

**MAY 11, 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; Deputy Clerk, Zondra Belstra; Donald Whitmore, DPW Foreman 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 Hope Volunteer Fire Department their yearly donation from the town. The CFO will cut the check when she is back in the office.

**Reports:**

**Tax Collector: Month Ending April 2022 - \$291,560.27 Y-T-D for 2022 \$1,870,678.35.**

**Mayor Tim McDonough:** See truck and internet reports.

**Deputy Mayor Christopher John Kruk:** Nothing to report.

**Committeeman Urfer:** Discussed the Community Center grant bids that were received. The bids all came in too high for the grant that the municipality received from the County. That being said, the bid specs will be re-worked and the Township will apply for a second round of grant funding with the County. The cost to apply is \$2,000 which, on a motion by Mr. Urfer, seconded by Mr. Kruk and committee polled as follows: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes was approved to be taken out of the Open Space fund. Mr. Urfer will work with the architect on same.

Discussion was also had about purchases being made by employees. It was decided that the amount of \$200 would be the amount which triggers a requisition form being filled out by the purchaser (ALL departments, commissions, committees and groups will adhere to this policy) and submitted to the clerk. It will then be sent to the Committee for approval. Once approved, it will be sent to the CFO for encumbrance and the purchase allowed to be placed. Exception being an emergency situation. This system was put into place on a motion made by Mr. Urfer; seconded by Mr. Kruk and committee polled: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes.

Mr. Urfer also noted that the Township Committee continues to push for the request for soils tests to be performed on a couple of properties within the municipality. That push is ongoing.

**Township Engineer:** Not in attendance.

**Events Coordinator:** Not in attendance.

**DPW:** Mr. Whitmore gave an update as to the work completed since the last meeting, such as cleaning out the drains on Lake Just-It Road; talking to the County about the use of some of their equipment to work on our municipal roads; roadside mowing and dragging the ball fields. He also noted that Josh Miller will be working with Blairstown DPW and shadowing them to obtain the 40 hours necessary for him to obtain his spraying license. Also noted that the County paving project that was being done on CR 611 damaged Hissim Road pretty badly with the amount of dump trucks taking that shortcut in the loop.

**RESOLUTIONS:**

**TOWNSHIP OF HOPE, COUNTY OF WARREN, STATE OF NEW JERSEY  
GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT  
RESOLUTION NO. 2022-33**

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and,

WHEREAS, the Annual Report of Audit for the year 2021 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations, and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and,

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Hope Township Committee of the Township of Hope, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this Resolution and the required affidavit to said Board to show evidence of said compliance.

**ORDINANCES:**

**2022-03**

**Public Session and Adoption:**

Mr. Urfer made a motion to open to the public for discussion; Mr. Kruk seconded. All in favor.

One question was heard from the public and satisfactorily answered.

Mr. Urfer made a motion to close to the public and Mr. Kruk seconded. All in favor.

**ORDINANCE 2022-03**

**AN ORDINANCE AMENDING CHAPTER 20 “ZONING,” SECTION 28.1 “AFFORDABLE HOUSING REQUIREMENTS AND REGULATIONS,” SUBSECTION C “APPLICABILITY” OF THE CODE OF THE TOWNSHIP OF HOPE TO REVISE THE MANDATORY SET-ASIDE OBLIGATION TO BE CONSISTENT WITH THE TOWNSHIP’S SETTLEMENT AGREEMENT WITH FAIR SHARE HOUSING CENTER.**

**WHEREAS**, on September 25, 2017, the Township entered a Settlement Agreement with the Fair Share Housing Center; and

**WHEREAS**, the Settlement Agreement requires the Township to adopt an ordinance that sets a mandatory set-aside of 20% for all newly approved housing of 5 units or greater; and

**WHEREAS**, in order to obtain a Final Order of Compliance and Judgment of Repose, the Township must amend its ordinance to be consistent with the Settlement Agreement.

**NOW, THEREFORE IT ORDAINED** by the Mayor and Committee of the Township of Hope, Warren County, New Jersey, that Chapter 20 “Zoning,” Section 28.1 “Affordable Housing Requirements and Regulations,” Subsection c “Applicability,” of the Code of the Township of Hope is hereby amended as follows:

**20-28.1 Affordable Housing Requirements and Regulations.**

**c. Applicability**

3. All residential development resulting in 5 or more units approved by the Township after the date of the adoption of this Ordinance shall provide an affordable housing set-aside of 20%. All affordable units created pursuant to this paragraph shall be governed by the provisions of this Ordinance.

