

MAY 10, 2017

The monthly 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 George Beatty, and Committeeman Christopher John Kruk. Also present were Municipal Clerk, Judith Fisher, RMC, Township Engineer, Ted Rodman, P.E., Don Whitmore, DPW Supervisor.

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.

Hope Township School: Dawn Huff, Business Administrator and Mike Slattery, Superintendent
Presentation of the 2017-2018 School Budget

Ms. Huff provided a handout and reviewed the budget as follows:

The 2017-2018 Budget Supports:

169 Hope Township School students Grades PK-8; 62 Belvidere High School students at \$14,400 each; 12 County Vo-Tech students at \$4,050 each; 5 Out of District Special Education Placement and 4 Charter School students.

Funding comes from the following areas:

Local Tax Levy – 72%; State Aid – 19%; Budgeted Fund Balance – cannot exceed \$250,000, any monies left over become a revenue source for the next budget or can be used for a capital expenditure; Tuition Reserves - \$75,000; Federal Grants – anticipating \$50,000 from IDEA and ASSA grants; Miscellaneous Revenue – parent pay preschool program. The school has a five-year long range facility plan in place and there will be no capital projects in this budget.

There will be no change in the local tax levy or state aid; the budgeted fund balance is up slightly.

Where is funding expended:

Regular Education: 28%; Tuition BHS & Tech – 19%; Special Education K-12 – 14%; Transportation – 7%; Operations and Maintenance – 9%; Charter School – 1%; Employee Benefits – 16%; and Administration – 6%.

Ms. Huff reviewed the change in expenditures 2016-2017 vs. 2017-2018.

Committee questions were addressed throughout the presentation. Teacher contract negotiations are being conducted at this time. Declining enrollment was reviewed. Smallest class size is 12 and the largest is approximately 19.

The Committee thanked Ms. Huff and Mr. Slattery for the presentation.

Community Police Officer: State Police Trooper Wojack

Trooper Wojack introduced himself to those present.

Mayor McDonough discussed the speeding issues in the township. He thanked the State Police for addressing the issue at Swayze Mill Park and noted activity will increase during the summer months.

The Mayor spoke with the DOT about stop signs for the interchange paving project that have been installed without stop bars or warning signs, resulting in vehicles flying through the stop.

Mr. Beatty asked for a presence of the State Police in the township, at the park and in the town center.

Engineer Report:

Salt Shed: Mr. Kruk made a **motion** hiring O'Brien Associates for architectural services to prepare the salt shed drawings at a fee of \$2,570, seconded by Mr. Beatty.

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

Generator: Specifications are currently being prepared for a generator at the DPW building, quotes to be obtained; it will not exceed \$40,000. Mr. Whitmore felt the existing propane tank would not be able to power everything during a major storm. He agreed that in order to get this process completed, the tank size could be addressed in the future.

Ridgeway Avenue: Kevin Cavalla has been in contact with JTG Construction. Certification is required indicating the soil leaving the site can be used as clean fill. Mr. Rodman has emailed JTG and Jack Pinto informing them they have 15 days to provide the certification, or at 30 days the township will conduct the testing and JTG will be responsible for the associated costs. If no action is taken, the Zoning Officer will issue violations.

Status of Stormwater Management: This item will be reported on at the May 24th work meeting.

Repairs to the Wall Historic District: Mr. Kruk spoke with Jason Sarnoski and he was assured the grant would be awarded. Mr. Beatty felt if the County was planning on re-paving the road in front of the wall, they should include it in their grant application to the State. The County owns it and are obligated to address it. Mr. Rodman stated approximately 700 feet of wall needs to be replaced. Specifications will be needed and the Historical Board will need to approve the project as it is located in the historic district. Following further review, it was determined approximately 400 feet of wall will be replaced. Mr. Rodman will complete the grant application. Mayor McDonough will contact Mr. Trinca and Mr. Beatty will contact Tommy to obtain estimates. Mr. Kruk will contact Cory Tierney to find out the deadline for the application.

County Street Signs: Mr. Whitmore reported a complaint was received regarding road signage. He stated there are 43 township roads leading into County roads with no signs installed on them. He drove into several surrounding municipalities and the County roads are not marked. Delaware and Mt. Hermon are marked as they are two County roads coming together. The cost of a sign is approximately \$75 to \$100 each, not including those that would require special brackets. Following further discussion, it was determined a sign would be ordered for Koeck Road and Delaware, Swayze Mill and Delaware; Locust Lake and Delaware and Honey Run, based on the 9-1-1 maps. A list will be maintained and signs would be addressed as complaints are received.

