

**MAY 13, 2020
BUSINESS MEETING**

The Business 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 (Zoom), Committeeman Christopher John Kruk (Zoom) and Deputy Mayor Terry Urfer. Also present were Don Whitmore, DPW Foreman; Municipal Clerk, Robin Keggan, RMC; Deputy Clerk, Zondra Belstra; CFO Kathleen Reinalda Anthony Ardito, Auditor and Brielle Walsh, Events Coordinator/Sports Director.

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

Roll call: Mr. Urfer- present

Mr. Kruk – present

Mayor McDonough- present

Reports:

Mayor Tim McDonough: Mayor McDonough spoke about the Hope Center overlay project that is upcoming and his conversation with Mr. Rodman concerning same.

Committeeman Christopher John Kruk:

Mr. Kruk made mention that the Mack firetruck will need to find a home for a few months while renovations are ongoing at the Firehouse. The Committee was all in agreement that the firetruck will be stored in the DPW yard for now.

Deputy Mayor Urfer:

Mr. Urfer discussed the plans to try to obtain a grant for the Community Center (the Township will be responsible for 25% of any grant obtained, i.e. on a \$100,000 grant we would be responsible to pay \$25,000). He polled the Township Committee to get their thoughts on whether this should move forward this year or hold off until next year. Mayor McDonough and Mr. Kruk both concurred that the grant application should move forward this year as future funding is a great unknown due to the pandemic. Mr. Urfer will begin working with Donna Marie on the application process. The Community Center is in great need of new windows and wood floors. Any monies that the Township owes on this grant will come out of Open Space. Mr. Urfer also noted that new grants can be applied for every two years.

Don Whitmore:

Mr. Whitmore discussed several issues that have been ongoing with residential properties and rock walls that are too close to the road, especially with future paving projects coming up. 118 Heller Hill and 151 Lake Just-It Roads both have these issues. Mr. Whitmore has spoken to both homeowners to come into compliance with the right-of-ways but has had no luck. He and Mr. Urfer will meet/phone conference with Mike Selvaggi, Township Attorney, to have a letter sent to these homeowners giving them 30 days to comply. Also discussed was the need for the parts to be ordered for the guiderail on Locust Lake that was damaged in a car accident. We have received the payment from the insurance company for the replacement parts, minus the \$1,000 deductible the Township owed. The guiderail on Honey Run Road has been put on hold status for now. Motion was made by Mr. Urfer, seconded by Mr. Kruk to get the parts for the Locust Lake guiderail and replace. Committee polled: Mr. Urfer – yes; Mr. Kruk – yes; Mayor McDonough – yes.

Tax Collector's Report: March collections: \$77,745.34; April collections: \$ 435,728.44 YTD \$2,051,672.87.

Health Department: No report filed with Clerk.

Township Engineer Report:

Mayor McDonough updated the Committee on his discussion with Mr. Rodman about the Hope Center overlay as Mr. Rodman was not present.

Payment of Bills: May bills totaled \$770,326.83. Receipts for April 2020 \$12,917.88. On a motion made by Mr. Kruk and seconded by Mr. Urfer, the bills were approved for payment. Roll Call vote: Mr. Urfer – yes; Mr. Kruk – yes; Mayor McDonough – yes.

RESOLUTIONS:

**HOPE TOWNSHIP, COUNTY OF WARREN
RESOLUTION DESIGNATING NEW OFFICIAL NEWSPAPER
OF THE TOWNSHIP OF HOPE**

RESOLUTION NO. 2020-31

WHEREAS, the Star Gazette has sent notification via email to all municipal advertisers that they will cease publication as of March 31, 2020 and, consequently, no more legal advertisers will be run in this publication; and,

WHEREAS, as designated by the Open Public Meetings Act (N.J.S.A. 10:4-6), a municipality has certain obligations to publish legal advertisements in order to make the public and the press aware of meetings and other municipal business; and,

WHEREAS, the Township of Hope must now designate its primary Official Newspaper, as well as a secondary newspaper, so that residents and the press may be able to locate legal advertisements for the Township.

