

**HOPEWELL TOWNSHIP COMMITTEE
AGENDA FOR THE 2022 REORGANIZATION MEETING
January 10, 2022**

Clerk opens 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, 2021 and the South Jersey Times on January 8, 2021. A notice was placed on the Municipal Office bulletin board as of January 5, 2020

Invocation: Township Administrator Leo F. Selb Jr.

Oaths of Office: Robin Freitag
Thomas Tedesco

Roll Call: Committeeman Paul Ritter, Committeeman Greg Facemyer, Committeewoman Robin Freitag, Committeewoman Bayzick, and Committeeman Tom Tedesco. Tedesco

Nominations for Mayor

Mayor Oath of Office will be administered upon the Mayor’s availability.

Nominations for Vice Mayor

Vice Mayor Oath of Office:

Vice Mayor takes over meeting

PRESENTATIONS:

Proclamations: Joseph Shoemaker

ORDINANCES:

Ordinance 22-01 2022 SALARY ORDINANCE

This Ordinance establishes a range of salary and wage rates for the employee positions in Hopewell Township. It will allow one Ordinance to be adopted with ranges that will allow the rates of pay to be set by Resolution well into the future without passing an Ordinance every time a new hire occurs or raises are given.

This Ordinance is for Introduction Only

Discussion

Motion to Introduce by _____ Second by _____ Roll Call Vote

2nd Reading and Public Hearing shall occur on February 10th, 2022 at the Twp. Meeting
5:00 pm

RESOLUTIONS: (Consent Agenda):

All Resolutions are Read by Title Only.

No discussion or Question of any Resolution permitted
(A Committeeperson may pull an individual resolution to discuss or question if requested)

RESOLUTION: 22-01 – MEETING DATES AND NEWSPAPERS
RESOLUTION: 22-02 – TOWNSHIP HOLIDAY SCHEDULE
RESOLUTION: 22-03 – CASH MANAGEMENT PLAN
RESOLUTION: 22-04 – RISK MANAGEMENT CONSULTANT
RESOLUTION: 22-05 – INTEREST RATE FOR NON-PAYMENT OF TAXES
RESOLUTION: 22-06 – DOG REGISTRAR FEES
RESOLUTION: 22-07 – TEMPORARY BUDGET
RESOLUTION: 22-08 – MUNICIPAL FEES
RESOLUTION: 22-09 – RESOLUTION AUTHORIZING ADMINISTRATION AND SENIOR
CENTER PETTY CASH FUNDS FOR 2021
RESOLUTION: 22-11 – RESOLUTION MUNICIPAL EMPLOYEE 2022 APPOINTMENTS
RESOLUTION 22- 12 – RESOLUTION ESTABLISHING ROBERTS RULES OF ORDER
RESOLUTION 22 -13- CANCELLATION OF PROPERTY TAX AND SEWER
OVERPAYMENTS OR DELINQUENT AMOUNTS +/- \$10.00
RESOLUTION: 22-14 – RECYCLING TONNAGE GRANT APPLICATION AND RECYCLING
COORDINATOR
RESOLUTION 11-15 - RESOLUTION APPOINTING A PUBLIC AGENCY COMPLIANCE
OFFICER
RESOLUTION 22-16 – APPOINTING A ZONING OFFICER FOR 2022
RESOLUTION 22-17 – APPOINTING A PROPERTY MAINTENANCE OFFICIAL FOR 2022
RESOLUTION 22-18 – RESOLUTION ESTABLISHING DEPOSITORIES AND CHANGE FUNDS

RESOLUTION: 22-10 – RESOLUTION APPOINTING TOWNSHIP MUNICIPAL CLERK AND
REGISTRAR OF VITAL STATISTICS

Discussion

Motion to Approve by _____ Second by _____ Roll Call Vote

RESOLUTION 22-19 – RESOLUTION APPOINTING A DEPUTY TOWNSHIP CLERK, DEPUTY
REGISTRAR, DOG REGISTRAR, AND ADMINISTRATIVE ASSISTANT FOR 2022

Discussion

Motion to Approve by _____ Second by _____ Roll Call Vote

RESOLUTION 22-20 – RESOLUTION APPOINTING A LAND USE BOARD SECRETARY FOR
2022

Discussion

Motion to Approve by _____ Second by _____ Roll Call Vote

RESOLUTION 22-21 RESOLUTION REGARDING NORMAL BUSINESS HOURS FOR THE
MUNICIPAL BUILDING AND HOURS OF WORK FOR CERTAIN EMPLOYEES.

This sets the normal business hours for the Municipal Building and the hours of work for
the Township Clerk, Deputy Clerk, and Township Administrator.

Discussion

Motion to Approve by _____ Second by _____ Roll Call Vote

Sub-Committees: Discussion and approval of Sub-Committee assignments for 2022. (Changes/Additions may be made)

Personnel: Greg Facemyer, Robin Freitag
Finance: Greg Facemyer, Mayor Paul Ritter
Public Works: Tom Tedesco, Kelsey Bayzick
Senior Center: Robin Freitag, Kelsey Bayzick
Public Safety: Robin Freitag, Tom Tedesco
Sewer: Greg Facemyer, Mayor Paul Ritter
Insurance: Tom Tedesco, Kelsey Bayzick

Professional Services 2022: See provided list of Professionals from 2021 and determine if you wish to renew or request proposals from new companies. RFP's have been sent out for Twp. Planner and Land Use Board Solicitor

Mayor's Appointments:

Land Use Board

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|-----------------------------|---|
| Class I-Mayor Paul Ritter | 1 year (January 1, 2022– December 31, 2022) |
| Class II-Ken Strait | 1 year (January 1, 2022 – December 31, 2022) |
| Class III-Tom Tedesco | 1 year (January 1, 2022 – December 31, 2022) |
| Class IV – Jeff Shimp | 4-year term (January 1, 2022 – December 31, 2025) |
| Class IV – Al Caggiano | 4-year term (January 1, 2022 – December 31, 2025) |
| Alternate #1 – David Miller | 2-year term (January 1, 2021 – December 31, 2022) |
| Alternate #1 – Rich Husted | 2-year term (January 1, 2022 – December 31, 2023) |

Economic Development

| | |
|----------------|---|
| Jill Sungenis | 3-year term (January 1, 2022 – December 31, 2024) |
| Scott Andersen | 3-year term (January 1, 2022 – December 31, 2024) |

Environmental Commission

| | |
|--------------|---|
| Marion Carll | 3-year term (January 1, 2022 – December 31, 2024) |
| Burt Doremus | 3-year term (January 1, 2022 – December 31, 2024) |

Motion to Accept Appointments _____ **Second Motion** _____ **Voice Vote** _____

PUBLIC COMMENTS: *Please stand, state your name and the municipality in which you live for the record, and in five (5) minutes or less briefly state your comments to the Township Committee. The Township Committee will allow for a total of 30 minutes for all public comments. (Ord. 18-01 Adopted 1/18/18)*

RESOLUTION 20 -22 RESOLUTION FOR EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS and Action Will Be Taken.

Discussion

Motion to Enter Executive by _____ Second by _____ Roll Call Vote

Motion to Leave Executive by _____ Second by _____ Roll Call Vote

MOTION TO ADJOURN by _____; Second by _____; Voice Vote

NEXT SCHEDULED MEEING: January 20, 2022 @ 6:30 pm

cc: Committee,
Township Bulletin Bd.,
Sol. Matthew Ritter
Sol. T. H. Ritter
Admin Leo Selb