Payment of Bills:

Mr. Kruk reviewed the receipts - Total: \$15,794.80

Mr. Kruk made a **motion** to pay the bills, \$762,688.46, seconded by Mr. Beatty.

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

REPORTS:

Chief Financial Officer: No report.

Tax Assessor: No report.

Tax Collector: March 2017 - \$110,073.51; \$1,618,407 year to date

Construction Code Official: No report.

Zoning Officer: Second Warning Notice of Violation for Block 1100, Lot 700 – 1189 Bridgeville Road – Non-household animals on property not of sufficient size

Health Department: Annual food and beverage licenses were renewed for Westbrook Park fieldhouse and Swayze Mill Park fieldhouse.

Warren County Board of Health: May 4, 2017

458 Delaware Road – bad odor complaint

119 Nightingale – well drilled without permit; no change in status

329 High Street – expansion of use beyond the approved septic capacity; no change in status

8 Locust Lake South –leaking septic tank; re-inspection scheduled

34 Ridgeway – truckloads of fill being brought to property; joint inspection is scheduled with Hope Township Construction Official and Engineer. Documentation that the fill is suitable for residential use was requested.

252 Shiloh Road – home demolition; well status pending
37 Swayze Mill Road – pallets of spoiled produce along driveway – re-inspection conducted, complaint valid – produce has been removed; file closed.
Rabies – one cat bite; cat quarantined for 10 days and released.
Food Establishment – No activity
Septic – 1 alteration application approved, 2 repair applications approved, 2 repairs installed, 1 new well installed
Kennels, Recreation Bathing, Youth Camps and Campgrounds: all no activity.
Animal Control: No report.
Road Department: No report.
Fire Department: No report.
Blairstown Ambulance Corp: No report.
Agriculture Advisory Committee: No report.

Environmental Commission:

Mr. Beatty reported the Environmental Commission received the grant for the ERI.

North Warren Municipal Court:

Mr. Beatty reported interviews were conducted and the name of the person selected for the Court Administrator position was submitted to the Judge for interview and approval. The individual will be acting and will be hired for one-year terms until certification is obtained; up to five one-year terms permitted.

Mr. Beatty reported on the following items:

Fishing Derby: May 21, 2017

Batting Cage: Mr. Beatty thanked Don for installing the batting cage.

Meeting - June 1, 2017: Regarding recreation, reinstating the Booster Club, and a group that would like to address the playground at Swayze Mill Park.

Mayor McDonough:

The Mayor reported the Construction Office under the DCA is working well; he observed their interaction with the public and was pleased.

Committeeman Chistopher John Kruk:

Mr. Kruk asked about the violation regarding the animals on Hope-Bridgeville Road and if the Agriculture Board had reviewed the non-domestic animal ordinance. Mr. Beatty stated it was discussed by the Board and he asked Mrs. Fisher to forward the information on the matter to Bob May. The owners were informed by the Zoning Officer on February 10th that they have to apply to the Zoning Board of Adjustment for approval.

Municipal Clerk: Correspondence on file in Clerk's Office

RESOLUTIONS:

**2017-36 - Amendment to the Approved Budget of 2017
(2nd Reading and Public Hearing)**

RESOLUTION 2017-36

WHEREAS, the 2017 Local Municipal Budget for the year 2017 was approved on the 22nd 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:

<u>Recorded Vote</u>	<u>Ayes</u>	Kruk	<u>Nays</u>	None	<u>Abstained</u>	None
		Beatty			<u>Absent</u>	None
		McDonough				
					<u>FROM</u>	<u>TO</u>
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.	General Appropriations				<u>FROM</u>	<u>TO</u>
	(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>
	Total Operations Including Contingent-within "CAPS"				<u>788,518.00</u>	<u>833,518.00</u>
	Detail:					
	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 7th, 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.

Mr. Kruk made a **motion** to open the meeting for public comment on Resolution 2017-36, seconded by Mr. Beatty.

All were in favor. Motion carried.

An additional \$45,000 was appropriated from surplus, in addition to the original \$100,000. The remaining surplus balance is \$331,000. Mr. Ardito, Township Auditor, felt the balance was sufficient and will be regenerated by the end of the year.

There being no one from the public wishing to speak, Mr. Kruk made a **motion** to close the meeting for public comment on Resolution 2017-36, seconded by Mr. Beatty.

All were in favor. Motion carried.

Mr. Kruk made a **motion** to adopt Resolution 2017-36, seconded by Mr. Beatty.