NOW, THEREFORE, BE IT RESOLVED, by the Hope Township Committee, that all legal advertisements heretofore will be published in the Thursday edition of the Express Times, Warren County, NJ Zoned edition. If it is necessary to advertise in a second newspaper, the Township will advertise in the New Jersey Herald.

Motioned by Mr. Kruk; seconded by Mr. Urfer. All in favor.

#2020-32

**TOWNSHIP OF HOPE, WARREN COUNTY, STATE OF NEW JERSEY
A RESOLUTION AUTHORIZING THE AWARD OF PROFESSIONAL SERVICES CONTRACTS FOR
THE PREPARATION OF TWO APPRAISALS TO SADC STANDARDS OF PROPERTY KNOWN AS
BLOCK 800, LOT 1100 IN THE TOWNSHIP OF HOPE**

WHEREAS, there exists a need for appraisal services to be rendered to the Township of Hope in the possible acquisition of a farmland easement on certain real property located within the Township of Hope; and

WHEREAS, funds are available for this purpose; and

WHEREAS, the appraisals must be completed in accordance with the specifications of the State Agriculture Development Committee; and

WHEREAS, The Township wishes to retain the services of Norman J. Goldberg Inc., in accordance with its proposal letter dated April 21, 2020 and Joshua D. Mackoff, LLC, in accordance with its proposal letter dated April 22, 2020, and;

WHEREAS, the Committee wishes to award a contract in an amount not to exceed \$1,875.00 for Norman J. Goldberg Inc., and a second contract in an amount not to exceed \$1,850.00 for Joshua D. Mackoff, LLC, and the Chief Financial Officer has certified that funds are available for this purpose;

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 Township of Hope hereby awards and authorizes Norman J. Goldberg Inc. to perform the appraisal report on the above-referenced property in accordance with SADC standards, for an amount not to exceed \$1,875.00.
2. The Township of Hope hereby awards and authorizes Joshua D. Mackoff, LLC to perform the appraisal report on the above-referenced property in accordance with SADC standards, for an amount not to exceed \$1,850.00.
3. The Township Clerk is hereby authorized and directed to publish a copy of this resolution in the Township's official newspaper and to provide a copy of this resolution to the Chief Financial Officer and The Land Conservancy of New Jersey.

On a motion by Mr. Urfer, seconded by Mr. Kruk, the aforementioned Resolution Number 2020-32 be adopted as read.

Roll Call Vote	Mr. Kruk: Yes	None- No	None - Absent/Abstained
	Mr. Urfer: Yes		
	Mayor McDonough: Yes		

RESOLUTION 2020-33

TOWNSHIP OF HOPE COUNTY OF WARREN, STATE OF NEW JERSEY

RESOLUTION AWARDING A CONTRACT FOR LANDSCAPE MAINTENANCE OF TOWNSHIP PROPERTIES

WHEREAS, Hope Township requires landscape services to support the DPW in maintaining the many Township owned properties, buildings and grounds for the Spring, Summer and Fall months of 2020.

WHEREAS, two (2) quotes were solicited (Season's Ground Maintenance, LLC and Drake's Landscaping, LLC); and

WHEREAS, the following quotation was received for the 2020 season from one (1) contractors:

Drake's Landscaping, LLC

\$ (see quote attached)

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hope that the contract for landscape maintenance of Township owned properties, buildings and grounds **BE** and is hereby **AWARDED** to Drake's Landscaping for its lowest responsible, responsive quotation as per company estimate dated February 10, 2020.

Motioned by Mr. Kruk; seconded by Mr. Urfer. Roll Call: Mr. Urfer – yes; Mr. Kruk – yes; Mayor McDonough – yes.

