

**SEPTEMBER 28, 2022**  
**WORK 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, Deputy Mayor John Kruk and Committeeman Terry Urfer. Also present were Municipal Clerk, Robin Keggan, RMC; Denis Keenan, Township Engineer; Stefanie Williams, French & Parrello and several members of the public.

**Roll call: Mr. Urfer- present**

**Mr. Kruk – present**

**Mayor McDonough- present**

**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.

**Township Engineer:** See new business below.

**Committeeman Urfer:** Mr. Urfer discussed a few general items of housekeeping (forms) that he would like the committee to consider using moving forward. He provided a copy of a “Hope Township Work Order” form and a Standard Operating Procedures Form that he would like to work on for use. The committee agreed to take this request under advisement and will give the forms their consideration.

**New Business:**

**Use of Facilities Requests:**

Several requests were heard in reference to using buildings owned by the municipality. They are as follows:

1. Skylands Grappling (Brazilian Jiu-Jitsu and wrestling) – Douglas Horville. Request was made to use the Community Center on scheduled nights/times to be determined. This will be open to Hope and surrounding area residents. It is for-profit. The Committee supported this endeavor, however, could not make a final decision until a few items are handled, those items being: insurance put in place by the requestor; the requestor touring the facility to ensure that it is adequate for his needs; and fee will need to be decided that will be payable to the municipality for use of the facility. To be re-visited in October as long as all of the proper insurance is in place.
2. John Mikesh – Garden State Division of National Model Railroad Association. Requested use of the Community Center on October 8, 2022 from 8 am to 1 pm for a meeting. The Committee granted permission for this use, fee waived.
3. Tacos Chicas, LLC – McKitrick Chabot. Request was made to use the Community Center on various dates throughout the month (these dates will be in flux constantly depending on jobs she receives) to prepare food (slow roastings meats and chopping prep, etc.) for catering jobs that are done off-premise of her food truck. The Committee noted that the Community Center’s kitchen is not adequate for this use, but that the Grange’s kitchen is. The Committee supported this endeavor, however, they could not make a final decision until proof of insurance is provided to the municipality and the requestor tours the Grange to ensure that it is

adequate for her needs. A fee will also need to be determined for use of the facility. To be revisited in October as long as required items are received by the Clerk.

### **Municipal Alliance:**

Mayor McDonough signed the agreement between the County and Hope Township for Municipal Alliance funding for 2023 on a motion made by Mr. Urfer; seconded by Mr. Kruk all in favor. The municipality will receive funding in the amount of \$1,252 for use July 1, 2022-June 30, 2023.

### **Flood Plain Ordinance Work/M4 Permitting:**

Denis Keenan and Stefanie Williams of French & Parrello were in attendance to discuss the upcoming work that the municipality must undertake in order to stay in compliance with State/DEP guidelines. The Flood Plain Riverine Ordinance must be adopted by February 15, 2023 in order for the municipality and its residents to be permitted to continue to have flood insurance. Ms. Williams is very in tune with the requirements for stormwater management and will be working with Denis on this project. The recommendation was made to adopt the State's "boiler plate" Resolution model, with Hope Township's information input into the missing fields of the Resolution, so that the municipality is in compliance. This Ordinance will need to go to the County as well. Denis recommended that a follow-up Ordinance be put in place after this is adopted, identifying the permitting process and fees. Discussion took place regarding who the Flood Plain Administrator for the municipality should be, and it was recommended that the Zoning Officer be the "go to" for this, with the Township engineer being the "go to" for complex cases. In the case of the Engineer being the Administrator, escrow would need to be posted.

Denis briefly touched on the need for a Lot Grading Ordinance which would work hand-in-hand with our Stormwater Management Ordinance. This would pertain to anyone disturbing more than an acre of land with more than a quarter acre of impervious material. That will be something to work on in the future.

Tier B to Tier A municipality (MS4 Permitting) was also discussed as it relates to what the municipality will need to undertake and accomplish now that it is being moved from Tier B to Tier A (as most of New Jersey municipalities are). There was a punchlist of items provided by Denis as an example of some of the items the municipality will be responsible to undertake. One example is the mapping of all storm structures, which will need to be done with a permit through the DEP and by use of a GPS mapping device. Mayor McDonough noted that the State was supposed to be offering grants for municipalities in order to help with the financial strain that these new constraints will place on municipalities. He also noted that there is talk of having the State fully fund these new guidelines as it is being mandatorily put in place by the State. A stormwater pollution plan will need to be put in place as well, which will need to be posted online and at the DPW yard.

A short discussion was had regarding the water runoff issues on Ridgeway/Smith Streets in Silver Lake area. Stefanie recommended making the storm drains B inlets (they are now A inlets) in order to catch more water. This will be a project worked on in the near term.

Discussion also took place regarding the old dump. Mayor McDonough noted that it is semi-capped and requested that he and Denis speak on this regarding how to move forward with this project.

Mr. Urfer noted that there was a Warren County Commissioner's Meeting later in the evening that he would like permission to speak on behalf of Hope Township for regarding a Resolution that the County is passing in reference to a policy against selling or transferring County-owned property or right of ways to support large scale, commercial development. On a motion made by Mr. Urfer; seconded by Mr. Kruk all in favor, the Township Committee gave Mr. Urfer permission to speak on the Township's behalf. Mr.

Urfer asked the clerk to send a copy of the Resolution to both the Planning and Zoning Board of Adjustment.

The clerk provided the Committeemen with an email from the municipality's IT personnel in reference to internet being run to the DPW garage, as well as computer and new VOIP phones being installed. The Committee declined to approve this expense.

The clerk also noted that the Fire Inspector sent notice that he would be in the municipality in approximately 30 days to re-inspect punchlist items that needed attention in the municipally-owned buildings.

**Public Participation:**

None.

Seeing there was no other business for tonight, this meeting of the Hope Township Committee was adjourned at 5:06 p.m. on a motion made by Mr. Urfer; seconded by Mr. Kruk. Motion carried.

Respectfully submitted,

Robin L. Keggan, RMC  
Municipal Clerk