monthly
	40 – 60	Hourly	Monthly

#### BOARD SECRETARIES NOT FOR LAND USE

Historic Commission Secretary	\$1,200 – 2,000	Annum	Monthly
Environmental Commission Secretary	1,200 – 2,000	Annum	Monthly

#### DEPARTMENT OF PUBLIC WORKS

Foreman	60,000 – 90,000	Hour	Bi-weekly
DPW Laborer	18.00 – 28.00	Hour	Bi-weekly
Equipment Operator PT/Season	17.00 – 27.00	Hour	Bi-weekly
CPWM	2,500 – 5,000	Annum	Monthly
Custodian	14.00 – 17.00	Hour	Bi-weekly
Deputy Emergency Management Coordinator	1,500 – 3,000	Annum	One time per year

#### RECREATION/PUBLIC EVENTS

Christmas Market/Public Events Coordinator	7,000 – 15,000	Annum	Bi-weekly
Assistant Public Events Coordinator	14.00 – 17.00	Hour	Bi-weekly
Sports Director – Soccer	3,000 – 5,000	Annum	Monthly
Sports Director – Basketball	3,000 – 5,000	Annum	Monthly
Sports Director – Baseball/Softball	3,500 – 5,500	Annum	Monthly

#### ANIMAL CONTROL

Animal Control Officer	5,000 – 10,000	Annum	Monthly
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#### MUNICIPAL COURT

Court Administrator	40,000 – 65,000	Annum	Bi-weekly
Deputy Court Administrator	23.00 – 30.00	Hourly	Bi-weekly
Violations Clerk	23.00 – 30.00	Hourly	Bi-weekly
Court Reporter	23.00 – 30.00	Hourly	Bi-weekly
Municipal Court Prosecutor	500 – 700	Session	Monthly
Municipal Court Judge	27,000 – 37,000	Annum	Monthly

Municipal Court Treasurer	3,500 – 6,500	Annum	Monthly
Municipal Court Officer – Level I	120 – 150	Session	Monthly
Municipal Court Officer – Level II	25.00 – 35.00	Hourly	Monthly

**SECTION II:** Other employees’ benefits and compensation are set forth in a Personnel Policy as amended and said guidelines are further amended consistent with this Ordinance.

This Ordinance shall take effect following publication of the final adoption.

Opened to the public on a motion made by Mr. Urfer; seconded by Mr. Kruk – all in favor.  
No members of the public made comment.

Closed to the public on a motion made by Mr. Urfer; seconded by Mr. Kruk – all in favor.

Motion made to adopt Ordinance No. 2022-06 by Mr. Urfer; seconded Mr. Kruk and roll called as follows: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough -absent for vote

**RESOLUTIONS:**

**HOPE TOWNSHIP, WARREN COUNTY, NEW JERSEY  
RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF HOPE  
AUTHORIZING A GRANT APPLICATION TO THE NEW JERSEY DEPARTMENT OF  
TRANSPORTATION FOR THE RIDGEWAY AVENUE PROJECT  
RESOLUTION 2022-38**

**WHEREAS,** Hope Township is submitting a grant application to the New Jersey Department of Transportation for a project to pave a portion of Ridgeway Avenue, Section 2; and

**WHEREAS,** the Township Committee of the Township of Hope formally approves the grant application for the above stated project; and

**BE IT RESOLVED** that the Township Engineer is hereby authorized to submit an electronic grant application identified as MA-2023-Ridgeway Avenue Section 2-00428 to the New Jersey Department of Transportation on behalf of the Township of Hope.

**BE IT FURTHER RESOLVED** that Mayor and Clerk hereby authorized to sign the grant agreement on behalf of the Township of Hope and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Adopted: July 13, 2022

Sidenote: Mr. Kruk will speak with the Township engineer regarding the use of guiderail installation as it pertains to our grant.