**TOWNSHIP OF HOPE, COUNTY OF WARREN, STATE OF NEW JERSEY
AWARDING RESURFACING PROJECT FOR HOPE CENTER**

RESOLUTION 2020-34

WHEREAS, the Township of Hope is a member of the Morris County Cooperative Pricing System and wishes to utilize the contract for Road Resurfacing for Hope Center, and

WHEREAS, Tilcon New York, Inc., Wharton, 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 Hope Center, be awarded to Tilcon New York, Inc, Wharton, NJ, and Denville Line Striping. as follows:

Awarded to Tilcon through MCCPC Contract #6	Unit Price	QTY	Total
HMA 9.5M64, including tack coat, del/laid/compacted	\$74.40/ton	1135 T	\$ 84,444.00
Resetting of inlet frames	\$595/Each	8	\$ 4,760.00
Awarded to Denville Line Striping Contract #36			
Stop Bars	\$1.00/LF	70 lf	\$ 70.00
Layout		LS	\$ 200.00
	TOTAL		\$ 89,474.00

Dated: May 13, 2020

Motion: Mr. Kruk

Second: Mr. Urfer

Roll Call: Mr. Kruk: yes Mr. Urfer: yes Mayor McDonough: yes

**TOWNSHIP OF HOPE
COUNTY OF WARREN
STATE OF NEW JERSEY
RESOLUTION-#2020-35**

WHEREAS, under provisions of N.J.S.A.40A:4-5, a municipality shall introduce the Local Municipal Budget no later than April 28 of the fiscal year; and,

WHEREAS, the Township of Hope has delayed the introduction of the 2020 Municipal Budget past the statutory deadline; and,

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Hope, Warren County, New Jersey, that the Township of Hope hereby petitions the Director of the Division of Local Government Services to allow a delayed introduction of the 2020 Hope Township Municipal Budget; and,

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded to the Director of the Division of Local Government Services, 101 South Broad Street, P.O. Box 803, Trenton, New Jersey 08625-0803.

Resolution: Mr. Kruk

Second: Mr. Urfer

Committee Polled: Mr. Urfer: yes Mr. Kruk: yes Mayor McDonough: yes

**TOWNSHIP OF HOPE
COUNTY OF WARREN
STATE OF NEW JERSEY**

RESOLUTION-#2020-36

WHEREAS, the Township of Hope is holding a meeting on May 13, 2020, for the purpose of introducing the 2020 Municipal Budget and conducting other matters; and,

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Hope, Warren County, New Jersey, that the Township of Hope hereby petitions the Director of the Division of Local Government Services that the 2020 Local Municipal Budget be introduced and approved on May 13, 2020.

2020 HOPE TOWNSHIP MUNICIPAL BUDGET

Surplus anticipated general revenues	\$ 256,742.00
Total Miscellaneous revenue	415,764.00
Receipts from Delinquent Taxes	25,000.00
Local Property Taxes	<u>824,346.00</u>
Total General Revenues	<u>\$1,521,852.00</u>
 Salaries and Wages	 \$ 513,743.00
Total Operations	613,096.00
Capital Improvement Fund	232,000.00
Statutory Expenditures	22,500.00
Reserve for Delinquent Taxes	<u>140,513.00</u>
Total 2020 Municipal Budget	<u>\$1,521,852.00</u>
Municipal Tax Rate (Estimated)	\$0.37486

Motion: Mr. Kruk

Second: Mr. Urfer

Committee Polled: Mr. Kruk: yes Mr. Urfer: yes Mayor McDonough: yes

**TOWNSHIP OF HOPE
COUNTY OF WARREN
STATE OF NEW JERSEY
RESOLUTION #2020-37**

WHEREAS, the 2020 Local Municipal Budget was introduced on the 13th day of May, 2020; and,

WHEREAS, during the fiscal year 2020 the Township of Hope has been allocated a state grant for various programs in the amount of \$110,813.00.

