

**APRIL 26, 2017**

The monthly work meeting of the Hope Township Committee convened at 7:03 P.M. at the Hope Township Municipal Building with the following members present: Mayor Timothy McDonough, Deputy Mayor George Beatty, and Committeeman Christopher John Kruk. Also present were Municipal Clerk, Judith Fisher, RMC, Township Engineer, Ted Rodman, P.E., and Auditor Anthony Ardito.

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

**RESOLUTIONS:**

**2017-35** Municipal Budget Self-Exam

**TOWNSHIP OF HOPE  
COUNTY OF WARREN  
STATE OF NEW JERSEY  
A RESOLUTION  
2017-35**

**WHEREAS**, N.J.S.A.40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and,

**WHEREAS**, N.J.A.C.5:30-7 was adopted by the Local Finance Board on February 11, 1997; and,

**WHEREAS**, pursuant to N.J.A.C.5:30-7.2 thru 7.5 the Township of Hope has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the Township of Hope meets the necessary conditions to participate in the program for the 2017 budget year, so now therefore,

**BE IT RESOLVED**, by the Township Committee of the Township of Hope that in accordance with N.J.A.C.5:30-7.6a & b, and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
  - a. Payment of interest and debt redemption charges
  - b. Deferred charges and statutory expenditures
  - c. Cash deficit of preceding year
  - d. Reserve for uncollected taxes
  - e. Other reserves and non-disbursement items
  - f. Any inclusions of amounts required for school purposes
2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A.40A:45.2 and appropriations for exceptions to limits on appropriations found at 40A:4-45.3 et seq. are fully met. (Complies with the "CAP" law.)
3. That the budget is in such form, arrangement and content as required by the Local Budget Law and N.J.A.C.5:30-4 and 5:30-5.

4. That pursuant to the Local Budget Law:
  - a. All estimates of revenue are reasonable, accurate and correctly stated;
  - b. Items of appropriation are properly set forth;
  - c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.
5. The budget and associated amendments have been introduced, publicly advertised and adopted in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A.40A:4-5, shall not prevent such certification.
6. That all other applicable statutory requirements have been fulfilled.

**BE IT FURTHER RESOLVED** that a copy of this resolution be forwarded to the Director of the Division of Local Government Services.

Mr. Kruk made a **motion** to adopt Resolution 2017-35, seconded by Mr. Beatty.

**Roll Call Vote:** Mr. Beatty, yes, Mr. Kruk, yes, Mayor McDonough, yes  
Motion carried.

**2017 Municipal Budget – 2<sup>nd</sup> Reading and Public Hearing**

Mayor McDonough provided an update on the reassessment. Mr. Motyka has met with all 65 appeal applicants and 99% of the appeals were reasonable. All have come to an agreement but are required to proceed to the County Board. The cost to the township will be approximately \$10,000.

The reassessment will cost approximately \$45,000 including Mr. Motyka and the software. Interior site visits will be conducted; tax maps will not be necessary. Mr. Kruk noted Frelinghuysen conducts a reassessment on 25 percent of their municipality each year, avoiding revaluation and keeping values up to date. He suggested doing something similar and discussing it further with Mr. Motyka, and inquiring if a revaluation would still be required.

Mr. Kruk made a **motion** to open the meeting for public comment on the 2017 Municipal Budget, seconded by Mr. Beatty.

All were in favor. Motion passed.

**Anthony Ardito, Township Auditor was present.** He discussed the options for funding the in-house reassessment. 1) The cost of \$45,000 can be added to the tax assessment line item and will be more than a 10% increase requiring an additional hearing. The hearing could be held three days after the notice publication. It could be paid through taxes resulting in an additional two cent increase and a home valued at \$300,000 will see an increase of \$84.00. Based on the introduced budget the same home will see a \$29 per year increase. 2) Using surplus to cover the cost of the assessment.

A one cent increase is proposed, a total of 3 percent would be required to cover the assessment. Surplus will be regenerated in 2018 and debt will be covered by the debt service reserve. Following further discussion it was determined surplus would be used to cover the reassessment.

Mr. Kruk made a **motion** to close the meeting for public comment on the 2017 Municipal Budget, seconded by Mr. Beatty.

