

**SEPTEMBER 27, 2023
WORK MEETING**

The Work Meeting of the Hope Township Committee convened at 4:02 P.M. at the Hope Township Municipal Building with the following members present: Mayor Timothy McDonough, Committeeman Christopher John Kruk, and Deputy Mayor Terry Urfer. Also present were Municipal Clerk, Robin Keggan, RMC; DPW Foreman Don Whitmore and Zoning Official, George Boesze.

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. Kruk- present Mr. Urfer – present Mayor McDonough- present

PUBLIC COMMENT (NON-AGENDA ITEMS ONLY):

Mrs. Bonner questioned the flag that is on the old flower shop on The Inn at Millrace Pond as it is pretty torn up and should be taken down. Mayor McDonough will follow up on this with the owner of the Inn.

DPW: Mr. Whitmore updated his activities since the last meeting. He has been working on several items such as FEMA work with the Clerk from the July storm that passed through Warren County; roadside mowing is ongoing; the fire inspection of the municipally-owned buildings went well; paving and coring of Ridgeway Avenue, Section 2 is complete (waiting on core testing results); striping of Ridgeway still needs to be done (at the same time, Union Brick Road will receive a single stripe down the center on Hope Township’s portion); discussed the retention basin at the Hope Township Elementary School and the obligation for that to be maintained.

RESOLUTIONS:

**TOWNSHIP OF HOPE, COUNTY OF WARREN, STATE OF NEW JERSEY
RESOLUTION AWARDDING CONTRACT FOR
SUPPLYING AND INSTALLATION OF EIGHT (8) 1 ½” RISERS
ON CATCH BASINS RELATING TO THE
OVERLAY OF RIDGEWAY AVENUE – SECTION 2**

RESOLUTION 2023-48

WHEREAS, the Township of Hope is in need of drainage work as it relates to the Overlay for Ridgeway Avenue, Section 2; and,

WHEREAS, a quote was received for Ridgeway Avenue drainage improvements, attached herewith.

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

WHEREAS, the Township sought quotes for the work needing to be done and received three: One from Viersma Companies (quote of \$15,660.00); one from Harrington(unresponsive to request) and one from All-Terrain Excavating (\$8,400).

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 award for drainage work is hereby made to All Terrain Excavating.

Awarded to All Terrain Excavating, Inc
Supply and Install eight 1 ½” risers on catch basins

\$ 8,400.00

TOTAL \$ 8,400.00

Motion: Mr. Urfer

Second: Kr. 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 September 27, 2023.

**TOWNSHIP OF HOPE, COUNTY OF WARREN, STATE OF NEW JERSEY
RESOLUTION AWARDING CONTRACT FOR
GUIDERAIL ON HISSIM ROAD**

RESOLUTION 2023-49

WHEREAS, the Township of Hope is a member of the Morris County Cooperative Pricing System and wishes to utilize the contract for guiderail replacement on Hissim Road; and,

WHEREAS, Road Safety Systems, LLC has been awarded Contract #26 for the installation of guiderail 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 guiderail work on Hissim Road, Section 2, be awarded to Road Safety Systems in the amount of \$44,510.00.

Motion: Mr. Urfer (subject to a small administrative error being corrected in the Resolution)

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 September 27, 2023.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

Master Plan Work – Mrs. Peterson (Planning Board member) was in attendance at the meeting to discuss the work that she and the subcommittee the Planning Board put in place have been doing. They are working on listing uses that they would like to see permitted (as well as taking out uses that they do not want permitted) in the POP Zone. This work has been ongoing and will be brought up for discussion at the next Planning Board meeting. Discussion also took place regarding re-naming the POP Zone and the NC Zone. Mr. Kruk noted that anyone in the NC Zone who has a single-family residence there will be

grandfathered in if the uses of that zone were to change. This works is all being done as a start to the Township's Master Plan which must be updated by 2026.

SOP – Vacation Time – The Clerk provided the Committee with a procedure to be used for notifying key employees and officials of time off being taken by an employee. The Committee was satisfied with the procedure that was written up and, on a motion made by Mr. Urfer, seconded by Mr. Kruk and all in favor, this standard operating procedure was put into place as of this meeting.

Security Camera – A quote was obtained for a second security camera for the North Warren Municipal Court entrances. This is being put into place for the security of the Judge and staff of the Court. On a motion made by Mr. Urfer, seconded by Mr. Kruk and roll called: Mr. Kruk – yes; Mr. Urfer – yes; Mayor McDonough – yes the clerk will reach out to the CFO to discuss this item as it relates to budget. If the CFO is OK with the cost, the vendor will be contacted and told they can install the camera.

Importation of Soil Ordinance – Mr. Boesze spoke about the necessity of updating our importation of soil ordinance to include an escrow amount that must be put into place so that any costs billed by our engineer are covered by the applicant's escrow. A sample ordinance was distributed by the Clerk and the Committee elected to follow that template ordinance for the purpose of updating our importation ordinance. The clerk will get the wording over to Mr. Selvaggi in order that our ordinance can be amended.

Stormwater Pollution Prevention Plan – The Township Engineer visited with Mr. Urfer and Mr. Whitmore earlier in the week with a model SPPP plan from Carteret that she is using to springboard off of and tailor to Hope Township's needs. They discussed the work that will need to be undertaken by the DPW staff as it relates to the new stormwater measures being put into place. The clerk was asked to ascertain a cost estimate for this plan to be written and she will do so.

Snowplowing Contract – Two quotes were received by Mr. Whitmore. Discussion took place regarding these quotes. Several questions were asked as it relates to this award. The Clerk will reach out to the CFO for further information, and this will be discussed again at an October meeting once all of the information is received by the Clerk.

Hissim Road – Coring was done by South State in the past couple of weeks. Those results were received by the municipality today. However, there are questions as to what this means as far as paying the contractor of this paving job that need to be answered, so this will be an ongoing discussion.

PUBLIC COMMENT (AGENDA ITEMS):

Ann Rhinesmith thanked Mr. Whitmore for the great work done on Ridgeway Avenue (paving); she also thanked Mayor McDonough for his efforts with JCP&L in continuing to push for the removal of ash trees near power lines and thanked Mr. Urfer again for his work on the Community Center grant (window replacement).

Charlie Iulo – questioned the Committee on what is being done about truck traffic in town. Mayor McDonough responded that the County Commissioners believe a Resolution will be put on their October agenda regarding truck traffic and the re-routing of it. Mr. Iulo questioned who is responsible for snow shoveling in front of the antique store (the owner of the business is) and who is responsible for plowing in front of their building on the road (the County owns the road and plows it). Also discussed water issues in town center.

Approval of Minutes: None

EXECUTIVE SESSION:

A motion was made by Mr. Urfer, seconded by Mr. Kruk and carried, all in favor, to adopt the Resolution to go into Closed Session at 6:42 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:

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: 5:56 PM

Present: Committeeman Kruk, Deputy Mayor Urfer, Mayor McDonough

Also Present: Robin Keggan, Municipal Clerk

Discussion took place regarding new personnel and the manner in which the transition of the position will occur.

Time Out: 6:10 PM

A motion made by Mr. Urfer, seconded by Committeeman Kruk carried, all in favor, 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 6:10 p.m. on a motion made by Mr. Urfer; seconded by Mr. Kruk. Motion carried.

Robin L. Keggan, RMC

Municipal Clerk