NOW, THEREFORE BE IT RESOLVED, that petition be made herewith to the Director of the Division of Local Government Services that the 2020 Local Municipal Budget include a special item of revenue under the heading of "**Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services-Public and Private Revenues Offset with Appropriations:**"

Drunk Driving Enforcement	\$ 804.00
NJ DOT Grant – Hope Center Overlay	107,000.00
Municipal Alliance Grant	2,100.00
Recycling Tonnage Grant	<u>909.00</u>
	<u>\$ 110,813.00</u>

Resolution: Mr. Kruk

Second: Mr. Urfer

Committee Polled: Mr. Kruk: yes Mr. Urfer: yes Mayor McDonough: yes

**TOWNSHIP OF HOPE
COUNTY OF WARREN
STATE OF NEW JERSEY**

RESOLUTION #2020-38

WHEREAS, the 2020 Local Municipal Budget was introduced on the 13th day of May, 2020; and,

WHEREAS, during the fiscal year 2020 the Township of Hope will receive revenue for Inter Local Agreements in the amount of \$85,441.00

NOW, THEREFORE BE IT RESOLVED, that petition be made herewith to the Director of the Division of Local Government Services that the 2020 Local Municipal Budget include a special item of revenue under the heading of "**Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services- Interlocal Municipal Service Agreements Offset With Appropriations:**"

North Warren Municipal Court Revenue	<u>\$ 85,441.00</u>
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\$ 85,441.00

Motioned by Mr. Urfer; seconded by Mr. Kruk. Roll Call: Mr. Urfer – yes; Mr. Kruk – yes; Mayor McDonough – yes.

**TOWNSHIP OF HOPE
COUNTY OF WARREN
STATE OF NEW JERSEY**

RESOLUTION #2020-39

WHEREAS, the provisions of the Township of Hope's open space ordinance allows the township committee to set the open space tax rate annually within a specified range; and,

WHEREAS, the township committee desires to set municipal open space tax rate at **\$0.0125** per \$100 of assessed valuation for the 2020 calendar year.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hope that election be made to set the municipal open space tax rate at **\$0.0125** per \$100 of assessed valuation for the 2020 calendar year.

Motion: Mr. Urfer

Second: Mr. Kruk

The aforementioned **Resolution 2020-39** be adopted as read.

Roll Call Vote

Yes: Mr. Urfer: yes; Mr. Kruk: yes; Mayor McDonough: yes

No: None

Absent: None

Abstained: None

**RESOLUTION #2020-40
RESOLUTION APPOINTMENT OF INTERIM
MUNICIPAL COURT ADMINISTRATOR
5/13/2020-5/12/2021**

WHEREAS, Ms. Kathryn Eger was hired on May 24, 2017 as the North Warren Municipal Court of hope Municipal Court Administrator; and,

WHEREAS, Ms. Kathryn Eger is currently considered an Interim Municipal Court Administrator pursuant to N.J.S.A. 2B:12-11(e) since she was hired May 24, 2017 and does not hold a municipal court administrator certificate; 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 (May 24, 2017); 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 Kathryn Eger as Interim Municipal Court Administrator for a fourth one-year term commencing May 13, 2020 and ending May 12, 2021.

Motioned by Mr. Kruk, seconded by Mr. Urfer. All in favor.

ORDINANCES:

**ORDINANCE 2020-04
CALENDAR YEAR 2020**

AN ORDINANCE OF THE TOWNSHIP OF HOPE PROVIDING FOR THE APPROPRIATION OF \$ 180,000.00 FOR A FIRE TRUCK 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 **\$180,000.00** shall be appropriated for the following items, from the Capital Improvements Budget for the year 2020

Fire Truck - \$180,000.00
2. The sum of \$180,000.00 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: Committeeman Urfer
Second: Committeeman Kruk

Roll Call:

Committeeman Kruk: yes Mayor McDonough: yes Committeeman Urfer: 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 May 13, 2020 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 June 10, 2020 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.