**A RESOLUTION APPROVING AND FIXING THE SALARIES, WAGES OR  
COMPENSATION TO BE PAID TO THE  
OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF HOPE,  
COUNTY OF WARREN, NEW JERSEY FOR THE CALENDAR YEAR 2022**

**RESOLUTION NO. 2022-39**

**WHEREAS,** Ordinance No. 2022-06 was adopted at the July 13, 2022 Township Committee business meeting, establishing and fixing the salaries, wages and/or compensation of Township employees and officers; and,

WHEREAS, the following individual salaries are within the ranges established by Ordinance No. 2022-06, the 2022 Salary Ordinance; and,

WHEREAS, the funding necessary to pay the salaries as established by this Ordinance have been appropriated in the 2022 Municipal Budget; and,

WHEREAS, the Hope Township Municipal Budget has also been adopted by Resolution after Public Hearing.

**NOW, THEREFORE, BE IT RESOLVED** that the 2022 salaries for Hope Township employees and officers are established as follows, retroactively to January 1, 2022:

A. Mayor	\$ 3,208.00 per annum
B. Committeeman (not serving as Mayor)	\$ 2,833.00 per annum
C. Municipal Clerk/Registrar	\$66,976.00 per annum
D. Deputy Municipal Clerk/Registrar	\$ 20.17 per hour
E. Chief Financial Officer	\$13,730.00 per annum
F. Treasurer	\$ 6,095.00 per annum
G. Qualified Purchasing Agent	\$ 1.00 per annum
H. Collector of Taxes	\$26,651.00 per annum
I. Deputy Tax Collector	\$ 2,555.00 per annum
J. Tax Search Officer	\$ 3,506.00 per annum
K. Assessor of Taxes	\$19,944.00 per annum
L. Deputy Emergency Management Coordinator	\$ 1,777.00 per annum
M. Public Works Foreman	\$ 31.82 per hour
N. DPW Laborer	\$ 20.61 per hour
O. Equipment Operator PT/Seasonal	\$ 20.31 per hour
P. Code Enforcement Officer	\$10,716.00 per annum
Additional Hours above regular hours	\$ 50.00 per hour (paid monthly)
Q. Christmas Market/Public Events Coordinator	\$ 9,554.00 per annum
R. Assistant Public Events Coordinator	\$ 14.93 per hour
S. Animal Control Officer	\$ 7,421.00 per annum
	\$ 24.75 per hour/court
T. Dog Licensing Clerk	\$ 743.00 per annum
U. Temporary Clerical Assistant	\$ 16.40 per hour
V. Custodian	\$ 14.93 per hour
W. Secretary to the Planning Board	\$13,390.00 per annum
	\$ 178.00 per meeting
X. Secretary to the Zoning Board of Adjustment	\$ 4,893.00 per annum
	\$ 178.00 per meeting
Y. Secretary to the Historic Preservation Commission	\$ 1,614.00 per annum
Z. Secretary to the Environmental Commission	\$ 1,583.00 per annum
AA. Sports Director	
(a) Soccer Director	\$ 3,340.00 per annum
(b) Basketball Director	\$ 4,052.00 per annum
(c) Baseball/Softball Director	\$ 4,866.00 per annum

BB. Court Administrator	\$51,500 per annum
	\$ 65.15 per call out
CC. Deputy Court Administrator/Violations Clerk	\$ 25.75 per hour
DD. Court Reporter	\$ 25.26 per hour
EE. Violations Clerk:	\$ 18.85 per hour
FF. Municipal Court Prosecutor	\$ 526.00 per session
GG. Municipal Court Judge	\$30,717.00 per annum
HH. Municipal Court Treasurer	\$ 4,312.00 per annum
II. Municipal Court Officer – Level I	\$ 140.00 per session
JJ. Municipal Court Officer – Level II	\$ 29.13 per hour

Sidenote: Premium pay will be discussed in the near future.

**Old Business:**

**Traffic Study** – See Mayor McDonough’s update.

**Internet/CenturyLink** – See Mr. Kruk’s update.

**New Business:**

**Community Center Grant**– Preservation Works, Ltd. received the award of the bid for the masonry work on the Community Center through the County grant at a cost of \$20,700. Work should begin shortly.

**2022 Hope Township Picnic** – noted that the Picnic is September 10<sup>th</sup>. Motion was made by Mr. Urfer; seconded by Mr. Kruk and all in favor to rescind the Ordinance disallowing alcoholic beverages on municipal properties.

