

**HOPEWELL TOWNSHIP COMMITTEE
REGULAR MONTHLY MEETING MINUTES
January 20, 2022**

Start Time: 6:34PM

“In compliance with the 'Open Public Meetings Act' this meeting was duly advertised by a notice to The Daily Journal on January 20, 2022 and the South Jersey Times on January 14, 2022. A notice was placed on the Municipal Office bulletin board as of January 10, 2022.”

- **Roll Call – Kelsey Bayzick, Greg Facemyer, Robin Freitag, Tom Tedesco, Mayor Paul Ritter – Mr. Facemyer was absent**

- **Approval of Minutes:** Approve the 12/16/2021 Regular Meeting minutes and 1-10-2022.

Discussion - None

Motion by Freitag, Second by Bayzick, Voice Vote 4-0

Approve the 12-16-2021 and 1-10-2022 Executive minutes

Discussion: Administrator/Clerk - Moved to next meeting for approval

Department and Committee Reports

Discussion - None

Motion by Bayzick, Second by Freitag, Voice Vote 4-0

- **Approval of bills:** Total Bills on the Treasurer’s January 20, 2022 prepared bill list.

Discussion- None

Motion by Freitag, a Second by Tedesco, Voice Vote 4-0

- **Treasurer’s Report:** Approve the Treasurer’s report for January 2021.

Discussion - None

Motion by Bayzick, a Second by Tedesco, Voice Vote 4-0

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)*

Motion to open to Public Bayzick, a Second by Freitag, Voice Vote 4-0

Discussion: Mr. Shimp spoke about getting an extension on Barrett’s Run Road Farm Land reservation Grant.

Gary VanMeter OEM Coordinator advised we were on the Home stretch of completing the OEM Plan for Hopewell Twp.

Motion to close to Public Bayzick, a Second by Tedesco, Voice Vote 4-0

ORDINANCES:

First reading:

NONE

Second Reading:

None

RESOLUTIONS:

22-22 RESOLUTION APPOINTING A DEPUTY MUNICIPAL CLERK, DEPUTY REGISTRAR, DOG REGISTRAR, AND ADMIN ASSISTANT

This resolution appoints Jeannette Pace to the above vacant positions for a period of 1 year

Discussion - None

Motion by Freitag, a Second by Bayzick, Voice Vote 4-0

Jeannette Pace was Welcomed

22-23 RESOLUTION APPOINTING A LAND USE BOARD SECRETARY

This resolution appoints Jeannette Pace to the above vacant position for a period of 1 year

Discussion - None

Motion by Bayzick, a Second by Tedesco, Voice Vote 4-0

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)

22-24 RESOLUTION APPROVING MEMBERSHIP IN THE CUMBERLAND

DEVELOPMENT CORPORATION This resolution allows the Township to join an organization that promotes Hopewell Township Economic growth in the community and support established businesses for benefit of the resident and taxpayers.

22-25 RESOLUTION AWARDDING OF CONTRACT FOR PROFESSIONAL SERVICES FOR AN ANIMAL SHELTER FOR 2022 This allows our animal control officer some place to take stray or injured dogs, feral cats, etc.

22-26 RESOLUTION APPOINTING THE AUDITOR FOR THE TOWNSHIP OF HOPEWELL AWARDDING AN AGREEMENT FOR THE YEAR 2022 We are required to have the Township books audited every year by the New Jersey Department of Community Affairs

22-27 RESOLUTION APPOINTING FRALINGER ENGINEERING PA AS TOWNSHIP ENGINEER Every Municipality needs an Engineer to assist with the many functions of building, storm water, land use, zoning, etc.

22-28 RESOLUTION AWARDDING OF CONTRACT FOR PROFESSIONAL SERVICES FOR AFFORDABLE HOUSING ATTORNEYS. Although COAH no longer exists towns are still required to provide a certain amount of low-income housing and should the State of New Jersey or an organization come to Hopewell attorney service will be needed.

22-29 RESOLUTION AWARDDING OF CONTRACT FOR PROFESSIONAL SERVICES FOR ANIMAL CONTROL The service is utilized to respond to dog and cat complaints and taken any action needed.

