

**MARCH 13, 2024**  
**BUSINESS MEETING**

The Work Meeting of the Hope Township Committee convened at 4:00 P.M. at the Hope Township Municipal Building with the following members present: Mayor Timothy McDonough, Deputy Mayor Christopher John Kruk, and Committeeman Terry Urfer. Also present were Municipal Clerk, Robin Keggan, RMC; Donald Whitmore, DPW Foreman, Deputy Clerk, Zondra Belstra, Township Attorney, Michael Selvaggi, Township engineer, Stefanie Williams and Patti Whitmore, Events Coordinator.

**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 New Jersey Herald and Express Times New Jersey Edition 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:** On a motion made by Mr. Urfer, seconded by Mr. Kruk and roll called as follows: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes, bills in the amount of \$397,646.04 were approved for payment.

**Reports:**

**Tax Collector: Month Ending February 2024 - \$1,294,435.49 Y-T-D for 2024 \$1,665,428.69.**

**Township Engineer:** Was present to bring the Committee up-to-date on stormwater management information as well as the Kostenbader Road DOT paving project. She was also asked to give the Committee an estimate on the cost to pave Shiloh Road and the cost to install a cross drain. A discussion with Mr. Kruk and the Committee regarding applying for a grant for recreational facilities was discussed. The deadline date to apply for such a grant is April 16. Ideas for this grant include building a gazebo, pickleball court and renovating the basketball court. If we were to obtain a grant, we would have 2 years to perform the work covered by that grant. Mayor McDonough questioned if accepting this grant would obligate us to open Swayze Mill Park up to the public (non-Hope residents). Mr. Selvaggi stated he did not believe so unless it is Green Acres. Mrs. Williams also mentioned obtaining a Local Aid Infrastructure Grant for help with controlling water in the Ridgeway/Silver Lake area.

**Environmental Commission:** Mrs. Sobon gave her report which included a reminder about the County being involved in the Wildlife Certification that she has been working on for Hope Township. Also discussed was the Green Fair, giveaways for the Appreciation Dinner and the rain barrel approved by the HPC to be installed at the Community Center. That project, however, is being put on hold until a possible generator being obtained by a grant is finalized. Discussed a \$1500 ANJEC Stewardship Grant to install a pollinator garden at the Municipal Building – Mr. Whitmore stressed that this must be a no maintenance garden.

**DPW:** Clean-up from the most recent windstorm; pothole repair; second sea container delivered; FEMA work with the Clerk; new garage doors on the DPW garage being installed; the dock was put back in the water at Swayze Mill; fence fixed; working on quotes for mowing services and getting Kostenbader ready for paving.

## **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 5:08 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:

### **PENDING LITIGATION**

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:** 5:08 PM

Present: Deputy Mayor Kruk, Committeeman Urfer, Mayor McDonough, Michael Selvaggi, Esq.  
Also Present: Robin Keggan, Municipal Clerk

Discussion took place regarding Pending Litigation.

**Time Out:** 5:15 PM

A motion made by Mr. Urfer, seconded by Mr. Kruk and carried to return to regular session. No Official Actions were taken. The meeting was opened to the public once again.

**Mayor Tim McDonough:** Discussed a possible generator grant that the NJSP may be helping us with in obtaining a generator for the Community Center; Planet Networks is hoping to have a complete build-out of Hope Township by the end of summer (they are looking for a small piece of property for equipment storage); there is a NW Municipal Court meeting being held with White Township and members of the NW Municipal Court to discuss revenues; Truck traffic signage is already installed by the County and the NJDOT plans on having their signage installed on Routes 80 and 46 in the very near future; Kaleidoscope Productions is installing a sign on the Planer Building (Grange). Mayor McDonough stated that he would like to waive the zoning application fee for this since it is a Township building. Mr. Urfer made the motion; Mr. Kruk seconded and roll called unanimously in favor of waiving the fee.

