

OCTOBER 26, 2016

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 John Koonz. Also present were Acting Municipal Clerk, Judith Fisher, RMC and Township Engineer, Ted Rodman, P.E.

Under the provisions of the "Open Public Meetings Act", adequate notice of the meeting had been provided by publishing notice in The Express Times and The Star Gazette and by posting notices in the Hope Post Office and on the Township bulletin boards all on January 11, 2016 and January 15, 2016.

**Dan Denkovic, American Cancer Society:** Relay for Life, Event to be held June 9<sup>th</sup> – 11<sup>th</sup>, 2016

Dan was present tonight looking to do the Relay for life in Hope. He has been looking at two places, Swayze Mill Park and the Elementary School. The idea of the relay is to keep someone walking on the track all day. They discussed both options and decided that the best location would be the Elementary School field because of the lights and its easy access. The Committee gave the Organization a verbal go ahead pending Use Facilities form being filled out along with the approval from the school.

### **RESOLUTIONS**

**2016-64** Authorizing the Acquisition of a Development Easement Table to the November 9<sup>th</sup> meeting

### **ORDINANCE 2<sup>nd</sup> Reading and Public Hearing at the November 9<sup>th</sup>, 2016 meeting**

**2016-08** ORDINANCE OF THE TOWNSHIP OF HOPE, COUNTY OF WARREN, STATE OF NEW JERSEY TO AMEND AND REVISE CHAPTER XX TITLED "ZONING" ORDINANCE 20-26.1(i) TITLED "ZONING PERMITS" OF THE CODE OF THE TOWNSHIP OF HOPE

### **OLD BUSINESS**

Status of Sanitary Landfill: Waiting to hear from DEP if there are any Grants available

Status of Purchase of Development Rights on Almeida (former Scorp) Farm

Status of Wastewater Management Plan Grant Search Waiting to see if there are any Grants from DCA

Review and update on Personnel Policy Discussion at the November Work Meeting

Status of Empire Telecom Balloon Test for possible cell tower on Municipal Property Verizon is still interested, waiting for when the balloon testing will be done

### **NEW BUSINESS:**

**Hope Township School PTA:** Raffle Application RA2016-240 from December 10, 2016, 50/50

Clerk noted that their paperwork was in order, along with the payment to the Games of Chance.

Motion was then made by Committeeman Koonz, seconded by Committeeman Beatty and carried to approve Raffle Application 2016-240.

**Ordinance:** Further Discussion before publishing for 2<sup>nd</sup> reading and public hearing

**2016-09** An Ordinance of the Township of Hope, County of Warren, State of New Jersey to Amend and Revise Chapter II Entitled "Administration" to add a New Section for the Establishment of the Position of Qualified Purchasing Agent.

Committee reviewed this draft ordinance that was prepared by the Township Attorney again. Minor corrections were made before first reading.

Motion was made by Committeeman Koonz, seconded by Committeeman Beatty and carried to introduce Ordinance 2016-09 on first reading.

**2016-09 ORDINANCE OF THE TOWNSHIP OF HOPE, COUNTY OF WARREN, STATE OF NEW JERSEY TO AMEND AND REVISE CHAPTER II ENTITLED "ADMINISTRATION" TO ADD A NEW SECTION FOR THE ESTABLISHMENT OF THE POSITION OF QUALIFIED PURCHASING AGENT**

**WHEREAS**, the Local Public Contracts Law ("LPCL") provides that the position of Qualified Purchasing Agent must be created by Ordinance; and

**WHEREAS**, the LPCL further provides that once the Qualifying Purchasing Agent ("QPA") position has been created and the QPA has been appointed, the governing body of the contracting unit may establish the bid threshold to be up to the higher threshold amount adjusted by the Governor pursuant to N.J.S.A. 40A:11-3(e); and

**WHEREAS**, the Mayor and Committee of the Township of Hope desired to establish the position of QPA by Ordinance and avail itself to the higher bid threshold amount.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and the Committee of the Township of Hope, County of Warren, and State of New Jersey, as follows:

**Section I**

Chapter 2, *Administration*, of the Code of the Township of Hope is hereby amended by creating a new Section 20, *Qualified Purchasing Agent*, as set forth below:

**Chapter 2-20 Qualified Purchasing Agent.**

**2-20.1 Creation**

There is hereby created the position of Purchasing Agent for the Township of Hope.

