

MINUTES
HOPEWELL TOWNSHIP COMMITTEE
REGULAR MONTHLY MEETING
January 16, 2020

Approved
02/20/2020

Flag Salute

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.

Roll Call: Township Committee: Facemyer, Freitag, Ritter, Shoemaker, Hankins;

Others: John Hitchner (Acting Clerk), Matthew Ritter (Solicitor), Theodore Ritter (Deputy Solicitor), Leo Selb (Administrator), Jeff Shimp (Resident), Gary VanMeter (OEM Coordinator), Gordon Gross (Zoning Officer)

***Approval of Minutes**

A motion was made by Mr. Shoemaker to approve the minutes of 12/19/2019 Regular Committee Meeting, Executive Session, and the 01/02/2020 Reorganization Meeting Minutes. The motion was seconded by Mrs. Freitag and approved 5-0.

***Department and Committee Reports**

Mr. Ritter makes a motion to approve the Department and Committee reports as submitted. Motion is seconded by Mr. Shoemaker and approved 5-0.

***Approval of bills: Total Bills \$667,487.68** (including payroll) on Treasurers January 2020 prepared list

A motion was made by Mr. Ritter to table paying the bills. The motion was seconded by Mr. Facemyer and approved 5-0.

***Treasurer's Report**

The treasurer's report was submitted by the CFO for approval. A motion was made by Mr. Facemyer and seconded by Mr. Ritter to approve the treasurer's report. Motion carries 5-0.

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)*

Mr. Ritter makes a motion to open for public comment. Mr. Facemyer seconds the motion and motion carries 5-0.

Gary VanMeter addresses the Committee. He informs them that during the summer he rewrote the Township's Emergency Plan. The plan needs to be redone every 4 years. He sent the new plan off to the State, County, and gave the Township Administrator a copy. Mr. VanMeter states that West Park Church is working on being a "safe sanctuary" where they are prepared to take in people during an emergency situation.

Mr. VanMeter asks about "Farmer tags" at the convenience center. Administrator Selb states that the NJDEP has determined after much debate that "Farmer tags" are considered commercial. A Township resident is not allowed to bring a commercial vehicle to the convenience center or the owner and the Township could face very stiff fines. The NJDEP could also close down the convenience center as a result. They do multiple random site inspections a year and the Township cannot risk having this occur.

Mr. Shimp asks if farmer would be able to take their trash directly to the landfill. Mayor Hankins states he believes they could as the lumberyard takes their refuse directly to the landfill.

The Committee discusses passing a resolution supporting the farmers and their use of the convenience center when their residency is proven and the trash is confirmed to be only household waste.

RESOLUTION 20-32 A RESOLUTION IN SUPPORT OF RESIDENT FARMERS BEING ABLE TO USE THE CONVENIENCE CENTER WITH "FARMER" TAGS FOR HOUSEHOLD WASTE ONLY

Mr. Shoemaker makes a motion to pass the resolution. Motion is seconded by Mr. Facemyer and approved 5-0.

Being as no more members of the public wish to speak, a motion is made by Mr. Ritter to close the public portion. Motion is seconded by Mr. Shoemaker and approved 5-0.

A motion was made by Mr. Ritter to take from the table paying the bills. Motion is seconded by Mr. Facemyer and approved 5-0.

***Approval of bills:** Total Bills **\$667,487.68** (including payroll) on Treasurers January 2020 prepared list

A motion was made by Mr. Ritter to pay the bills as submitted. The motion was seconded by Mr. Facemyer and approved 5-0.

New Business:

Resolutions-

RESOLUTION 20-25: RESOLUTION AUTHORIZING THE RELEASE OF ESCROW TO J. GUY PAVING LLC

Mr. Shoemaker makes a motion to approve resolution 20-25. Motion is seconded by Mr. Ritter and approved 5-0.

	Motion	Second	Ayes	Nays	Abstain	Absent	Recuse
Greg Facemyer			X				
Robin Freitag			X				
Paul Ritter III		X	X				
Joe Shoemaker	X		X				
Bruce R. Hankins			X				

RESOLUTION 20-26: RESOLUTION AUTHORIZING CHANGE ORDER #1 KINKLE ROAD 2017 NJDOT RESURFACING PROJECT #29163.00

Mr. Ritter makes a motion to approve resolution 20-26. Motion is seconded by Mr. Facemyer and approved 5-0.

	Motion	Second	Ayes	Nays	Abstain	Absent	Recuse
Greg Facemyer		X	X				
Robin Freitag			X				
Paul Ritter III	X		X				
Joe Shoemaker			X				
Bruce R. Hankins			X				

RESOLUTION 20-27: RESOLUTION ACCEPTING THE MAINTENANCE BOND FOR KINKLE ROAD 2017 NJDOT RESURFACING PROJECT #29163.00

Mr. Shoemaker makes a motion to approve resolution 20-27. Motion is seconded by Mrs. Freitag and approved 5-0.

	Motion	Second	Ayes	Nays	Abstain	Absent	Recuse
Greg Facemyer			X				
Robin Freitag		X	X				
Paul Ritter III			X				
Joe Shoemaker	X		X				
Bruce R. Hankins			X				

RESOLUTION 20-28: RESOLUTION APPOINTING CERTIFIED MUNICIPAL FINANCE OFFICER

Mr. Facemyer makes a motion to approve resolution 20-28. Mr. Ritter seconds the motion and motion passes 5-0.