**Committeeman Kruk:** Noted that a key for the closet at the community center needs to be found, we are unsure who has it – will check with some of the sports directors. Also meeting with KC Masonry for some masonry work projects that need to be done around town and while he is meeting them will get pricing on recreational projects, i.e., pickleball court. Mentioned that the Opening Day Parade will be held on April 20<sup>th</sup> for baseball/softball/spring soccer.

**Deputy Mayor Urfer:** Passed out a list of “to do” items for the Committee to look over, as well as the DPW Department and the Clerk’s office. Discussed obtaining a quote for an extension to the dock already installed at Swayze Mill.

**Events Coordinator:** Working on the Appreciation Dinner, distributed the list of invites for the Committee to review and revise.

**RESOLUTIONS:**

**HOPE TOWNSHIP, WARREN COUNTY, NEW JERSEY  
RESOLUTION REFUNDING TAX SALE CERTIFICATE 2024-005  
THAT WAS REDEEMED  
RESOLUTION 2024-22**

**WHEREAS**, the property owned by Emily C. Brown known as Block 3400, Lot 1300 located at 327 Johnsonburg Road had unpaid 2023 property taxes and was sold at a Tax Sale held on 01 February 2024 by the Hope Township Tax Collector; and

**WHEREAS**, Bala Partners LLC of PO Box 303 located in Pottersville, NJ 07979 was the successful bidder of the above stated property. The amount of the Tax Sale consisted of unpaid 2023 property taxes, interest, and other costs, and totaled \$1,915.15 and is represented by Tax Sale Certificate 2024-005; and

**WHEREAS**, Emily C. Brown, the supposed owner of the property, paid \$1,965.45 on 15 February 2024 to the Hope Township Tax Collector to satisfy the outstanding Tax Sale Certificate:

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Township Committee of the Township of Hope on this 13<sup>th</sup> day of March 2024 that the Chief Financial Officer be authorized to draw a check payable to Bala Partners LLC in the amount of \$3,465.45 comprised of \$1,965.45 for the redemption of Tax Sale Certificate 2024-005 and \$1,500.00 for the return of a tax sale premium.

**BE IT FURTHER RESOLVED** that since the satisfied executed Tax Sale Certificate 2024-005 was not yet recorded, Emily C. Brown has been given a receipt of payment.

Stephen J Lance  
Tax Collector  
15 February 2024

Motion: Mr. Urfer      Second: Mr. Kruk  
Roll Call: Kruk – yes                      Urfer – yes                      McDonough - yes

**CERTIFICATION**

I, Robin L. Keggan, RMC, Clerk of the Township of Hope, County of Warren, do hereby certify the foregoing to be a true and accurate copy of a Resolution adopted by the Hope Township Committee at a meeting of said Committee held on March 13, 2024.

**HOPE TOWNSHIP, WARREN COUNTY, NEW JERSEY  
RESOLUTION REFUNDING TAX SALE CERTIFICATE 2024-004  
THAT WAS REDEEMED  
RESOLUTION NO. 2024-23**

**WHEREAS**, the property owned by Susan Demarest known as Block 1500, Lot 900 located at 406 Mt Hermon Road had unpaid 2023 property taxes and was sold at a Tax Sale held on 01 February 2024 by the Hope Township Tax Collector; and

**WHEREAS**, Bala Partners LLC of PO Box 303 located in Pottersville, NJ 07979 was the successful bidder of the above stated property. The amount of the Tax Sale consisted of unpaid 2023 property taxes, interest, and other costs, and totaled \$2,446.46 and is represented by Tax Sale Certificate 2024-004; and

**WHEREAS**, Susan Demarest, the supposed owner of the property, paid \$4,761.23 on 20 February 2024 to the Hope Township Tax Collector to satisfy the outstanding Tax Sale Certificate and delinquent taxes:

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Township Committee of the Township of Hope on this 13<sup>th</sup> day of March 2024 that the Chief Financial Officer be authorized to draw a check payable to Bala Partners LLC in the amount of \$4,057.39 comprised of \$2,557.39 for the redemption of Tax Sale Certificate 2024-004 and \$1,500.00 for the return of a tax sale premium.

