

JUNE 15, 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, Deputy Mayor John Kruk and Committeeman Terry Urfer. Also present were Municipal Clerk, Robin Keggan, RMC; Donald Whitmore, DPW Foreman; Denis Keenan, Township Engineer (arrived at 7:30 pm) 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 June bills totaling the amount of \$678,686.10. Also approved were the following invoices from French & Parrello, to be put on the bill list for July 13, 2022: Invoice No. 131207 - \$3243.00; Invoice No. 132491 - \$797.40; No. 133009 - \$210.00; No. 131774 – 3473.50; No. 133010 - \$94.00 (All Hissim Road DOT grant related charges – motioned by Mr. Urfer; seconded by Mr. Kruk and committee polled: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes). Also approved was Invoice No. 133013 - \$280 on a motion made by Mr. Urfer; seconded by Mr. Kruk and roll called: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes.

Reports:

Tax Collector: Month Ending May 2022 - \$1,061,630.55 Y-T-D for 2022 \$2,932,308.90.

Mayor Tim McDonough: See truck traffic report Also discussed the North Warren Municipal Court Judge becoming a Superior Court Judge and the fact that he can no longer be our Judge. The court administrator is in the process of working with Judge Mennen and the AOC to find a suitable replacement to sit in for the remainder of Judge Mennen’s term (12/2023). Judge Carro was Judge Mennen’s recommendation, and he is sitting in for the court session on June 16, 2022. The court administrator will work with the AOC, Judge Mennen and the municipality for a smooth transition once determined who will be filling the unexpired term.

Deputy Mayor Christopher John Kruk: Reported on Planet Networks running fiber on Ridgeway and in the Silver Lake area. He is encouraging residents to sign up online for their road, the more people that sign up, the better the chances at the fiber being run. He also discussed Clean Communities and the roadside clean-ups as he has an interested group. Roadside spraying was recently done and some areas look great (weeds dying) while other areas look like it didn’t take. The weeds will be mowed down by the roadside mower and/or weedwhacked down now that they have been sprayed. The spraying should help to discourage their regrowth.

Committeeman Urfer: Gave a brief update on Union Brick Road paving. Reported that the Fishing Derby went well despite the inclement weather at the start of it. Reminded the Committee and Commission heads that the annual letter to be included with the tax bills needs to be done as soon as possible.

Made a motion to purchase 2 sets of portable speed bumps to be put on various roads to help control speeding. This was seconded by Mr. Kruk and roll called: Mr. Kruk – yes; Mr. Urfer – yes; Mayor

McDonough – yes. Also made a motion to put weight limit (8 tons) signs on Shiloh and Foundry Road to see if that helps to discourage trucks that are not making local deliveries from using them. This was seconded by Mr. Kruk and roll called: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes. Made another motion to install 2 stop signs at the intersection of Shiloh Road and Jenny Jump Road to slow down traffic. This was seconded by Mr. Kruk and all in favor.

Lastly Mr. Urfer spoke about the possibility of Hope Township’s Committee expanding from 3 to 5. Much discussion was had on this topic. Mr. Urfer made a motion to put this on the November ballot as a non-binding referendum. Mr. Kruk and Mayor McDonough declined to second and move the motion, stating that they would like to table this for further discussion at the July meeting. The clerk so noted.

Township Engineer: Mr. Keenan was in attendance to discuss drainage issues plaguing certain areas of Silver Lake. He, Don and Terry will work together to implement some ideas that they came up with on a recent site visit to some of the homes being inundated with stormwaters during heavy rainfalls. These measures should help some of the homeowners, but will not totally make the problem disappear as people continue to clearcut land and build homes, creating more and more impervious surface leaving the water nowhere to go. Also discussed was the Hissim Road DOT grant project. Mr. Keenan briefed the Committee on how the grant process works with his company versus how it worked with Mr. Rodman so that everyone had a better understanding.

Also noted was the recent letter sent by French & Parrello to Campbell Foundry regarding obtaining and LSRP for the fill that was brought into the property several years ago. This letter was sent out approximately one month ago, with no response as of yet (was given 45 days). If no response, Mr. Keenan and Mr. Selvaggi will discuss how to approach the matter and also how to set up an escrow account for all the fees that will be accruing.

Events Coordinator: Not in attendance.

DPW: Roadside mowing is ongoing, especially now that the grass is really growing after all of the recent rains. Paving of Union Brick road; set up for the 55 Plus Club meeting; keeping the drains open at Silver Lake to help alleviate the water issues; Old Union Brick Road work was completed by All Terrain. Discussion took place regarding oil/stoning of the road. That will be revisited after the millings have had time to settle. Lake Just-It Road drainage work discussed. Lastly, will have to check to see if Josh Miller’s spraying license covers his ability to spray near waterways.