**2-20.2 Appointment**

The Purchasing Agent shall be appointed by the Mayor and Township Committee.

**2-20.3 Qualified Purchasing Agent Certificate**

The Purchasing Agent is required to possess a valid Qualified Purchasing Agent Certificate, as issued by the New Jersey Division of Local Government Services, Department of Community Affairs.

**2-20.4 Authority**

**2-20.5 Authority**

The Purchasing Agent shall have, on behalf of the Mayor and Committee of the Township of Hope, the authority, responsibility and accountability for: the purchasing activity pursuant to Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., to prepare public advertising for and to receive bids and requests for proposals for the provision of performance of goods, services and construction contracts; to award contracts pursuant to New Jersey law in accordance with the regulations, forums and procedures promulgated by state regulatory agencies; the establishment and enforcement of any and all local purchasing policies adopted by the governing body; the purchasing and claims approval authority of the Township Purchasing Officer set forth by Ordinance; and the conduct of any activities as may be necessary or appropriate to the purchasing function of the Township of Hope.

**2-20.6 Adjustment of Threshold**

Having appointed a Qualified Purchasing Agent pursuant to N.J.S.A. 40A:11-9, the Township will take advantage of the higher bid threshold (currently \$40,000.00, with a quote threshold of 15% or \$6,000.00), pursuant to N.J.S.A. 40A:11-3(a), as such threshold may be adjusted from time to time pursuant to N.J.S.A. 40A:11-3(e), but may at its discretion go to bid at a lower amount to encourage greater competition among bidders.

**Section II**

**All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistencies.**

**Section III**

If any section, subsection, paragraph, phrase or sentence of this ordinance is, for any reason, declared to be unconstitutional or invalid, such section, subsection, paragraph, phrase or sentence shall be deemed severable.

**Section IV**

This ordinance shall take effect immediately upon final publication as provided by law.

## NOTICE

**NOTICE** is hereby given that the foregoing Ordinance was introduced to pass on first reading at a regular meeting of the Township Committee of the Township of Hope held on October 26, 2016, at 7:00 PM and ordered published in accordance with the law. Said Ordinance will be considered for final reading and adoption at a regular meeting of the Township Committee to be held on November 22, 2016, at 6:00PM, 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.

The Clerk noted that this ordinance will be published with 2<sup>nd</sup> reading and public hearing at the November 22, 2016 meeting.

Committee reviewed this draft ordinance that was prepared by the Township Attorney again. Minor corrections were made before first reading.

Motion was made by Committeeman Koonz, seconded by Committeeman Beatty and carried to introduce Ordinance 2016-10 on first reading.

**2016-10** To add Chapter XXVI Titled "Emergency Service Volunteers and Military Personnel Permit Fee Exemption" of the Code of the Township of Hope.

The ordinance was reviewed and a few minor changes were made.

Motion was then made by Committeeman Koonz, seconded by Committeeman Beatty and carried to introduce Ordinance 2016-10

### **2016-10 ORDINANCE OF THE TOWNSHIP OF HOPE, COUNTY OF WARREN, STATE OF NEW JERSEY TO ADD CHAPTER XXVI TITLED "EMERGENCY SERVICE VOLUNTEERS AND MILITARY PERSONNEL PERMIT FEE EXEMPTION" OF THE CODE OF THE TOWNSHIP OF HOPE**

**WHEREAS**, the Committee of the Township of Hope, County of Warren, State of New Jersey, has determined that Chapter 26, "License and Permit Fee Exemption," must be added to the Code of the Township of Hope.