**BE IT FURTHER RESOLVED** that the satisfied executed Tax Sale Certificate 2024-004 be returned to Susan Demarest at PO Box 371 in Hope, NJ 07844.

Stephen J Lance  
Tax Collector  
20 February 2024

Motion: Mr. Urfer

Mr. Kruk – yes

Roll Call: Kruk – yes

Urfer – yes

McDonough - yes

#### **CERTIFICATION**

I, Robin L. Keggan, RMC, Clerk of the Township of Hope, County of Warren, do hereby certify the foregoing to be a true and accurate copy of a Resolution adopted by the Hope Township Committee at a meeting of said Committee held on March 13, 2024.

**HOPE TOWNSHIP, WARREN COUNTY, NEW JERSEY  
CANCELLING SPECIAL EMERGENCY RESOLUTION  
NJS 4A:4-53, 54, 55.1 AND 55.13  
(3- year Special Emergencies)  
RESOLUTION NO. 2024-24**

**WHEREAS**, Resolution No. 2023-47 was adopted September 14, 2023 in response to the storm damage to municipal roads resulting from flooding on July 14<sup>th</sup> and July 15<sup>th</sup> so that Hope Township could begin making emergency repairs to infrastructure necessary for the public's health, safety and welfare; and

**WHEREAS**, it has been found unnecessary to make this Emergency Appropriation to meet expenses incurred, or to be incurred, by storm damage to municipal roads resulting from flooding on July 14<sup>th</sup> and July 15<sup>th</sup> in the 2023 Municipal Budget; and,

**WHEREAS**, the Hope Township Committee will appropriate the funds via a Capital Ordinance in the 2024 Budget.

**NOW, THEREFORE BE IT RESOLVED**, that the Special Emergency Resolution authorizing the spending of up to \$250,000 for emergency repairs to roadways and Township properties be **CANCELLED**.

Motion: Urfer  
Second: Kruk

ROLL CALL: Mr. Kruk - yes            Mr. Urfer - yes            Mayor McDonough - yes

**CERTIFICATION**

I, Robin L. Keggan, RMC of the Township of Hope, County of Warren, State of New Jersey, do hereby certify this resolution was adopted at a Regular Meeting of the Township Committee at a meeting held on March 13, 2024.

**TOWNSHIP OF HOPE, COUNTY OF WARREN, STATE OF NEW JERSEY  
RESOLUTION AWARDING CONTRACT FOR  
OVERLAY OF KOSTENBADER ROAD  
RESOLUTION 2024-25**

**WHEREAS**, the Township of Hope is a member of the Morris County Cooperative Pricing System and wishes to utilize the contract for Road Overlay for Kostenbader Road; and,

**WHEREAS**, Riverview Paving, Hackettstown, NJ has been awarded Contract #6 for Road Resurfacing and Denville Line Striping Contract #36, all through the Morris County Cooperative Pricing Council of which the Township of Hope is an active participant; and,

**WHEREAS**, the Chief Financial Officer has certified that funds are available.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Township Committee of the Township of Hope, County of Warren and State of New Jersey that the Road Resurfacing Services for Kostenbader Road, be awarded to Riverview Paving, Hackettstown, NJ, and Denville Line Striping, as follows:

<b>Awarded to Riverview Paving, Contract #6</b>	<b>\$116,127.50</b>
<b>Awarded to Denville Line Striping, Contract #36</b>	<b>\$ 440.00</b>
<b>TOTAL</b>	<b>\$116,567.50</b>

Motion: Mr. Urfer

Second: Mr. Kruk

Roll Call: Mr. Kruk – yes

Mr. Urfer – yes Mayor McDonough - yes

**CERTIFICATION**

I, Robin Keggan, Clerk of the Township of Hope, do hereby certify that this is a true and accurate copy of a Resolution Adopted by the Township Committee of the Township of Hope, Warren County, New Jersey at a Regular Meeting held on March 13, 2024.