RESOLUTIONS:

**HOPE TOWNSHIP, WARREN COUNTY, NEW JERSEY
RESOLUTION APPROVING 2022-2023 LIQUOR LICENSE RENEWAL FOR
PLENARY RETAIL DISTRIBUTION LICENSE NO. 2111-44-001-006
HOPE COUNTRY LIQUORS, LLC
RESOLUTION 2022-35**

WHEREAS, Hope Country Liquors, LLC t/a County Liquor Store holds a Plenary Distribution License #2111-44-001-006; and,

WHEREAS, the Hope Country Liquors, LLC has filed an application to renew said license for the 2022/2023 license term; and,

WHEREAS, the application, fees and New Jersey Division of Taxation Clearance Certificate has been filed with the Municipal Clerk.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Hope in the County of Warren and State of New Jersey that the Plenary Retail Distribution License be renewed for Hope Country Liquors, LLC for the 2022/2023 license term.

Motion: Mr. Kruk

Second: Mayor McDonough

Roll Call:

Mr. Kruk – yes

Mr. Urfer – yes

Mayor McDonough – yes

**HOPE TOWNSHIP, WARREN COUNTY, STATE OF NEW JERSEY
RESOLUTION APPROVING 2022-2023 LIQUOR LICENSE RENEWAL FOR
CONSUMPTION LICENSE NO. 2111-33-004-004
INN AT MILLRACE POND PLENARY RETAIL**

RESOLUTION 2022-36

WHEREAS, The Inn at Millrace Pond holds a Plenary Retail Consumption License #2111-33-004-004;
and

WHEREAS, the Inn at Millrace Pond has filed an application to renew said license for the 2022/2023 license term; and

WHEREAS, the application, fees and New Jersey Division of Taxation Clearance Certificate has been filed with the Municipal Clerk.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Hope in the County of Warren and State of New Jersey that the Plenary Retail Consumption License be renewed for The Inn at Millrace Pond for the 2022/2023 license term.

Motion: Mr. Kruk

Second: Mayor McDonough

Roll Call:

Mr. Kruk – yes

Mr. Urfer – yes

Mayor McDonough – yes

HOPE TOWNSHIP, WARREN COUNTY, STATE OF NEW JERSEY

**RESOLUTION AUTHORIZING THE TOWNSHIP TO SUBMIT A GRANT APPLICATION TO
THE 2022 WARREN COUNTY MUNICIPAL AND CHARITABLE CONSERVANCY TRUST
FUND FOR THE REHABILITATION OF THE HOPE COMMUNITY CENTER**

RESOLUTION 2022-37

WHEREAS, the Township of Hope, New Jersey is centered around a core of strong cultural and architectural history that greatly contributes to community spirit and economic health; and

WHEREAS, the Hope Historic District is a significant cultural resource listed on both the New Jersey State Register of Historic Places (SR: 6/13/1973) and the National Register of Historic Places (NR: 7/20/1973 Ref #73001138); and

WHEREAS, the Hope Community Center, originally a stone Christian Church build to replace a log building circa 1840, is a contributing resource to the Hope Historic District; and

WHEREAS, the Township of Hope owns and acts as the steward of said property; and

WHEREAS, the Township of Hope is planning a capital campaign, under the direction of Eclectic Architecture, LLC, that will include an exterior building envelope restoration and the restoration of interior finishes; and

WHEREAS, the capital campaign is considered eligible for partial funding through the Warren County, New Jersey, Municipal and Charitable Conservancy Trust Fund, a matching funds grant program directed by the Board of Chosen Freeholders,

WHEREAS, the budget for the capital campaign was originally set at \$150,000.00 and the Township of Hope had committed \$37,500.00 in potential matching funds for the capital project,

WHEREAS, due to the Covid-19 pandemic, costs have gone up exponentially and the original budget of \$150,000 is in need of adjustment in order to complete the original project earmarked for these funds,

WHEREAS, the Township of Hope is in need of applying for a second round of grant proceeds in the amount of \$99,750.00, of which Hope Township will contribute an additional match of \$33,250. This would make the new project budget total for the Hope Township Community Center \$269,000.

NOW, THEREFORE, LET IT BE RESOLVED, by the Mayor and Committee of the Township of Hope that an application be submitted to the 202 Warren County Municipal and Charitable Conservancy Trust Fund round for an additional \$99,750 funding request which, added to the Township’s committed additional match of \$33,250.00, would make possible the \$269,000.00 project.

Motion: Mayor McDonough

Second: Mr. Kruk

Roll Call:

Mr. Kruk – yes

Mr. Ufer – yes

Mayor McDonough - yes

ORDINANCES:

Public Session and Adoption

2022-04

**ORDINANCE 2022-04
CALENDAR YEAR 2022**

AN ORDINANCE OF THE TOWNSHIP OF HOPE PROVIDING FOR THE APPROPRIATION OF \$122,449.40 FOR ‘CASE 580SN WT 4WD T4 BACKHOE LOADER PAYOFF’ FROM THE GENERAL CAPITAL – CAPITAL IMPROVEMENT FUND

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

1. The sum of **\$122,449.40** shall be appropriated for the following items, from the Capital Improvements Budget for the year 2022

OEM/DPW Case 580SN Backhoe Loader, VIN # NMC774322- \$122,449.50
2. The sum of \$122,449.40 is available in the Capital Improvement Fund
3. The appropriation herewith does not authorize any debt of the Township of Hope.
4. This Ordinance shall take effect immediately on final passage and publication as provided by law.