**WHEREAS**, the Committee of the Township of Hope, County of Warren, State of New Jersey, believes that the addition of Chapter 26, "License and Permit Fee Exemption," 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 shall be added to the Code of the Township of Hope and shall read as follows:

### **Chapter XXVI**

#### **26-1 Volunteer Emergency and Military Service License and Permit Fee Exemption**

##### **26-1.1 Preamble.**

This section is adopted with the intent to exempt Hope Township Residents only who are active volunteers with the fire department and emergency service squads servicing the Township of Hope, as well as residents that are active duty military or were honorably discharged from a prior term of service, from various license and permit fees otherwise payable pursuant to existing ordinances.

##### **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, 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:

17-3.5 Fees, Escrow Deposits and Inspections; Land Use Procedure  
(Residents Primary Residence only)

5-1.4 Dog Fees

3-29 Garage Sale Permit

4-1.8 Peddlers, Solicitors and Transient Merchants Licenses

BH:3-1 Vital Statistics Fees

### **26-1.3 Exemptions Limited to Fees Only**

The exemptions set forth in this Chapter are limited to the payment of a fee only and the requirements to obtain a license, permit or approval associated with such fee are not waived. The exemption shall be capped at \$300.00 per permit (and \$500.00) annually for eligible volunteers.

#### **NOTICE**

**NOTICE** is hereby given that the foregoing Ordinance was introduced to pass on first reading at a regular meeting of the Township Committee of the Township of Hope held on October 26, 2016, at 7:00 PM and ordered published in accordance with the law. Said Ordinance will be considered for final reading and adoption at a regular meeting of the Township Committee to be held on November 22, 2016, at 6:00PM, 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.

The Clerk noted that this ordinance will be published with 2<sup>nd</sup> reading and public hearing at the November 22, 2016 meeting

#### **Open Space Trust Fund:** Use Change, Possible Referendum

Several of the surrounding Townships have done referendum question on their ballots. The Clerk was asked to get copies of Blairstown, Knowlton, Hardwick questions to review.

#### **Warren County Municipal & Charitable Conservancy Trust Fund:** 2016 project Application

The form was provided for various projects, repair of the stone walls in front of the Church and also the windows in the Community Center. Committeeman Beatty will be working on this.

#### **Community Center:** Change of water source, New Piping & Installation, Capital Improvement

The Committee is hoping that the well across the street from the Center would be working. Various options for getting water to the Center were discussed. If the well at the house is viable, the cost to dig up the road would be too long and costly. Committeeman Koonz is concerned with any obstacles that would be in the way of running new lines. Other options were discussed from putting in water tanks that the Fire Department could fill to collecting the rain water into tanks. There is no workable kitchen in the Center, so this water would be used only to flush the toilets. Hand washing would be with hand sanitizer. Mayor McDonough has been communicating with the Warren County Health Department keeping them update on the Township progress with this issue.

**Catch Basins:** Committeeman Beatty is getting three quotes to repair the 2 basins at the Community Center; there should be enough funds in Capital Improvement line to take care of these.

The Committee discussed the stone walls in front of the Church that are in need of repairs. The County has repaired them in the past, but they have requested that the Township apply to the County for a Grant. There are funds available. Committee will ask the Historic Preservation Commission to do the application. Committee also talked about Millbrook Road, requesting the County to make it a one-way street; JCP&L has agreed to move the pole.

#### **Board Vacancies:**

Agriculture Advisory Committee: 2 Vacancies, terms expire 12/2016

Historic Preservation Commission: Alternate #2 – Vacancy

Committeeman Beatty would like CFO Kathleen Reinalda to come to the November meeting to talk about budgets, especially Court O/E, salaries and Recreation/Sport Directors.

#### **Approval of the Minutes:** Monthly Meeting, September 14, 2016

Copies of the Minutes were made available to the Committee for review.

Motion was made by Committeeman Koonz, seconded by Committeeman Beatty and carried to approve these Minutes.

**Public Participation:** This portion of the meeting was opened to the public for any questions or concerns. Brian Kathenes talked about the Relay for Life suggesting that they reach out to the School about using the parking lot.

Seeing there was no other business for tonight, this meeting of the Hope Township Committee was adjourned at 8:00pm on a motion made by Committeeman Koonz, seconded by Committeeman Beatty. Motion carried.

Respectfully submitted,

Judith M. Fisher RMC  
Acting Municipal Clerk