**HOPE TOWNSHIP, WARREN COUNTY, NEW JERSEY  
RESOLUTION APPOINTMENT OF INTERIM  
MUNICIPAL COURT ADMINISTRATOR  
3/24/2024-3/23/2025**

**RESOLUTION #2024-26**

WHEREAS, Ms. Kayleigh Keggan was hired on March 24, 2021 as the North Warren Municipal Court of hope Municipal Court Administrator; and,

WHEREAS, Ms. Kayleigh Keggan is currently considered an Interim Municipal Court Administrator pursuant to N.J.S.A. 2B:12-11(e) since she was hired March 24, 2021 and does not hold a municipal court administrator certificate. She has passed her written test and will be scheduling her oral portion of the test once those dates are opened up by the State; and,

WHEREAS, the statute allows the governing body to appoint a person as Municipal Court Administrator that is not a certified Municipal Court Administrator, on an interim basis, for a period not to exceed one (1) year commencing on the date of the appointment (March 24, 2021); and,

WHEREAS, the statute further states, “Any person so appointed may, in consultation with the judge of the municipal court, be reappointed as a municipal court administrator, on an interim basis, for two (2) subsequent one-year terms. The municipal court administrator appointed on an interim basis may be reappointed for a fourth, and if necessary, a fifth additional one-year term, provided the municipal court administrator is currently enrolled in the certification program and need additional time to complete that program.”

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hope, Warren County, State of New Jersey, that it hereby appointed Kayleigh Keggan as Interim Municipal Court Administrator for a one-year term commencing retroactively back to March 24, 2024 and ending March 23, 2025.

Motion: Mr. Urfer    Second: Mr. Kruk

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

**CERTIFICATION**

I, Robin L. Keggan, clerk of the Township of Hope, do hereby certify that the foregoing Resolution is a true and correct copy of a resolution duly adopted by the Township Committee at a work meeting held on March 13, 2024.

**HOPE TOWNSHIP, WARREN COUNTY, NEW JERSEY  
RESERVE TRANSFER RESOLUTION  
2024-27**

**BE IT RESOLVED** by the Township Committee of the Township of Hope, County of Warren, State of New Jersey, that there are insufficient funds to meet the demands necessary for the 2023 Reserve Balances in General Administration O/E, Engineering Services O/E, Electricity, and Telephone O/E.

**WHEREAS**, the following accounts have sufficient excess funds to meet such demands: Legal Services O/E, Planning Board O/E and Municipal Prosecutor S/W.

**BE IT RESOLVED** that in accordance with the provisions of R.S. 40A:4-59 the Chief Financial Officer is hereby authorized to make the following transfers:

To:    General Administration O/E                      1,700.00

Engineering Services O/E	3,011.00
Electricity	400.00
Telephone O/E	<u>3,000.00</u>
	8,111.00

From: Legal Services O/E	1,000.00
Planning Board O/E	4,000.00
Municipal Prosecutor S/W	<u>3,111.00</u>
	8,111.00

Motion: Mr. Urfer

Second: Mr. Kruk

Roll Call:

Mr. Kruk: Yes

Mr. Urfer: Yes

Mayor McDonough: Yes

#### CERTIFICATION

I, Robin L. Keggan, clerk of the Township of Hope, do hereby certify that the foregoing Resolution is a true and correct copy of a resolution duly adopted by the Township Committee at a work meeting held on March 13, 2024.

#### **ORDINANCES: PUBLIC SESSION AND ADOPTION**

Motion to open to the public made by Mr. Urfer; seconded by Mr. Kruk and all in favor.

No comment was made by the public.

