

**HOPEWELL TOWNSHIP COMMITTEE
MINUTES FOR THE REORGANIZATION MEETING**

Approved
02/18/2021

Monday, January 4, 2021

Acting Clerk opens the meeting at 5:00 PM.

The Sunshine Statement:

“In compliance with the 'Open Public Meetings Act' this meeting was duly advertised by a notice to The Daily Journal on January 9, 2020 and the South Jersey Times on January 10, 2020. A notice was placed on the Municipal Office bulletin board as of January 3, 2020 and on the Township website as of April 9, 2020.”

Administrator Selb says an invocation.

Deputy Solicitor Ted Ritter administered the **Oath of Office** to re-elected Committeeman Paul Ritter.

Solicitor Matt Ritter swore in newly elected Committeewoman Kelsey Bayzick.

Present were: Bayzick, Shoemaker, Ritter, Facemyer, Freitag.

Also present were: Solicitor Matt Ritter, Deputy Solicitor T. Henry Ritter, Acting Clerk John Hitchner, Administrator Leo Selb.

A motion was made by Mr. Shoemaker, seconded by Mr. Facemyer to open the nominations for Mayor. Motion carries 5-0. Mr. Facemyer seconded by Mr. Shoemaker, nominated Paul Ritter for Mayor. There were no other nominations and a motion was made by Ms. Bayzick, seconded by Mrs. Freitag to close the nominations and elect Paul Ritter as Mayor for 2021; Approved 5-0.

Mayor Ritter was sworn in by Deputy Solicitor Ted Ritter.

A motion was made by Mrs. Freitag, seconded by Ms. Bayzick to open the nominations for Vice Mayor. Motion carries 5-0. Mrs Freitag, seconded by Ms. Bayzick, nominated Greg Facemyer for Vice Mayor. There were no other nominations and motion was made by Mr. Shoemaker seconded by Mrs. Freitag to close the nominations and elect Greg Facemyer as Vice Mayor for 2021; Approved 5-0.

Vice Mayor Facemyer was sworn in by Deputy Solicitor Ted Ritter.

Administrator Selb makes a presentation for retiring Land Use Board Chairman Scott Andersen. The Committee thank the Chairman for his 29 years of public service.

Administrator Selb makes a presentation for retiring Mayor Bruce Hankins. The Committee thank Mayor Hankins for his 34 years of public service.

RESOLUTIONS: (Consent Agenda)

The following Resolutions were approved as a consent agenda. The resolutions were approved on a motion by Mrs. Freitag, seconded by Ms. Bayzick followed by a unanimous vote 5-0.

RESOLUTION: 21-01 – MEETING DATES AND NEWSPAPERS

RESOLUTION: 21-02 – TOWNSHIP HOLIDAY SCHEDULE

RESOLUTION: 21-03 – CASH MANAGEMENT PLAN

RESOLUTION: 21-04 – RISK MANAGEMENT CONSULTANT

RESOLUTION: 21-05 – INTEREST RATE FOR NON-PAYMENT OF TAXES

RESOLUTION: 21-06 – DOG REGISTRAR FEES

RESOLUTION: 21-07 – TEMPORARY BUDGET

RESOLUTION: 21-08 – MUNICIPAL FEES

RESOLUTION: 21-09 – DECLARING RULES OF ORDER FOR MEETINGS

RESOLUTION: 21-10 – CANCELLATION OF TAXES UNDER \$10

RESOLUTION: 21-11 – MUNICIPAL EMPLOYEE APPOINTMENTS

RESOLUTION: 21-12 – RESCINDING CLERK'S PETTY CASH FUND

RESOLUTION: 21-13 – INCREASING ADMIN PETTY CASH FUND

RESOLUTION: 21-14 – DECLARING PETTY CASH CUSTODIAN

RESOLUTION: 21-15 – RECYCLING COORDINATOR AND TONNAGE GRANT APPLICATION

RESOLUTION: 21-16 – PUBLIC COMPLIANCE OFFICIAL APPOINTMENT

RESOLUTION: 21-17 – APPOINTING THE ZONING OFFICER FOR 2021

RESOLUTION: 21-18 – APPOINTING A PROPERTY MAINTENANCE OFFICIAL

The following resolutions were voted on individually.