ORDINANCE 2020-05
CALENDAR YEAR 2020
AN ORDINANCE OF THE TOWNSHIP OF HOPE PROVIDING FOR THE APPROPRIATION
OF \$ 13,215.94 FOR HOPE TOWNSHIP'S PORTION
OF A WATER TREATMENT SYSTEM (MILLBROOK ROAD) 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 **\$13,215.94** shall be appropriated for the following items, from the Capital Improvements Budget for the year 2020

Hope Township's Portion – Millbrook Road Water Treatment System

2. The sum of \$13,215.94 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 Mayor McDonough: yes Committeeman Urfer: 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 May 13, 2020 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 June 10, 2020 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.

Discussion:

Fire Truck specs were discussed and approved on a motion from Mr. Kruk; seconded by Mr. Urfer. Roll call: Mr. Urfer – yes; Mr. Kruk – yes; Mayor McDonough – yes. Legal ad will run in the May 21, 2020 Warren County edition of the Express Times. Bids to be opened June 10 and award made at the June 10, 2020 business meeting.

Traffic Study done by Tom Bodolsky on behalf of Hope Township was discussed. This study will be sent to the NJDOT and Mr. Bodolsky and Mayor McDonough will also meet with the NJDOT regarding same. Mayor McDonough made note that he has already sent this study on to the NJDOT and the Commissioner has started reviewing it. Several different items were noted regarding the study. Trucks over 13 tons will be restricted on 521 between the blinker light and Route 80 interchange (except for above Millbrook Road

to avoid “entrapment” of tractor trailers) – however, this will allow traffic bypass town center. Restrictions will also be in place on Route 519 between Hope Center and Route 46. Mr. Urfer will attend the Freeholder’s meeting May 13th to let them know about the traffic study. Note was also made that trucks 8 ½ feet in width or less cannot be restricted (it is illegal to do so). A motion was made by Mr. Urfer; seconded by Mr. Kruk, all in favor to accept the traffic study report on behalf of the township. A motion was also made by Mr. Urfer, seconded by Mr. Kruk, all in favor to forward the traffic study to the Warren County Freeholders Meeting and to the NJDOT.

Public Participation:

A resident interested in purchasing a parcel of land that adjoins his property in Silver Lake (Block 4200, Lot 500) was on the call to find out the process. The tax collector and tax assessor will investigate further to ascertain anyone whose properties are contiguous to that parcel as they will all have an opportunity to place a bid on the properties. Also discussed was the possibility of a three-way stop sign being installed at the top of Smith Street where it intersects with Ridgeway due to the sight distance problem. This will be further discussed at an upcoming Township Committee meeting.

A resident on the Zoom meeting made mention of the trucks speeding through the town center (his home is very near town center). He stated he has phoned the State Police several times regarding this. Mr. Urfer is hopeful to be able to borrow the County’s speed radar sign and place it on the southbound side of Route 519 near the resident’s home in order to gather more useful information. Mayor McDonough also made note that he has been speaking with the Freeholders to address the speed limits on the stretches either direction (Route 519 and Route 521) heading out of town.

Discussion with Tom Zins with the Census Bureau took place. He spoke about the Census’ importance and how residents can file it (phone, mail, online). Hope Township was #231/240 townships in NJ. Self-response was extended to October 31, 2020. It was noted that our numbers may be so low due to the fact that PO box residents have not received their Census applications/postcards yet. They are due to arrive in their boxes around mid-June.

Josh Belvario (Vice Chair of the HPC) was on the Zoom call as a representative from that Commission. Mrs. Keggan will get the vacant and abandoned property registration Ordinances to him.

A resident also spoke about the speed table sign missing on Locust Lake Road. Mr. Whitmore replaced it and within days it was missing again. Another replacement sign will be ordered.

Approval of Minutes: Minutes of March 11, 2020 business meeting and April 14, 2020 budget meeting were approved on a motion made by Mr. Kruk; seconded by Mr. Urfer. All in favor.

Seeing there was no other business for tonight, this meeting of the Hope Township Committee was adjourned at 5:37 p.m. on a motion made by Mr. Urfer, seconded by Mr. Kruk. Motion carried.

Respectfully submitted,

Robin L. Keggan, RMC
Municipal Clerk