Motion to close to the public made by Mr. Urfer; seconded by Mr. Kruk and all in favor.

Motion to adopt Ordinance 2024-02 was made by Mr. Urfer; seconded by Mr. Kruk and roll called: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes

#### **ORDINANCE 2024-02**

#### **CALENDAR YEAR 2024**

#### **AN ORDINANCE OF THE TOWNSHIP OF HOPE PROVIDING FOR THE APPROPRIATION OF \$11,200.00 ‘THREE NEW GARAGE DOORS – DPW GARAGE’ 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 **\$11,200.00** shall be appropriated for the following item from the Capital Improvements Budget for the year 2024:

#### **THREE NEW GARAGE DOORS – DPW GARAGE**

2. The sum of \$11,200.00 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 to introduce: Mr. Urfer

Second: Mr. Kruk

Roll Call:

Committeeman Kruk: Yes    Committeeman Urfer: Yes    Mayor McDonough: Yes

#### NOTICE

NOTICE IS HEREBY GIVEN that the foregoing Ordinance was introduced for first reading at a regular meeting of the Township Committee of the Township of Hope held on February 21, 2024 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 March 13, 2024 at 4:00P.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.

#### **Unfinished Business:**

Fishing Derby – the date of June 8, 2024 from 12-4 pm

Salt Shed – a discussion was held with the Township attorney and CFO present regarding the re-building of the salt shed. A discussion was held on the manner in which this would be undertaken, i.e. going out to bid or doing the re-build in house. A discussion regarding Mr. Whitmore putting the base to the salt shed in place per the plans that were obtained by O'Brien several years ago was held, and then receiving quotes/bidding out the installation of the roof over the shed. It was noted that any salary for Mr. Whitmore to perform the work involved in preparing the salt shed rebuild is not able to come out of the insurance monies received several years ago. More discussion will follow.

Warehouse Ordinance- Mr. Selvaggi discussed the revised warehouse ordinance he provided the Committee. His recommendation was for the Clerk to send the warehouse ordinance to the Planner for her to weigh in on to ensure that it is consistent with the Master Plan. Once she has weighed in and the Committee looks over any revisions she might have, it will be referred back to the Planning Board once more before introduction.

#### **New Business:**

Sea Container – a new sea container was purchased and put in place. The Committee approved this on a motion from Mr. Urfer, seconded by Mr. Kruk and roll called: Kruk – yes; Urfer – yes; McDonough – yes.

Zoning Board – all of the members of the Zoning Board were re-appointed by the Township Committee.

RK Environmental - On a motion made by Mr. Urfer; seconded by Mr. Kruk and roll called: Kruk – yes; Urfer – yes; McDonough – yes, the contract for RK Environmental to do our Right-to-Know work was approved.

Use of Facilities - On a motion made by Mr. Urfer, seconded by Mr. Kruk and all on favor, the Easter Egg Hunt was approved for March 23 (rain date of March 30) at Swayze Mill Park.

The Township Committee gave their approval for a township resident to allow a few vehicles to park in their parking lot while she holds an Estate Sale.

Approval of Minutes: The minutes from the February 7, 2024; February 20, 2024 budget; February 21 work meetings were approved on a motion made by Mr. Urfer; seconded by Mr. Kruk and all in favor.

#### **Public Participation:**



Jutta Jansen – made the Committee aware that there would be no 55 Plus Club meeting held in April. She also requested more chairs as there are more and more members joining the club. The Deputy Clerk has been working on finding tables and chairs at the request of the Committee for a few weeks now.

Elsie Donohue – noted that the Hope Historic Society will be having a presentation called “Looking Back, Looking Forward” on April 2n.

Seeing there was no other business for tonight, this meeting of the Hope Township Committee was adjourned at 6:18 p.m. on a motion made by Mr. Urfer; seconded by Mr. Kruk. Motion carried.

Robin L. Keggan, RMC  
Municipal Clerk