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

OLD BUSINESS:

Status of Sanitary Landfill: Mr. Kruk will look into USDA grant funding to acquire property for park land. The NJDEP may be interested for access to Jenny Jump State Park.

Status of Wastewater Management Plan – Grant Search: The Mayor spoke to the DCA, grant funding may be available.

Status of the Draft Housing Element and Fair Share Plan: Mr. Selvaggi is working on this item and will set up a meeting with the court system.

Status of Repairs to Rock Wall Historic District: Discussed under Engineer report.

Status of Empire Telecom - Possible Cell Tower on Municipal Property: Bid specifications are completed; to be reviewed by the Committee. Mrs. Fisher needs further information before advertising.

Review Personnel Policy: Update/Special Meeting to be scheduled in 2017

Status of Stormwater Management: To be addressed.

DISCUSSION:

Salt Shed: Discussed under Engineer report.

Cell Tower: Discussed under Engineer report.

Generator: Discussed under Engineer report.

ORDINANCE: 2nd Reading and Public Hearing

ORDINANCE OF THE TOWNSHIP OF HOPE, COUNTY OF WARREN, STATE OF NEW JERSEY TO AMEND AND REVISE CHAPTER XXVI TITLED “EMERGENCY SERVICE VOLUNTEERS AND MILITARY PERSONNEL FEE EXEMPTION” ORDINANCE 26-1.2 TITLED “LICENSE AND PERMIT FEE EXEMPTIONS” OF THE CODE OF THE TOWNSHIP OF HOPE 2017-03

WHEREAS, the Committee of the Township of Hope, County of Warren, State of New Jersey, has determined that Chapter 26, “Emergency Service Volunteers and Military Personnel Fee Exemption,” Ordinance 26-1.2 “License and Permit Fee Exemption” of the Code of the Township of Hope must be amended and revised to include additional exemptions.

WHEREAS, the Committee of the Township of Hope, County of Warren, State of New Jersey, believes that the amendment and revision of the aforesaid ordinance is in the best interests of the Township and will protect the public health, safety and welfare of its citizens.

NOW, THEREFORE, BE IT ORDAINED by the Committee of the Township of Hope, County of Warren, State of New Jersey that Chapter 26, “Emergency Service Volunteers and Military Personnel Fee Exemption,” Ordinance 26-1.2 “License and Permit Fee Exemption” of the Code of the Township of Hope shall be amended and revised to read as follows:

26-1.2 License and Permit Fee Exemptions.

Residents who are 1) active emergency service volunteers, as confirmed by the volunteer fire or rescue squad with which they are members, and/or 2) on active duty or were honorably discharged from any of the service branches, including the Army, Navy, Air Force, Marines, Merchant Marines, Coast Guard, and National Guard, shall be exempt from the municipal fees established in the following subsections of the Code of the Township of Hope:

20-26.1 Zoning Permits

3-29 Garage Sale Permit

4-1.8 Peddlers, Solicitors and Transient Merchants Licenses

2-4.8 Fees and Deposits for Use of Community Center and Municipal Facilities

At this point, Mr. Kruk made a **motion** to open the meeting for comment on Ordinance 2017-03, seconded by Mr. Beatty. All were in favor. Motion passed.

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

There being no public comment on Ordinance 2017-03, Mr. Kruk made a **motion** to close this portion of the meeting. All were in favor. Motion carried.

Mr. Kruk made a **motion** to adopt Ordinance 2017-03, seconded by Mr. Beatty.

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

NEW BUSINESS:

2016 Audit Report: Review of Comments and Recommendations

Resolution 2017-37 and Group Affidavit

This item is on hold until the May 24, 2017 Work Meeting

2017-008 Raffle Application, Allamuchy Township Education Foundation, Inc., June 9, 2017

Relay for Life – to Benefit American Cancer Society

The Committee discussed the details for the event, including use of the fieldhouse and parking.

Mr. Kruk made a **motion** to approve Raffle 2017-008, seconded by Mr. Beatty.

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

Public Participation: This portion of the meeting was opened to the public for any questions or concerns. There being no public comment, this portion of the meeting was closed.

Minutes:

April 12, 2017 – Business Meeting

April 26, 2017 – Work Meeting

Mr. Kruk made a **motion** to approve the minutes as listed, seconded by Mr. Beatty.

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

Executive Session: If needed.

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 Committeeman Kruk, seconded by Committeeman Beatty.
Motion carried.

Respectfully submitted,

Judith M. Fisher RMC
Municipal Clerk