All were in favor. Motion passed.

**Amending Resolution as read by the Township Auditor Anthony Ardito**

TOWNSHIP OF HOPE  
COUNTY OF WARREN, STATE OF NEW JERSEY

**RESOLUTION 2017-36**

**WHEREAS**, the 2017 Local Municipal Budget for the year 2017 was approved on the 22<sup>nd</sup> day of March, 2017, and

**WHEREAS**, the public hearing on said budget has been held as advertised; and

**WHEREAS**, it is desired to amend said approved Budget.

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Hope, County of Warren, that the following amendments to the approved budget of 2017 be made:

	Kruk	<b><u>Abstained</u></b>	None
<b><u>Recorded Vote</u></b>	Beatty	<b><u>Absent</u></b>	None
	McDonough		
		<b><u>FROM</u></b>	<b><u>TO</u></b>
1. Surplus Anticipated		<u>100,000.00</u>	<u>145,000.00</u>
Total Surplus Anticipated		<u>100,000.00</u>	<u>145,000.00</u>
7. Total General Revenues		<u>1,457,098</u>	<u>1,502,098</u>
8. <b>General Appropriations</b>		<b><u>FROM</u></b>	<b><u>TO</u></b>
(A) Operations within "CAP"			
Tax Assessment Salaries and Wages		17,801.00	27,801.00
Tax Assessment Administration – Other Expense		<u>2,413.00</u>	<u>37,413.00</u>
Total Operations Item 8(A) within "CAPS"		<u>788,518.00</u>	<u>833,518.00</u>
<b>Total Operations Including Contingent-within "CAPS"</b>		<u>788,518.00</u>	<u>833,518.00</u>
<b>Detail:</b>			
Salaries and Wages		325,153.00	335,153.00
Other Expenses (Including Contingent)		<u>463,365.00</u>	<u>498,365.00</u>
(H-1) Total General Appropriations for Municipal Purposes within "CAPS"		<u>862,413.00</u>	<u>907,413.00</u>
(L) Subtotal General Appropriations		1,318,479.00	1,363,479.00
9. Total General Appropriations		<u>1,457,098.00</u>	<u>1,502,098.00</u>

**BE IT RESOLVED**, that two (2) certified copies of this Resolution be filed forthwith in the Office of the Director of the Local Government Services for his certification of the local municipal budget as amended.

**BE IT FURTHER RESOLVED** that this complete amendment, in accordance with provisions of N.J.S.A. 40A:4-9 be published in the **New Jersey Herald** in the issue of **May 7<sup>th</sup>, 2017** and that said publication contain notice of **public hearing on said amendment** to be held at the Municipal Building on **May 10, 2017, at 7:00 o'clock P.M.**

It is hereby certified that this is a true and accurate copy of a Resolution amending the Budget adopted by the Governing body of the Township of Hope at a regular meeting held on April 26, 2017.

The public hearing will be held on May 10, 2017

**Building Department Update:** Mayor McDonough reported the DCA is now in charge of the Construction Office. Office hours are on Tuesday from 1:30 – 4 p.m. The office will be on-line with the DCA. The Construction Official will provide his number to be reached in other towns if necessary; inspections will be conducted daily. The Construction Official will meet weekly with his employees to review how the office is running. Inspectors are local residents. There will be a slight increase in permit fees.

**Annual Picnic:** Mayor McDonough reported that Walmart has donated \$2,000 toward picnic costs.

Mayor McDonough left the meeting at 7:30 p.m. to attend the Mayor's Convention in Atlantic City. Deputy Beatty took over the meeting at this point.

**Engineer Report:**

**Stormwater Management:**

Mr. Rodman reviewed the requirements for 2018. The process has to be monitored.

**Generator:** There is \$13,700 in grant funding. A portion of \$1,283.00 non-federal share – to be paid by township. Mr. Rodman spoke with Wires Electric and will meet with the contractor to review the project. The item will need to go to bid and must be installed by 2019. The location was discussed with Mr. Whitmore – to the rear of the salt shed. Mr. Whitmore felt an additional LPG tank will be necessary and moving the existing panel or installing a subpanel may be required. Mrs. Fisher noted the breakdown of the project should be included on the application to FEMA.