**North Warren Municipal Court Judge** – Charles “Chuck” Carro was appointed on a motion from Mr. Urfer; seconded by Mr. Kruk and roll called as follows: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes to fill the unexpired term (ends December 2023) of Judge Mennen who was just appointed to the Superior Court. It was noted that Judge Mennen highly recommended Judge Carro as his replacement and the Court Administrator reported that Judge Carro has been doing a fantastic job since filling in for Judge Mennen. Judge Carro will receive the same salary as Judge Mennen did. Judge Mennen resigned as of June 13, 2022.

**Community Center Masonry Steps** – two quotes were obtained for fixing the masonry steps at the Community Center that are in a state of disrepair. The job was awarded to Swentzel Masons, Inc. in the amount of \$1900 on a motion made by Mr. Kruk, seconded by Mr. Urfer and roll called as follows: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – absent.

**Land Conservancy** – The municipality received their July 15, 2022 – July 14, 2023 agreement with the Land Conservancy in the amount of \$10,000. The Committee agreed to re-sign the agreement with the Land Conservancy on the condition that the amount be lowered to the \$8,000 that Mr. Urfer negotiated a few years ago. The Clerk was directed to ask Mr. May if he was on board with this line of thinking before letting the Land Conservancy know this decision. Motioned by Mr. Urfer; seconded by Mr. Kruk and roll called: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – absent that this Agreement be signed upon that discussion with Mr. May.



**PIG Grants 2023** – Brief discussion took place regarding this and the fact that we will receive the same allocation of grant percentages as we have been.

**HVFD Raffle No. 2022-08** – The Fire Department is holding a raffle to be pulled on December 15, 2022 for gift cards. On a motion made by Mr. Kruk; seconded by Mr. Urfer and roll called as follows: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – absent this raffle license was approved.

**Minutes:** The minutes of June 15, 2022 Business and Executive meetings were approved on a motion by Mr. Urfer; seconded by Mr. Kruk and all in favor.

**Public Participation:**

Mr. Bodolsky was present to discuss the truck traffic situation for CR 519. He wants to put more pressure on the County to move this along.

Ms. Biblin spoke about speed limit signs that need to be installed on Lake Just-It Road. Mr. Urfer and she discussed their placement.

Ms. Rhinesmith discussed the use of the Distillery for the Moravian Christmas Putz and the Committee gave their blessing to use the building. She noted that electrical work may need to be done so that a heater can be plugged in without blowing fuses. She also made mention of few programs she heard about in Highland Park and suggested that the Township take those into consideration.

Ms. Sobon discussed the Green Fair and the allowing of a town wide yard sale. The Township Committee gave their approval and stated it is good timing because the cleanup (dump) week is usually shortly after the Green Fair so anything people don't get rid of at the garage sales can then be disposed of. The committee also have permission for her to contract with Abilities again (\$200) for electronic waste at the Green Fair. She also mentioned a certification program the Environmental Commission is looking to get involved in with the National Wildlife Federation. Mr. Kruk stated he would prefer this discussion to be brought up when Mayor McDonough is in attendance and can weigh in with his thoughts, but advised Ms. Sobon to start gathering the points that she can for the certification. The Committee also decided that Project Medicine Drop was not needed at the Township Picnic this year as they already attended the Green Fair and the Committee did not feel that they wanted two Sheriffs to have to sit in the hot sun all day.

Ms. Hoffman and Ms. Shaw were in attendance to get and give updates on 525 Blirstown Road. The committee advised they cannot say much at this time due to litigation. Ms. Shaw and Ms. Hoffman stated they both have evidence that they can compile regarding the dumping of dirty fill on the property. Mr. Urfer advised them to get everything together and then a member of the Committee can contact the Township attorney for a discussion on how to proceed. It was noted that the owner of 525 Blirstown Road is appealing the County's denial of commercial farming status and will be appearing before the County again in the coming months.

Seeing there was no other business for tonight, this meeting of the Hope Township Committee was adjourned at 9:01 p.m. on a motion made by Mr. Urfer; seconded by Mr. Kruk. Motion carried.

Respectfully submitted,

Robin L. Keggan, RMC  
Municipal Clerk