**REPEALER**

All Ordinances or parts of Ordinances inconsistent herewith are repealed as to such inconsistencies.

**SEVERABILITY**

If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**EFFECTIVE DATE**

This Ordinance shall take effect upon passage and publication as provided by law.

Motion to adopt Ordinance No. 2022-03: Motion: Mr. Urfer      Second: Mr. Kruk      Committee  
polled: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes.

**Introduction and First Reading**

**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 Urfer  
Second: Committeeman Kruk

Roll Call:

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

**Old Business:**

**Traffic Study** – Mayor McDonough discussed the fatal accident that occurred on CR 519 south of town a week prior to the meeting. He learned that the State Police have turned all the information over to the

State DOT relating to that accident and that the State DOT is again pushing for a meeting to happen with the County.

**Internet/CenturyLink** – Mayor McDonough noted that CenturyLink is slated to begin running fiber in the municipality. He stated that once he receives word from them, he will be turning that project over to Mr. Kruk.

### **New Business:**

**Community Center – Bid Openings:** See Mr. Urfer’s comments above.

**ARPA Monies (Covid Relief Monies)** – A discussion took place regarding the projects that the Township Committee intends to use the ARPA monies for in the municipality. The list and actions are as follows:

**Old Union Brick Road** – millings on road and drainage repair. Mr. Urfer motioned; Mr. Kruk seconded to accept the bid (1 of 2 received) of All Terrain in the amount of \$15,750 for this project to be paid out of the ARPA monies. These funds will be encumbered by the CFO and then Mr. Urfer will let the winning bidder know he can commence work. Committee polled: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes.

**Sandy Lane** – oil and stone road. Mr. Urfer made a motion for Mr. Whitmore to obtain a quote, have the CFO encumber the funds and then approve the project. Mr. Kruk seconded. Roll call: - Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes.

**Beaver Road** – oil and stone road. Mr. Urfer made a motion for Mr. Whitmore to obtain a quote, have the CFO encumber the funds and then approve the project. Mr. Kruk seconded. Roll call: - Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes.

**Foundry Road** – paving of bad section. Mr. Urfer made a motion for Mr. Whitmore to obtain a quote, have the CFO encumber the funds and then approve the project. Mr. Kruk seconded. Roll call: - Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes.

**Hissim Road** – repair of drainage. Mr. Urfer made a motion for Mr. Whitmore to obtain a quote, have the CFO encumber the funds and then approve the project. Mr. Kruk seconded. Roll call: - Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes.

**Union Brick** – paving of Hope’s section of road (approximate cost of \$120,000) to coincide with Blirstown’s paving schedule. Mr. Urfer made a motion to commit to this project subject to the second tranche of funds being received. Mr. Kruk seconded. Committee polled: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes.

**Minutes:** The minutes of April 28, 2022 Work and Executive meetings; April 13, 2022 Business and Executive meetings; March 16, 2022 Executive and February 23, 2022 Budget meeting were approved on a motion by Mr. Urfer; seconded by Mr. Kruk and all in favor.

### **Public Participation:**

Ms. Sobon was in attendance to discuss the outcome of the Green Fair. The Committee commended her on her efforts and the success that it was. Discussion took place regarding the next year date (tentatively

April 29, 2023) and the use of the Grange for a yard sale the same day. Discussion took place regarding the potential to have a town wide yard sale that same day.

**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 8:22 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. Potential Litigation
  - 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:** 8:22 PM

Present: Deputy Mayor Kruk, Committeeman Urfer, Mayor McDonough, Zondra Belstra, Deputy Clerk.

Also Present: Robin Keggan, Municipal Clerk

**Time Out:** 8:31 PM

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

Seeing there was no other business for tonight, this meeting of the Hope Township Committee was adjourned at 8:31 p.m. on a motion made by Mr. Urfer; seconded by Mr. Kruk. Motion carried.

Respectfully submitted,

Robin L. Keggan, RMC  
Municipal Clerk