RESOLUTION: 21-19 – RESOLUTION ESTABLISHING DEPOSITORIES AND CHANGE FUNDS

Ms. Bayzick makes a motion to approve the resolution. Motion is seconded by Mrs. Freitag and approved 3-0 with Mr. Facemyer and Mr. Ritter abstaining.

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RESOLUTION: 21-20 - RESOLUTION APPROVING MEMBERSHIP IN THE CUMBERLAND DEVELOPMENT CORPORATION

Mr. Shoemaker makes a motion to approve the resolution. Motion is seconded by Ms. Bayzick and approved 4-0 with Mr. Facemyer abstaining.

RESOLUTION: 21-21 – CANCELLATION – REISSUE CHECK TO VENDOR

A motion is made by Mrs. Freitag and seconded by Ms. Bayzick to approve the resolution. Motion carries 5-0.

RESOLUTION: 21-22 – RESOLUTION APPROVING THE SUBMISSION OF THE 2022 ROUND OF FUNDING FOR THE P.I.G. GRANT

A motion is made by Mr. Shoemaker to approve the resolution. Motion is seconded by Mr. Facemyer and approved 5-0.

The Committee reviews and discusses the sub-committee assignments. The assignments are approved 5-0 as presented with a motion by Ms. Bayzick and a second by Mr. Facemyer.

The Committee reviews the list of professionals. They approve the Mayor signing the contracts with the presented list 5-0. They request that the Land Use Board review the applicants for Township Planner and offer their suggestion.

Sewer Connection Waiver (74 Hitchner Ave): *The Committee approves 5-0 having the solicitor grant the waiver for the sewer connection prior to sale pending securing the escrow on a motion by Ms. Bayzick and seconded by Mr. Shoemaker.*

Mayor's Appointments: (Motion, 2nd & vote to accept appointments)

Land Use Board

Class I-Paul Ritter	1 year (January 1, 2021 – December 31, 2021)
Class II-Ken Strait	1 year (January 1, 2021 – December 31, 2021)
Class III-Joe Shoemaker	1 year (January 1, 2021 – December 31, 2021)
Class IV – Paul Earnest	4-year term (January 1, 2021 – December 31, 2024)
Class IV – Lee Hepner	4-year term (January 1, 2021 – December 31, 2024)
Class IV - Diane Crispin	4-year term (January 1, 2021 – December 31, 2024)
Alternate #1 – Jeff Shimp	2-year term (January 1, 2020 – December 31, 2021)
Alternate #2 – David Miller	2-year term (January 1, 2021 – December 31, 2022)

Economic Development

Dave Hemple	3-year term (January 1, 2021 – December 31, 2023)
Karen Hepner	3-year term (January 1, 2021 – December 31, 2023)
Stephanie McGhee	3-year term (January 1, 2021 – December 31, 2023)

Environmental Commission

Beth McClain	3-year term (January 1, 2021 – December 31, 2023)
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Mr. Facemyer makes a motion to approve the Mayor's appointments to the Land Use Board, Economic Development Commission, and Environmental Commission. The motion is seconded by Mr. Shoemaker and approved 5-0.

PUBLIC COMMENTS AND QUESTIONS

Mrs. Freitag makes a motion to open for public comment. Motion is seconded by Mr. Facemyer and approved 5-0.

Being as no members of the public wish to speak, Mr. Shoemaker makes a motion to close the public comment section. Mr. Facemyer seconds the motion and it carries 5-0.

ADJOURN

There being no additional business, a motion was made by Mr. Facemyer to adjourn at 5:35 pm. The motion was seconded by Ms. Bayzick and approved by a unanimous vote 5-0.

Respectfully submitted by:

John H. Hitchner III, Municipal Clerk