**Ridgeway Avenue:** Warren County Health Officer has requested a certification that it is clean fill.

**Salt Shed:**

Results of the Bid Opening held on Friday, April 21, 2017 – one bid in the amount of \$143,000 by F & S Industrial.

Mr. Beatty recommended obtaining three quotes for architectural drawings for the building and then re-bidding the project for better results. Mr. Rodman stated there was a quote submitted for \$2,035 by O'Brien Architects; he will contact the company to see if that number still stands. Mr. Beatty reviewed bids acquired in 2015 which were much lower. Mr. Beatty reported a 50 x 50 area was laid out for the tower with a 20-30 foot space and then an area for the 30 x 30 shed.

Mr. Kurk made a **motion** to reject the bid received by F & S Industrial for the salt shed, seconded by Mr. Beatty.

**Roll Call Vote:** Mr. Kruk, yes, Mr. Beatty, yes  
Motion carried.

**OLD BUSINESS:**

**Status of Sanitary Landfill:** No update.

**Status of Wastewater Management Plan – Grant Search:** No update.

**Status of the Draft Housing Element and Fair Share Plan:** No update.

**Status of Repairs to Rock Wall Historic District:** Mr. Kruk discussed the project with Freeholder Smith. The County insists they are only required to maintain curb to curb according to State statute. Mr. Rodman requested a copy of the statute. Mr. Beatty has spoken to several masons who were not interested in repairing the wall as opposed to replacing it completely. He will reach out to Jason May who did the stone wall in front of the cemetery for ideas and to see if he is interested. The Committee discussed quotes vs. professional service contract.

**Status of Empire Telecom - Possible Cell Tower on Municipal Property:** This item will be added to the May 10th agenda.

**Status of Stormwater Management:** Discussed under the Engineer's report.

**Review Personnel Policy:** Update/Special Meeting in 2017 (after Budget Adoption)

**Cell Tower:** Discussion and Review of Bid Documents

Review of the bid specifications by Mr. Selvaggi will be added to the May 10<sup>th</sup> agenda.

**NEW BUSINESS:**

**Use Facility:** Swayze Mill Park, Sunday, June 4, 21017 – Skylands Tour de Cure 2017 Cyclist Fundraising Event American Diabetes Association

Following review of the request, Mr. Kruk made a **motion** authorizing the event, waiving the fee for the non-profit organization, seconded by Mr. Beatty.

**Roll Call Vote:** Mr. Kruk, yes, Mr. Beatty, yes  
Motion carried.

A certificate of insurance has been provided and there are no scheduling conflicts. This item will be placed on the township website

**Quotes – Landscaping:**

The Committee reviewed the landscaping quotes received.

Mr. Kruk made a **motion** to award the contract to Drake's Landscaping for 2017, seconded by Mr. Beatty.

**Roll Call Vote:** Mr. Kruk, yes, Mr. Beatty, yes  
Motion carried.

**Committeeman Kruk:**

Mr. Kruk referred to a garage, three properties down from the Municipal Building, that was damaged by a vehicle and has not been repaired. The property is bank owned and is very unsightly. He asked that Mr. Boesze post a notice requiring repair and if not addressed fines shall be imposed.

**Flag:** Mr. Whitmore is working on installing the flag donated by the Littells, possibly needing an additional pole rather than attaching it to the existing one. The Committee discussed possible Eagle Scout projects and reaching out to the scouts. They discussed redesigning the landscaping in front of the Municipal Building and addressing township signs. This could be done to earn service hours as opposed to an Eagle Scout project.

**Car Show:** The Coordinator Rob Caputo will no longer be running the show; he is willing to help anyone who takes it over. The Committee discussed either the fire department or Recreation Commission possibly being interested.

**Public Participation:** This portion of the meeting was opened to the public for any questions or concerns.

There being no further public comment, this portion of the meeting was closed.

**Executive Session:** If needed.

Seeing there was no other business for tonight, this meeting of the Hope Township Committee was adjourned at 8:10 p.m. on a **motion** made by Committeeman Kruk, seconded by Committeeman Beatty.  
Motion carried.

Respectfully submitted,

Judith M. Fisher RMC  
Municipal Clerk