	Motion	Second	Ayes	Nays	Abstain	Absent	Recuse
Greg Facemyer	X		X				
Robin Freitag			X				
Paul Ritter III		X	X				
Joe Shoemaker			X				
Bruce R. Hankins			X				

RESOLUTION 20-29: RESOLUTION APPROVING MUNICIPAL ALLIANCE FOR THE PREVENTION OF ALCOHOLISM AND DRUG ABUSE FISCAL GRANT CYCLE JULY 2020 - JUNE 2021

Mr. Shoemaker makes a motion to approve resolution 20-29. Motion is seconded by Mr. Facemyer and carries unanimously.

	Motion	Second	Ayes	Nays	Abstain	Absent	Recuse
Greg Facemyer		X	X				
Robin Freitag			X				
Paul Ritter III			X				
Joe Shoemaker	X		X				
Bruce R. Hankins			X				

RESOLUTION 20-30:

RESOLUTION AUTHORIZING CONTRACT WITH FRALINGER ENGINEERING FOR RESURFACING 2020 NJDOT GRANT #17967.01

Mr. Facemyer makes a motion to table resolution 20-30. Motion is seconded by Mrs. Freitag and carries 5-0.

	Motion	Second	Ayes	Nays	Abstain	Absent	Recuse
Greg Facemyer	X		X				
Robin Freitag		X	X				
Paul Ritter III			X				
Joe Shoemaker			X				
Bruce R. Hankins			X				

RESOLUTION 20-31: RESOLUTION OF THE GOVERNING BODY OF HOPEWELL TOWNSHIP ADOPTING THE FORM FOR FILING TORT CLAIMS

Mr. Ritter makes a motion to approve resolution 20-31. Motion is seconded by Mr. Shoemaker and approved 5-0.

	Motion	Second	Ayes	Nays	Abstain	Absent	Recuse
Greg Facemyer			X				
Robin Freitag			X				
Paul Ritter III	X		X				
Joe Shoemaker		X	X				
Bruce R. Hankins			X				

Discussions-

Item #1 – Discussion about Bostwick Lake.

Solicitor M. Ritter informs the Committee that the Stewart Trust has been notified by letter regarding taking back the lake. Upper Deerfield and Hopewell Township will pass matching ordinances to dissolve the Commission. The municipalities should put up signs before the deed transfers.

Item #2 – Discussion about computer systems in the municipal building.

Administrator Selb informs the Committee that after an assessment of our computers and network there were some “scary” problems including a firewall which was over a decade old. Certain machines will need to be updated with new hardware. Other machines will need to be replaced. He changed the Township’s IT company as a result of this assessment determining the prior company was insufficient. Annual costs are comparable. Clerk Hitchner states he believes the new IT company is very knowledgeable and this was a good decision for the Township. Computers still operating on Windows 7 will need to be updated. JIF will be doing a cyber security assessment.

Item #3 – Discussion about sewer rates in 2021.

Administrator Selb suggests communicating with the Public Works Director and the CFO in evaluating the sewer infrastructure and planning on replacing parts which are oldest.

Item #4 – Discussion about “No Parking Signs” on Sewell Road by the school.

Hopewell Crest School had asked the Township Committee to place “no parking” signs along Sewell Rd. The Administrator Selb suggests it would be important to run these questions through the Engineer and possibly reach out to local residents who might be affected for their opinions.

Item #5 – Discussion on renewing copier lease in the Clerk/Public Works office.

Administrator Selb states that one of the copier leases is up in March. It is discussed and concluded that it would be best to purchase a decent copier capable of acting as a backup to the primary copier and only having one lease. This will save the Township approximately \$1,200 a year after the initial costs for the new equipment.

Item #6 – Discussion about clearing trees off a municipal owned property (block 52, lot 22) as neighboring residents complain about damage and potential damage.

The Public Works Director is working on getting formal quotes. The verbal quotes he received ranged from \$5,000-\$10,000. It is suggested that the property be cleaned up prior to the ground

thawing and the tree companies getting busy with other work.

Mr. Ritter makes a motion to accept the best quote not to exceed \$10,000. Motion is seconded by Mr. Shoemaker and approved unanimously.

Solicitor's Report:

Solicitor M. Ritter discusses a tax appeal which was filed concerning the Amish Market. He has looked at their offer and discussed it with the Tax Assessor Lois Mazza. He perceives they are very low and the Township should negotiate. The Township might have to pay for a professional appraisal.

Administrator Selb discusses with the Committee that the Fire Inspector is requiring that all wood paneling in the municipal building must be painted with a clear fire retardant. He informs the Committee that the JIF is holding two training events in Vineland and the municipality will save money if they attend. There are two dates, January 29th and March 24th.

Mr. Ritter states he has spoken to the Morse family and that the Wedding Barn project is still very much alive and they are eager to move forward as soon as possible.

ADJOURN

There being no additional business, the meeting was adjourned at 8:30 pm on a motion by Mr. Facemyer and seconded by Mrs. Freitag. Motion passes 5-0.

NEXT SCHEDULED MEETING: February 20, 2020 @ 4:30 pm.

John Hitchner, Acting Clerk

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