22-30 RESOLUTION AWARDDING OF CONTRACT FOR BOND COUNCIL Used to fulfill legal needs when a Bond is needed for large capital expenditure, etc. and funds are needed for financing.

22-31 RESOLUTION CONFIRMING THE AWARDDING OF CONTRACT FOR 2022 PROFESSIONAL SERVICES OF PHOENIX ADVISORS SERVICES Services for execution of Continuing Disclosure Agreements ("CDAs") in connection with one or more bond issuances to provide specific financial and other information and notices, within specified time frames, to the marketplace in a manner prescribed by the regulators of the underwriter that purchased said bond issues.

22-32 RESOLUTION FOR 2021 BUDGET TRANSFERS This is permitted in the first three months of a new budget year to allow for transfer of funds within the prior year operating expense budget if needed for payment of bills.

22-33 RESOLUTION APPOINTING A TOWNSHIP PLANNER FOR HOPEWELL TOWNSHIP Appoints Planner(s) for General Township for planning and Master Plan

Discussion – None

Consent Agenda

Motion by Freitag, a Second by Bayzick, Voice Vote 4-0

22-34 RESOLUTION FOR A FARMLAND LEASE AGREEMENT HOPEWELL BUSINESS PARK This agreement renews a prior lease for farmland between Hopewell Township and Jonas King for 3 years and 9 months

Discussion – Bayzick had question about cost of property for lease. Solicitor advised it was an increase to \$150.00 acre for more acreage than in the past. The lease was being adjusted into line with other leases of farm land in the Township.

Motion by Bayzick, a Second by Tedesco, Voice Vote 4-0

NEW BUSINESS:

1. **Environmental Commission:** posting Newsletter on Facebook. Committee advised by the Administrator the Commission has requested to add The Newsletter to the website and Facebook. All were advised training for the website will occur on 2-8 and 2-9 for the Clerk and Dep Clerk. Once completed the newsletter can be added.

OLD BUSINESS

1. **Donation of property to Township – Block 84 Lot 1.04 Sheppards Mill Road.** .22 acres bounded by Sheppards Mill Rd, Munts Creek and Greenwich Railroad right of way with wetland delineation. Committeeman Tedesco advised he did some research and discovered the Railroad right away was abandoned and believe the additional piece was added to Block 84 Lot 1.04. The clerk he was unaware and would have the Assessor research it prior to next meeting. There was also a discussion about concerns if the Township accepted the property they would be required for any maintenance of the property. It might be prudent to inquire to see a neighboring property would want the piece of property also. No action was taken and a motion was made by Bayzick, and a second by Tedesco with a voice vote of 4-0.
2. **Gating of Sewall Park** – Procedure and times/days to open the Park for use. There was a consensus to put up the gate and have Public Works open the gate in the morning M-F at @7am and close at @3 pm. On Saturday it could be opened in the morning by one of the employees of the Convenience Center before they open and the closed after the Convenience Center is closed. The Administrator advised a pay accommodation would be made for an extra hour for the part-time employee to have it completed.
3. **Land Use Board Solicitor** – No RFP's were submitted – Action was tabled and it was going to be explored to attempt to find someone.

SOLICITOR'S REPORT:

1. Solicitor suggested a remote gate opener for the Park.
2. He advised he had heard nothing from the Green Olive owner and/or the attorney. A solution may be to close the second floor off permanently until they could raise funds for proper sprinkler system. The Administrator advised he had spoken to Teresa and she advised they owner had submitted plans with the sprinkler system (water curtain) and a fire door on the same prints which he submitted. He was advised he had to separate them and the also the water curtain would not work. She was waiting for a resubmittal of plans.

GOOD OF THE ORDER: Clerk advised Hoffman Irrigation is close to an opening.

EXECUTIVE SESSION: NONE

MOTION TO ADJOURN

Motion by Bayzick, a Second by Tedesco, Voice Vote 4-0

End Time: 7:33pm

NEXT SCHEDULED MEETING: February 17, 2022 @ 6:30 pm

Leo Selb, Municipal Clerk

cc: Committee; Sol. Matthew Ritter; Sol. T. H. Ritter; Dep. Clerk J. Pace; Twp. Bulletin Bd.