Motion: Committeeman Kruk
Second: Mayor McDonough

Roll Call:
Committeeman Kruk: Yes Committeeman Urfer: Yes Mayor McDonough: Yes

First Reading/Introduction

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:

ADMINISTRATION	AMOUNT	PER	PAYABLE
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
	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.

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 June 15, 2022 at 7:00 P.M. 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 July 13, 2022 at 7:00 P.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.

Old Business:

Traffic Study – Mayor McDonough met with the DOT commission on June 13. She will be reaching out to the County to set up a meeting with them, to which Hope Township and the State Police will be invited. She is optimistic that the measures that Hope Township is asking for to help curtail truck traffic are still in play.

Internet/CenturyLink – see Mr. Kruk's report.

New Business:

Community Center – 3 quotes were received for the revamped project, which will now turn to masonry work. Two of the quotes are contenders for the award. Mr. Kruk made a motion to accept the bid of the contractor (out of the 2 in contention) who can start the soonest. That was seconded by Mr. Urfer and roll called as follows: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes. Once this is ascertained, the clerk will so note for the next meeting and sign the contract awarding the bid project.

Facility Use Request – Swayze Mill - a Hope Township resident, Mr. Nelson Silva, requested to use the park on September 2, 2022 between the hours of 3 and 4 for a one-hour company soccer game. All

paperwork was in order, with insurance rider provided. A \$100 fee will be collected. Motion made by Mr. Urfer; seconded by Mr. Kruk, all in favor, to let Mr. Silva use the park.

Items of Exemption for Requisition Forms - Mr. Whitmore asked the Committee to approve several items of exemption for the requisition form process, including ordering of fuels, paving materials and anything purchased from a quarry. Mr. Urfer read the items into the record that were exempted, and it was noted that this is subject to change at the Committee or DPW's request for it to be updated and again approved. The committeemen were all in favor of these exemptions standing.

2022 Hope Township Picnic – It was noted that the Hope Volunteer Fire Company will be providing the food at this year's picnic. The menu and prices are being worked on, and updates will occur in the future.

Minutes: The minutes of May 11, 2022 Business and Executive meetings and May 26, 2022 work meetings were approved on a motion by Mr. Urfer; seconded by Mr. Kruk and all in favor.

Public Participation:

Mr. Keenan, a resident of Union Brick Road, was in attendance to discuss the ongoing flooding issues on Union Brick Road on and near his property. Discussion was had between the Committee, Mr. Whitmore and Mr. Keenan on ways to resolve the issue. It was decided to see what happens during the next heavy rain as Union Brick was just paved and is now 4 inches higher, giving more of a shoulder/gully to the road for the rain to travel on instead of across the road. Also noted was the fact that cuts can be made into the pavement now to help direct water to the catch basins and drains. Some drainage work will take place to try to tie some drains together to help direct water as well.

Monica Sobon reported that the Green Fair Date for next year has been tentatively set for April 29, 2022 at the school. She was also given permission to do the Hope Township calendar for 2023 and we will order 250 copies of it (same amount as last year).

Ann Rhinesmith thanked Mr. Whitmore for keeping the drain near her home on Ridgeway Avenue open to help prevent stormwater runoff. Also thanked the Grange for the American flags hanging throughout town. Questioned the Committee as to where the 55 Plus Club and exercise classes can meet once the Community Center begins getting worked on. Suggested possibility of the Grange (maybe one of the churches as well).

Executive Session:

A motion was made by Mr. Urfer, seconded by Mr. Kruk and carried to adopt the Resolution to go into Closed Session at 8:02 PM.

RESOLUTION

WHEREAS, Section 8 of the Open Public Meeting Act, Chapter 231, P. L 1975 permits the exclusion of the public from a meeting under certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Hope, in the County of Warren and State of New Jersey as follows:

1. The public shall be excluded from that portion of this meeting
2. The general nature of the subject matter to be discussed is as follows:

- A. Contract Negotiations
- B. Personnel Matters

As nearly as can be ascertained, the matter or matters to be discussed at this time will be disclosed to the public when such matters are resolved.

Time In: 8:02 PM

Present: Deputy Mayor Kruk, Committeeman Urfer, Mayor McDonough, Denis Keenan, Township Engineer.

Also Present: Robin Keggan, Municipal Clerk

Time Out: 8:07 PM

A motion made by Committeeman Urfer, seconded by Committeeman Kruk and carried to return to regular session. No Official Actions were taken.

Motion made at 8:08 PM to re-open to the public on a motion made by Mr. Urfer; seconded by Mr. Kruk – all in favor.

Seeing there was no other business for tonight, this meeting of the Hope Township Committee was adjourned at 9:29 p.m. on a motion made by Mr. Urfer; seconded by Mr. Kruk. Motion carried.

Respectfully submitted,

Robin L. Keggan, RMC
Municipal Clerk